CLOUDSWITCHED

FREE RESOURCE — PENETRATION TESTING

Penetration Test Remediation Tracker

A findings tracker to turn a penetration test report into closed, verified fixes. Log every finding with its severity, owner and due date, use the prioritisation guide to decide fix order, and confirm closure with a documented retest — not a mark as “done” that nobody checked.

4	7	30/60/90	Fillable
SEVERITY TIERS TRACKED	FIELDS PER FINDING LOGGED	DAY FIX-ORDER GUIDE INCLUDED	TICK & TYPE IN ANY VIEWER

CRITICAL HIGH MEDIUM LOW

PREPARED FOR	PREPARED BY	VERSION	FORMAT
Cloudswitched Knowledge Library	Cloudswitched Ltd.	2026 Edition	Interactive PDF

01

Findings tracker

Transfer every finding from the test report into this tracker before anyone starts fixing anything. A report that lives only as a PDF gets forgotten; a tracker with named owners and dates gets closed.

ID	SEVERITY	AFFECTED ASSET	OWNER	DUE DATE	RETEST RESULT
01	_____	_____	_____	_____	_____
02	_____	_____	_____	_____	_____
03	_____	_____	_____	_____	_____
04	_____	_____	_____	_____	_____
05	_____	_____	_____	_____	_____
06	_____	_____	_____	_____	_____
07	_____	_____	_____	_____	_____
08	_____	_____	_____	_____	_____

Severity definitions & fix-order guide

Critical Remote code execution, full domain compromise, unauthenticated access to sensitive data. Fix inside **7 days** — treat as an active incident until patched.

High Privilege escalation, significant data exposure, exploitable with moderate effort. Fix inside **30 days** .

Medium Requires specific conditions to exploit, or limited impact if exploited. Fix inside **90 days** .

Low Best-practice / hardening findings with minimal standalone risk. Fix at next **maintenance cycle** .

02

Prioritisation logic & retest verification

Severity alone does not decide fix order — exploitability, exposure and blast radius matter too. Use the logic below to sequence work when you have more findings than remediation capacity in the first sprint.

How to sequence the fix order

- **Internet-facing beats internal-only** — a Medium on an exposed login page usually outranks a High buried three network hops deep.
- **Chainable findings jump the queue** — two Mediums that combine into a full compromise path (e.g. an info leak plus a default credential) should be fixed together, first.
- **Fix the class, not just the instance** — if a finding exists on one server, check for the same misconfiguration across the whole estate before closing it.
- **Compensating controls buy time, not closure** — a WAF rule or firewall block can suppress exploitability while the real fix is scheduled, but the finding stays open until remediated.
- **No open Critical or High should survive a second test cycle** — if it does, escalate to leadership with a documented risk acceptance.

Verification & retest checklist

- ☐ **Fix implemented and peer-reviewed** before marking a finding as ready for retest — not just deployed.
- ☐ **Retest performed by the original tester** (or an independent party) against the specific finding, not a general re-scan.
- ☐ **Retest evidence attached** to the tracker — screenshot, scan output or written confirmation from the tester.
- ☐ **Class-wide check completed**: the same vulnerability class was searched for across the rest of the estate, not just the original asset.
- ☐ **Risk acceptances documented** and signed off by an accountable owner for any finding not being fixed.
- ☐ **Tracker closed out** with dates, and archived alongside the original report for audit and insurer evidence.

> **“FIXED” MEANS RETESTED**
>
> A finding is not closed when a developer says it is fixed — it is closed when someone independently confirms the exploit no longer works. Build the retest into the remediation timeline from day one, not as an afterthought.

Remediation programme sign-off

Summarise the state of play for leadership and your insurer, and record who owns the remediation programme going forward.

#	SEVERITY	TOTAL FOUND	CLOSED & RETESTED	OPEN
01	Critical			
02	High			
03	Medium			
04	Low			

Sign-off

REMEDIATION OWNER

ROLE / TITLE

PROGRAMME CLOSED ON

CLOUDSWITCHED

OPTIMIZE YOUR IT AND THRIVE

info@cloudswitched.com

New London House, 6 London St
London EC3R 7LP · United Kingdom