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| *Prepared by: Afiq Izzuddin* |

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|  | change request form for llama plug |

Change Request Form (OCRS)

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]*

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| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | |
| **CR#** | *001* | | | | |
| **Type of CR** | Enhancement | Defect | New Function | | |
| **Project/Program/Initiative** | *Llama Plug* | | | | |
| **Submitter Name** | Muhammad Talha | | | | |
| **Brief Description of Request** | **Want to make website adapt to mobile view** | | | | |
| **Date Submitted** | 13/3/2019 | | | | |
| **Date Required** | 14/3/2019 | | | | |
| **Priority** | *Improvement on interface* | Medium | High | | Mandatory |
|  |  | | | | |
| **Other Artifacts Impacted** | Requirements document | | | | |
| **Assumptions and Notes** | - | | | | |
| **Comments** | - | | | | |
| **Attachments or References** | Yes | No |  | | |
|  | | | | |
| **Approval Signature** | **TALHA** | | **Date Signed** | **13/3/2019** | |

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| **2.) PROJECT MANAGER – INITIAL ANALYSIS** | | | |
| **Duration Impact** | 1 week | | |
| **Schedule Impact** |  | | |
| **Cost Impact** | RM 450 | | |
| **Comments** | - | | |
| **Approval Signature** | **FAIZ** | **Date Signed** |  |

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| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** | 15/3/2019 | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** | **AFIQ** | | **Date Signed** | |  | |

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| **Project/Program/Initiative** |  | | | | |
| **Submitter Name** |  | | | | |
| **Brief Description of Request** |  | | | | |
| **Date Submitted** |  | | | | |
| **Date Required** |  | | | | |
| **Priority** | Low | Medium | High | | Mandatory |
| **Reason for Change** |
| **Other Artifacts Impacted** |  | | | | |
| **Assumptions and Notes** |  | | | | |
| **Comments** |  | | | | |
| **Attachments or References** | Yes | No |  | | |
|  | | | | |
| **Approval Signature** |  | | **Date Signed** |  | |

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| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |
| **Schedule Impact** |
| **Cost Impact** |
| **Impact on Existing System** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

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