# Initiation of OS & Database Patching Cycle – Business Review & Approval Required

Dear [Business Owner],  
  
As part of our ongoing efforts to ensure system security, stability, and compliance, we are initiating the OS and Database Patching Cycle for all SQL Server environments (2012–2022 versions). This patching cycle is essential to enhance performance, address security vulnerabilities, and maintain optimal system health.

## Patching Plan & Business Involvement

**Lower Environments (Dev/Test/UAT):** These environments will be patched after a notification email to respective stakeholders. Just verbal approval is required, also required testers for post-patching application validation and smoke testing.

**Production Environment:** All patching activities will be conducted only after an approved RFC (Request for Change) to ensure minimal business impact.

## Action Required from You

* Review the patching plan and confirm if you have any concerns.
* Provide the names of business testers, if applicable – a tester will validate the patch before it is marked complete.
* Approve or reject the patching plan for each database by responding to this email.

## Next Steps

- A detailed patching schedule will be shared with you soon.

- Our DBA team will coordinate with your designated business testers to ensure post-patching validation.

- In case of any critical concerns, kindly share them before [Deadline Date].

We appreciate your cooperation in keeping our systems secure and up to date. Please let us know if you require any additional information.  
  
Best Regards,  
[Your Name]  
DBA Team