

DCNs SUBMITTED BY THE ARCHITECT ENGINEER FOR SAIC REVIEW

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						DESIGN CHANGE NOTICE NUMBER {2}
WORK ORDER NUMBER {3}	DOCUMENT NUMBER {4}	SHEET	REV. NO	TITLE OF DOCUMENT {5}		
REASON FOR CHANGE {6}						
DESCRIPTION OF CHANGE {7}						
<p><u>DRAWING CHANGE NOTICE FORM INSTRUCTIONS</u></p> <ol style="list-style-type: none"> 1. Page number and total number of pages. 2. Design Change Notice number (sequential). 3. Work order Number. 4. Document number, document sheet number, if applicable, and document revision number. 5. Title of document being revised. 6. Reason for change. 7. Detailed description or sketch of change. Use continuation sheets as necessary. 8 To be completed by the Architect Engineer. 9. To be signed by the SAIC Project Manager. 10. To be signed by the SAIC individuals involved in the coordination process, including the Lead Engineer for the Scope of Work. The Lead Engineer for the Scope of Work will determine the coordination requirements. 11. To be signed by the SAIC Contracting Officers Technical Representative. 12. To be signed and dated by the SAIC Manager of Engineering. 						
ORIGINATOR {8}		CHECKER {8}		APPROVER {8}		
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