Document Change Request

Date:

One technical change per DCR (ex. Sections 1.4.10, 1.01 and 10.5: refrigerant shall be changed from R400-series to R134a)

To be filled out by Originator

Specification/Document:	**Current Revision:**
Specification/Document Sections Affected:	
Name of Originator:	**Affiliation:**
Originator's Email:	**Originator's Phone No:**

Language to be Changed: *(attach additional pages if needed)*

Suggested Replacement Language: *(attach additional pages if needed)*

Rationale for Requested Change: *(attach additional pages if needed)*

Document Change Request

RCC

Date Sent to DCC	**Date:**		**Date Returned to Originator**	**Date:**	

RCC's Digital Signature 1

DCC

Change Criteria Category:	**Minor** ☐	**Major** ☐	**Urgent** ☐

Change Recommendation:	**Approved** ☐	**Rejected** ☐	**Approved as Amended** ☐

Explanation of Recommendation:

Date Sent to DCB	**Date:**	*DCC's Digital Signature 1*

DCB

Disposition:	**Date:**	**Accepted** ☐	**Rejected** ☐	**Accepted as Amended** ☐

Explanation of Rejection/ Amendment:

Approved Amended Language:

Date Sent to DCC	**Date:**	*DCB's Digital Signature*

DCC

Date Sent to RCC	**Date:**	*DCC's Digital Signature 2*

RCC

Specification Revised by:		**Date:**	

New Revision Level:		**Date Originator Notified**	**Date:**	

RCC's Digital Signature 2

Abbreviations:

DCB: Document Control Board
DCC: Document Change Coordinator
RCC: Revision Control Coordinator