

Change Impact Assessment Document

Change Request Title: _____

Change Requestor: _____

Date of Assessment: _____

Change Reference ID: _____

1. Change Description

2. Reason for Change

3. Impact Assessment

Area	Impacted (Yes/No)	Description of Impact
Applications		
Infrastructure (Servers, Network, etc.)		
Data		
Security		
Users / Business Process		
Other		

4. Dependencies

5. Risks & Mitigations

Risk Description	Likelihood	Impact	Mitigation

6. Rollback Plan

7. Approvals

Name	Role	Date	Signature