

Executing Process Group Artifacts

4.3 Direct and Manage Project Work

4.3.2 Bicycle Change Request (Output)

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4.3.2 Bicycle Change Request (Output): Change request form for a bicycle project in PMGT

614. Change request are key and frequent outputs to the Direct and manage project work process.

Name of Project: Group 2 Bicycle Change Request #: CR02 Change Request by Name: Customer
Description of Change: Sponsor has requested that training wheels be added to the bicycle. We will be purchasing one set of black, adjustable training wheels (item number #TW12345) and install to current bicycle.
Scope Impact: Our client has requested a change in their order to include installation of adjustable training wheels. Item #12345 meets all the customer's requirements and will meet all Group 2 bicycle requirements for quality and fit.
Schedule Impact: There will not be an additional change to the schedule. Per last change request, customer requested that the bicycle be completed as soon as possible. The training wheels that will be ordered have a required delivery date of April 28th 2017 to allow for the completion of the bicycle no later than the previous delivery date.
Quality Impact: The training wheels will meet all Group 2 bicycle requirements for quality. The quality of the finished product will not be impacted by the addition of the training wheels to the bicycle.
Possible Risks: <ul style="list-style-type: none">• Training wheels not being delivered by the required delivery date of April 28, 2017.• Less direct control over subcontract processes.• The quality of finished product may suffer if subcontractors do not complete the task properly.
Reviewed by: Project Team Recommended Action: Approve or Reject

