HAZARDOUS MATERIAL AUTHORIZATION REQUEST

(For use of this form, see Fort Cavazos Regulation 200-1. The proponent of this form is DPW-ENV.)

SECTION I - REQUESTOR USE

1. NOMENCLATURE/TRADE NAME:	
2. STOCK NUMBER (NSN, LSN, NCN, etc.):	3. PART NUMBER:
4. QUANTITY REQUESTED:	5. MONTHLY REQUIREMENT: (estimate monthly usage or a one-time purchase)
6. UNIT OF ISSUE (each, gallon, can, etc.):	7. UNIT OF MEASURE (must be weight or volume):
8. UNIT OF USE (must be weight or volume, e.g., pounds, gallons, etc):	9. TYPE OF CONTAINER (can, bottle, tube, plastic, metal, glass, aerosol, etc):
10. SUGGESTED SOURCE OF SUPPLY:	11. MANUFACTURE INFORMATION (complete if different than supplier):
a. COMPANY NAME:	a. COMPANY NAME:
b. ADDRESS:	b. ADDRESS:
c. TELEPHONE/FAX:	c. TELEPHONE/FAX:

SECTION II - WORK PROCESS

12. DESCRIBE THE WORK OR PROCESS IN WHICH THE MATERIAL WILL BE USED:

13. LIST BUILDING OR AREA WHERE MATERIAL WILL BE USED:	14. COST CENTER/DODAAC AUTHORIZED TO USE THIS MATERIAL:	15. PROCESS: (check one): NEW ☐ CURRENT ☐	16. TECHNICAL REFERENCE REQUIRING SPECIFIC USE:
17. REQUESTER NAME AND TELEPHONE NUMBER:	18. TECHNICAL POC AND TELEPHONE NUMBER:	19. ORGANIZATION:	20. DATE REQUESTED:

SECTION III - DPW ENVIRONMENTAL USE ONLY

21. HMMS CONTROL NUMBER:	22. SDS SERIAL NUMBER:	23. REMARKS (alternate material available?):

SECTION IV - ROUTING

PROGRAM *a*	REQUIRED *b*	DATE REC'D *c*	DATE ROUTED TO *d*	ROUTED TO *e*	APPROVAL *f*	PROGRAM REMARKS *g*
AIR					☐YES ☐NO	
WATER					☐YES ☐NO	
IH					☐YES ☐NO	
PEST MGT					☐YES ☐NO	
SAFETY					☐YES ☐NO	
HAZMAT TEAM					☐YES ☐NO	

INSTRUCTIONS

NOTE: Contractors are strongly encouraged to purchase hazardous materials at the Base Supply Center (BSC). On those rare occasions that short-term contractors use non-government furnished HAZMAT, they must use the Hazardous Material Authorization Request (Fort Cavazos Form 200-19) to notify Fort Cavazos of HAZMAT usage and submit a Safety Data Sheet (SDS) for all materials. In these cases, SDS are used for tracking purposes and does not imply endorsement of any product by Fort Cavazos.

BLOCK	DESCRIPTION	INFORMATION REQUIRED
1	Nomenclature	If not a government source NSN, enter a descriptive noun for the item you are purchasing, for example, SAE 30 oil, yellow spray paint, lead acid battery, etc.
2	NSN	Enter NSN if item is from a government source of supply. If it is, skip to block 4.
3	Part Number	Enter as appropriate, using the most specific information available.
4	Quantity Requested	Make every effort to enter only how much you will need to sustain your process for 7-10 days. The only exceptions should be for those items where the smallest size procurable (UI) lasts longer in your process.
5	Monthly Requirement	How much do you use per *MONTH*? Enter a quantity and select the appropriate unit: FL OZ, Gallon, Gram, KG, LB, Liter, OZ, Pint, Quart, Troy OZ. An example would be using 5 qts to change oil in car.
6	Unit of Issue	Unit of issue. Examples are EA, GAL, PT, OZ.
7	Unit of Measure	Enter the quantity of the size and selet the appropriate measuring unit: Fluid OZ, gallon, gram, KG, LB, liter, OZ, pint, quart, Troy OZ.
8	Unit of Use	If decanting, what unit will you issue/use?
9	Type Container	Select the appropriate container description: bottle, box, can, cartridge, drum. If not listed, fill in the container type next to "other"
10	Suggested Source of Supply	Name of brand name or source of supply.
11	Manufacturer Information	Enter the manufacturer information. This is very important to determine the correct SDS and chemical formulation. You may also find this on the container.
12	Work or Process Description	A full description of the work activity and process in which the HAZMAT is used. More detail in this block enhances your chances of approval. For example, application method, such as hand, brush, spray gun/nozzle, or vapor condensation; type of industrial equipment, such as open tanks, closed tanks, vapor degreaser, spray booth mechanical equipment, or other system. If the HAZMAT is transferred to industrial equipment, list the equipment number and specify whether the transfer will occur by pouring, pumping, or another method. Explain what will happen to the HAZMAT in the process, such as heated in an oven, soldering iron, torch, or heated to facilitate parts washing, or even used to facilitate removal of other HAZMAT by wire brush, sander, or grinder. The important thing is to be as specific as possible, which can shave days off the approval process: use additional paper if necessary and remember reviewers don't do your work; explain it so they can understand it.
13	Where is the product used?	Provide a building number or location.
14	DODAAC/Cost Center	Enter your DODAAC for your unit/activity.
15	Process	Circle the appropriate answer.
16	Technical Reference	Where is the authorization to use this HAZMAT, for example, TM, LO, etc?
17	Requestor Name	Your name.
18	Technical POC	Who can answer questions about the process using the HAZMAT?
19	Organization	Where do you come from?
20	Date Requested	Date hazardous material authorization request (Fort Cavazos Form 200-19) complete.