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| **POST MORTEM** | | |
| Issue summary:  *Title of the Incident* | | |
| Business process:  *Trade Capture / Execution / Client Services / Risk Analysis / Regulatory Reporting* | | |
| IT team owner:  *IT Team Name* | IT owner:  *Name of IT Person in Charge of the Incident* | |
| Incident severity: Low / Medium / High | Start date: YYYY/MM/DD | Resolved date: YYYY/MM/DD |
| Postmortem date:  YYYY/MM/DD | Incident:  **MIM-ID** | Problem:  **PRB-ID** |
| Validation | |  |  |  |  | | --- | --- | --- | --- | | **Name** | **Date** | **Status** | **Comment** | |  | | | | | |

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| **SUMMARY** | |
| Application: *TBC* | |
| Root cause Category: Build / Infrastructure / Run / User | |
| Environment:  Prod | Module:   - |
| Detailed description of the incident | |

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| **IMPACT** | | |
| Impacted region:  AMER/ASIA/EURO | Impacted Team:   TBC | User contact:  TBC |
| Detailed description of the Business Impacts | | |

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| **ROOT CAUSE** |
| Detailed description of the root cause |

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| **ACTION PLAN** |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Action** | **Ticket** | **Team** | **Due date** | **Status** | |  |  | | | | | | Action 1 Description | TASK-ID | TBC | YYYY-MM-DD | TBC | | | Action 2 Description | TASK-ID | TBC | YYYY-MM-DD | TBC | | |  |  |  |  |  | | |

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| |  |  |  | | --- | --- | --- | | **Sequence** | | | |  | | | | **When (NY time)** | **Who** | **Description** | | **DD-MM-YYYY HH:MM** | TBC | TBC | | **DD-MM-YYYY HH:MM** | TBC | TBC | | **DD-MM-YYYY HH:MM** | TBC | TBC | |