Standard Operating Procedure for
conducting RSP platform release
UAT for staging and production

Version Control

Document Name	Version	Date
SOP for conducting RSP platform release UAT for staging and production	V1.0	09-08-2022

Prepared by	Technical Support Services	09-08-2022
Approved by	Saji Krishnan	*Saji Krishnan*

Revision History

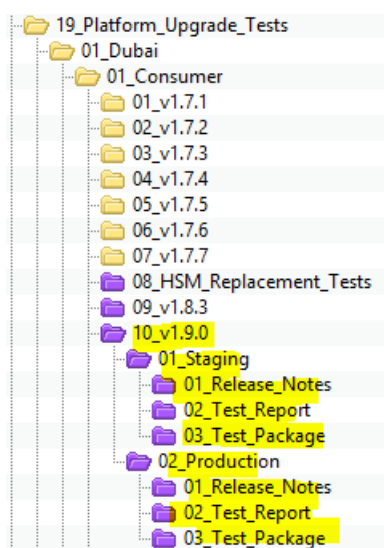| Issue	Date	Reason for change
V1.0	09-08-2022	First Release

Introduction

This document outlines the procedure for conducting RSP platform release UAT for staging and production.

Procedure

1. The notification of a new release is informed by Achelos by email or in weekly meetings and is further confirmed by TSS - Technical Manager.

2. A new folder is created in Onedrive for the new release
   Path: Achelos (DP+) Release Tests

3. Within the new folder created, the documents from Achelos will be placed in "From Achelos" folder. There shall be 2 documents as listed below:
   - release test plan
   - release and deployment notes for Workz site

4. The above mentioned documents need to be read completely as they provide a description of the new features/bug-fixes and improvements done in the release.

5. Create a working folder on T drive at below path:
   T:\Sales\Mobile Solutions\SIM Data_SD\Workz Dubai RSP Setup\Achelos\19_Platform_Upgrade_Tests

   For ex: if new release "1.9.0" has been rolled out, create a folder for the same which should have two subfolders, one for "Staging" and second for "Production". Snippet below.

6. IT team will always deploy the new release in staging platform first. Tests need to be conducted from TSS on staging platform and results need to be provided back. After successful result confirmation, IT team shall deploy the new release on production platform, post which TSS will conduct tests again and provide results.

7. In folder "Release_Notes", place the "release test plan" and "release and deployment notes for Workz site" from Onedrive.

8. Folder "Test_Report" contains the validation test plan document. In this document, new test cases should be added for new features/bug-fixes/improvement that have been implemented in the release.

9. All test cases in the validation test plan document need to be executed and results should be added in the same.

10. Folder "Test_Package" contains the supporting files which are beneficial for execution of the test cases. It contains files to prepare SGP.26 test cards, test ASN.1 files, test data files.

11. Once the testing has been executed, the final report (validation test plan document inclusive of test results) should be uploaded on Hellosign for review and sign-off.

12. Any issues encountered during the staging or production acceptance tests related to platform features needs to be reported to Achelos via Jira portal (jira.iot.achelos.com)

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