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| **Identification** |
| **Project ID:** |  | **Phase:** | Closeout |
| **Version:** |  | **Date:** |  |
| **Project Sponsor:** |  |
| **Project Manager:** |  |

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| **Process Modification Recommendation** |
| *List any project management process that you are recommended be modified. For each process listed describe the change you are recommending.* |
| **Process** | **Change recommended** |
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| **Justification** |
| *For each recommendation made please describe, in detail, the reasons for the modification.* |