Category:

Issue

Comment:

Description of the specific issue

Date:

When the issue was identified

Type:

Severity:

Level of seriousness

Priority

Urgency of resolving the issue

Suggested Action

Recommended actions to resolve the issue

Status:

Current progress of the issue

Tags:

List of keywords related to the issue

Date reviewed

Reviewer ID

Reviewer details:

Resolved:

Whether the issue has been resolved

Resolution date

Additional Notes

Impact