

## AMS CHANGE REQUEST COVER SHEET

**Change Request Number:** 12-27

**Date Received:** 1/30/12

**Title:** Standard Operating Procedures (SOP) for AMS Change Management

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**Initiator Name:** Colleen Gutrick

**Organization Name and Routing Symbol:** AAP-130

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*ASAG Member: David Lankford*

*Telephone Number: 202-367-8407*

**Policy OR Guidance:** Guidance

**Affected Section/Text Location:** AMS Information, Revising AMS, SOP

**Summary of Change:** To update personnel information.

**Reason for Change:** To update the SOP for AMS Change Management. The update includes: correct office titles, routing symbols, FAST logo, and new change request cover sheet

**Development, Review, and Concurrence:** Life Cycle Acquisition Policy Team, AAP-130

**Target Audience:** FAA Acquisition Workforce

**Potential Links in FAST for the Change:** None.

**Other Documents that may be Affected:** None.

**Attachments:** redline and final document.

**Briefing Planned:** No.

**ASAG Responsibilities:** None.