|  | **UPF Field Change Request (FCR)** | **Work Package No.:**      |
| --- | --- | --- |
| **Task No.:**      |
|  |  |  |
|  |
| **PART A – Field Engineer** |
| **START UP SYSTEM NO.:**       | **FCR NO.:**       |
| **LOCATION/AREA:**       | **CWP NO.:**       |
| **Reference Document No.** | **Rev. No.** | **Reference Document No.** | **Rev. No.** |
|       |       |       |       |
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|       |       |       |       |
| **EXISTING CONDITION:**       |
| **REASON FOR CHANGE:** (Indicate FCR Trend Code at Bottom of FCR Form)       |
| **DESCRIPTION OF CHANGE:**       |
| **Disposition Requested Date:**       |
| **Prepared By:**       | **Approved By:** (PFE)       | **Date:**       |
| **PART B – UPF Project Engineering** |
| **DESIGN ENGINEERING DISPOSITION: Approved** [ ]  **Approved with Changes** [ ]  **Disapproved** [ ]  |
| **List Design Document(s) Affected by the FCR:** (Include documents noted above and additional documents, as required.) |
| **Document No.** | **Rev. No.** | **FCR Affects Document** | **Incorporation Required** |
| **Yes** | **No** | **Yes** | **No** |
|       |       | [ ]  | [ ]  | [ ]  | [ ]  |
|       |       | [ ]  | [ ]  | [ ]  | [ ]  |
|       |       | [ ]  | [ ]  | [ ]  | [ ]  |
|       |       | [ ]  | [ ]  | [ ]  | [ ]  |
| **Responsible Project Engineer:**       | **Checker:**       |
| **Mechanical/Process:**       | **Plant Design:**       | **Electrical:**       |
| **Civil/Structural/Arch:**       | **Control Systems:**       | **Other:**       |
| **Potential Lessons Learned: Yes** [ ]  **No** [ ]  |
| **Engineering GroupSupervisor:** (EGS)      | **Approved By:(PE/PEM Signature)**  | **Date:**       |
| **FCN Trend Code by FE:**       | **Revised FCR Trend Code by PE with FE Concurrence: Yes** [ ]  **No** [ ]  |