# VisionWeb Release Readiness & Deployment Plan

**Common Information**

* Product Name: {{product\_name}}
* Release Version: {{release\_version}}
* Release Type: {{release\_type}}
* Status: {{status}}
* JIRA Release Filter: {{jira\_release\_filter}}

**Audit Information**

* Created At: {{created\_at}}
* Created By: {{created\_by}}
* Last Modified At: {{modified\_at}}
* Last Modified By: {{modified\_by}}

**Staging Environment**

* Deployment Date: {{staging\_deployment\_date}}
* Deployment Time: {{staging\_deployment\_time}}
* Deployment Duration: {{staging\_deployment\_duration}}

**Production Environment**

* Deployment Date: {{production\_deployment\_date}}
* Deployment Time: {{production\_deployment\_time}}
* Deployment Duration: {{production\_deployment\_duration}}
* Downtime: {{production\_downtime}}

**Pre-Requisite Checklist**

{{#prerequisite\_data}}

Seq#: {{seq}}

Criteria: {{criteria}}

Status: {{status}}

Exceptions: {{exceptions}}

{{/prerequisite\_data}}

**Readiness Checklist**

{{#readiness\_data}}

Seq#: {{seq}}

Criteria: {{criteria}}

Status: {{status}}

Exceptions: {{exceptions}}

{{/readiness\_data}}

**Pre-Deployment Tasks**

{{#pre\_deployment\_tasks}}

Seq#: {{seq}}

Description: {{description}}

Owner: {{owner}}

Staging Complete: {{staging\_complete}}

Prod Complete: {{prod\_complete}}

{{/pre\_deployment\_tasks}}

**Deployment Risks**

{{#risks}}

Seq#: {{seq}}

Risk: {{risk}}

Remediation: {{remediation}}

{{/risks}}

**Validation Tasks**

{{#validation\_tasks}}

Seq#: {{seq}}

Repository Name: {{repository\_name}}

Release Link: {{release\_link}}

Resource: {{resource}}

Begin/End Time: {{begin\_end\_time}}

Staging Comments: {{staging\_comments}}

Prod Comments: {{prod\_comments}}

{{/validation\_tasks}}

**Post-Deployment Tasks**

{{#post\_deployment\_tasks}}

Seq#: {{seq}}

Task: {{task}}

Resource: {{resource}}

Begin/End Time: {{begin\_end\_time}}

Staging Comments: {{staging\_comments}}

Prod Comments: {{prod\_comments}}

{{/post\_deployment\_tasks}}

**Post-Deployment Issues**

{{#post\_deployment\_issues}}

Seq#: {{seq}}

ID: {{id}}

Title: {{title}}

SF Solution: {{sf\_solution}}

Work Item Type: {{work\_item\_type}}

TFS Release: {{tfs\_release}}

Comments: {{comments}}

{{/post\_deployment\_issues}}

**Known Issues**

{{#known\_issues}}

Seq#: {{seq}}

JIRA Item: {{jira\_item}}

SF Solution: {{sf\_solution}}

Proposed Release: {{proposed\_release}}

Comments: {{comments}}

{{/known\_issues}}

**Go / No Go**

{{#go\_no\_go}}

Group: {{group}}

Primary Responsible: {{primary\_responsible}}

Primary Go: {{primary\_go}}

Backup Responsible: {{backup\_responsible}}

Backup Go: {{backup\_go}}

{{/go\_no\_go}}