

# ENGINEERING & CONSTRUCTION RISK INSTITUTE

Document number:  
ECRI-CM-003

Page  
1 of 1

## Change Definition Table

Revision number:  
2

Date:  
8 December 2006

**Purpose:** The purpose of the change definition table is to illustrate that change within a project has two aspects:

- Occurrence or issues which generate a change in accordance with the Contract's Change provisions. The contract's agreed Schedule or Budget will be modified by these events. These are **Changes** in terms of contract administration.
- Occurrences or issues which can be expected as part of project execution. Although expected project cost and time of completion may be impacted, the Contract's Schedule and Budget are not. In contract administration they are designated as change (lower case) or Deviation and generally arise from events within the contractor's control.

The table illustrates examples of project execution occurrences which fall into each category.

**Application:** The table is designed for use by E & C firms to illustrate to their personnel the difference between Change and Deviation. It is also useful as a prompt to similar discussions between the owner and contractor.

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