# Deliverables for Release Sign-Off Milestone Checklist Template

**DRAFT PROPOSAL FOR COMMENTS**

The following items are expected to be completed for the project to Pass  Release Sign-Off Milestone.

Release Sign-Off Milestone overview is available in wiki.

> ⓘ **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 | Evidences | How to? |
|---|---|---|---|---|
| Product Management | Are committed Product Backlog Stories been coded and marked as "Closed" in Jira? | | Link to Jira | |
| | Are all tasks associated with committed Product Backlog Stories been marked as "Closed" in Jira? | | Link to Jira | |
| | Provide the project features list under the form of a bulleted list. | | Link to evidence | |
| | Summarize any functionalities that were planned at Release planning and not delivered at Release Sign-Off | | | |
| Release Management | Have all issues pertaining to FOSS been addressed? | | | |
| | Have all findings from previous milestones been addressed? | | Provide link to JIRA findings | |
| Development | Are all the Jenkins jobs successfully passed (verify + merge jobs)? | | | https://jenkins.onap.org/view/Merge-Jobs/ |
| | Are all binaries available in Nexus Release repository? | | Provide link to evidence | |
| | Are all Docker images available In Nexus? | | Provide link to evidence | |
| | Are the Java and Docker manifest updated with the same version as in Nexus Release repository? | | | |
| | OOM to Tag Release + Version in Helm Chart | | | |
| Integration and Testing | Have all CSIT Use Cases (created by each project team) passed?<br><br>It should include at least 1 CSIT that will be run on<br><br>Lab-xxx-OOM-Daily Jenkins Job | | Provide link to evidence | Goal is to incease our confidence the latest commit did not break the major functionality. Jenkins CSIT Jobs |
| | Has the project code successfully passed the Daily Build process? | | Provide link to evidence | Goal is to ensure the latest project commit has not broken the Integration Daily Build |

| | | | | |
|---|---|---|---|---|
| | Has the project passed the Integration Sanity Tests | | | Integration sanity tests in Dublin Release cover:<br><br>• ONAP deployment<br>• All components health check<br>• VNF onboarding and service creation for vFW use case<br>• Model distribution for vFW<br>• vFW instantiation<br>• vFW closed loop<br>• vFW deletion<br><br>No test failure reported on http://onapci.org/grafana/d/8cGRqBOmz/daily-summary?orgId=1<br><br>No Integration Blocking Issue with no workaround: Dublin Release Integration Test Blocking Issues |
| | Has the project done the integration testing with related dependent projects? | | | |
| Documentation | Has your team completed (reviewed, submitted and cherry picked) all documentation planned for the Dublin Release?<br><br>1. Release Notes<br>2. Project Documentation<br>3. No remaining Documentation tickets | | Provide Link to ReadTheDocs Release Notes<br><br>Provide Link to ReadTheDocs Project Documentation | ***JIRA Query***<br>project != "Sandbox Project" AND project != "ONAP TSC" AND project != CI-Management AND (labels=Documentation OR project=Documentation) AND status != Closed ORDER BY fixVersion ASC, status DESC, priority DESC, updated DESC |