



JOINT BASE PEARL HARBOR-HICKAM, HAWAII

REQUIRED AUTHORIZED ORGANIZATION CHECKLIST

SPONSOR MUST COMPLETELY FILL OUT BELOW CHECKLIST PRIOR TO TURNING IN

<u>ITEM NUMBER</u>	<u>ITEM</u>	<u>SPONSOR INITIALS</u>	<u>CLERK INITIALS</u>
#1	JB2 Form 0180 (Dated 06 Aug 2021)		
#1A	From Block (Organizations POC name and Address)		
#1B	Duration of Request		
#1C	Days/Hours Required		
#1D	Location (Which Areas of Base e.g. Main Base, NCTAMS, Makalapa)		
#1E	Members Information		
#1F	Requestor Name/Signature(Digital or Wet)/Date/Phone/Email (Same as visitor or company POC)		
#1G	Sponsor Name/Signature(Digital or Wet)/Date/Phone/Email (Must be same as Sponsor listed on SECNAV Form 5512)		
	Approved Org/Sponsor Signature Letter on File with Pass and ID		
#2	**If a Sponsor Letter is not on file, ALL Applications over 30 Days will require Command Signature (Digital or Wet)**		
	SECNAV Form 5512 (Dated 31 Jul 2027)		
#3			
	SEND REQUEST TO: 647SFS.JB2.Form0-180@us.af.mil		☐ GREEN BOOK

BELOW LISTED INFORMATION IS FOR PASS & ID (PID) USE ONLY

1. REQUEST RECEIVED BY - Rank & Name (Last, First):
2. DATE:

2. PID CLERK SYSTEM VERIFICATION

Clerk Initials

National Crime Information Center (NCIC)	
Background & Sex Offender Registry (SOR) Check	
Barment Check :	
PID Clerk Name (Last, First):	Date

Checklist Current as of 25 AUG 2025 (all others obsolete/invalid)

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