

CHANGE REQUEST FORM

RECARO to Fill in with appropriate information

Program Name: Alaska Airlines

Prepared by: Yanic Simo

Date (MM/DD/YYYY):

Control No. (from CR Log):

1. Requestor Information

Customer to Fill in with appropriate information or place an "X" next to those that apply:

Area of Change:

Scope []

Schedule []

Budget []

Quality []

Is this Change the result of a Risk Management Action?

No []

Yes []

Risk ID:

Proposed Change Description and References:

Provide information below concerning the requested change. Include any supporting documentation.

Description:

**Impact of Not Implementing
Proposed Change:**

Alternatives:

2. Initial Review Results of the Change Request

RECARO to Fill after CR receipt

Initial Review Date:
(MM/DD/YYYY)

Assigned to:

<i>Action</i>	<i>Comments</i>
Approve for Impact Analysis []	
Reject []	
Defer Until (MM/DD/YYYY) []	
Express Approval []	

3. Final Recommendation

RECARO to Fill in with appropriate information

Proposed Recommendation:

4. Project Change Request Form / Signatures

Program Name:

**Program
Manager:**

I have reviewed the information contained in this Change Request Form and agree:

<i>Customer Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i> (MM/DD/YYYY)

The signatures above indicate an understanding of the purpose and content of this document by those signing it. By signing this document, they agree to this as the formal Program Change Request Form.