**SIT Exit Criteria**

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| **Criteria** | **Done (Yes/No)** | **Comments** |
| All **planned SIT test cases** for all items under test have been run (at least once) and results documented and uploaded to test case management tool **Zehpyr. (Note:** Some project teams list the items under “test” to show more fully what is ready for UAT and what is not.) |  |  |
| Code has been migrated from development environment to testing environment. |  |  |
| All code is "**code complete**" per the scope identified in the Business Requirements Document and Functional Design Document. See exception below. |  |  |
| Technical Review of the code is completed by the AS technical lead. |  |  |
| Technical documentation has been written and updated per release needs. All the migration steps have been documented. |  |  |
| There are no **P1 - P3** tickets that remain unresolved or that require action prior to beginning the UAT phase.  If there are any exceptions, they are listed below. (**Note:** Some project teams have softened this criteria to P1 - P2 to accommodate a tight schedule.) |  | See “Exceptions” below. |
| All tasks are really tasks---they are not bugs or enhancements (applies to open and closed tasks). |  |  |
| **Open P4 - P5** bugs have been **correctly prioritized** (i.e., they are not P1 - P3 issues). |  |  |
| **Open P4 - P5** defects have been approved by AS and Business as either:   a) Okay to be fixed during UAT   b) Deferred to post-GoLive   c) Won't Fix |  |  |
| All **closed bugs** that were **not fixed** (e.g., marked Deferred, Won't Fix, etc.):   a) Have an appropriate resolution.   b) Were approved by AS and Business prior to closing (noted in a JIRA comment). |  |  |
| UAT environment setup completed and code migrated. This includes proper access and permissions which have been granted per the needs for UAT. Sanity testing is complete. |  |  |
| The following documentation has been reviewed by appropriate members of core project team and received final sign-off/approval: SIT Test Plan, Business Requirements Document, and Functional Design Document. |  |  |

**Exceptions**

|  |  |
| --- | --- |
| **Description (including JIRA #)** | **Comments** |
|  |  |
|  |  |

**Open Issues (P1 – P3)**

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| --- | --- | --- | --- | --- | --- |
| **Issue Type** | **Key** | **Summary** | **Priority** | **Status** | **Comments** |
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**Approval for SIT Exit**

***Some teams have approvers sign a hard copy document, then scan it and show it here. If this is the case for your team, the table below can be removed.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Name** | **Project Role** | **Title/Department** | **Comments** |
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