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| **Change Control Form** | |
| **Requested By** | Ashram Verma |
| **Request Date** | 05-Dec-2017 |
| **Project Name** | On-Line Shopping Site |
| **Change ID Number** | HD-CCB-1205-GPL |

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| **Classification** | |
| **Importance** | Low: The requested change is an internal initiative by the interface team, which is aimed at improving the streaming capabilities |
| **Impact** | Medium: The steaming option is becoming an industry standard, and is expected by the clients |
| **Complexity** | Medium: the open source code is available and has worked on similar OS (**O**perating **S**ystem) as we have. Only the configuration is required |

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| **Assessment** | |
| **Business Risk** | Medium: Currently this feature isn’t in high demand by the clients, but we estimate that soon it will be and we don’t want to start this addition under pressure |
| **IT Risk** | Low: This feature works in various other sites, and the technology is widespread and has been tried and true for many similar sites |

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| **Implementation Plan** | |
| **MMS** (**M**ajor **M**ile**s**tones) | 1. Design document submitted: 15-Dec-17 2. Design document approved: 22-Dec-17 3. Code written and approved: 19-Jan-18 4. Feature peer testing: 26-Jan-18 5. Roll-out: 06-Feb-18 |
| **Required Resources** | Materials: N/A  Streaming SME (**S**ubject **M**atter **E**xpert): 0.5 FTE (**F**ull **T**ime **E**quivalent) for 4 weeks during design document and code writing, and additional 1 week post roll-out for support and bug fixing |
| **Cost** | 104 hours of the streaming SME: 104 X $75 = $7,800 |

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| **Closure** | |
| **Parameters for closing the change** | 1. The streaming of a 45 second video took 1.7 seconds to load and play on the customers site 2. 1,200 simultaneous clients of the customer have streamed a video |

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| **Approval** | |
| **Approval Process** | * Received by Tyrell Jackson on 06-Dec-18 * The change is **approved** |