Quality Assurance Process

Embedding quality throughout the software delivery lifecycle

01 Define Requirements

Confirm Requirement is needed
Prioritise Requirement by value
Confirm collective understanding
Define measurable acceptance criteria
Design Tests to confirm acceptance criteria

Increment Planned & Scope Defined

03 Requirement In Progress

Design & Develop Requirement
Design & Develop associated Tests & checks

02 Requirement Ready

Requirement Prioritised
Approved Acceptance Criteria
Requirement Validated & Verified for:
CORRECTNESS, COMPLETENESS, PRECISION & MEASUREMENT and TESTABILITY

04 Requirement Done

Requirement built
Code Quality Scans completed and thresholds (Code Quality Gates met)
Release Note provided and approved
Requirement tested
Acceptance Criteria met
Associated Defects documented and categorised (Severity, Priority & Root Cause)
Defect Leakage analysis complete
Required changes documented
Code Quality Scans set to regression run on new code/amended code check-in
Manual Tests added to the Regression Test Pack
Requirement demonstrated/demonstrable

07 Release Done

Service Owner Release approved
Delivery Review Complete
Quality Management Record updated

06 Release Ready

Release Notes prepared, reviewed and approved
Change Record approved
Release RACI approved
Release Comms Plan approved
Release Schedule approved

05 Increment Done

Related Requirements are status = "Done"
Acceptance Testing Complete
Associated Defects documented and categorised (Severity, Priority & Root Cause)
Defect leakage analysis complete
Increment is Ready to be shipped