**Western Resource Adequacy Program**

**Change Request Form**

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| **Lead Sponsor Information** | |
| Name: | Organization: |
| Title: | Phone Number: |
| Email: | Date of Submission: |

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| **Co-Sponsors Information (optional)** | |
| Name: | Organization: |
| Phone Number: | Email: |
| Name: | Organization: |
| Phone Number: | Email: |
| Name: | Organization: |
| Phone Number: | Email: |

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| **Type of Change Requested** |
| **Check one\*:**   |  |  | | --- | --- | |  | Correction *(i.e., revising erroneous language or language that needs clean-up for grammatical errors or inconsistency across governing documents - no changes to intent or policy)* | |  | Clarification *(i.e., revising language to better represent existing intent, no changes to functionality or policy)* | |  | Enhancement *(i.e., revising language to expand upon existing intent or functionality)* | |  | New Protocol, Business Practice, Criteria, Tariff *(i.e., new language to accommodate new functionality or policy not existing today)* | |  | Change *(i.e., a change in the existing policy – will replace an existing language)* | |  | Other *(i.e., changes that do not fall into the categories listed above)* | |

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| **Description of Change** |
| **Provide a description of the issue\*:** |
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| **Please provide the following information if known and/or available.** |
| 1. Provide a proposed solution to the issue described: |
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| 1. Provide the specific document and language you would like changed: |
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| 1. Provide a suggestion for how language could be updated to address issue: |
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| **Impact of Change** |
| **Describe the benefits that will be realized from this change\*:** |
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| **Please provide the following information if known and/or available.** |
| 1. Any data/information available that would characterize the importance or magnitude of the issue (allows for file attachments): |
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| **Non-Task Force Proposal Request (optional)** |
| A flag as a Non-Task Force Proposal indicates the Concept could be implemented without requiring further development into a Proposal by a Task Force. Please check the box below if you would like this to be considered as a Non-Task Force Proposal |
| I would like this to be flagged as a Non-Task Force Proposal |