Release Form

Release Version: _____ 2024.10.23.01 _____   Release Date: _____ (filled up by client)

Release Details:

> LMI-WMS-548-SRT DRAFT VS. SRT REGISTER (SERVED/UNSERVED)- fixed the system doubled it, which caused a negative balance
> LMI-WMS-532-CONSIGNMENT ORDER- fixed when only a keyword is entered, no item appear
> LMI-WMS- WAVE PICK LIST- Fixed even though it hasn't been posted yet, there's already movement in the stock card.
>
> Inter Warehouse
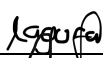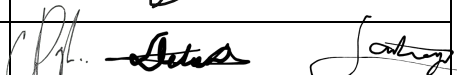> - new column for total combined soh
> - excluded inactive items
>
> Share of Business
> - new report
>
> Sales Top List
> - added new columns
>
> ABC Classification
> - excluded inactive items
>
> SRT Draft vs. CRT Register
> - fixed CRT display

Signatories:

Position	Name	Signature
Programmer	, LSTV Nikki	
Programming Team Manager	LSTV EHM	
Project Coordinator	LSTV Marlou	
On-site TL/Project Supervisor	LSTV Carlo	
Client Representative	LMI Dan LMI CK	

"No Signature, No Release"

Guidelines for Releasing Fixes or Enhancements to Client Live Environment

1. Preparation by Assigned Programmer
  - The assigned programmer completes the necessary fixes or enhancements.
  - The Programmer Assigned fills out the Release Form, detailing the fixes/enhancements implemented.
  - The Programmer Team Lead (TL) reviews the work, ensuring it meets requirements.
  - Both the Programmer Assigned and Programmer TL sign the form after verifying the work.

2. Testing by Project Coordinator
  - The Project Coordinator tests the fixes or enhancements in the test environment.
  - The Project Coordinator signs the form after successfully testing the changes.

3. Client Presentation
  - The Project Coordinator presents the tested fixes or enhancements to the Client Representative.
  - Prior to the client presentation, the On-site Team Lead (TL) or Project Supervisor reviews the changes and signs the form.

4. Client Approval
  - After the presentation, the Client Representative reviews and approves the changes, signing the form to confirm their acceptance.

5. Release Scheduling
  - The client provides a schedule for the release to ensure that updating live environment does not disrupt their operations.
  - The update is planned to fit within the scheduled downtime or low-impact periods.

6. Release to Live Environment
  - Once the signed form is received, confirming all approvals, the fixes or enhancements are pushed to the client's live environment as per the agreed-upon schedule.
  - The "No Signature, No Release" policy is strictly enforced to ensure proper authorization.

This procedure ensures that all fixes and enhancements follow our internal quality assurance process and receive the necessary approvals before being released to the live environment.