## Patch Management Strategy Template

#### Organization Name: [Your Organization's Name]

#### Document Creation Date: [Date]

#### Last Updated: [Date]

#### Document Version: [Version Number]

### Policy and Compliance

| **Policy Statement** | **Regulatory Compliance** |
| --- | --- |
| Describe the organization's commitment to regular and systematic patch management:  | Identify any relevant legal and industry standards that the patch management process must adhere to: |

### Roles and Responsibilities

| **Patch Management Team** | **Stakeholder Communication** |
| --- | --- |
| Define the roles and responsibilities of team members involved in the patch management process: | Outline procedures for communicating with stakeholders about patch management activities and impacts: |

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### Patch Management Process

| **Identification** | **Evaluation and Testing** | **Approval** | **Deployment** | **Verification and Reporting** |
| --- | --- | --- | --- | --- |
| Establish methods for identifying available patches for software and systems. | Describe the process for evaluating patches for relevance and testing them in a controlled environment. | Define the criteria and process for approving patches for deployment. | Outline the procedures for deploying patches, including scheduling and notification. | Detail methods for verifying successful patch deployment and reporting on patch management activities. |

### Risk Assessment and Prioritization

| **Risk Assessment**  | **Prioritization** |
| --- | --- |
| Provide guidelines for assessing the risk level of identified vulnerabilities and the urgency of patching. | Establish criteria for prioritizing patch deployment based on risk assessment and business impact. |

### Documentation and Record Keeping

| **Documentation Requirements** | **Record-Keeping** |
| --- | --- |
| Specify what documentation is required for each stage of the patch management process. | Outline procedures for maintaining records of patches applied, including dates and system details. |

### Emergency Patching

| **Criteria for Emergency Patching** | **Emergency Procedures** |
| --- | --- |
| Define scenarios that require emergency patching, bypassing normal procedures. | Outline the process for rapid assessment, approval, and deployment of emergency patches. |

### Training and Awareness

| **Staff Training** | **Awareness Programs** |
| --- | --- |
| Detail training requirements for staff involved in the patch management process. | Outline initiatives to raise awareness about the importance of patch management across the organization. |

### Monitoring and Auditing

| **Continuous Monitoring** | **Auditing** |
| --- | --- |
| Describe procedures for ongoing monitoring of patch management effectiveness. | Outline regular audits of the patch management process to ensure compliance and effectiveness. |

### Review and Improvement

| **Periodic Review** | **Continuous Improvement**  |
| --- | --- |
| Schedule regular reviews of the patch management strategy and process. | Encourage ongoing improvements to the patch management process based on review findings, feedback, and evolving best practices. |