**Change management plan**

Responsible:

Updated:

Planned change:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| N° | Subject | Type | Task | Resources | Responsible | Deadline | Monitoring | Document | Status |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Unplanned change:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| N° | Subject | Occurrence date | Consequences | Negative effects | Corrective actions | Responsible | Document | Deadline | Status |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |