

Release Documentation Template

Environment: [ENVIRONMENT]
Deployment Type: [DEPLOYMENT_TYPE]
Release Date: [DATE]
Git Commit: [COMMIT_SHA]
Git Tag: [TAG]

Pre-Deployment State

Git Information

- **Commit SHA:** [COMMIT_SHA]
- **Branch:** [BRANCH]
- **Tag:** [TAG]
- **Previous Tag:** [PREV_TAG]

Configuration Validation

[ANSIBLE_SYNTAX_CHECK_RESULTS]

Pre-deployment Checklist

- [] All required approvals obtained
- [] Change window scheduled and communicated
- [] Rollback procedures tested and ready
- [] Monitoring dashboards accessible
- [] On-call team notified

Deployment Execution

Timeline

- **T-15:** Final pre-flight checks
- **T-0:** Deployment initiation
- **T+5:** Deployment to idle environment
- **T+25:** Smoke tests on idle pool
- **T+35:** Traffic switch
- **T+45:** Post-switch verification
- **T+60:** Go/No-Go decision point

Commands Used

[ACTUAL_COMMANDS_EXECUTED]

Deployment Metrics

- **Total Duration:** [DURATION]

- **Downtime:** [DOWNTIME]
- **Success Rate:** [SUCCESS_RATE]
- **Rollback Required:** [YES/NO]

Post-Deployment Validation

SLO Compliance

[SLO_RESULTS]

System Metrics

[SYSTEM_METRICS]

Performance Comparison

Metric	Pre-Deploy	Post-Deploy	Change	Status
P95 Latency	[PRE] ms	[POST] ms	[CHANGE]	[STATUS]
Error Rate	[PRE]%	[POST]%	[CHANGE]	[STATUS]
Throughput	[PRE] RPS	[POST] RPS	[CHANGE]	[STATUS]
CPU Usage	[PRE]%	[POST]%	[CHANGE]	[STATUS]

Health Check Results

[HEALTH_CHECK_OUTPUT]

Golden Path Test Results

- **Blue-Green Switch:** [PASS/FAIL]
- **Monitoring Pipeline:** [PASS/FAIL]
- **Self-Healing:** [PASS/FAIL]

Go/No-Go Decision Points

T+60 Checkpoint ✓

- [x] 5xx error rate within baseline (< 0.2%)
- [x] P95 latency within ±10% tolerance
- [x] All health checks passing
- [x] No critical alerts fired
- **Decision:** GO / NO-GO
- **Rationale:** [DECISION_RATIONALE]

T+120 Checkpoint ✓

- [x] System metrics stable for 60+ minutes
- [x] No degradation in user experience
- [x] All monitoring dashboards green
- [x] Customer impact assessment complete
- **Decision:** GO / NO-GO
- **Rationale:** [DECISION_RATIONALE]

Issues and Resolutions

Issues Encountered

- 1. **Issue:** [DESCRIPTION]
 - **Impact:** [IMPACT_LEVEL]
 - **Resolution:** [RESOLUTION]
 - **Duration:** [RESOLUTION_TIME]

Alerts Generated

Time	Alert	Severity	Resolution	Duration
[TIME]	[ALERT]	[SEVERITY]	[RESOLUTION]	[DURATION]

Rollback Information

Rollback Readiness

- **Rollback Tested:** [YES/NO]
- **Rollback Time:** [ESTIMATED_TIME]
- **Rollback Procedures:** [LINK_TO_PROCEDURES]

Rollback Stubs Created

- **Traffic Flip Stub:** [STUB_LOCATION]
- **Full Code Rollback Stub:** [STUB_LOCATION]
- **Emergency Contacts:** [CONTACT_INFO]

Follow-up Actions

Immediate (Next 24 hours)

- [] Monitor error rates and performance metrics
- [] Validate all automated tests continue passing
- [] Review any alerts or warnings generated
- [] Update team on deployment status

Short-term (Next week)

- [] Archive old deployment artifacts
- [] Update runbooks with lessons learned
- [] Conduct deployment retrospective

- [] Update monitoring thresholds if needed

Long-term (Next sprint)

- [] Optimize deployment process based on feedback
- [] Implement any identified improvements
- [] Update documentation and training materials
- [] Plan next phase enhancements

Lessons Learned

What Went Well

- [POSITIVE_FEEDBACK]

What Could Be Improved

- [IMPROVEMENT_OPPORTUNITIES]

Action Items

- [ACTION_ITEM_1] - Owner: [OWNER] - Due: [DATE]
- [ACTION_ITEM_2] - Owner: [OWNER] - Due: [DATE]

Approval and Sign-off

Technical Validation

- **Deployment Engineer:** [NAME] - [DATE] - ✓
- **Site Reliability Engineer:** [NAME] - [DATE] - ✓
- **Security Engineer:** [NAME] - [DATE] - ✓

Business Validation

- **Product Owner:** [NAME] - [DATE] - ✓
- **Engineering Manager:** [NAME] - [DATE] - ✓

Final Approval

- **Release Manager:** [NAME] - [DATE] - ✓

Evidence Package

All deployment evidence is available in: [EVIDENCE_LOCATION]

- **Git Information:** [EVIDENCE_DIR]/git/
 - **Ansible Validation:** [EVIDENCE_DIR]/ansible/
 - **Monitoring Results:** [EVIDENCE_DIR]/monitoring/
 - **Validation Results:** [EVIDENCE_DIR]/validation/
 - **Command History:** [EVIDENCE_DIR]/commands/
 - **Evidence Archive:** [EVIDENCE_ARCHIVE]
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Next Review: [REVIEW_DATE]