Building Design Standard (additions/changes)

1. Identify BDS addition/change
2. Submit Request
   Tool: additions/changes request form
3. Assign & Track Request
4. Review Request
   Tools: - BDS Checklist - Subject Matter Expert List
5. Present Request
   Yes
6. Evaluate Request
7. Post Draft?
   No
8. Inform Requestor
   Tool: BDS Addition-Change notification
9. Post Draft
10. Review Comments
11. Complete Request Evaluation
12. Notify Requestor
   Tool: BDS Addition-Change notification
13. Inform Requestor
   Tool: BDS Addition-Change notification
14. Post Change

* Additional Tool: Building Design Standard Additions/Changes Timeline