A. POLICY

This policy will clarify plan submittals for tenant construction and the use of the McCarran approval stamp for McCarran International Airport projects.

B. PROCEDURE

Tenant Construction Review:

1. The Department of Aviation (DOA) will submit three (3) sets of tenant drawings and specifications which will be stamped by DOA for processing.
2. The Airport will begin a concurrent in-house review for concept approval. If any problems arise, they will notify Plans Examination.
3. Once the Airport in-house review is complete and the drawings approved, they will submit three (3) sets of wet stamped (by the architect) drawings and specifications to the department to replace the three (3) sets previously submitted (item 1 above).

Use of McCarran International Airport Approval Stamp:

1. The approval stamp and corresponding signature of the Construction/Engineering Manager (or designated representative) signifies that the DOA, as the landlord, has granted approval to proceed with the alteration of the Airport.
2. The McCarran approval stamp is required only on tenant improvement project plans and revisions which are submitted for review. These plan submittals will not bear the McCarran title block.
3. The approval stamp is not required on projects awarded by the Board of County Commissioners. These plan submittals will bear the McCarran title block.

Revision History:

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<th>POLICY #</th>
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<th>Effective Date</th>
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<tr>
<td>PE-PP-OPS-015</td>
<td>McCarran International Airport Plans</td>
<td>May 1, 2007</td>
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<td>BP-PP-071</td>
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<td>January 14, 2014</td>
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Approved by: Ronald L. Lynn, Director

Concurred by: Gregory J. Franklin, Assistant Director