

Deviations from standards request

PN/CNXXXXXXXX (Project No. or Case No.) - Project Name

References:

1. (Reference and attach any supporting documentation as necessary – Design Drawings, reports, risk register, product information etc)
- 2.

SW Standard	Nominate the relevant Sydney Water standard and specific clause or section being deviated from
Justification	Provide a brief project background and outline the context. Provide justification of why the requirement(s) nominated in the standard is not reasonably practicable to comply with, or why the proposed design solution provides equal or better outcomes (e.g. safety, function, performance, cost, timing, environmental, community etc)
Risk assessment	A risk assessment prepared by a competent person that demonstrates the residual risk associated with the noncompliance is mitigated. The risk assessment shall be of a level commensurate with the level of risk.
Options assessment	An options assessment that describes the various options identified, the associated risks and costs (life cycle), and why the proposed alternative is considered the best option
Stakeholder endorsement	Identify relevant internal and external stakeholders, provide details of consultation, and attach evidence of their endorsement of the proposed deviation

Requestor details

Nominate details of the requestor (Name, Organisation, position/ role on the project) and date of submission.

The deviation request must be prepared and checked by competent personnel in accordance with the Requestor's quality management system.

For deviation requests relating to design of Sydney Water assets, the Designer and Verifier must co-sign the request.

Endorsement by responsible body

Responsible body to endorse requestor's submission prior to review by Standard author. Attach evidence of endorsement

Acceptance or rejection by Standard author

Standard author to accept or reject submission and notify responsible body. Attach evidence of notification