



# Patch Management Checklist

15 Jun 2023 / Downtown Site / Jake Smiths

**Complete**

Score	<b>90.91%</b>	Flagged items	<b>0</b>	Actions	<b>1</b>
<b>Conducted on</b>	15.06.2023 23:05 PST				
<b>System Owner</b>	Downtown Site				
<b>Prepared by</b>	Jake Smiths				
<b>Site</b>	5626 Stevens Creek Blvd, Cupertino, CA 95014, USA (37.3229391, -122.0005842)				

**Actions**

1 action

Checklist / Patch Management

**Issues encountered?**

Yes

Deployment is not site-wide and we were able to identify an issue that was not encountered during testing and our mitigation is to revert to previous version.

To Do | Priority High | Due 22.06.2023 23:07 PST | Created by SafetyCulture Staff

**Urgent action needed for computers automatically shutting down**

Hello Shine! We need urgent action. We did a partial deployment so today patch is not yet site-wide and found an issue with the computers automatically shutting down. We reverted the impacted assets to previous version and they are now working fine.

## Checklist

1 action, 90.91%

## Patch Management

1 action, 90.91%

Inventory data on all network assets are gathered and consolidated

Done

Aware of the intent and impact of the change/s

Done

Identify vulnerabilities

Done

Deploy the patch to the test group

Done

Monitor and record the patch status on the test group

Done

Review the impact of the patch and be aware of the downtime and alerts

Done

Prepare mitigation for any issues during or after patch deployment to operations

Done

Deploy the patch

Done

Monitor and record the patch status on operations

Done

Issues encountered?

Yes

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To Do | Priority High | Due 22.06.2023 23:07 PST | Created by SafetyCulture Staff

Urgent action needed for computers automatically shutting down

Hello Shine! We need urgent action. We did a partial deployment so today patch is not yet site-wide and found an issue with the computers automatically shutting down. We reverted the impacted assets to previous version and they are now working fine.

Implement corresponding mitigation for the issue/s

Generate patch reports

Done

## Completion

### Comments/Recommendations

Patch deployment to a quarter of the total assets at the downtown site. Issue encountered so we reverted to the previous version. Shine will fix the issue so we can proceed with the deployment.

### Name and Signature

Jake Smiths



15.06.2023 23:08 PST

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