 Data Governance Office  
Issue Resolution Record Form

**Request ID: Click or tap here to enter text.**

Use this form when documenting issues related to existing Data Governance policies or processes. This will serve as the complete record for each issue. Do not start a new form for the same issue. Revisions to the record must be done in tracked changes and reviewed by all parties before accepted into the record.

**Issue logged in IM Docket? Assigned To:** Choose an item.

Yes - do not proceed unless logged

**Stakeholder #1 Information**

**Name:** Click or tap here to enter text. **Business Unit** Click or tap here to enter text.

**Issue Type:** Choose an item.

**Description of Issue:**

**Notes/Status Updates**

**Phase:** Choose an item. **Date:** Click or tap to enter a date.

**[insert notes here]**

**DGO Recommendation**

*To be filled out when moving to “Closed” phase.*

I certify that this record is complete and accurately reflects the positions of all parties. The outcome has been communicated to the submitting stakeholders, and this record has been made available to them. This issue has been resolved according to DGO policy and is now closed.

**DGO Representative Initials:** Click or tap here to enter text. **Date:** Click or tap to enter a date.