OFFICIAL NAVAL SHIPYARD TELEPHONE SERVICE REQUEST

NNSY 2060/8 (Rev 11-02)

(CODE 902.5C USE ONLY)

FROM: (SHOP/CODE) DATE

REFERENCE (PON #)

TO: COMMUNICATION SERVICES, CODE 902.5C

DATE RECEIVED

TELEPHONE SERVICE REQUESTED:

☐ REMOVAL ☐ INSTALLATION ☐ RELOCATION ☐ TROUBLE CALL

TECHNICIAN

BRIEF DESCRIPTION OF SERVICE REQUESTED: (INCLUDE STATION DESIGNATOR)

MATERIALS USED

LOCATION POC NAME	PHONE / EXT	BLDG / FLOOR / ROOM

TECH HRS USED

COMPLETE ONLY IF THIS REQUEST IS FOR INSTALLATION OF NEW NUMBER

☐ CAT 01 - COR 10 (ON-BASE CALLING, 911)

☐ CAT 02 - COR 11 (LOCAL, 800, DSN)

☐ CAT 03 - COR 15 (LOCAL, FTS, DSN)

DATE COMPLETED

EXPANSIONS / PORTS

COMPLETED DATE REQUESTED (DO NOT USE ASAP)

NECESSARY INFORMATION FOR LISTING IN NORFOLK NAVAL SHIPYARD DIRECTORY ALPHABETICAL LISTING (IF REQUIRED), CODE LISTING, AND NAME(S) TO BE LISTED.

NAME

CODE

PHONE

SHOW DETAILED JUSTIFICATIONS FOR THE REQUEST AND IN THE EVENT THIS IS A REQUEST FOR INSTALLATION, DEPARTMENT HEAD WILL CERTIFY THAT NO EXISTING TELEPHONE IN THAT DEPARTMENT CAN BE MOVED TO FURNISH DESIRED SERVICE.

CHECK	INITIAL
☐ SWT	
☐ AUD	
☐ ACC	
☐ CAS	
☐ INV	
☐ FILE	
☐ TMS	
BAC	

WORK COMPLETED DATE _____ SIGNATURE _____

APPROVAL SIGNATURES

TELEPHONE COORDINATOR	HEAD OF DEPARTMENT (OR DESIGNEE)	BASE COMMUNICATION OFFICER

Coordinators Number