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| **Engineering Change Notice** | | |
| **Design Organization:** | | **Date:** |
| Subject of Change: | | |
| Reason for Change: | | |
| Description of Change (include drawings as attached pages as needed): | | |
| Impact of change:  Bill of Material  Work in Progress  Inventory  Design Report  Instruction Manual  Other: | Team member: | |
| Team member: | |
| Team member: | |
| Team member: | |
| Prepared by: | |
| Checked by: | |
| Approved by: | |
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