ENGINEERING CHANGE PROPOSAL			
PERSON REQUESTING CHANGE	Randolph Bock & FJ Fourie		
AFFILIATION	Net 1 Bier		
TITLE OF CHANGE	Non-participating Member		
DATE OF CHANGE	23 October 2017		
REFERENCE NUMBER	N1B001		
IMPACT OF CHANGE	CRITICAL	MAJOR	MINOR
PRIORITY OF CHANGE	CRITICAL	URGENT	ROUTINE
LEGAL IMPLICATIONS	N/A		
AFFECTED ORGANISATIONS OR BUSINESS UNITS	Affected person is Team member of Net 1 Bier, Anton Durandt.		
ITEMS IN OPERATION	YES		NO
DESCRIPTION OF CHANGE	Removing team member Anton Durandt from the team, as the member is not participating and contributing to the work done. Anton has not yet done any work, except attending meetings. When asked for feedback from his work, no effort is made to communicate back feedback.		
CHANGE PROCESS	Changing the work allocating to remove one member of the team while keeping the project the same. The work of Anton will be distributed between the remaining members. New proposed work breakdown is shown in table 1: New Work Breakdown & Allocation. The work breakdowns indicated in red was previously allocated to Anton. They are now distributed between the remaining members.		
SIDE EFFECTS	Impact on system is minimal to none as the work that was allocated is distributed between the remaining members. Therefore, all the work will still be completed as originally stated.		
SUPPORTING DOCUMENTATION	Design 2017 – Project Management – Net 1 Bier.xlsx: The sheet Anton Durandt shows the little effort he has inserted into the project. In the same excel workbook, in the sheet Risk and Mitigations, the risk #9 shows the risk regarding a member not participating. Design 2017 - Design Portfolio - Net 1 Bier.docx: The document also shows the little effort done by Anton Durandt, along with the lack of a ELO 5 document from Anton. Meeting 009.		
DELIVERY SCHEDULE	As soon as possible, Recommended date is 24 October 2017		

TECHNICAL RISKS AND MITIGATIONS	None technical risks.
PROJECT RISKS AND MITIGATIONS	Time management is a risk, as work intended for a 3-person team is being distributed between 2 members, but as all other work is ahead or on schedule for completion. The impact of the risk is minimal.

Table 1: New Work Breakdown & Allocation:

Design circuit for security inputs (Including Door switches and PIR's)	Randolph Bock
Design circuit for output siren (to be run on 12v)	Randolph Bock
Design and implement a user interface	Randolph Bock
Design and code the SoC to handle all inputs and outputs	Randolph Bock
Order parts	Randolph Bock
Trade-off decisions	Randolph Bock
Assemble the final unit 1 as a whole	Randolph Bock
Design and implement a Direct ethernet / IP connection between SoC and Pc	Randolph Bock
Design and implement an ethernet / IP connection via 3g between SoC and Pc	Randolph Bock
Designing and implementing the backend communications to the SoC	FJ Fourie
Design database for information of users and alarm systems	FJ Fourie
Design backend operator interface	FJ Fourie
Write program for backend of system to manage alarms going off and instruct operators on what to do	FJ Fourie
Integrate backend program with database	FJ Fourie
Ensure operator interface works correctly with signals received from web	FJ Fourie
Assemble the final complete project	FJ Fourie

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AUTHORISATION

Randolph Bock	X_____
FJ Fourie	X_____
Anton Durant	X_____
Prof J. Holm	X_____

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Risk No	Date	Description of Issue / Risk	Severity	Impact	Mitigation / Action	Responsible person	Status
	Date when risk was identified	*Description of issue / risk*	*(1-5)*	*What will happen when this risk event happens?*	*What needs to be done to reduce this risk.*	*Who will work on this risk.*	
1	28-Aug-17	*Availability of PIR running on 5/3,3V*	1	*Circuit will need to change to use 12V PIR's correctly not to overvolt the control unit*	*Order PIR using 5/3,3 Volt as soon as possible, Or change circuit to use 12V PIR's*	*Randolph Bock*	🟩
2	21-Aug-17	*Time Management*	5	*If time is not managed correctly the project will be rushed, affecting quality of the project*	*Work with the schedule provided*	*All members*	🟧
3	08-Aug-17	*Groupwork not yet distributed*	5	*Members will not be able to work as they don't know what they should be working on*	*Assigning and documenting groupwork to each member*	*Randolph Bock*	🟩
4	11-Sep-17	*Database Design*	3	*Database nor working or working incorrectly, resulting in a fail of unit 3*	*Work with Database design software and familiarize with the language of databases*	*FJ Fourie*	🟧
5	04-Sep-17	*Power distribution*	4	*Under or over power of project, ultimately leading to the project not working*	*Do power management calculations*	*Randolph Bock*	🟩
6	18-Sep-17	*Subject know how*	5	*If one or more members do not have the necessary knowledge to complete their unit*	*Tell other members if you do not have the knowledge and seek help*	*All members*	🟧
7	24-Aug-17	Uncertainty about 30% deadline	3	*We cannot complete work satisfactory and all the necessary work if we do not know what it is*	*Find out by asking fellow class members and talking to the lecturer*	*Anton Durandt*	🟩

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8	18-Sep-17	*Uncertainty about 50% deadline*		5	*We cannot complete work satisfactory and all the necessary work if we do not know what it is*	*Find out by asking fellow class members and talking to the lecturer*	*FJ Fourie*	
9	05-Oct-17	*Non-participating Member*		5	*A non-participating member, Anton Durant, results in a critical aspect of the project not working. Ultimately resulting in failure of the project.*	*Reallocating the work of Anton to Randolph and FJ*	*Randolph Bock & FJ Fourie*	