Application for Standard change mangement

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| V1.0APRIL 2021 |
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This application is for a change management to the International Attribute Tracking Standard (Standard). Please complete the form in as detailed manner as possible. For more information contact, please contact the I-REC Standard secretariat at secretariat@irecstandard.org.

*Please note that* *any Entity may make a proposal to change the Standard. The Board will review all such proposals and determine the process for their evaluation. Once the process has been completed, the Board will vote on implementation of the change request. All change requests must be submitted to the Foundation using a standard change request form. Approved applications, excluding confidential details, will be published on the I-REC Standard website. As such, all final Accreditation or IT changes will eventually need to be updated in this report for publication.*

The word count provided in this document are an estimate necessary to provide clear, well-defined descriptions and processes for a change request to the Standard.

**Who is making the change request?**

**From the categories below, what type of change request is this?**

[ ]  **Housekeeping change proposal:** A change proposal which has no material impact on the rights and obligations of Accredited Entities, or their contracted parties, may be classified as a ‘housekeeping change’ by the Foundation. Such changes may arise from clear errors or they may represent minor administrative changes.

[ ]  **Emergency change proposal**: These changes are exceptional and are essential to remain in legal compliance; very short timescales are necessary to ensure that a reliable service is maintained among Accredited Entities.

[ ]  **Ordinary change proposal**: A change proposal which is not classified under either of the two previous classifications.

**What is your opinion above the category into which the change falls?**

**Please identify what text is problematic or being addressed.**

**Please describe the reason for the request for change. (100-300 words).**

**Please provide your proposed amendment, addition, removal, or modification of the identified (problematic or addressed) text presented in the previous question.**

**Please provide your initial assessment of the relevant change. (100-400 words).**