## **Incident Report**

Incident Report: INC0000021

This document provides a detailed report of the incident including the problem description and the resolution provided.

## **Incident Details**

Incident Number: INC0000021

Date: 2023-07-13 23:52:01

Description: We have a new hire starting on Monday. She will need to be set up with a desk, laptop, phone

Short\_Description: New employee hire

Category: inquiry

Resolution: Closed before close notes were made mandatory

Status: Closed/Resolved by Caller