

# 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



### Usage

1. Use the "Copy" and "Move" options (available under the ..., top right of this page) to duplicate this template into your project wiki.
2. Fill out the Yes/No column
3. Provide link to evidence (when necessary)

| Practice Area      | Checkpoint                                                                                                                                                                                                                                               | Yes /No | Evidence - Comment                                                                                                       | How to?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Doc                | Has the team created a docs folder and Development and Release Notes documentation templates in <a href="#">Readthedocs</a> ?                                                                                                                            |         | Add a link to your project documentation in ReadTheDocs.                                                                 | Documentation Team is using <a href="#">Readthedocs</a> for documenting user facing documentation.<br><br>ReadTheDocs shall be considered as a starting point for someone new within ONAP.<br><br>The ReadTheDocs is the ONAP Documentation facade visible to users.<br><br>Link to <a href="http://onap.readthedocs.io/en/latest/guides/onap-developer/how-to-use-docs/include-documentation.html#templates-and-examples">http://onap.readthedocs.io/en/latest/guides/onap-developer/how-to-use-docs/include-documentation.html#templates-and-examples</a><br><br>How to <a href="#">setup the template for my project?</a> |
| Security           | Has the Release Security/Vulnerability table been filled out in the protected Security Vulnerabilities wiki space?                                                                                                                                       |         | Table in the protected Security Vulnerabilities wiki space corresponds to the latest NexuSIQ scan                        | PTL reviews the NexuSIQ scans for their project repos and fills out the vulnerability review table                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                    | Have known vulnerabilities (critical and severe) to address/remove in the release been identified with JIRA ticket?                                                                                                                                      |         | JIRA tickets exist for vulnerabilities or the project indicates that there will be no vulnerability library replacement. | Create JIRA tickets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                    | Has the project committed to the release CII badging level?                                                                                                                                                                                              |         | Project plans that include                                                                                               | See <a href="https://www.coreinfrastructure.org/programs/badge-program/">https://www.coreinfrastructure.org/programs/badge-program/</a><br>or CII Badging Program                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                    | Has the project created their project CII questionnaire and completed the ONAP level CII requirements                                                                                                                                                    |         |                                                                                                                          | See <a href="#">CII Badging Program</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                    | If the project uses java, has the project integrated with the oparent.pom?                                                                                                                                                                               |         | Oparent.pom included in the project                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Product Management | Are Product Backlog Epics entered in Jira?                                                                                                                                                                                                               |         | <a href="#">6 issues</a>                                                                                                 | Create a Backlog item<br><br><a href="#">Difference between a Product and Sprint Backlog</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                    | Are Product Backlog Stories entered in Jira?                                                                                                                                                                                                             |         | <a href="#">18 issues</a>                                                                                                | Create a Backlog item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                    | Are Product Backlog Stories linked to Product Backlog Epics?                                                                                                                                                                                             |         | <a href="#">Product Backlog</a>                                                                                          | Work in a Sprint                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                    | Are Product Backlog Stories prioritized?                                                                                                                                                                                                                 |         |                                                                                                                          | <a href="#">Prioritize a Backlog item</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                    | Is the project team ready to estimate the top Stories (for coming Sprint) in Product backlog?                                                                                                                                                            |         |                                                                                                                          | <a href="#">Estimate a Backlog item</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                    | Is the project team ready to create a 2 weeks Sprint in Jira?                                                                                                                                                                                            |         |                                                                                                                          | <a href="#">Create a Sprint</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                    | Are Team Members willing to create Tasks and associate them with Stories in Jira?                                                                                                                                                                        |         |                                                                                                                          | <a href="#">Create a Backlog item</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                    | Has the project team plan to contribute to <a href="#">Platform Maturity Improvement?</a>                                                                                                                                                                |         | Provide a link to project Planning, Platform Maturity table.                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Release Management | Is there a <a href="#">Release Planning Template</a> available and completed in wiki?                                                                                                                                                                    |         | <a href="#">Release Planning Template</a>                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                    | Has the Platform Maturity Table been updated with current status and Release goal?                                                                                                                                                                       |         |                                                                                                                          | For each Release, there is a Platform Maturity table created for PTLs to record their goals and achievements at M4 (Example: <a href="#">Casablanca Release Platform Maturity</a> ).                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                    | Have all the "Release Components Name" been defined in <a href="#">Resources and Repositories (Deprecated)</a> for your project? (this includes all Sub-Components Names, Sub-Components Repositories Names, Maven Group ID, Sub-Components Description) |         | <a href="#">Resources and Repositories (Deprecated)</a>                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                         |                                                                                                                                                                                                                                                                   |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         | Have all the <b>"Resources committed to the Release"</b> been defined in <a href="#">Resources and Repositories</a> for your project? This includes First and Last names, LFID, Email Address and Location for PTL, Project Manager, Committers and Contributors. |  | <a href="#">Resources and Repositories (Deprecated)</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Have new developers made themselves familiar on the <a href="#">Onboarding</a> Process?                                                                                                                                                                           |  |                                                         | <a href="#">Onboarding</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                         | Is the project team aware of the <a href="#">Release milestone</a> ? Any misses will require TSC exception.                                                                                                                                                       |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Integration and Testing | Has the Integration Team defined the vendor equipment list?                                                                                                                                                                                                       |  | Link to evidence                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Has the project passed the Integration Sanity Tests?                                                                                                                                                                                                              |  |                                                         | <p>Integration sanity tests in Dublin Release cover:</p> <ul style="list-style-type: none"> <li>• ONAP deployment</li> <li>• All components health check</li> <li>• VNF onboarding and service creation for vFW use case</li> <li>• Model distribution for vFW</li> <li>• vFW instantiation</li> <li>• vFW closed loop</li> <li>• vFW deletion</li> </ul> <p>No test failure reported on <a href="http://onapci.org/grafana/d/8cGRqB0mz/daily-summary?orgId=1">http://onapci.org/grafana/d/8cGRqB0mz/daily-summary?orgId=1</a></p> <p>No Integration Blocking Issue with no workaround</p> |
|                         | Has the Integration Team defined the End 2 End Release Test Case?                                                                                                                                                                                                 |  | Link to evidence                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         |                                                                                                                                                                                                                                                                   |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Development             | Is the Project Team committed to develop Unit Test?                                                                                                                                                                                                               |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Has the Project Team put in place an Automated Unit Test infrastructure?                                                                                                                                                                                          |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Is the Project Team committed to create Continuous System Integration Testing (CSIT) test case?                                                                                                                                                                   |  |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Is the Project Team committed to perform Scrum ceremonies?                                                                                                                                                                                                        |  |                                                         | <a href="#">Scrum Overview</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                         | Are the Project Team members aware of Continuous Integration Principles (don't break the build, Fix the build,...)?                                                                                                                                               |  |                                                         | <a href="#">Continuous Integration</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                         | Has the Project Team a clear understanding on the Code Coverage expectations?                                                                                                                                                                                     |  |                                                         | <a href="#">Code Coverage and Static Code Analysis</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                         | Does the Project Team understand the Free and Open Source Software (FOSS) process?                                                                                                                                                                                |  |                                                         | <a href="#">Free and Open Source Software</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                         | Is the Project Team willing to fill out accordingly the FOSS table?                                                                                                                                                                                               |  |                                                         | Fill out sub-pages for each project under <a href="#">Free and Open Source Software</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                         | Is the Project Team willing to comply to the <a href="#">Commit Process</a> ?                                                                                                                                                                                     |  |                                                         | <a href="#">Commit Messages</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                         | Does the Project Team understand the purpose of <a href="#">Code Review</a> ?                                                                                                                                                                                     |  |                                                         | <a href="#">Code Review</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                         | Is the Project Team aware of the <a href="#">Coding Guidelines</a> ?                                                                                                                                                                                              |  |                                                         | <a href="#">Development Practices (Java Coding Style)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |