

# NSP Privileges and Waiver Request

Privileges: Key/Radio/Escorting

Waiver: Metal Detector

<input type="checkbox"/> KEYS	<input type="checkbox"/> RADIO	<input type="checkbox"/> ESCORT PRIVILEGES	<input type="checkbox"/> METAL DETECTOR WAIVER
Name: _____ <small>Last, First Middle Initial</small>		Date: _____	
Section: _____		Requesting Staff: _____	

	<u>Date</u>	<u>Staff Initials</u>	
<b>Facility Tour</b>	_____	_____	<input type="checkbox"/> Necessary for job. Explain why: _____ _____ If person previously incarcerated or on P&P: <input type="checkbox"/> Reviewed Chronos – good institution record. <input type="checkbox"/> Reviewed Chronos – Successfully completed supervision.
* <b>Key Control Training</b>	_____	_____	
* <b>Radio Training</b>	_____	_____	
* To be completed prior to obtaining key chits			

<b>LEDS/AS400 Access:</b> <input type="checkbox"/> Yes* <input type="checkbox"/> No <i>Mandatory selection – Must choose either Yes* or No</i> <small>* If yes, must attach CJIS form</small>	_____ Section Supervisor Signature
<b>Metal Detector Waiver:</b> <input type="checkbox"/> Yes* <input type="checkbox"/> No      Reason (if yes): _____ _____ Superintendent (or Designee) Signature	

<b>VOLUNTEER OR PROGRAM COORDINATOR</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Comments: _____	
Signature: _____      Date: _____	

<b>ASST. SUPT., CORRECTIONAL REHABILITATION</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Comments: _____	
Signature: _____      Date: _____	

<b>ASST SUPT., SECURITY</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Comments: _____	
Signature: _____      Date: _____	

Key Chits Issued (Date): _____	Expires: _____
<input type="checkbox"/> Bar Coded Chit & # _____ Reg. Chits = _____ total key chits given	
Signed by: _____      Returned (Date): _____	