Clearance Change

Grants, lowers or suspends a member's Site Clearance at one site, or their Site-01 clearance. Completed by the authority that can grant the level concerned, with the reason recorded.

UNDER: FOUNDATION DIRECTIVE 001, CLEARANCE POLICY

MEMBER 01

NAME OR DESIGNATION

DISCORD USERNAME

ROBLOX USERNAME

DEPARTMENT

CHANGE 02

CHANGE

☐ Grant ☐ Lower ☐ Suspend ☐ Restore

CLEARANCE

☐ Site Clearance ☐ Site-01 clearance

SITE (02 TO 09)

FROM

☐ L0 ☐ L1 ☐ L2 ☐ L3 ☐ L4 ☐ L5

TO

☐ L0 ☐ L1 ☐ L2 ☐ L3 ☐ L4 ☐ L5

EFFECTIVE DATE

UNTIL (SUSPENSION ONLY)

REASON

AUTHORISATION 03

AUTHORISED BY

ACTING AS

☐ Site Director ☐ Site-01 officer ☐ O5 Council ☐ The Administrator

THEIR CLEARANCE

☐ L3 ☐ L4 ☐ L5

SIGNATURE OR DESIGNATION

DATE

ARCHIVE USE ONLY

ARCHIVE RECORD NO.

FILED BY

FILED ON