

[organization name]

### Appendix 3 – Change Review Record

Project name:	
[Redacted]	
Change review	
1. Influence of change on other parts of product:	2. [Redacted]
[Redacted]	[Redacted]
Change validation	
[Redacted]	
[Redacted]	
[Redacted]	

**Commented [134851]:** E.g. Change of product specification on [Redacted]

**Commented [134852]:** Describe how changes affect the other [Redacted]

**Commented [134853]:** Describe how changes affect the product that is already delivered. Does this change require withdrawal of delivered product for finishing, or approval of product as is?

**Commented [134854]:** [Redacted]

**Commented [134855]:** Design and development team leader conducts validation in the same way as for entire project.

**Commented [134856]:** CEO approves [Redacted]

[job title]  
[name]

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[signature]