##  [PATCH MANAGEMENT PROCESS]

Step-by-step documentation of our patch process at [company]

## Asset Inventory

[Document inventory on all internal systems such as server, storage, laptops, etc. throughout the organization.]

## Inventory Categorization

[Categorize each system by the number of applicable patches, risk (high, medium, or low) and what systems need immediate attention]

## Patch Testing

[Document whether you have a staging environment to test patches before deploying to production. Document how this process starts and ends. Document the team responsible for each part of the process. Document how the testing results are handled]

## Patch roll out to Production

[ Document how the rollout to production occurs, the team involved]

Regular Patch Maintenance

[Document how you regularly patch your systems. If there is a regular time and day, document the schedule]