

## Quality Plan

### *MDDCI Web-based System*

#### 1. Introduction

This document, together with other referenced documents, defines the responsibilities and procedures to be adopted to ensure that the data and information produced as part of MDDCI-WBS are reliable, fit for purpose and consistent with documented objectives and deliverables. It summarises the system of internal management that governs the decisions and instructions concerning project quality assurance.

#### 2. Project Contractual Information

Project:	<i>MDDCI-WBS</i>
Project Number:	1
Programme Co-ordinator:	<i>Ernesto C. Boydon</i>
Principal Investigators(s):	Manuel Sebastian S. Sanchez

#### 3. Scope of Work and Quality Objectives

Scope of work:	<i>Vision and Scope document</i>
QA Requirement:	

#### 4. Project Organisation

Project Manager(s):	<i>Ruy Josel Verano</i>
Task Manager(s):	
Quality Assurance:	<i>Gavriel Mercado</i>
Other Team Members:	<i>Gavriel Mercado</i> <i>Gillian Ventura</i>
Subcontractors:	<i>Names and duties of any subcontractors</i>
User Community:	<i>MDDCI staff</i>

*Reservation and Record management*

Technical Reviews:

*Names of staff responsible for technical review (checking and approval) of procedures, deliverables, etc.*

## 5. Project Duration and Scheduling

Start Date:

March 21, 2017

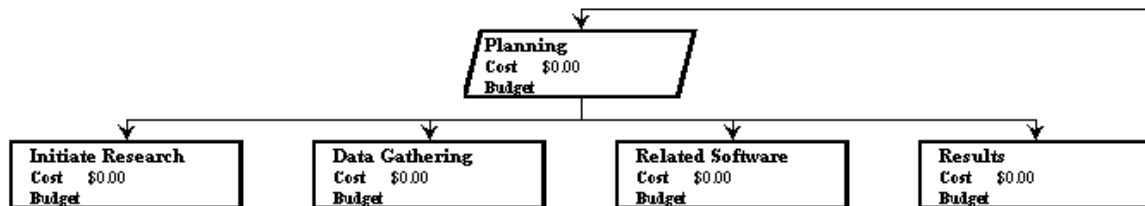
Completion Date:

September 4, 2017

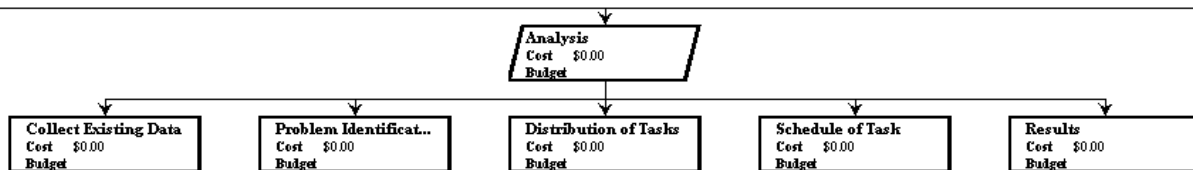
Scheduling of Activities:

*Refer to the MDDCI Web-based System WBS Chart for the Scheduling of Activities.*

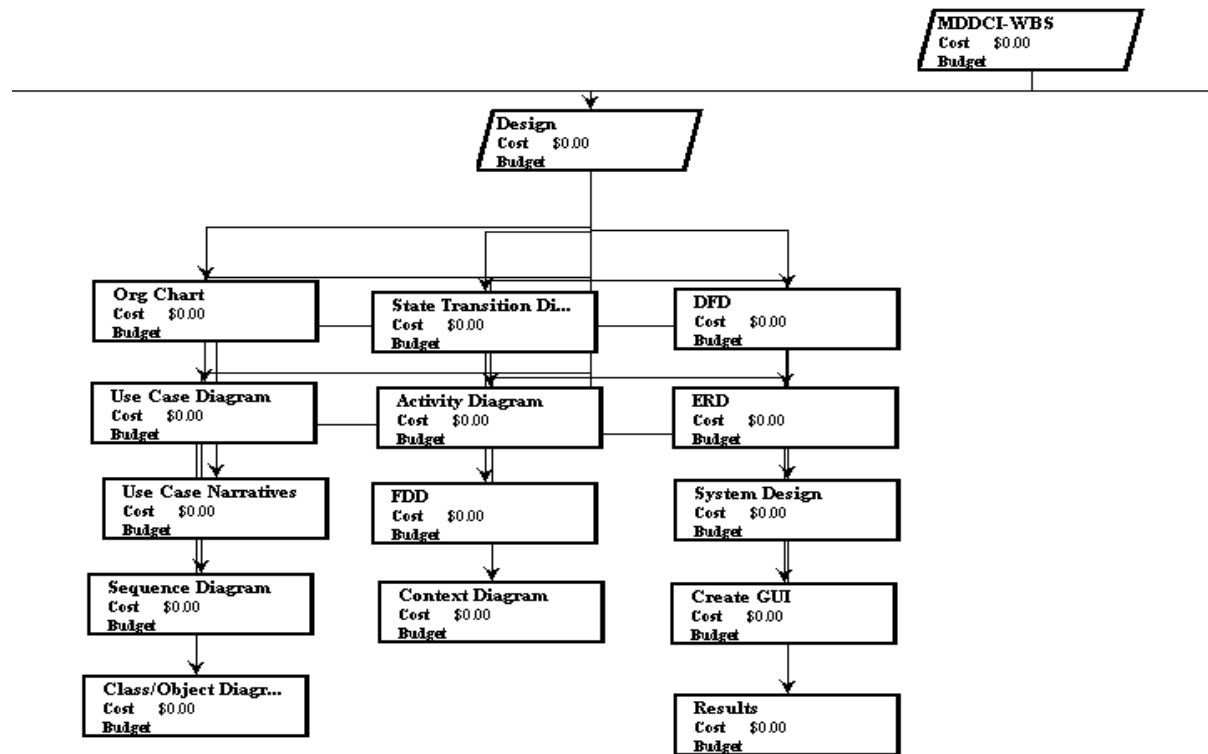
### I. Planning Phase



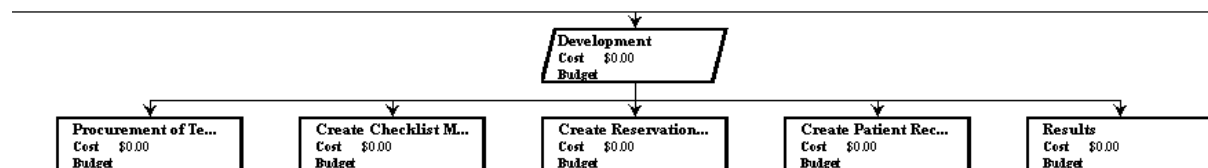
### II. Analysis Phase



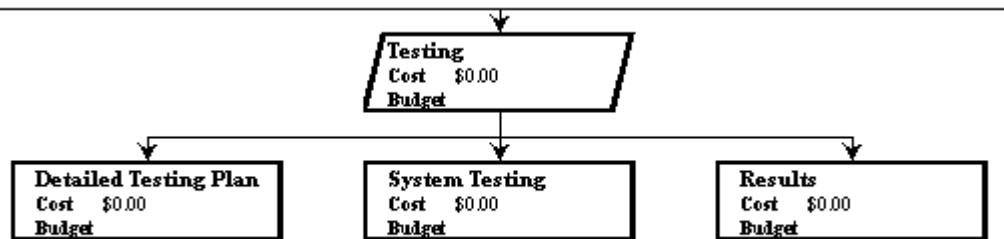
### III. Design Phase



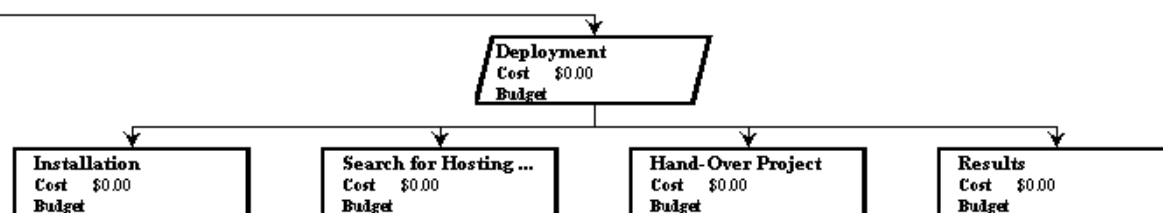
### IV. Development Phase



## V. Testing Phase



## VI. Deployment Phase



## 6. Deliverables

Deliverables specified for the project include:

- (i) An acceptable Quality Plan
- (ii) An acceptable Data Management Plan (*Appendix YY*)
- (iii) An accepted Software Requirements Specification
- (iv) An accepted Project Plan
- (v) An accepted Vision and Scope Document
- (vi) Progress Reports illustrating the development of the project

*All project deliverables (the Quality Plan itself, interim reports, progress reports, final reports, publications, maps, data, etc.) should be listed here (and numbered appropriately).*

- 1. *Progress Report*
- 2. *Progress Report*
- 3. *Progress Report*
- 4. *Progress Report*
- 5. *Progress Report*

## **7. Review of Quality Plan**

The Quality Plan is being reviewed and updated by the team every two weeks. The deliverables are uploaded on the Trello, Wiki and Github where the Programme Co-ordinator and the Principal Investigator can view and comment on each deliverable. In addition, the team also submits Progress Reports weekly on the Adviser and Professor.

## **8. Document and Record Control**

The team has composed the documents and stored them into Trello. They have also made the documents available in Github and wiki. All documents are updated and proofread by the team's advisor. The Quality Plan and Data Management Plan will be issued to all members of the consortium.

Project Progress Reports will be issued to the following:

- Ruy Josel Verano
- Gillian Ventura
- Gavriel Mercado
- Manuel Sebastian S. Sanchez
- Ernesto C. Boydon

## **9. Documented Procedures**

The team implements the waterfall method to develop the project. The team verifies the requirements of the project with the company and, together with the project coordinator, designs and compose a working system.

## Quality Plan For MDDCI Web-based System

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Prepared by:  
Ruy Josel Verano  
Gavriel Mercado  
Gillian Ventura

Date:

Checked by:  
Ernesto C. Boydon

Date:

Approved by:  
Manuel Sebastian S. Sanchez

Date: