Remediation Plan Status Report

1. General Information

Report Date	2024-06-16
Project/Area Name	Information Security Program
Report Prepared By	Jane Smith
Reviewer	John Doe
Reporting Period	2024-05-01 to 2024-05-31

2. Executive Summary

The report summarizes the progress of ongoing remediation efforts addressing identified deficiencies within the Information Security Program. Overall, significant progress was made during the reporting period, with key milestones achieved in vulnerability remediation and policy updates.

3. Remediation Items Status

ID	Description	Status	Owner	Target Date	Comments
R-01	Patch critical servers	Completed	M. Lee	2024-05-10	All servers patched as scheduled
R-02	Update password policy	In Progress	A. Patel	2024-06-25	Policy draft under review
R-03	Implement MFA	Not Started	K. Tan	2024-08-01	Awaiting budget approval

4. Risks and Challenges

Implementation of Multi-Factor Authentication (MFA) is delayed due to budget constraints. There is a potential risk of non-compliance if remediation timelines slip further.

5. Next Steps

- Complete review and approval of updated password policy by 2024-06-25.
- Secure funding and initiate MFA implementation.
- Continue monitoring and tracking remediation milestones.

Important Notes:

- Keep the status report concise and factual for easy review by stakeholders.
- Update regularly to reflect progress, changes, and new challenges.
- Assign clear ownership and target dates for each remediation item.
- Highlight risks early to facilitate timely decision-making and intervention.