Policy R2 Beijing M1 Deliverables for Planning Milestone Checklist Template

This checklist is expected to be completed for the project to pass the M1 Release Planning Milestone.

M1 Release Planning Milestone definition

Practice Area	Checkpoint	Yes /No	Evidence - Comment	How to?
Product Management	Are Product Backlog Epics entered in Jira?	Yes	0 issues	Create a Backlog item Difference between a Product and Sprint Backlog
	Are Product Backlog Stories entered in Jira?	Yes	0 issues	Create a Backlog item
	Are Product Backlog Stories linked to Product Backlog Epics?	Yes	Policy Product Backlog	Work in a Sprint
	Are Product Backlog Stories prioritized?	Yes		Prioritize a Backlog item
	Is the project team ready to estimate the top Stories (for coming Sprint) in Product backlog?	Yes		Estimate a Backlog item
	Is the project team ready to create a 2 weeks Sprint in Jira?	Yes		Create a Sprint
	Are Team Members willing to create Tasks and associate them with Stories in Jira?	Yes		Create a Backlog item
Release Management	Is there a Release Planning Template available and completed in wiki?	Yes	Policy R2 Beijing M1 Release Planning Template	
	Have all the **"Release Components Name"** been defined in Resources and Repositories (Deprecated) for your project? (this includes all Sub-Components Names, Sub-Components Repositories Names, Maven Group ID, Sub-Components Description)	Yes	Resources and Repositories (Deprecated)	
	Have all the **"Resources committed to the Release"** been defined in Resources and Repositories for your project? This includes First and Last names, LFID, Email Address and Location for PTL, Project Manager, Committers and Contributors.	Yes	Resources and Repositories (Deprecated)	
	Have new developers made themself familiar on the Onboarding Process?	Yes		Onboarding
	Is the project team aware of the Release milestone? Any misses will required TSC exception.	Yes		
Integration and Testing	Has the Integration Team defined the vendor equipment list?	n/a	Link to evidence	
	Has the Integration Team defined the End 2 End Release Test Case?	n/a	Link to evidence	
Development	Is the Project Team committed to develop Unit Test?	Yes		
	Has the Project Team put in place an Automated Unit Test infrastructure?	Yes		
	Is the Project Team committed to create Continuous System Integration Testing (CSIT) test case?	Yes		
	Is the Project Team committed to perform Scrum ceremonies?	Yes		Scrum Overview
	Are the Project Team members aware of Continuous Integration Principles (don't break the build, Fix the build,...)?	Yes		Continuous Integration
	Has the Project Team a clear understanding on the Code Coverage expectations?	Yes		Code Coverage and Static Code Analysis
	Does the Project Team understand the Free and Open Source Software (FOSS) process?	Yes		Free and Open Source Software
	Is the Project Team willing to fill out accordingly the FOSS table?	Yes		Fill out sub-pages for each project under Free and Open Source Software
	Is the Project Team willing to comply to the Commit Process?	Yes		Commit Messages
	Does the Project Team understand the purpose of Code Review?	Yes		Code Review
	Is the Project Team aware of the Coding Guidelines?	Yes		Development Practices (Jave Coding Style)