

Request For Change Form

Name of Project: Mongoose 2150 Touring Bike

Project Manager: ERAU Student

Change Request: Add training wheels

Change Request Date: June 29, 2013

Change Requested by Name: Client

Current Project Phase: Planning

Description of Change:

Request has been submitted by the client to add training wheels to the bicycle.

Scope Impact:

The addition of training wheels is a scope change that will require hour additional resource hour for installation and therefore extend the project duration by one hour.

Cost impact:

Material = \$60

Shipping Charges = \$20

Labor (1hr labor / .5 hrs supervisor) = \$95

Total Cost Increase = \$

Quality Impact: No Impact

Possible Risks: Overnight Delivery not received as expected.

Impact: Delay in project start

Reviewed By: Project Manager

Position: PM

Date: June 29, 2013

Recommended Action: ☒ ~~Reject~~

☒ Approve

Signature *Project Manager*

