

Noncompliant Updates and/or Patches Report Form

Noncompliant updates and/or patches must be reported to the Datatel Colleague System Administrator as soon as an issue is discovered and no later than five business days prior to the scheduled load to the PRODUCTION system.

This form must be completed and approved before noncompliant updates and/or patches will be considered for exemption from installation in PRODUCTION.

Date: _____ **Noncompliant Update ID:** _____

Description of noncompliance: (Please attach screen shots and supporting documentation noncompliant Datatel Colleague/WebAdvisor software patch/Update report)

Impact:

Recommendation:

Functional Lead Approval: _____

(signature required)

(date required)