

[organization name]

Appendix 3 – Change Review Record

Project name:	
Revision Information	
Change review	
1. Influence of change on other parts of product:	2. Influence of change on delivered product:
Change validation	
Change approval	

Commented [AS91001]: Name of configuration item per Procedure for Configuration Control.

Commented [AS91002]: Identification of revision level change; e.g. From Rev C to Rev D.

Commented [AS91003]: E.g. Change of product specification

Commented [AS91004]: Describe how changes affect the

Commented [AS91005]: Describe how changes affect the

Commented [AS91006]: Design and development team leader conducts verification in the same way as for entire project.

Commented [AS91007]: Design and development team leader conducts validation in the same way as for entire project.

Commented [AS91008]: CEO approves changes and resuming project. Here should be given short rationale.

[job title]

[name]

[signature]