

Project Development Procedures Manual Revision Request

Proposed By: _____
Name *Date*

Unit *Phone Number*

Check One:
Notification of errors
Notification of proposed change

Attach the draft document that authorizes the change in policy/procedure. Target date for statewide review of authorizing document: _____

Subject of Proposed Revision:

Reason for Proposed Revision:

Location of Proposed Revision:

FOLLOWING A CONSULTATION WITH THE PDPM EDITOR, SUBMIT SUGGESTED WORDING FOR PROPOSED REVISION.

[For Division of Design Use Only]

Submitted suggested wording for new policy
Submitted suggested language for change to existing policy
Submitted suggested language for deletion of policy
Submitted suggested language for other (explain)

PDPM EDITOR RECOMMENDS THE FOLLOWING ACTION:

Proceed with preparation of draft revision
Reject proposal (explain)

Concurred By: _____
Chief, Office of Standards and Procedures *Date*