

Change Control and Issues Request Form

Change Control Forms will not be accepted unless submitted by a member of the Stakeholders Advisory Committee (SAC)

***All change control forms must be received one week prior to the next SAC meeting in order to be available for presentation at that meeting.**

Instructions: Fill out all required fields below and submit to wregishelp@wecc.biz.

Items in blue are for office use only

Status:

Date Requested:

Project Issue/Change Request ID (PIR/PCR):

Type of Change/Request:

Title of Change/Request:

Priority: Urgent High Medium Low **Target Date:**

Requested By:	Phone Number:
E-mail Address:	
Organization:	

Description:

APX Response:

Rational / Benefit / Need:

Consequences of Not Implementing Change:

Deliverables:

Estimate for Scheduled Release:

Cost Impact:

Total Cost Estimate:

Risk and Issues Involved:

External Impacts:

Approvals:

APX:

Date:

CEC/WREGIS:

Date:

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Attachments / References:

Notes: