

Application release sign-off — endpoint regression & readiness

Context

This is a release sign-off artifact used to capture scope, coverage, and release criteria for an endpoint-facing application release (feature set + regression expectations). I used it to align engineering, product, and quality stakeholders on what was tested, what was deferred, and what gates were required for release.

Scope

- Define the feature set covered by the sign-off revision.
- Document release criteria (defect thresholds, regression expectations, and approval requirements).
- Capture where evidence lives (test suites, regression runs, and known issue lists).

Validation plan (matrix summary)

Category	Coverage	Evidence captured
Feature validation	New/revised features for the release	Manual and automated test execution results
Regression	Theme/workflow-based regression packs	Pass-rate and defect signal (severity thresholds)
Endpoint variants	Representative device types and supported versions	Targeted compatibility validation
Hardware/firmware baseline	Representative peripherals/modules	Post-upgrade / post-release stability checks

Acceptance criteria

- No open showstopper issues at release time; severity thresholds met.
- Planned qualification strategy executed; regression runs at a clean signal threshold.
- Known issue list reviewed and documented with clear exclusions/deferrals.

Rollback / contingency

- If post-release monitoring shows a critical regression, pause rollout and revert to the prior stable package/version per the standard release mechanism.

Outcomes / sign-off notes (sanitized)

- Used as the release-readiness wrapper around test evidence and criteria.
- Work item IDs, internal test-management paths, and internal release locations are removed.

What this demonstrates

- Structured release readiness documentation: criteria, coverage, and traceable evidence expectations.
- Clear communication of what's in-scope vs deferred to prevent ambiguity in go/no-go decisions.

Redactions performed

- Removed/replaced: names/signatures, internal ticket/work-item IDs, internal test-management paths, and internal file-share locations.