Change Procurement Log

By

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For

Embry Riddle Aeronautical University

**Project Change Request Log**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Change Status Report - Open Items | | | | | | |
| Rc# | **Description** | **Dates** | | **Amount** | **Status** | **Comments** |
| **Received** | **Submitted** |
| 1 | Sponsor request to add training wheels to the project. | 4/23/17 | 4/23/17 | $225 | APPROVED | Modification will delay the overall completion date to 22 May, adding 6 days. |
|  |  |  |  |  |  |  |
|  |  |  | **TOTAL:** | **$225** |  |  |

**Notes:**

* OPEN - Requires estimate
* ROM - Rough order magnitude
* APPROVED - RC letter approved
* SUBMIT - RC letter submitted

Reference:

PMI. (2013). A Guide to the Project Management Body of Knowledge (POMBOK Guide) Fifth

Edition. Project Management, Inc. Newtown Square, Pennsylvania.