

Change Request Form

Development of change requests				
CR #	Date	Change description	Efforts (Hours)	Revised end date
CR01	29 Jan 2019	Feedback section	28	5 Feb, 2019
CR02	29 Jan 2019	Questions Management	36	5 Feb, 2019
CR03	29 Jan 2019	Winners & Custom notifications	16	7 Feb, 2019
Total			80	

1. Change request description		
CR #: CR01, CR02, CR03	Priority: High/Medium/Low	Date raised: 29 Jan 2019
Ref. no.: Service Agreement No. SLA_EVD_IWN_12-31-2018 V 1.1	Claim code/Account no. or Work item: SLA_EVD_IWN_12-31-2018 V 1.1	
Project Title: OverUnderz		
Description of changes: CR01- Feedback section <ul style="list-style-type: none"> - Integrate Feedback section. We will provide admin management for Feedback questions and reports submitted by the users as well. CR02 - Questions management <ul style="list-style-type: none"> - Add admin management for questions CR03 - Winners & Custom notifications <ul style="list-style-type: none"> - Automated notifications to winners - Notifications to specific users with a message - App should be capable of handling the screens navigation based on notification type. 		
Reason for the Change Request <input checked="" type="checkbox"/> 1) A change in scope and/or requirements <input type="checkbox"/> 2) A change in external events, decisions or deliveries to the project <input type="checkbox"/> 3) The time or value of the purchase order is insufficient		
Raised by: Henit Nathwani		

2. PO Extension	
Hours: 80	Cost:
Current end date: N. A.	Revised end date: CR01 & CR02: 5 Feb 2019 CR03: 7 Feb 2019
Proposed payment plan for PO extension: Invoice	

3. Implementation Decision	
Implementation decision	Pending
Decided by	Hemakumar
Decision date	29 Jan 2019

Instructions:

1. This form is applicable for all changes to Project Purchase orders.
2. If the change is approved by a client, please make sure that the PO is extended according to the new base line (Total hours, total amount and new target date).