INSTRUCTION OF OWNER’S OPERATING PERSONNEL
Construction & Planning Office
Prairie View A&M University
Texas A&M University System

PROJECT:

DESCRIPTIONS:

Project No. _______________
___Contract No. _______________

SYSTEM OR EQUIPMENT:

PRELIMINARY INFORMATION:

A. To be completed by Contractor:

☐ TAMUS  ☐ Vendor Discipline: ________________________________

1. Proposed dates of instructions: ___________ to ___________

2. Representative performing instruction: ______________________

3. Number of hours required: __________

4. TAMUS Personnel: _______________________________________

B. To be completed by Owner:

1. Owner’s personnel to be instructed:

☐ C/P  ☐ Grounds Maint.  ☐ Utilities  ☐ User(s)  ☐ Environmental Safety

☐ Custodial  ☐ Building Maint.  ☐ Wastewater  ☐ DPS  ☐ Other ______

Comments: __________________________________________

_____________________________________________________

Total Hours: _______ Date Instruction Completed: __________________

Owner’s Representative: ________________ Instructor: ___________________