

# Solution Oversight Checklist Template

## 1. Header

- **Solution / Project Name:**
- **Domain:**
- **Solution Architect:**
- **Lead Architect Reviewer:**
- **Date of Review:**
- **Status:** (Draft / In Review / Approved / Exception Logged)

## 2. Review Dimensions & Questions

### A. Business Alignment

- Does the solution align with **business objectives/roadmap**?
- Are **regulatory/reporting requirements** clearly addressed (40-Act, 34-Act, Tax, Alternatives)?
- Is the solution fit-for-purpose across **5–6 squads** it may touch?

### B. Architecture Alignment

- Does the design align with **domain target state** and enterprise standards?
- Have all **architecture patterns/standards** (data, integration, security) been applied?
- Are deviations documented in an **ADR / Exception Log**?

### C. Data & Lineage

- Are all **Critical Data Elements (CDEs)** identified?
- Is **lineage captured** end-to-end?
- Are **data quality rules** defined and automated?

### D. Security & Compliance

- Has data been **classified** (Confidential, Restricted)?

- Are **PII and tax-sensitive data** protected (masking, tokenization in non-prod)?
- Does the solution meet **regulatory audit requirements** (evidence, attestation)?

#### **E. Integration & Dependencies**

- Are integrations **event/API-first**, not point-to-point (unless exception approved)?
- Have all **upstream/downstream impacts** been documented?
- External dependencies (TA, fund accounting, benchmarks, regulators) identified?

#### **F. Operations & Resilience**

- Are **SLAs, SLOs, and resiliency targets** defined?
- Does solution include **observability (logging, monitoring, alerts)**?
- Are **runbooks / exception workflows** in place for Ops?

#### **G. Delivery Readiness**

- Are scope, assumptions, and constraints clear to squads?
- Is the design **sliced for incremental delivery** (aligned to PI planning)?
- Are **handoffs and responsibilities** between squads clear?

### **3. Outcomes & Actions**

- **Approval Status:** Approved / Approved with Conditions / Rejected.
- **Actions / Gaps Identified:** (list with owners & target dates).
- **Escalation Required:** Yes/No – to Domain Council or ARB.