

EOTA – Business Form



Document Title:

Process Deviation Form

Document Number:

F-013 Rev. 08_0822

Document Owner:

Elizabeth Sousa

Backup Owner:

Melissa Otero

Approver(s):

Melissa Otero

Parent Document:

P-010, Process Deviation Process

Notify of Changes:

EOTA Employees

Referenced Document(s):

N/A

Revision History:

Rev.	Description of Change
A	Initial Release
08_0822	Modified layout of form to better display data fields. PM2 acknowledgement, QAM acknowledgement and PM1 approval required on all PD's. Deleted Sections as entire form is required to be completed on all PD's. Assigned new document owner.



Process Deviation Form

Requestor:		Date:	Process Deviation #:
Process #:	Process Title:		
Has Process Deviation Already Occurred? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Explanation (if "Yes"):			
Reason/Details of Deviation Request/Impact			
Project Manager Acknowledgement:			Date:
Quality Assurance Manager:			Date:
Program Manager Approval:			Date:
This Process Deviation is effective from the Approval date until (Enter Expiration Date or N/A if indefinite):			
CAR / PAR Required: <input type="checkbox"/> Yes <input type="checkbox"/> No		CAR / PAR Number:	
Additional Comments:			