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| **Change Request** | | | |  | |  | | | | | | |
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| Project: |  | | | | | | Change Number: | | |  |  | |
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| **Category** | | | | | | | | | | | | |
|  Requirements  Scope  Quality  Cost  Schedule | | | | | | | | | | | | |
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| **Detailed Description of Proposed Change** | | | | | | | | | | | | |
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| **Justification for Proposed Change** | | | | | | | | | | | | |
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| **Comments** | | | | | | | | | | | | |
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| **Approval** | | | | | | | | | | | |
|  Approved  Rejected  Defer | | | | | | | | | | | |
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| **Justification** | | | | | | | | | | | |
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| **Comments** | | | | | | | | | | | |
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| **Signatures** | | | | | | | | | | | |
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