



Change Control Form

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CC No.	IT2015-39	System Name/Module	HR	System ID	
Initiated by/ Date	Vishal Sanghani 11/7/15	Issued by/Date	Kamlesh Parmar 11/7/15		

Existing System:	Currently if income tax gets processed after the financial year completes, it processes as per site mentioned in employee master. It also updates the same site code in its calculator table.		
Proposed System:	Instead of this it should process as per site of the employee on last date of that financial year and accordingly update the same site code.		
Justification for Change:	It's required for form 16 printing, statutory requirement.		
Initiator Approval	NILESH PARIKH		3-7-2015
	Name	Signature	Date
Department head of initiator Approval	G. H. Nair		3-7-2015
	Name	Signature	Date

Category of Change	<input checked="" type="checkbox"/> System <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Major	<input type="checkbox"/> Documentation
Impact Assessment		
Is this change feasible?	Yes	
Impact on Code/Configuration	Yes on Code	
Testing Strategy		



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Impact on any other existing functionality (Specify if any financial impact)	NO
Validation and Documentation Impact	NO
Training Required	NO

Approval For Development

Nishal Sanghani	Manager-IT	Nishal Sanghani	3/7/15
Name - Technical Owner	Designation	Signature	Date
NILESH PARIKH	Manager-IT	Nishal	3-7-2015
Name - Functional Owner	Designation	Signature	Date



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Summary of activity/Performed

Is this change Implemented?

- ☐ Yes
☐ No

(Reason if no is selected)

Approval for Financial Impact *(If any)*

Name & Designation

Signature

Date

Approval For Implementation

Designation

Signature

Date

Date

Name – Functional Owner

Designation

Signature

Date