

Cost Change Control System Checklist & Worksheet

Project Name: <i>XX Holdings Solar Installation Project</i>
Prepared by: <i>Leanne Phillips Project Manager Electrical Sensations</i>
Date:
Document Number: <i>CostChg01</i>
Determine those responsible for approving or rejecting proposed cost changes: <i>Be sure to provide for appropriate review of all changes.</i>
Define categories of changes qualifying for automatic approval without review:
Describe how cost change control will be integrated with the integrated change control system:
Define steps by which cost factors may be changed, including:
Paperwork
Tracking Systems
Dispute Resolution Procedures
Approval Levels Required

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Submitted to:		
Name: <i>Nigel Phillips</i>	Title: <i>Director/CEC installer on site</i>	Date:
Name: <i>Ian XX (CFO)</i>	Title: <i>CFO</i>	Date:
Name: <i>Rob XX</i>	Title: <i>Grounds Manager</i>	Date: