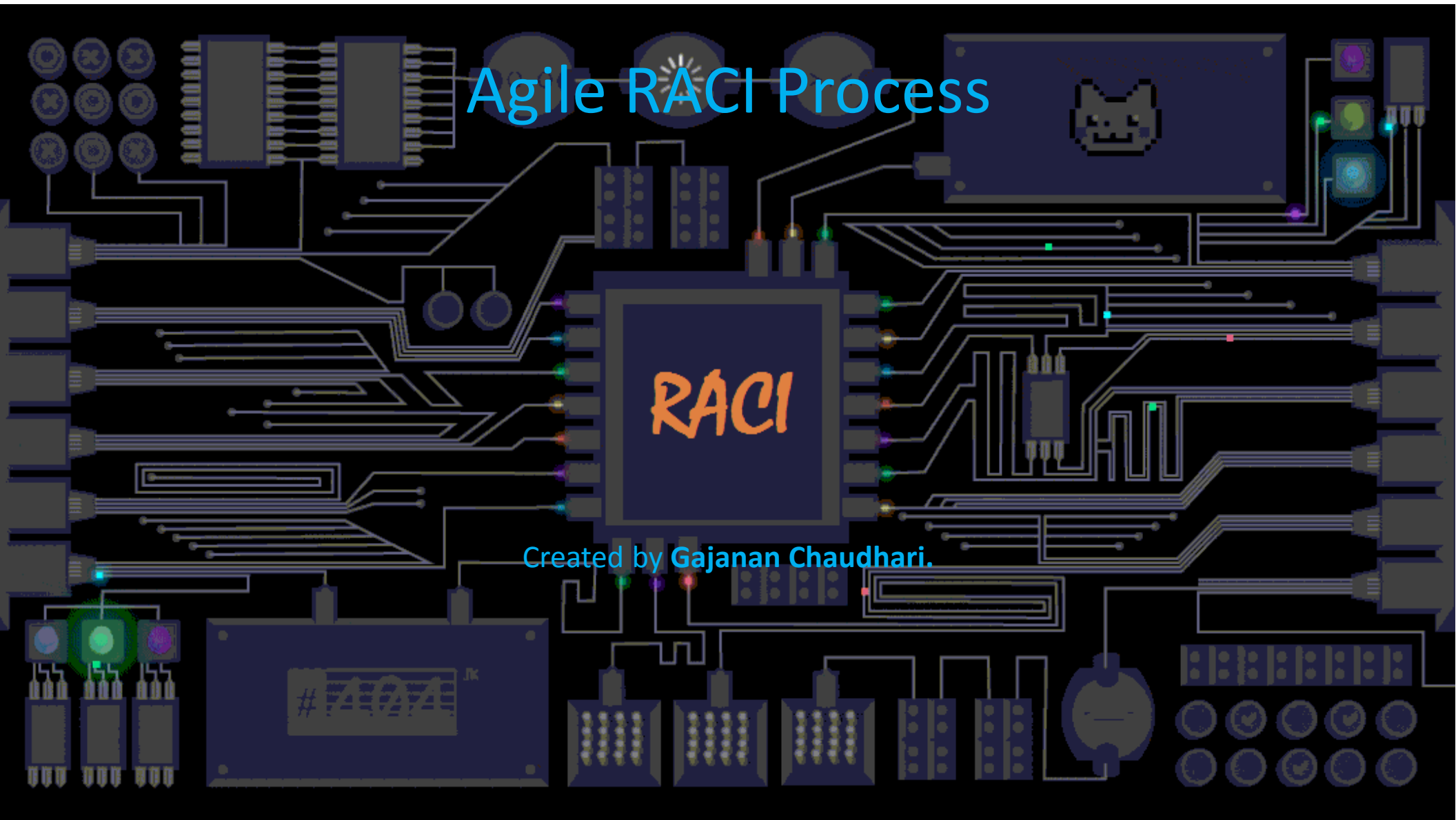


Agile RACI Process

RACI

Created by Gajanan Chaudhari.



RACI Matrix

- Name of available Responsibility Matrix.
- RACI Matrix
- A RACI analysis is useful for
- Sample of RACI matrix.

RACI Matrix

1. PARIS
2. PACSI
3. RASCI
4. RASI
5. RACIQ
6. RACI-VS
7. CAIRO
8. DACI
9. RAPID
10. RATS
11. DRASCI
12. PDQA
13. DCI
14. RASCEIO
15. RACI
16. ARCI

Available Matrix

PARIS

Participant
Accountable
Review Required
Input Required
Sign-off Required

PACSI

Perform
Accountable
Control
Suggest
Informed

RASCI

This is an expanded version of the standard RACI, less frequently known as RASCI, breaking the responsible participation into:
Responsible
Support

RASI

This is an alternative version of the standard RACI, foregoing the consulted participation and replacing it with:
Support

RACIQ

This is an expanded version of the standard RACI, with an additional participation type:
Quality Review

RACI-VS

Verifier
Signatory

DACI

Driver
Approver
Contributors
Informed

RAPID

Recommend
Agree
Perform
Input
Decide

RATSI

Responsibility
Authority
Task
Support
Informed

DRASCI

A variant of RASCI developed by three Whitehall theorists (Kane, Jackson, Gilbert). This scheme is adapted for use in matrix management environments, and differs only from RASCI in having an additional role of Driver and a narrower definition of Support:

Driver

An individual or party that assists those who are Responsible for delivering a task by both producing supporting collateral and setting timescales for delivery in line with the overarching aim of the individual or party who is Accountable for the overall accomplishment of the objective. The distinction between Driver and Support lies in that the former reinforces and clarifies the parameters of the task on behalf of those who are Accountable, while the latter refers to those who help those who are Responsible in reaching a given goal.

PDQA

A version developed at U Tokyo and MIT for model-based project management. The PDQA set of roles corresponds to demand for capabilities of teams. Roles include those for work on scope, handling of dependencies as coordination, and exception handling through error detection and decisions across a project organization. PDQA is used in agent based modeling to simulate the supply of these capabilities by teams in projects.

Primary
Decision
Quality
Assist

Available Matrix

DCI

Decision Maker

Consulted

Informed

RASCEIO

Responsible

Accountable

Support

Consult

Execute

Inform

Overview

RACI Matrix

R

Responsible: The person who is assigned to do the job

A

Accountable: The person who makes the final decision and has the ultimate ownership

C

Consulted: The person who must be consulted before a decision or action is taken

I

Informed: The person who must be informed that a decision or action has been taken

A RACI analysis is useful for

Workload Analysis : When used against individuals or departments overloads can be quickly identified.

Re-organization: To ensure that key functions and processes are not overlooked.

Employee Turnover : Newcomers can quickly identify their roles and responsibilities.

Work Assignment : Allows duties to be redistributed effectively between groups and individuals.

Project Management : Allows for flexibility in matrix management situations allowing for the right balance between line and project accountabilities.

Conflict Resolution : Provides a forum for discussion and resolving inter-departmental conflict.

Documents the Status Quo: The output from RACI is a simple yet effective method of documenting the roles and responsibilities in an organization.

Sample RACI Matrix

Processes	Developer	Dev Lead	Tech Lead	SM	PO
Product Refinement	I	I	I	C	C/A/R
Product prioritize	I	I	I	C/R	C/A/R
Align backlog with Tool	I	I	I	A/R	C/A/R
Sprint Planning	R	R	R	C	C/A/R
Backlog Selection	R	R	R	I	A/I
Resolve Business Glitches	C	C	C	I	A/R
Resolve Technical Glitches	I	R	R	I	I
Development	R	R	R	I	I
Development review	C	A/R	A/R	A	I
Testing	R	A	A	I	I
Bug fixes	R	A/C	C	I	I
Regression Testing	R	R	R	I	I
Definition of Ready	I	I	I	I	R
Definition of Done	R	R	A	A	I

Key Highlights.

- All project related work information will be provided by Product owner.
- All technical information will be provided by Technical or Team leader.
- Developers to ensure all development will complete and verified by Team Leader.
- Team Leader will ensure that development is done as per the Definition of Done criteria.
- Testers to ensure all tickets are moved to Ready for Deploy at end of Sprints
- Regression testing to be done for every feature in project.
- Impact analysis for Bug fixing and specify the same in Acceptance criteria, if missing
- Definition of Done should be completed before moving to Ready for Deploy; Scrum Masters to validate
- Reduce the number of changes after code review [Initiate peer review]
- Agile project management tool tickets to be updated by the responsible owner of the task.
- Scrum Masters and Dev leads to validate branch closures at the end of the Sprint