Release & Deployment Management - Assessment Questions

Question	Why we ask?	How to score/rate? (1 lowest - 5 highest)	Weight?	What data can we pull to quantify?
What does Release and deployment management success mean to the Organization ?	To be aware of the need for change. We need to recognize that there is an un-favorable variation, problem or symptom.	The answer to the following question should match to goals & needs ▪ Agree ▪ Disagree ▪ Not Sure		Deployed CHANGE will work as per the expectations of stakeholders.
Are there any specific expectations or concerns about the Release and deployment management team, Release and deployment management itself?		▪ Defined ▪ Not Defined		
Does your Organization need more Release and deployment management education?		• Agree • Disagree • Not Sure		
What prevents the team from making the changes you know will make you a more effective Release and deployment management team?				
Is release management an after-thought to change management. Does it relate to your Organization		• Agree • Disagree • Not Sure		
Where in the process are you spending the most time and what are the quality issues?				
Which teams are involved to resolve and support issues during Release and Deployment?				
Can you identify any significant risks or exposures to Release and deployment management third- parties (vendors, service providers, alliance partners etc) that concern you?				
What are your improvements or needs in relation to Release and deployment management skills and resources				
When a Release and deployment management team recognizes a problem, what options are available to fix them on short term/ long term?				
Approximately how much time did you need for successful implementation of single Service in Prod?				
What situation(s) led to this Release and deployment management Self Assessment?				
During issues or escalation who do operations coordinate and collaborate in case of a problem?				
Which team defines and executes the process in relation to any given issue in production ?				
Which criteria or conditions should trigger a fallback?				
Can team identify any significant risks or exposures to Release and deployment management third- parties (vendors, service providers, alliance partners etc) that concern the team ?				
How often a Release and deployment management requirements been met?	This questions would help us formulate the business problem. Define the problem, needs and objectives.	▪ Measured ▪ Not Measured ▪ Based on perception		

Question	Options		
Is Release and deployment management currently on schedule according to the plan?	• Agree • Disagree • Not Sure		
What tools do you use once you have decided on a Release and deployment management strategy and more importantly how do you choose?			
What is the scope of the Release and deployment management effort?	• Defined • Not Defined • Keeps changing		
Is there a Release and deployment management management charter, including stakeholder case, problem and goal statements, scope, milestones, roles and responsibilities, communication plan?	• Defined • Not Defined • Keeps changing		
Are Release and deployment models/roles defined, What are the tasks and definitions?			
Is th team able to recover quickly from a failure of one or more components of the overall system?			
Is a release policy clearly defined	• Agree • Disagree • Not Sure		
What sort of initial information is gathered during planning phase for the Release & Deployment?			
Is the team adequately staffed with the desired cross-functionality? If not, what additional resources are available to the team?	• Agree • Disagree • Not Sure		
What stakeholder/customer feedback methods are used to solicit their input?	• Defined • Not Defined • Keeps changing		
How do you gather Release and deployment management requirements?	• Defined • Not Defined • Keeps changing		
Are the required Metrics Defined?	• Agree • Disagree • Not Sure		
How do you keep key subject matter experts in the loop?			
Is there a critical path to deliver Release and deployment management results?	• Agree • Disagree • Not Sure		
Do the team members regularly document their Release and deployment management work?	• Agree • Disagree • Not Sure		
Where do open source requirements come from (and what is expected from the team do on search request)?	• Defined • Not Defined • Keeps changing		
Has anyone else (internal or external to the group) attempted to solve this problem or a similar one before? If so, what knowledge can be leveraged from these previous efforts?			

Question	Options		
Can the above solution be adapted to possible future requirements?	• Agree • Disagree • Not Sure		
Will the product of the project fail to satisfy customer requirements if a change request is not executed?	• Agree • Disagree • Not Sure		
Are there any constraints known that bear on the ability to perform Release and deployment management work? How is the team addressing them?			
How does the Release and deployment management team ensure there is no scope creep in the end phase ?			
Does the current environment support the business and functional requirements?	• Agree • Disagree • Not Sure		
What are the boundaries of the Release & Deployment scope? What is in bounds and what is not? What is the start point? What is the stop point?	• Defined • Not Defined • Keeps changing		
Are different versions of process/projects maps needed to account for the different types of inputs?	• Agree • Disagree • Not Sure		
Do the build and deployment instructions include all required components?	• Agree • Disagree • Not Sure		
Is a fully trained team formed, supported, and committed to work on the Release and deployment management improvements?	• Agree • Disagree • Not Sure		
Is the current 'as is' process being followed? and does it work? If not, what are the discrepancies?	• Agree • Disagree • Not Sure		
How does the Release and deployment management team receive input to the development of a Release and deployment management improvement plan and the estimated completion dates/times of each activity?			
Are critical content communicated during the Production rollouts – who, what, when, where, and how?	• Defined • Not Defined • Keeps changing		
How is the Release management team tracking and documenting its work and ensure backlog is clear ?			
How do the team members perform Release and deployment management work when assigned and in a timely fashion?			
How Is the variation in the actual durations of each activity dealt with to ensure that the expected Release and deployment management results are met?			
Currently is a Release and deployment management production readiness review done/ or required?			
Are customers identified and high impact areas defined?			
What constraints exist that might impact the team?			
What are the estimates on cost savings/opportunities that Release and deployment management brings?			