**Section A- To be filled by requester.**

*Contact the Polarion admin per Polarion Ownership Matrix (JJV-08-D003) for any questions.*

|  |  |  |
| --- | --- | --- |
| **Operation company** | **Vision Care**  **Surgical Vision** | |
| **Module** | **Requirement management**  **Risk Management**  **Test Management** | |
| **Requestor Information** | Name |  |
| WWID |  |
| Project name (or)  Product family (or)  Polarion group name | |  |

|  |  |
| --- | --- |
| **Current state** |  |
| **Future state** |  |
| **Justification for change** | *When the process of Enhance Request form for documenting defect handling, the rationale must reflect the same information.* |

|  |  |
| --- | --- |
| **Requester’s signature** |  |

**Section B- To be filled by Polarion Administrator**

|  |  |
| --- | --- |
| **Describe the change made to Polarion configuration** |  |
| **Check all that applies to this change** | **New work item type** |
| **Create new custom field in work item**  **Hide existing field in work item type**  **Note: No fields can be deleted.**  **Edit existing field in work item type** |
| **Delete link role**  **Note: Link role deletion must be tested in training project prior to enhancement request approval.**  **Create new link role** |
| **Create new reports to generate user help reports using velocity macros**  **Create new reports to generate user help reports using OOTB Polarion widgets**  **Create new reports to generate DHF deliverables using velocity macros**  **Create new reports to generate DHF deliverables using OOTB Polarion widgets**  **Note: In this context, *editing* existing report (s) is considered as *creating* a new report(s).** |

Assessment of existing validation documents

|  |  |
| --- | --- |
| **Identify the User requirement specification document that was reviewed.** | **Vision Care**  **VIS-VALDOC-025191 Rev** *xx* |
| **Surgical Vision**  **SV22-URFS-0204** **Rev** *xx* |
| **List the approved enhancement request form(s) that was reviewed.** |
| **Based on the review, answer the below questions-**  **Does this enhancement request impact any listed requirement? Yes**  **No**  **Rationale:**  *Provide Rationale*  **Does this enhancement request impact project(s)? Yes**  **No**  **Rationale:**  *Identify the project(s)* | |
| **Does this enhancement request require new Polarion template creation? Yes**  **No**  **Rationale:** *Rationale required for an answer of “Yes” or “No”.* | |
| **Does this enhancement request require validation? Yes**  **No**  **Rationale:** *Rationale required for an answer of “Yes” or “No”.* | |

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| **Polarion Admin’s signature** |  |

**Summary of the change**

|  |  |
| --- | --- |
| **Topic** |  |
| **Target date implementation** |  |
| **Potential impact on configuration** |  |
| **Action Plan** |  |
| **Business users** |  |
| **Independent QA** |  |

|  |  |
| --- | --- |
| **Polarion Owner’s signature** |  |

**Resource Needs:**

|  |  |
| --- | --- |
| **Polarion Developer** | *Enter value in terms of time or dollars* |
| **Polarion Owner** | *Enter value in terms of time or dollars* |
| **Polarion validation engineer** | *Enter value in terms of time or dollars* |
| **Business user** | *Enter value in terms of time or dollars* |
| **Sponsor** | *Enter value in terms of time or dollars* |

|  |  |
| --- | --- |
| **Revision** | **Change Summary** |
| 01 | Initial Release |