

Notice of Deviation

 DEVIATION
NUMBER

DEV - XXX

Deviation Name:

Outcome:

- ☐ Granted
☐ Not Granted

Effective Date:

Notice Issued to:

Deviation Request No.

Deviation Details:

Contract / Project Name:

Relevant Metrolinx Standard(s):

Section or clause:

Requirement(s) against which deviation is sought:

Asset type / Metrolinx group(s) to which deviation applies:

Additional Asset Information:

Discipline: (e.g signal, structures, track, electrification, etc.)

Deviation Summary:

Type of Deviation granted:

- ☐ Permanent
 (A permanent deviation is valid only for the project listed here)

 Project
Name and
Details:

- ☐ Temporary

Start date:

End date:

- ☐ Interim/Urgent
 (Valid for only 10 working days from the date of issue)

Start date:

Controls and Conditions

Controls: A means of limiting or regulating something. This may be achieved through administrative, commercial, operational, maintenance, and/or physical interventions (e.g. Speed limit, line markings).
Conditions: A requirement that must exist or be achieved before something else is possible (e.g. Specified controls must be in place before continuing, requires signing authority).
Details of Rejection
Notes

Notice of Deviation with all supporting evidence (including Request for Deviation) to be compiled as part of a single sign-off package to ensure an archival record and audit trail.

Following Asset Class SME acceptance of Request, the Notice of Deviation shall be completed within 10 Days, after which it will be escalated to Director-level. After an additional 5 days will be escalated to VP-level.

Technical Authorization			
	Reviewer	Technical approval	Interdisciplinary Coordination Checked
Name			
Title			
Signature			
Date			

Endorsement by Sponsor Office (Program Sponsor to complete):

Name:	
Title:	
Signature	
Date	

Endorsement indicates that the Sponsor Office has been informed and supports actions taken to address the proposed deviation.

Authorization for Issue (Vice President of Metrolinx SME Team):

Name:	
Title:	
Signature	
Date	

Authorization for Issue (Vice President of Engineering Management Systems):

Name:	
Title:	
Signature	
Date	

Superseded