# **Project Change Request**

**Project name:**

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**Requested by: Date:**

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**Request name: Change ID:**

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**Change description:**

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**Change reason:**

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**Impact of change:**

| * **Scope**: * **Budget**: * **Timeline**: * **Resourcing**: * **Communications**: * **Comments**: |
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**Proposed action:**

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**Associated cost:**

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**Reviewed by: Date:**

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**Approved by: Date:**

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