

CHANGE CONTROL PROCESS

1.1 Overview

- a. If at any time either party identifies a need for change to the scope of the Services set out in the Agreement, either party may request a change in accordance with this Change Control Process.
- b. Neither Spirent or Client shall unreasonably withhold its agreement to any change provided that Client shall not be obliged to agree to any change increasing prices payable by Client or requiring Spirent to incur material expenditure.
- c. Until such time a change is made in accordance with this Change Control Process, Spirent shall, unless otherwise agreed in writing, continue to supply the Services as if the request or recommendation had not been made.
- d. Any discussions which may take place between Client and Spirent in connection with a request or recommendation before the authorization of a resultant change to the Services Agreement shall be without prejudice to the rights of either party.

- 1.2 Any work undertaken by Spirent which has not been authorized in advance by a change to the Services Agreement in accordance with this Exhibit B, shall be undertaken entirely at the expense and liability of Spirent.

1.3 Procedures

- a. The Change Request form should be used in order to formally initiate a request for change to a project. Types of change requests to be initiated using this form includes changes to project:
 - I. A written request for a change by Spirent; or
 - II. Agreement not to proceed further; or
 - III. A written recommendation for a change by Client
- b. Where a written request for a change is received from Client, Spirent shall promptly upon receipt issue a written acknowledgment to Client and, unless otherwise agreed, submit a Change Control Note (“CCN”) to Client within 10 days of the date of the request in the form attached hereto and incorporated herein as Exhibit A.
- c. A recommendation for a change by Client shall be submitted as a CCN direct to Client at the time of such recommendation.
- d. Each CCN shall contain:
 - I. the title of the change;
 - II. the originator and data of the request or recommendation for the change;
 - III. the reason for the change;
 - IV. full details of the change;
 - V. the variation to prices for the Services, if any, resulting from such change;
 - VI. a timetable for implementation together with any proposals for trialling and acceptance testing of the change;

- VII. details of the likely impact, if any, of the change on other aspects of the Services including but not limited to:
 - i. the schedule for the Services;
 - ii. the personnel to be provided;
 - iii. the changes;
 - iv. the payment profile;
 - v. the documentation to be provided;
 - vi. the training to be provided;
 - vii. working arrangement; and
 - viii. other contractual issues;
 - ix. the date of expiration or validity of the CCN; and
 - x. provision for signature by Client and Spirent

- e. For each CCN submitted Spirent shall within the period of the validity of the CCN
 - I. allocate a sequential number to the CCN;
 - II. evaluate the CCN and as appropriate either:
 - III. request further information;
 - IV. approve the CCN; or
 - V. notify Client of the rejection of the CCN; and
 - VI. if the CCN is approved by Client, Spirent shall arrange for 2 copies of an approved CCN to be signed between Client and Spirent.

- f. A CCN signed by both parties shall constitute an amendment to the Agreement. In the event Client has included with their initial purchase Part No. SVC-60XX, Project Change Services, which is equal to 10% of the SOW total value (“Project Change Service”), and such Project Change Service amount, is equal to or less than the Project Change Service amount, then Client will not be required to issue an additional purchase order and Spirent will invoice up to the Project Change Service amount authorized by the CCN. In the event Client did not order Part No. SVC-60XX, Project Change Service with their initial purchase then, a separate purchase order may be required based on the approved CCN amount.

FOR: SPIRENT COMMUNICATIONS INC

FOR CLIENT: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

CHANGE REQUEST NOTE

In reference to Exhibit C (Change Control Process), both Parties hereby certify, by the signature of an authorized representative, that this Change Request Form will amend and be fully incorporated into the existing SOW.

Project Name: _____

Change Number Request: _____

Reason for Change Request

- Project Schedule
- Configuration Issues/Resources (Third Party)
- Test Plan/SOW
- Other (Specify Below): Change Description, Project Schedule Impact, Project Scope Impact, Technical Design Impact
-

Impact Assessment – SOW/Change Request

	Services	T & E	TOTAL
Original Project Cost	\$	\$	\$
Change Request Cost	\$	\$	\$
New Value of SOW	\$	\$	\$

FOR: SPIRENT COMMUNICATIONS INC

FOR CLIENT: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____