



CHANGE PROPOSAL

<p>Goal Clarification</p>	<ul style="list-style-type: none"> •Why is the change required or desired? •What is the underlying goal? •Desired outcomes •SMART Goal(s) 	<div style="border: 1px solid #0070C0; border-radius: 15px; height: 100px;"></div>
<p>Research & Data</p>	<ul style="list-style-type: none"> •Supporting research & data •Research best practice •Alternative options •Identify the risks •Opportunities across other areas 	<div style="border: 1px solid #0070C0; border-radius: 15px; height: 100px;"></div>
<p>Impact Statement</p>	<ul style="list-style-type: none"> •Who is impacted and how? •Likely perception •Proposed impact resolution 	<div style="border: 1px solid #0070C0; border-radius: 15px; height: 100px;"></div>
<p>Implementation Process</p>	<ul style="list-style-type: none"> •How will the implementation be managed? •Research best practice •Consultation requirements •Timeline - who / what / how / when 	<div style="border: 1px solid #0070C0; border-radius: 15px; height: 100px;"></div>
<p>Evaluation and Review</p>	<ul style="list-style-type: none"> •How will learnings be captured and applied? •Measure against desired outcomes & SMART goal(s) •Any other considerations? 	<div style="border: 1px solid #0070C0; border-radius: 15px; height: 100px;"></div>

Change Proposal Submitted by:

Date:

Change Proposal Approved by:

Date:

Team Leader appointed to implement the change: