

Appendix A: Request for Variance

Infrastructure Standards for Telecommunications Spaces v4.0

Request Date:

Government POC:

Org Represented:

Email Address:

Contact Phone:

**Site, Building #,
Room, Mission of
the Facility Where
Requested (also note
admin vs medical
specific use):**

Variance Requested:

**Standards Section
Title, Number, and
Page:**

[Redacted area for Standards Section Title, Number, and Page]

**Standards Section
Text:**

[Redacted area for Standards Section Text]

**Problem Statement
(explain how site/
project exhausted all
possibilities to meet
standards and why it
cannot be achieved
due to cost,
schedule,
architectural
constraints, etc.):**

[Redacted area for Problem Statement]

Required Detail on Page A-4:

- Missing detail may delay or prevent processing.
- Details vary depending on the nature of the request (see items 1-6 below).

Note: If there are multiple buildings or multiple floors with identical room or building floorplans and designs, then you may use a single request and drawing for that floorplan. Annotate each building and room number that is accurately represented by the drawings.

1. Telecommunications Room (TR) or Other Space Architecture (Size)

- Number of racks and total data drops (WAOs) versus the total number expected to be active (requiring patching to switches, typically approximately 50%)
- Dimensions of the space, not just square footage. The footprint needs to be understood (primarily with 3 ft clearance around racks on all sides).
- Other potential locations considered as trade-offs but were deemed unworkable
- Attach both the building drawing to see the macro view, architecture, and distances and the TR or other space drawing to see the footprint and other spec requirements.

2. Telecommunications Room (TR) or Other Space Architecture (Location):

- Number of racks and total data drops (WAOs) versus the total number expected to be active (requiring patching to switches, typically approximately 50%)
- Cable distances to WAO
- Dimensions of the space, not just square footage. The footprint needs to be understood (primarily with 3 ft clearance around racks on all sides).
- Other locations considered as trade-offs but were deemed unworkable
- Attach:
 - Diamond analysis
 - Building drawing to see the macro view, architecture, horizontal and vertical distances between other TRs and telecommunications spaces, and distances to adjacent water or RFI sources
 - TR or space drawing to see the footprint and other spec requirements

3. **Cabling and Outside Plant:** Attach campus drawing to see the macro view, paths, and distances between other telecommunications spaces.

4. **Power:** Attach schematics of all equipment and connections.

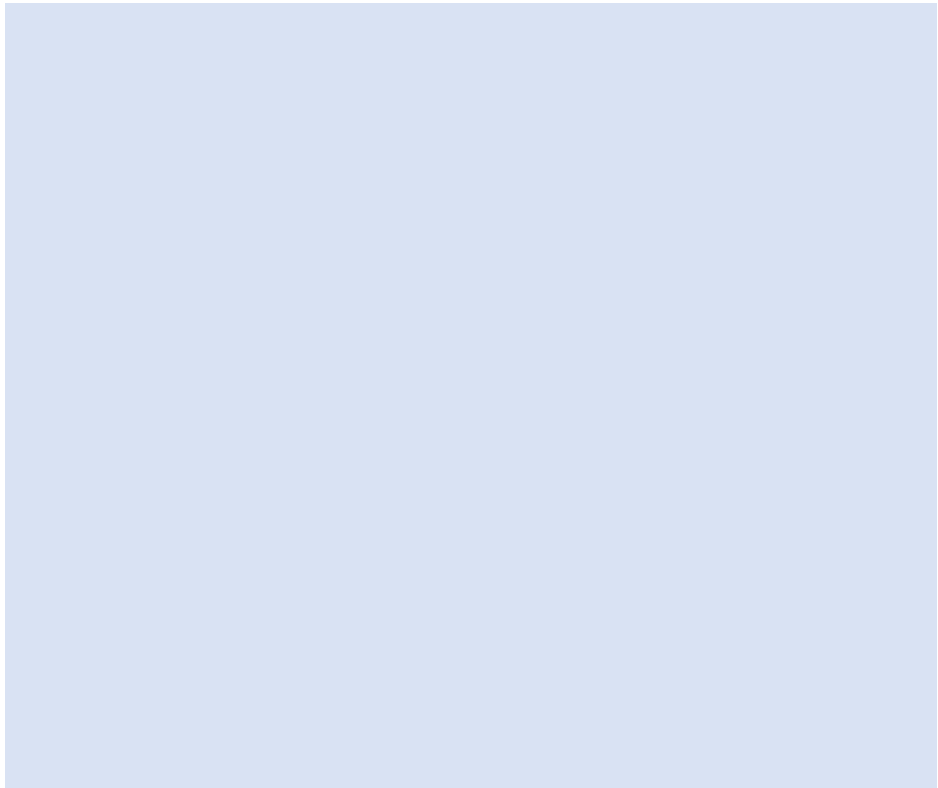
5. **HVAC:** Attach drawings and specs of all equipment.

6. **Other:** Attach specs of all equipment and drawings of telecommunications spaces.

**Enter Required
Detail:**



**Proposed Alternate
Method:**



Plan to Bring Project into Compliance:**Timeline to Bring Project into Compliance:****Funding Plan to Complete:****Choose Temporary or Permanent:****Coordinating Instructions:**

- Before requesting, review to see if a solution has already been provided for the subject:
 - [VHA HEFP EHRM - Guidance Documents from Solution Delivery \(sharepoint.com\)](#)
 - [VHA HEFP EHRM - Design Alerts \(sharepoint.com\)](#)
- EHRM Variances are requested through EHRM HEFP SEP Network Infrastructure Project Station Inquiry (SI Tool): [Healthcare Engineering - Home \(sharepoint.com\)](#)
[Submit an EHRM HEFP SEP Network Infrastructure Project Station Inquiry - Job Aid.pdf](#).
- Send all other requests to: OIT Data Center and Infrastructure Engineering (DCIE) VAITESDatacenterEngineering2@va.gov.
- Subject line: Include Station/Site Name_VISN XX_Project No_ EHRM (if applicable)_High-Level Project Description_Variance Request_(Nature of Request).
- Example: *Bronx NY_VISN 10_10-369_EHRM_Remodel MCR_Variance Request_(Power)*.
Submitter must digitally sign the email under the Options heading in Outlook.
- Attach all required diagrams, one-line drawings, photos, manufacturer's brochures, and/or other supplemental information to support your application.

What is a variance?

A variance is an allowable deviation from specific requirements of a published standard where a proposed alternate method of installation or operation will provide equal or higher safety, reliability, redundancy, and sustainability objectives. Alternately, under emergency time-sensitive circumstances a temporary variance may be granted without meeting the criteria above with an actionable plan to bring the project into compliance within a reasonable time frame. They should be submitted only as a last resort after the project and site have exhausted all other alternatives to meet specifications.

What will a variance not do?

A variance will not avoid compliance with the intention of a standard section or rule. A variance is not a method to recover from an installation or design error. A variance will not be granted if the alternate method would reduce the safety or effectiveness of the installation or equipment.

What does a variance cover?

If the variance is granted, it shall be limited to the particular site and installation covered in the application and will NOT be considered as a precedent for other installations.

Who may apply for a variance?

Those responsible for compliance with the standards may apply for a variance.

Who grants a variance?

A variance is granted only by DCIE upon written request through the approved process for submission, tracking, and processing. New variance requests embedded in project designs are not actionable for approval. They still need to go through the process.

How is a variance approved?

DCIE will approve, deny, or ask for clarification from their respective mailboxes. Allow a minimum of two weeks for processing. The return email from the DCIE organizational address is proof of the final decision of the Authority Having Jurisdiction (AHJ).

What are the disposition requirements of the determination?

A record of the variance determination email and any supporting attachments should remain with the project and be attached for context to all future design review or variance requests for the site. Retain the determination on file for the site for use in budgeting and initiating projects to upgrade the infrastructure to minimum ISTS specifications at the next technical refresh.