


## APPENDIX A – CHANGE REQUEST FORM

 <b>WAMPO Regional ITS Architecture Change Request Form</b>				
<b>Date</b>		<b>Tracking No. (from WAMPO)</b>		
<b>Stakeholder Proposing Change</b>	Name	Title		
	Agency			
	Email	Phone No.		
<b>Description of Change</b>	Title	Short Description (up to 25 characters)		
	Detailed Description	(What is to be added, deleted or modified? Attach additional documentation, including a project architecture, as necessary)		
	Type of Change	<input type="checkbox"/> New Project/System <input type="checkbox"/> Deleted Project/System <input type="checkbox"/> Modified Project/System <input type="checkbox"/> New/Changed Stakeholder <input type="checkbox"/> Change in Project Status <input type="checkbox"/> Change in Project Priority <input type="checkbox"/> Other		
	Systems or Projects	Name of System(s) or Project(s) being implemented or modified (if applicable)		
<b>Project Status</b>	<input type="checkbox"/> Proposed (funding not yet secured) <input type="checkbox"/> Planned (funding secured) <input type="checkbox"/> Under Construction (stakeholder is currently deploying system/project) <input type="checkbox"/> Existing			
<b>Maintenance Team Comments</b>				
<b>Maintenance Team Action</b>	<input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Deferred Until _____			
<b>Additional Notes (submit additional pages if necessary)</b>				