

**DIVISION OF TECHNICAL RESOURCES (DTR)
NIH DESIGN REQUIREMENTS PROJECT SPECIFIC**

REQUEST FOR VARIANCE

Drawing Reference: _____	To: Variance Review (301) 451-4954	Email: ORFDTRIntakeCenter@mail.nih.gov	Phone _____
Detail Number: _____	From: _____		
Spec. Section Reference: _____	Project Officer _____	Email _____	
Paragraph # in Guidelines: _____	A/E Name _____	Phone _____	Date _____
Campus ☐ On ☐ Off	Work Request Number _____	Proposed Variance Subject _____	
	☐ Yes ☐ No	Type _____	
	New Construction _____	e.g. lab, animal, office, BSL? _____	

(Variances should be requested during pre-design or early in the design phase.)

Project Title _____

Building Number _____ Estimated Construction Cost _____

Location _____ Project Percent Completed _____ %

Describe Variance. State specifically how it deviates from the guidelines, how it improves the existing condition and the advantage to implementing. Provide hard copy supporting documents as necessary to variance coordinator:

Provide recommendation of discipline or disciplines to review variance; i.e. mechanical, electrical, architect, civil, structural, fire protection or other:

PLEASE DO NOT FILL IN BELOW THIS LINE.

DTR Routing: _____

DTR Response: _____

☐ APPROVED

☐ NOT APPROVED

☐ REVISE & RESUBMIT

Variance Number: _____

Exhibit X1-5-A

Rev. 5/13