**PROJECT CHANGE REQUEST FORM**

|  |
| --- |
| **Project Name: IB Revamp – Enhance CIB Account Enquiry Screen** |
| **Prepared by: Koh Mui Thong** |
| **Date : 07/07/2012** |
| **Change Request No.: IBSCR046** |

|  |
| --- |
| **1. Requestor Information** |

*Fill in with appropriate information or place an “X” next to those that apply:*

**Area of Change:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Scope**  | **[ X ]** | **Schedule**  | **[ ]** | **Migration** | **[ ]** |
| **Budget**  | **[ ]** | **Quality**  | **[ ]** |  |  |

|  |
| --- |
| **Is this Change the result of a Risk Management Action?** |
| **No** **[ ]** | **Yes** **[ ]** | **Risk ID:** |

**Scope of Change:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Information Site GUI**  | **[ ]** | **BVMC**  | **[ ]** | **CIB Reports**  | **[ ]** |
| **Information Site Tools**  | **[ ]** | **CORUS**  | **[]** | **BIB Reports**  | **[ ]** |
| **Content**  | **[ ]** | **CIB Demo**  | **[ ]** | **BIB User Guide**  | **[ ]** |
| **Database**  | **[ ]** | **BIB Demo**  | **[ ]** | **CIB User Guide**  | **[ ]** |
| **ESB**  | **[ ]** | **OnlineApps IBG Core** | **[ ]** | **BVMC User Guide** | **[ ]** |
| **CIB**  | **[X]** | **BIB** | **[ ]** | **Others** | **[ ]** |
|  |  |  |  |  |  |

|  |
| --- |
| ***Proposed Change Description and References:****Provide information below concerning the requested change. Create links to any supporting documentation* |
| **Description:**1. To enhance the CIB Account Enquiry screen to be similar to CMS Account Enquiry, excluding the Download TXT, Download CSV and Print button and functions
 |
| **Justification:** |
| **Hyperlinks:** |  |

|  |  |
| --- | --- |
| **Impact of Not Implementing:** |  |
| *N/A* |  |

**Alternatives: f the Change Request**

|  |  |
| --- | --- |
| **Initial Review Date:** | **Assigned To:**  |
|  *Action* |  *Comments* |
| **Approval for Impact Analysis** | **[ ]** |  |
| **Reject** | **[ ]** |  |
| **Defer Until** | **[ ]** |  |
| **Express Approval**  | **[ ]** |  |

|  |
| --- |
| **3. Initial Impact Analysis** |

|  |
| --- |
| **Baselines Affected:** |
| **Configuration Items Affected****(e.g product specifications):** |
| **Cost / Schedule Impact Analysis Required? *(check one)*** | **Yes [ ]** | **No [ ]** |
| **Impact on Cost:**  |  |
| **Impact on Schedule:**  |  |
| **Impact on Resources:** |  |
| **Risk associated with implementing the change:** |  |
| **Risk associated with not implementing the change:** |  |
| **Final Review Results:** |  |
| **Review Date:** |  |
| **Priority: *(check one)*** | **High [ ]** | **Medium [ ]** | **Low [ ]** |

|  |
| --- |
| **4. Impact Analysis Results**  |

**Specific Requirements Definition:**

|  |  |  |
| --- | --- | --- |
| **Additional Resource Requirements** (insert rows as needed)**:** | ***Man/ Day*** | ***Cost (RM)*** |
| **Daily Limit enhancement** | ***3*** | ***6,000.00*** |
| **UAT & Migration Assistant** | ***2*** | ***4,000.00*** |
| **Subtotal** |  | ***10,000.00*** |
| **6% Government Tax** |  | ***600.00*** |
| ***Totals*** | ***5*** | ***10,600.00*** |

|  |  |
| --- | --- |
| **Impact of Not Implementing the Change:** |  |
| **Alternatives to the Proposed Change:**  |  |
|

|  |
| --- |
| **5. Final Recommendation** |

 |

 **Project C**

|  |
| --- |
| **6. Project Change Request Form / Signatures** |

|  |  |
| --- | --- |
| **Project Name:** | **IB Revamp – Enhance CIB Account Enquiry Screen** |
| **Project Manager:** |  |

*I have reviewed the information contained in this* Project Change Request Form *and agree:*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Name*** | ***Title*** | ***Signature*** | ***Date******(MM/DD/YYYY)*** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*The signatures above indicate an understanding of the purpose and content of this document by those signing it. By signing this document, they agree to this as the formal* Project Change Request Form*.*

**Appendix A**

**Terms & Conditions**

1. This CR is valid for 30 days as stated from the date herein.
2. Change request will be delivered for SIT and/or UAT, respective user is required to sign off User Acceptance Certificate upon completion of UAT prior to production migration.
3. Penril is not responsible, unless stated, for SIT and/or UAT environments and materials (system server, network, test data and etc) which are required for SIT and/or UAT.
4. Migration is to be performed by respective IT team from KFH, Penril shall provide assistance.

**Appendix B – Scope of Work**

|  |  |  |
| --- | --- | --- |
| No | Features | Impacted Module |
|  | To enhance the new RIB Account Enquiry to looks like the below screen capture from CMS. The color scheme and template shall follow CIB. | CIB |

****