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| Change Request Details |
| Project Name | Xplor | Module Name |  |
| CR No. |  | Date |  |
| Change required details |  |
| Justification |  |
| Impact of not implementing it |  |
| Alternatives |  |
| Area of change | Scope [ ] Bug [ ] Schedule [ ] Quality [ ] |

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| Requester Details |
| Emp Code |  | Name |  |
| Designation |  | Department |  |

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| Impact Analysis |
| Files Affected |  |
| Database Objects Affected |  |
| Other Area/Module Affected |  |
| Effort in Days |  |
| Resources involved |  |
| Will be deployed on PRD on |  |
| **Impact analysis By IT Project Manager** |  |

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| Approval by Management (DGM or above) |  |

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| Testing Details |
| Deployed on TST on date |  |
| Testing done on dates |  |
| **Testing By IT Team Lead** |  |

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| UAT Details |
| UAT done on dates |  |
| **UAT done and approved by** |  |

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| Deployment Details |
| Deployed on PRD on date |  |
| **Deployed By**  |  |