Change Completion Notice for Change Order COR3842 Mod Proposal 466AV – Changes to DM Read Services

Author:	Charlie Haley
Owner:	IT Investment and Solution Delivery
Version:	1.0
Status:	Approved
Date:	09/10/17

XOserve

IT Investment & Solution Delivery

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IT Investment & Solution Delivery

1. Change Completion Notice

Change Order Reference:	COR3842
Change Order Title:	Mod Proposal 466AV – Changes to DM Read Services
Network Representative:	Chris Warner (NGD)
Network Change Reference	As above
Xoserve Process Manager	Rob Smith
Project Manager:	Darran Dredge
Project Leader:	Tahera Choudhury
Change Authorisation:	Change Authorisation Templat

Handover Criteria
N/A

PIA Approach
N/A

Planned Commencement, Implementation and Closedown Dates
Planned commencement: 19/02/16 Planned implementation: 01/03/16 Planned closedown: 30/05/16

Actual Commencement, Implementation and Closedown Dates
Actual commencement: 02/02/16 Actual implementation: 31/03/16 Actual closedown: 09/10/17 Closedown period has taken longer than expected due to the deferral of UK Link implementation.

Authorised Costs
£59,403

Actual Costs
£31,889 Costs for implementing the change are considerably lower than authorised, due to the fact that the Supplier forecast was over estimated.

Project Specific Criteria
N/A

CCN version:	1.0
Date:	09/10/17
CCN Customer Options:	Approved Approve with comments Clarification required Rejected Unless approved without comment, please provide reasons in the comment section.
Date CCN submitted:	Enter the date that the CCN is submitted to customer
Date CCN expires:	20 days from Date CCN Submitted.

To be completed by the Network Representative:-

Option Chosen	Network representative to enter chosen option from above list
Date CCN returned to Xoserve	Enter the date that the CCN is returned to Xoserve

Comments (including any clarifications required and/or reasons for rejection):

2. Document Control:

2.1. Version history:

Version	Status	Date	Author(s)	Summary of Changes
0.1	For approval	09/10/17	Charlie Haley	First draft
1.0	Approved	09/10/17	Charlie Haley	Minor text changes

2.2. Reviewers:

Name	Role	Organisational Unit	Outcome (1,2 or 3)
Charlie Haley	Project Coordinator	ITI & SD	1

2.3. Approvers:

Name	Role	Organisational Unit	Outcome (1,2 or 3)
Darran Dredge	Project Manager	ITI & SD	2

N.B. For the outcome field please use the following criteria:-

1 = Accept

2 = Accept with minor revisions

3 = Further review required