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|  | **Yes** | **No** | **N/A** |
| **Non-expedited Requests** | | | |
| 1. Veracode scan of the production code is attached to the ticket. The scan is in a sandbox that is named the script id and is named prod with the scan date. (This needs to be the dll’s in the production folder and not the master branch. Please use the web site to upload the production files) |  |  |  |
| 1. Veracode scan has been completed and attached to the ticket. The Sandbox is named the script id and the scan is names the SR with the scan date) You must talk with Jarom about all medium and above items not resolved. |  |  |  |
| 1. Stored procedures calls are tagged with [UsesSproc] attribute. |  |  |  |
| 1. User entered data is validated. (Uheaa.Validation.Winforms) |  |  |  |
| 1. Legacy libraries are not added to, and are removed where reasonable. |  |  |  |
| 1. Process Logger is implemented. Script Id is logged and known exceptions are handled. |  |  |  |
| 1. Public and complex methods are commented and inline comments are used to add clarity where needed. |  |  |  |
| 1. All database additions, removals, and modifications are part of a database project or in a single SQL changes script (and nowhere else). |  |  |  |
| 1. Database creation/changes/modifications were discussed with the team before being implemented. |  |  |  |
| 1. File sizes are not excessive –generally less than 500 lines. |  |  |  |
| 1. Method lengths are not excessive –generally less than 20 lines. |  |  |  |
| 1. The assembly version is given the Sacker request number. (E.g Version=1.0.0.**6543**) |  |  |  |
| 1. Modern coding libraries and techniques are employed. |  |  |  |
| 1. All form items are properly anchored and a minimum form size is set. |  |  |  |
| 1. Enterprise File System (EFS) keys are used in place of hardcoded paths. |  |  |  |
| 1. Code is committed to GitHub and branching/tagging conventions are followed. |  |  |  |
| 1. “Fix” branches are discussed with Manager before merging them into the current request branch. |  |  |  |
| 1. All GitHub tracked issues are resolved and marked as “Closed.” |  |  |  |
| 1. Use Managed Connections when database calls are made in rapid succession. |  |  |  |
| 1. LogDataAccess is used in place of DataAccessHelper. |  |  |  |
| 1. New requests use ProcessLogRun in place of ProcessLogger. |  |  |  |
| 1. BatchProcessingLoginHelper is used in place of BatchProcessingHelper. |  |  |  |
| 1. A minimum of five unit tests are implemented, one of which must cover a documented test cases. |  |  |  |
| 1. All unit tests pass. |  |  |  |
| 1. Promotion notes exist and thoroughly explain promotion steps for all involved. (Developers, IT, Business Analysts) |  |  |  |
| 1. Code Stage Gate Reviewer: SIA Form is filled out. |  |  |  |
| **Expedited Requests** | | | |
| 1. The update completely and safely resolves the Sacker issue. |  |  |  |
| 1. Code has been compiled out to the test location |  |  |  |
| 1. A unit exists to verify the Sacker issue has been resolved (if reasonably possible). |  |  |  |
| 1. All unit tests pass. |  |  |  |
| 1. The assembly version is given the Sacker request number. (E.g Version=1.0.0.**6543**) |  |  |  |
| 1. Promotion notes exist and thoroughly explain promotion steps for all involved. (Developers, IT, Business Analysts) |  |  |  |

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| **Recommendations (must provide at least one)** |