



## Request for Information Services (RIS)

### Title of Request

### Change Information

Date Submitted:  
Submitting Organization:  
Submitter:  
Phone:  
E-Mail:

### Reason for Change

System Breakage  
System Breakage w/workaround  
Legislative  
OPNAV/DoN/DoD directive or policy  
N16 approved roadmap initiative  
Enhancement or New Requirement

Reference source of Legislative or other policy change:

### Capability Needs Summary

Is there any existing documentation (if 'yes', please attach):      Yes      No

### Desired Outcome/Benefit

### Strategic Alignment

Does this initiative directly contribute to achieving Fit in 2016?      Y      N      How?

What process have you used to verify that no materiel solution can satisfy this need?

**Known IT Information**

List current systems implementing this functionality or "None Known".

List specific systems that might be modified to implement this change

**Risks**

Identify business risk(s) of not completing the change:

**Additional Information/Attachment References**

**CIO Disposition**

Baseline Exists?      yes      no  
Date Input received by CIO:  
IMO Reviewer Signature:  
    print name  
Date of Signature:

**RIS TRACKING**

RIS Identifier:  
Associated SCR:  
FRB Initial Review Scheduled Date:

**FRB Disposition**

Approve – Proceed with IT analysis  
Reject – No further action authorized  
    Reason:  
Suspend – Next Review:  
    Reason:  
Signature of FRB Chair:  
    print name  
Date of Signature: