What is the definition of a major change request?
Sarah Wood - 2023-07-11 - General

This information can also be found in the ALMA User’s Policies, Appendix B.

Please also see the 'May I make changes to my proposal?' KB article.

A change to an approved project that is initiated by the PI at Phase 2 is considered a major change if one or more of the following conditions are met for the requested change compared to what was submitted at Phase 1:

**Target field location**
- A shift in position of any pointing of more than 0.5 times the primary beam size.

**Spectral windows**
- A change to the central sky frequency of any spectral window that is more than 20% of the bandwidth of that spectral window.
- A change to a frequency setting or correlator mode.
- An increase in the bandwidth or spectral resolution of any spectral window (such changes should not impact the data rate).

**Angular Resolution**
- A change in angular resolution that is more than 10% of the requested angular resolution.
- Any change in angular resolution that would change the configuration from C-6 or smaller to long baseline (C-7 to C-10).

**Observing time**
- A change that results in an increase in observing time.

**Other**
- Any change that is not explicitly listed as a minor change below must be submitted as a major change request (e.g. changes to the default OT-generated observing parameters or observing strategies).

Any changes made are considered cumulative, e.g. a +2" change to the field center
coordinate RA and a +1" change in the pointing offset RA will result in a +3" overall change in pointing position.

Similarly, a -10 km/s change to the source radial velocity and a -5 km/s shift to a spectral window central frequency will result in an overall change of -15 km/s.

Changes that request capabilities that are not offered or that duplicate another observation (ALMA User’s Policies, Appendix A) are not allowed.

Minor changes do not change the project scientific scope, increase the observing time, or require a duplication check.

Minor changes initiated by the PI that can be made at Phase 2 by ARC staff without submission of a change request are as follows:

• Shifts in position of any pointing that are less than 0.5 times the primary beam size.
• Changes to the central sky frequency of any spectral window that are up to 20% of the bandwidth of that spectral window.
• Changes in angular resolution that are less than 10% of the requested angular resolution and that do not change the configuration to a long baseline configuration or increase the observing time.
• Changes to the source radial velocity, redshift or Doppler type that do not change the central sky frequency of any spectral window by more than 20% of the bandwidth of that spectral window.
• Trivial changes that do not imply a scientific impact, such as changing the velocity reference frame from LSR to Heliocentric.