

CHANGE MANAGEMENT PLAN

Project Title: _____ Date Prepared: _____

Change Management Approach:

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Definitions of Change:

Schedule change:
Budget change:
Scope change:
Project document changes:

Change Control Board:

Name	Role	Responsibility	Authority

Change Control Process:

Change request submittal	
Change request tracking	
Change request review	
Change request disposition	

Attach relevant forms used in the change control process.

Page

Date

Version

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