

# Definition of Done (Template)

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Each team creates its own Definition of Done.

Use this template as a starting point.

## Code

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- Code is readable and reviewed by at least one team member
- No critical warnings or errors
- Code follows agreed coding standards

## Testing

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- Unit tests are added or updated where relevant
- Tests pass in CI
- Test coverage is adequate for the changes made

## DevOps

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- Build succeeds
- Relevant automated tests are executed as part of the pipeline
- Deployment works in the target environment (if applicable)

## Quality & Resilience

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- The application behaves predictably under failure conditions
- Errors are logged clearly
- Recovery or rollback is possible

## Documentation

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- Changes are documented
- Setup instructions are updated (if applicable)
- API documentation is updated (if applicable)

## Architecture

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- Architectural impact is documented (if applicable)
- If significant architectural decisions were made:
  - Architecture Decision Record (ADR) is written
  - ADR is reviewed and accepted by the team
  - Architecture diagrams are updated (if needed)

## Privacy & Data Protection

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- Personal data handling is reviewed (if applicable)
- No sensitive data exposed in logs or error messages
- Data retention implications are considered
- Access controls prevent unauthorized data access
- Privacy by design principles are followed

## Agreement

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- The team agrees this work is "Done"
- Done means ready to show in a Sprint Demo and ready to be used by others

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## Notes on "if applicable"

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Not every item requires all these checkpoints:

- **Small bug fixes** may not need architecture documentation
- **UI-only changes** may not affect API documentation
- **Internal refactoring** may not need updated setup instructions

Use professional judgment as a team.

When in doubt, document.

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**End of Definition of Done Template v1.1**