|  |  |
| --- | --- |
| **Reference to CR Number** | ${cr\_no} - ${cr\_title} |
| **Application / Product Version Number** | ${system\_name} |
| **Released Items For**  **Xq** Bugs Fixes  **q** Operational Activity  **q** New System Implementation  **q** System Enhancement / New Feature Module  **Xq** Content Update / Data Patches  **q** Infrastructure Changes  **q** Technology Maintenance & Updates  **q** System and Data Security | ${cr\_desc} |
| **Patch** |  |  |
| **Release items number marked as not a bug** |  |  |
| **Released for (Server name & IP)** | **APP**: ${app\_hostname} (${app\_ip\_address}) **DB :** ${db\_hostname} (${db\_ip\_address}) |  |
| **Attachments (If applicable)** |  |  |
| **Test Results (If applicable)** |  |  |
| **List of unresolved issues (if any)** |  |  |
| **Defects Spreadsheet with Root Caused Analysis (If applicable)** |  |  |
| **Impacted Item in case of Regression** |  |  |
| **Remarks, if any** |  |  |
| **Step to deploy** | |  |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Item** | **Date & Time** | **Server** | **Activities / Steps** | **Action By** | **Status** | | ${item\_id} | ${start\_dt} | ${task\_hostname} (${task\_ip\_address}) | ${activity} | ${action\_by} | Complete | | |  |
| **Rollback Procedure** | |  |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Item** | **Date & Time** | **Server** | **Activities / Steps** | **Action By** | **Status** | **Screenshots** | | ${rb\_item\_id} | ${rb\_start\_dt} | ${rb\_task\_hostname} ${rb\_task\_ip\_address} | ${rb\_activity} | ${rb\_action\_by} | Complete |  | | |  |

|  |  |
| --- | --- |
| **Prepared By (Application Support)** |  |
| ……………………………………………………………………  Name: Muhammad Nazrul Hanif  Date & Time: |  |
| **ID Creation for Access By (Cloud Team)** | **Verification for Logout By (Cloud Team)** |
| ……………………………………………………………………..  Name: Mohd Hafidzul Shafiq  Date & Time: | ……………………………………………………………………..  Name: Mohd Hafidzul Shafiq  Date & Time: 26/05/2022 |
| **Verified By & Accepted By (Project Team)** |  |
| ……………………………………………………………………..  Name: Nur Aizat Mustakim Bin Azmi  Date & Time: | ……………………………………………………………………..  Name:  Date & Time: |