**Deviation from Standards – Request form**

Use this form to prepare a Deviation from Standards request when the relevant project is not listed in SWDelivery Portal. This form should be read in conjunction with the Deviation from Standards procedure.

|  |  |
| --- | --- |
| **Project name and number** |  |
| **Requestor details** |  |
| **Project stage** | Choose an item. |
| **Standard(s) being deviated from** |  |
| **Relevant clause(s)** |  |
| **Excerpt(s) from relevant clause(s)** |  |
| **Proposed deviation** |  |
| **Need for and benefits of proposed deviation** |  |
| **Options assessment attached (Y/N)?** | Choose an item. |
| **Risk assessment attached (Y/N)?** | Choose an item. |
| **Highest risk rating associated with proposed deviation** | Choose an item. |
| **Names and roles of stakeholders consulted** |  |
| **Evidence of stakeholder consultation and endorsement attached (Y/N)?** | Choose an item. |
| **Name of Standard Author** |  |

## Attachments

List all attachments to this Deviation from Standards request, which must include an options assessment, risk assessment, and evidence of stakeholder consultation.

| Attachment title or reference number | Attachment description |
| --- | --- |
|  |  |
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## Recommendation, Review, and Approval

### Recommendation and Sign-off by Requestor

#### **Designer:**

As a suitably competent Designer for this design work in accordance with the Engineering Competency Standard, I have led and/or carried out the engineering activities necessary to confirm that the proposed deviation is fit for purpose, and I recommend that Sydney Water accept this deviation request.

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| **Name and Role/Title** |  |
| **Signature and Date** |  |

#### **Verifier:**

As a suitably competent Verifier for this design work in accordance with the Engineering Competency Standard, I have overseen and verified the engineering activities necessary to confirm that the proposed deviation is fit for purpose, and I recommend that Sydney Water accept this deviation request.

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| **Name and Role/Title** |  |
| **Signature and Date** |  |

### Review by Responsible Body

|  |  |
| --- | --- |
| **Name and Role/Title** |  |
| **Signature and Date** |  |

### Recommendation by Standard Author

|  |  |
| --- | --- |
| **Recommendation** |  |
| **Name and Role/Title** |  |
| **Signature and Date** |  |

### Approval or Rejection

|  |  |
| --- | --- |
| **Decision** |  |
| **Name and Role/Title** |  |
| **Signature and Date** |  |