

IMB - REQUEST FOR CHANGE

CHANGE TICKET NUMBER	REMEDY HELPDESK NUMBER(S) IF APPLICABLE
RFC NAME	APPLICATION NAME
NAME OF IMB CHANGE COORDINATOR	

ACTIVITY LOG

SUBMIT DATE (YYYY-MMM-DD)	SUBMITTER	CURRENT STATUS**	REQUESTED STATUS**	ADD TO FSC?	IMPLEMENTATION DATE/ COMMENTS

**N/R	-	Not Yet Reviewed by CAB	IA	-	Implementation Approval
AAAP	-	Approved for Additional Analysis & Planning	RP	-	Review Pending
RAA	-	Resource Assignment Approval	CL	-	Closed
			CAN	-	Cancelled

CHANGE INFORMATION

CATEGORY (MARK WITH "X")					
<input type="checkbox"/> CAPITAL PROJECT	<input type="checkbox"/> OPERATIONAL PROJECT	<input type="checkbox"/> CONSULTING	<input type="checkbox"/> FIXES		
<input type="checkbox"/> INFRASTRUCTURE	<input type="checkbox"/> APPLICATION REQUESTS	<input type="checkbox"/> ENHANCEMENTS			
IMPACT (FROM REMEDY TICKET)			PLATFORM		
<input type="checkbox"/> LOW	<input type="checkbox"/> MEDIUM	<input type="checkbox"/> HIGH	<input type="checkbox"/> LEGACY	<input type="checkbox"/> TRANSITIONAL	<input type="checkbox"/> NEW WORLD
DESCRIPTION (DO NOT INCLUDE ANY EMAILS THAT CONTAIN ANY PERSONAL CLIENT INFORMATION OR COMMENTARY)					
NAME OF INITIATOR		TITLE	BRANCH		

Legislated/Regulation/Policy change? YES NO

Emergency? Must be approved by CAB/EC YES NO

Priority fix? Must be approved by Change Manager YES NO

Groups Involved (Indicate all that are involved):					
BSA <input type="checkbox"/>	MACS <input type="checkbox"/>	Syscom <input type="checkbox"/>			
BSSA <input type="checkbox"/>	PDS <input type="checkbox"/>	TAI <input type="checkbox"/>			
CITS <input type="checkbox"/>	Production Control <input type="checkbox"/>	MCFD <input type="checkbox"/>			
Client Support <input type="checkbox"/>	Quartech <input type="checkbox"/>	Other: _____			
IM/IT Planning <input type="checkbox"/>	Migration Control <input type="checkbox"/>				
	Training <input type="checkbox"/>				

Type of Impact (Indicate all that are impacted):

Data Warehouse <input type="checkbox"/>	Network <input type="checkbox"/>	Voice <input type="checkbox"/>
MVS Application <input type="checkbox"/>	Procedures/Documentation <input type="checkbox"/>	Web <input type="checkbox"/>
Non-MVS Application <input type="checkbox"/>	Infrastructure Move, Add, Change <input type="checkbox"/>	Reports <input type="checkbox"/>
Other: _____		

BUDGET ESTIMATE

	Hours	OR	Cost
Development Estimate			
Charged to Capital			
Charged to Operating			
Impact to Annual Operating Budget			
Other Costs (List)			
Staff Resources			