Incidents

Incidents allow you to record events that occur outside the RiskVision solution. Incidents have a type and subtype and can be linked to specific entities in the organization.

Incidents have a list of Actions taken and can be associated with one or more Tickets and Controls . Incidents also have associated workflows that record the progress of the response to the incident.

Incidents can be created without logging in to the RiskVision solution. See Anonymous Incident Reporting for more information.

The **Incidents** > **Incidents** page provides the Incidents tree in a separate pane on the left-side. This tree, by default, includes My Incidents, By Status, By Stage, My Incidents Delegate To others folders.

- **My Incidents** folder represents those incidents for which you are the submitter.

- **By Status** folder categories the incidents based on the status being open or closed.

- **By Stage** folder helps you track those incidents, which you have submitted. This folder segregates incidents based on the workflow stage and at a minimum, it contains the Draft folder. More folders appear under the **By Stage** folder, representing the workflow stage name when an incident advances to other workflow stages.

- **My Incident Delegated To Others** folder contains the logged in users incidents that are delegated to the other users

Folder	Sub-Folder	

Folder	Sub-Folder	
My Incidents	By Status	Open Incidents
		Closed Incidents
	By Stage	Draft
		Review
		Submitted
		Closed
		Sign Off
	By Type	
	My Incidents Delegated To Others	
	My Undelegated Incidents	
All Incidents	By Stage	Review
		Submitted
		Closed
		Sign Off
	By Type	
	All Delegated Incidents	
	All Undelegated Incidents	