**PSN Technical Change Request Form**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Applicants Name:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Applicants Email:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Applicants Phone:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Company Name:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Project Manager:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Project Name:**  **Version:** | Click or tap here to enter text. | | | | | | | **Project No:** | | | Click or tap here to enter text. | | | | | |
| **Site Name(s):** | Click or tap here to enter text. | | | | | | | **Site No.:** | | | Click or tap here to enter text. | | | | | |
| **ACMA ID:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Proposed Start Date** | Click or tap to enter a date. | | | | | Proposed Start Time: | | | | | | | | Click or tap here to enter text. | | |
| **Proposed End Date** | Click or tap to enter a date. | | | | | Proposed End Time: | | | | | | | | Click or tap here to enter text. | | |
| **Adjacent Sites** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Outage Required:** | Choose an item. | | | | | | | | | | | | | | | |
| **Service Impacting (yes/no)** | Service Affecting |  | | | Resiliency Affecting | | | | |  | | | Non-Service Affecting | | |  |
| **Activity Type:** | Choose an item. | | | | | | | | | | | | | | | |
| **Cow Required:** | Choose an item. | | | | | | | | | | | | | | | |
| **Does this RFC relate to an existing RFC?** | Choose an item. | | | | | | | | | | | | | | | |
| **High Risk (Yes/No)** | Choose an item. | | | **Construction** | | | Choose an item. | | | | | **Construction Project** | | | Choose an item. | |
| **Is this change related to another RFC?** | Choose an item. | | **If yes, provide RFC Number** | | | | | | Click or tap here to enter text. | | | | | | | |
| **Decommission of Service or Equipment?** | Choose an item. | | **If ‘yes’ please provide details** | | | | | | Choose an item. | | | | | | | |
| **Description of Work:** | Click or tap here to enter text. | | | | | | | | | | | | | | | |

*Applicant to complete this section for all service affecting works*

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| --- | --- | --- | --- |
| **Supervisor on site:** Click or tap here to enter text. | |  | **Mobile:** Click or tap here to enter text. |
|  | **Outages Required**  **Outage codes for effect on Sites:**  **OFF = site completely off air**  **RPW = site is reduced in power or loss of redundancy EG: site will run on batteries**  **SWG = switches of at least a few seconds but services still available**  **LOR = Loss of Redundancy which means the site is operating normally but has no back up alternative**  **NIL = no effect at all**  **TRN = transfer of service to an alternate site (MRA)** | | |
|  | **Full outages to site require 2 weeks lead time from the date that the change is approved.**  **MRA requests require notice for approval and deployment** | | |

| **#** | **Start Date and Time**  DD/MM/YYYY  HH:MM | **End Date and Time**  DD/MM/YYYY  HH:MM | **Impact Duration**  **HH:MM** | **Effect on Site** | **Reason for Outage -*please provide a short description of the work to be completed*** | **MRA Coverage** | **Agency Only Outage** | **Agency Approval Received** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 2 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 3 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 4 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 5 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 6 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 7 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 8 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 9 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |
| 10 | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. | Choose an item. | Click or tap here to enter text. | Choose an item. | Choose an item. | Choose an item. |