**Instructions:** Use this form for all Umler system changes including new elements, new permissible values, and business rule changes. Provide as much information as possible related to the request. Send the completed form to csc@railinc.com. All requests are submitted to the Umler Data Quality Task Force for review. Requestor may be asked to participate in a conference call with the Task Force to discuss the request further. Changes approved by the Task Force are submitted to the Umler Committee for final approval and scheduled for a future Umler release. CSC will respond to the request within 24 hours and Umler Product Manager will respond within 10 business days from the date of the request. **\* *Indicates required field***.

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| --- | --- | --- |
| **Requestor's Information (*type or print*):** | \* Request Date: | Choose date. |
| \* Name: | Enter Name. | \* E-Mail: | Enter Email Address. |
| \* Title: | Enter Title. | \* Phone: | Enter Phone Number. |
| \*Company: | Enter Company. | Sponsoring Entity: | Enter Sponsoring Entity. |
|  |  |  |  |
| **\*Is this an enhancement or defect?**Enter Enhancement or Defect.  |
| **\* Description of Items to be Reviewed:** (Include car numbers, reference to Industry Rules/Regulations, and examples). Attach extra pages if needed. |
| Enter Description.  |
| **Number of Units in Requestor's Fleet affected by this request:** | Enter number of affected units. |
|  |
| **\* Benefit to Industry:** |
| Enter the benefit(s) to the Industry.  |
| **\* Is This Request Time Sensitive?**(Is this an industry initiative e.g., Tank Car Committee/Rule Change, or a federal mandate e.g., PTC)Enter Description.   |
|  | **Case #:** | Case # | **Docket #:** | Docket # |
|  |
|  |

**Railinc Comments/Request Tracking:**

Before this docket is added to DQTF agenda:

1. Does this change need approval from another committee?
2. Equipment impact analysis complete – number of affected units
3. Add business rules impacted by requested change

Before this docket is added to UC agenda:

1. Railinc provide an estimate on effort/size of requested change