

**Request For Change Form
ABC Biofuels
Anywhere, USA**

RFC No. _____
Date Requested _____
Target Date _____

Unit: _____ Equipment: _____

1. Description of change (include technical basis for change)

 Originator

 Supervisor

2. Safety, Health, and Environmental Reviews Required

	Req'd Y/N	Responsible Party	Target Date	Date Complete	Initials
Process Safety (specify method) _____	Y				
Occupational Safety					
Environmental					

3. Procedures to be Revised

	Req'd Y/N	Responsible Party	Target Date	Date Complete	Initials
Start-up					
Shut down					
Emergency Shutdown					
Normal Operation					
Maintenance procedure					
Emergency Reponse					
Other (e.g. administrative)					

4. Personnel to be affected by the change

5. This RFC has been _____ Denied _____ Approved

Comments:

 Management of Change Coordinator