1. Taking a new ticket from Jira. FDM-111
2. Starting the dev work and create a branch in each repo needed with the name of the ticket FDM-111

The ticket is in WIP at this stage.

Do small commits, best one commit for each change. Whenever the changes are not related, do one commit for each object changed. When doing SSIS changes, do one commit for each package. The commit will have the below format

FDM-111: description of the change

When describing the changes, please provide the details of what you changed and where you changed it.

1. Once the dev part is working raise a pull request for merge it into the SysTest branch.

The mandatory approvers will be at least me, Siddharth, Srinivasa. Samata will be optional and you can add anyone who has been previously working on the files you are changing or have any exposure to the area your change is having an impact on. A pull request can be merged when at least two approvers have approved it.

The order of the requests needs to be agreed with James. The list of the changes that can go there will be shared with you and if the request is not in the list it needs to be raised with Sandhya and me and we’ll raise it with James.

1. Once the request is approved, you can merge your branch in SysTest

The ticket will be moved in the Testing phase.

Deployment is done on a self serve basis. If the change is impacting the rest of the team this needs to be communicated at the scrum call or in the Teams chat.

1. Once happy with the testing, confirm it with the team. Once all the requests in SysTest have been successfully tested, we can move them to UAT.

A pull request to merge the SysTest branch needs to be raised by any of the developers working on the requests to be merged.

The order of the requests needs to be agreed with James. The list of the changes that can go there will be shared with you and if the request is not in the list it needs to be raised with Sandhya and me and we’ll raise it with James.

1. Once the pull request has been approved and merge, we can deploy to UAT.

Deployment to UAT is done by me at this point. We’ll extend the permissions once the process is more consolidated in the team.

At this point the ticket is in UAT and we’ll await for user sign off.

1. Once sign off for all the requests in UAT is received, we need to merge the branch into master.

There will be a deployment into UAT of the master branch before deploying to production to ensure issues are identified earlier.

If no issues are identified the deployment to production can proceed.