



CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY EIC REQUEST FORM

This form must be submitted to ~eic@capmetro.org at least fourteen days prior to the proposed start of work requiring an Employee In Charge (EIC). Submittal of this form should not be considered approval for any work on the Capital Metro Railroad Right of Way (ROW). Submittal of this form does not guarantee an EIC will be available for the project.

Please fill out this form COMPLETELY...Missing information will delay the ability for an EIC to be assigned to your project.

Work Being Performed:	

General Contractor Billing Address (for EIC Charges)	

G.C. Contact for Job (Name & Number)	
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Company Performing Work and Contact with Phone #:	

Capital Metro Project Manager:	Name	Telephone	Email

Contractor Project Manager (if necessary):	Name	Telephone	Email

Location of Work:	From MP	To MP

Expected Duration of Work:	Start Date	End Date

List all heavy equipment to be used within 25 ft of the track. Ex. Backhoe, manlift, crane, dump truck, etc.

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Is this work for Capital Metro?	Yes	No	Date Submitted:	
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Date Approved:		Signature	
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EIC Assigned:	From	To	Total Hours	Approximate Cost

Permit Number	
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Contractors observed working within the 25 ft. foul zone without EIC protection will be required to install a temporary safety fence a minimum distance of 25 ft. from the center of the track. Upon the second violation of fouling the 25 ft. zone, prior to work commencing again, contractors will be required to schedule an EIC for the remainder of the project.