How can I arrange an additional request for a digital project that has already begun?

For: Paušalni obrt · Obrtnici · j.d.o.o. · d.o.o. · Privatni iznajmljivač · Platformski rad preko vlastitog obrta

Practical business guidance · Reviewed: 2026-11-22

Applicability: For the preparation of the specification and handover of the service, in accordance with the provisions of the specific contract.

Describe what is changing and its impact on cost, timelines and responsibilities. Request written approval before changing the plan and update the handover criteria.

When this is applied

Specify the concrete user outcome and the verification method, and keep the history of the original proposal on record with the agreement. If another function is excluded, indicate the impact on deadlines and obligations.

What to do in practice

Record one approved version of the request and carry out a brief check upon submission.

A business example

The buyer requests a new report before delivery and agrees to accept the export shipment at a later date. Both parties confirm what is handed over at each stage.

Specific next steps

1. Record one approved version of the request and carry out a brief check upon submission.

Limits of application

For the preparation of the specification and handover of the service, in accordance with the provisions of the specific contract.

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