Product Build

Process Asset Library

Office of Information and Technology
# Table of Contents

**Product Build Process Maps** ........................................................................................................... 1  
**Process: Product Build** ...................................................................................................................... 3  
  - **Product Build Description and Goals** ......................................................................................... 4  
  - **Description** ................................................................................................................................. 4  
  - **Goals** ........................................................................................................................................... 4  
**Product Build RACI Information** ...................................................................................................... 5  
**Product Build Associated Artifacts Information** ............................................................................. 11  
**Product Build Tools and Web Sites Information** ............................................................................. 11  
**Product Build Standards Information** ............................................................................................ 12  
**Product Build Process** ..................................................................................................................... 15  
  - **Process Activity Name: BLD-01 Develop Product Component** .............................................. 15  
  - **Process Activity Name: BLD-02 Perform Product Component Test** ....................................... 18  
  - **Process Activity Name: BLD-03 All Components Complete?** ............................................... 20  
  - **Process Activity Name: BLD-04 Conduct Peer Review of Product Component** ..................... 21  
  - **Process Activity Name: BLD-05 Obtain Integration Control Registration (ICR) Approval** ......... 22  
  - **Process Activity Name: BLD-06 Create Product Build** ............................................................ 24  
  - **Process Activity Name: BLD-07 Create IAM Service Integration Build** ................................. 25  
  - **Process Activity Name: BLD-07.01 Conduct Analysis of Change Request** ............................. 25  
  - **Process Activity Name: BLD-07.02 Complete IAM Service Design** ....................................... 27  
  - **Process Activity Name: BLD-07.03 Complete IAM Service Build** ........................................... 29  
  - **Process Activity Name: BLD-08 Create System Build** ............................................................ 30  
  - **Process Activity Name: BLD-09 Conduct Formal Review of Product Component** .................. 31  
  - **Process Activity Name: BLD-10 Open Source Related?** ........................................................... 33  
  - **Process Activity Name: BLD-11 Provide to Open Source** ....................................................... 34  
  - **Process Activity Name: BLD-12 Perform Component Integration Test** .................................... 35  
  - **Process Activity Name: BLD-13 Perform System Tests** ........................................................... 36  
  - **Process Activity Name: BLD-14 Assessment and Authorization** ............................................. 38  
  - **Process Activity Name: BLD-15 VA SQA Assessment?** ............................................................. 39  
  - **Process Activity Name: BLD-16 Perform VA SQA and VA Development Assessments** .......... 40  
  - **Process Activity Name: BLD-17 SQAS IV&V** ............................................................................. 42  
  - **Process Activity Name: BLD-18 Perform SQAS Systems Integration Testing** ......................... 42  
  - **Process Activity Name: BLD-19 Project Type?** ....................................................................... 45  
  - **Process Activity Name: BLD-20 Change Patch Status to Verified** ........................................... 46
Process Activity Name: BLD-21 Set Patch Compliance Date......................... 47
Process Activity Name: BLD-22 Conduct User Acceptance Test.................... 47
Process Activity Name: BLD-23 Prepare 508 Conformance Validation Package .......................................................................................................................... 49
Process Activity Name: BLD-24 Submit 508 Conformance Validation Package .......................................................................................................................... 51
Product Build Process Maps

Product Build (BLD)

- BLD-11: Provide to Open Source (Project Manager)
- BLD-10: Open Source Review
- BLD-14: Assessment and Authorization
- BLD-17: SOAS/UMF
- BLD-19: Conduct User Acceptance Test
- BLD-20: Prepare SOAS Conformance Validation Package
- BLD-21: Submit SOAS Conformance Validation Package
- BLD-13: Perform System Tests (Test Analyst)
- BLD-12: Perform Component Integration Test
- BLD-15: VA VQA Assessment
- BLD-18: Perform SOAS Integration Testing
- BLD-9: Perform VA Q&A and VA Development Assessments
- BLD-09: Formal Review
- BLD-07: Create IAM Service Integration Build
- BLD-02: Perform Product Component Test
- BLD-01: Develop Product Component
- BLD-08: Create System Build
- BLD-06: Create Product Build
- BLD-05: Obtain Integration Control Registration (ICR) Approval
- BLD-03: Obtain All Components Complete
- BLD-04: Peer Review

The links in this process map are inactive. Please scroll to view activity data.
Product Build: BLD-07 Create IAM Service Integration Build

Identity and Access Management Project Manager

BLD-07.01 Conduct Analysis of Change Request

BLD-07.02 Complete IAM Service Design

BLD-07.03 Complete IAM Service Build

The links in this process map are inactive. Please scroll to view activity data.
Process: Product Build

Overview: The process map for Product Build cycles through the following process and review activities:

BLD-01 Develop Product Component
BLD-02 Perform Product Component Test
BLD-03 All Components Complete?
BLD-04 Conduct Peer Review of Product Component
BLD-05 Obtain Integration Control Registration (ICR) Approval
BLD-06 Create Product Build
BLD-07 Create IAM Service Integration Build
BLD-07.01 Conduct Analysis of Change Request
BLD-07.02 Complete IAM Service Design
BLD-07.03 Complete IAM Service Build
BLD-08 Create System Build
BLD-09 Conduct Formal Review of Product Component
BLD-10 Open Source Related?
BLD-11 Provide to Open Source
BLD-12 Perform Component Integration Test
BLD-13 Perform System Tests
BLD-14 Assessment and Authorization
BLD-15 VA SQA Assessment?
BLD-16 Perform VA SQA and VA Development Assessments
BLD-17 SQAS IV&V
BLD-18 Perform SQAS Systems Integration Testing
BLD-19 Project Type?
BLD-20 Change Patch Status to Verified
BLD-21 Set Patch Compliance Date
BLD-22 Conduct User Acceptance Test
BLD-23 Prepare 508 Conformance Validation Package
BLD-24 Submit 508 Conformance Validation Package
Product Build Description and Goals

Description
This process addresses the activities that entail building a product, such as developing and testing product components, performing peer and final reviews, creating product and system builds, and performing different types of tests (e.g., systems, component integrations, software quality assurance, and user functionality.)

Goals
Develop the product components from the approved product design.

Verify and validate functionality through:
- Product Component Test
- Product Component Integration Test
- System Tests
- Software Quality Assurance Test
- Software Quality Assurance Independent Verification and Validation Test
- User Functionality Test
- Perform activities to certify 508 compliance
Product Build RACI Information

The following describes the RACI information for this process:

**BLD-01 Develop Product Component**

Responsible Role: Developer  
Accountable Role: Project Manager  
Consulted Role: Project Team; Software Quality Assurance Analyst; Release Agent  
Informed Role: Project Manager; Technical Writer; Secondary Developer; Database Administrator

**BLD-02 Perform Product Component Test**

Responsible Role: Developer  
Accountable Role: Project Manager  
Consulted Role: None Listed  
Informed Role: Project Team

**BLD-03 All Components Complete?**

Responsible Role: Developer  
Accountable Role: Project Manager  
Consulted Role: None Listed  
Informed Role: None Listed

**BLD-04 Conduct Peer Review of Product Component**

Responsible Role: Developer  
Accountable Role: Project Manager  
Consulted Role: Project Team  
Informed Role: None Listed

**BLD-05 Obtain Integration Control Registration (ICR) Approval**
BLD-06 Create Product Build

Responsible Role: Developer
Accountable Role: Project Manager
Consulted Role: Director, Product Assessment
Informed Role: None Listed

BLD-07.01 Conduct Analysis of Change Request

Responsible Role: IAM Project Manager
Accountable Role: IAM Governance Reviewers
Consulted Role: IAM Governance Reviewers
Informed Role: None Listed

BLD-07.02 Complete IAM Service Design

Responsible Role: IAM Project Manager
Accountable Role: IAM Governance Manager
Consulted Role: IAM Governance Reviewers; Project Team
Informed Role: None Listed

BLD-07.03 Complete IAM Service Build

Responsible Role: IAM Project Manager
Accountable Role: IAM Governance Reviewers
Consulted Role: None Listed
Informed Role: None Listed
BLD-08 Create System Build

Responsible Role: Developer
Accountable Role: Project Manager
Consulted Role: Configuration Manager; Release Agent
Informed Role: None Listed

BLD-09 Conduct Formal Review of Product Component

Responsible Role: Software Quality Assurance Analyst
Accountable Role: Project Manager
Consulted Role: Project Team
Informed Role: None Listed

BLD-10 Open Source Related?

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

BLD-11 Provide to Open Source

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

BLD-12 Perform Component Integration Test

Responsible Role: Test Analyst
Accountable Role: Project Manager
Consulted Role: None Listed
Informed Role: None Listed
BLD-13 Perform System Tests

Responsible Role: Test Analyst
Accountable Role: Project Manager
Consulted Role: None Listed
Informed Role: Project Team

BLD-14 Assessment and Authorization

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

BLD-15 VA SQA Assessment?

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

BLD-16 Perform VA SQA and VA Development Assessments

Responsible Role: Software Quality Assurance Analyst
Accountable Role: Project Manager
Consulted Role: Developer; Release Agent; Product Support Release Coordinator
Informed Role: None Listed

BLD-17 SQAS IV&V

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: Systems Quality Assurance Service Independent Verification and Validation Manager; Software Quality Assurance Service Independent Verification and Validation Manager
Informed Role: None Listed

**BLD-18 Perform SQAS Systems Integration Testing**

Responsible Role: Software Quality Assurance Analyst
Accountable Role: Software Quality Assurance Service Independent Verification and Validation Manager
Consulted Role: Project Manager
Informed Role: Program Manager; Portfolio Manager

**BLD-19 Project Type?**

Responsible Role: Project Manager
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

**BLD-20 Change Patch Status to Verified**

Responsible Role: Release Agent
Accountable Role: Program Manager
Consulted Role: None Listed
Informed Role: None Listed

**BLD-21 Set Patch Compliance Date**

Responsible Role: Release Agent
Accountable Role: Program Manager
Consulted Role: Developer
Informed Role: None Listed

**BLD-22 Conduct User Acceptance Test**
Responsible Role: Project Manager  
Accountable Role: Program Executive Officer  
Consulted Role: Users  
Informed Role: Stakeholder(s)

**BLD-23 Prepare 508 Conformance Validation Package**

Responsible Role: Project Manager  
Accountable Role: Director, Product Assessment  
Consulted Role: 508 Reviewer  
Informed Role: None Listed

**BLD-24 Submit 508 Conformance Validation Package**

Responsible Role: Project Manager  
Accountable Role: Program Manager  
Consulted Role: None Listed  
Informed Role: Stakeholder(s)
**Product Build Associated Artifacts Information**

Associated Artifacts information (including hyperlinks) for this process includes:

- Application for Section 508 EIT Exception Form Template
- Application for Section 508 EIT Waiver Form Template
- Artifact Review Agenda and Minutes Template
- Defect Log
- M Code Secondary Review Checklist
- National Patch Module Patch Template
- Open Source Submission Checklist
- Open Source Submission Package
- Primary Developer Review Checklist
- Product Build Approval Signature Template
- Product Build Checklist
- Quality Assurance Plan Template
- Record of Notification Template
- Section 508 Compliance Self-certification Template
- Section 508 Conformance Validation Statement Template
- Test Case Test Scripts
- Test Results
- Version Description Document Template
- VISTA Patch Template Document with Instructions
- VISTA Patch Template Document without Instructions
- Vista Software Quality Assurance Checklist

**Product Build Tools and Web Sites Information**

The Tools and Web Sites associated with this process (including hyperlinks) include:

- ACTF aDesigner
- Application Accessibility Evaluator
- Application Structure & Integration Services Website
- Application Threat Model
- Archived Artifacts Library
- CA Service Desk Manager
- CWE/SANS Top 25 Most Dangerous Software Errors Site
Firebug
FORUM
HealtheVet-VistA Database Administration Program
HP Fortify Static Code Analyzer (SCA)
IBM Rational ClearCase
IBM Rational RequisitePro
Identity and Access Management Central Home
Java Ferret
Microsoft Inspect
OIS Software Assurance Portal
One-VA Technical Reference Model
OWASP Top Ten Project Site
PD Integration Control Registration Database
Rational Quality Manager (Quality Management)
Rational Requirements DOORS Next Generation
Rational Team Concert (Change/Configuration Management)
Section 508 Developers Resources Portal
Section 508 Intranet Home Page
Section 508 Policies and Procedures
Section 508 Standards Checklists, and Document Applications Checklists
VA Software Document Library
VistA FORUM Systems
Web Accessibility Evaluation Tool (WAVE)

**Product Build Standards Information**

Standards associated with this process (including hyperlinks) include:
Agile Methodology and ProPath guidance paper
Approved Applications Abbreviations
BBM Team Review of VISTA Patches
Change Control Process Guide
Code in Flight Communication Strategy
Digital Signature Guide
Displaying Sensitive Data Guide
Enterprise Systems Engineering (ESE) Operational Readiness Review Reference
Enterprise Systems Engineering, Mobile Technologies, Approved Devices and Applications
Federal Manager's Financial Integrity Act of 1982
Framework for Improving Critical Infrastructure Cybersecurity
Identity and Access Management Access Services Integration Patterns
Identity and Access Management Service Catalog
IEEE Standard 1012 for System and Software Verification and Validation
IEEE Standard 829 for Software and System Test Documentation
Master Veteran Index Service Description Document
National Mobile Devices and Services (NMDS) User Guide
National Patch Module (NPM) Guide
NIST Special Publication 800-122, Guide to Protecting the Confidentiality of Personally Identifiable Information (PII)
NIST Special Publication 800-53 Rev. 4 - Security and Privacy Controls for Federal Information Systems and Organizations
NIST Special Publication 800-53A Rev. 4 - Assessing Security and Privacy Controls in Federal Information Systems and Organizations: Building Effective Assessment Plans
OMB Circular A-123, Management’s Responsibility for Internal Control
Open Source Code in Flight Communications Strategy Guide
Open Source Submission Checklist
Product Component Testing Guide
Project Secure Coding Guidelines
Quality Assurance Standard
Release Requirements User Stories Decision Tree
Section 508 Background and Standards
Section 508 Policy and Procedures
Section 508 Standards Checklists, and Document Applications Checklists
Section 508 Standards for Electronic and Information Technology
Secure Code Review Standard Operating Procedure
Software Configuration Management Plan Standard
VA Directive 4900, Internal Controls for Financial and Financial Interfacing Automated Information Systems
VA Directive 6404, VA Systems Inventory
VA EA Enterprise Technical Architecture (ETA) Compliance Criteria
VA Open Source Methodology
VA Policy Memorandum (VAIQ 7309211), Section 508 Compliance Processes for Project Teams
VA Policy Memorandum, Section 508 Compliance Enforcement for Software and Application
VA Policy Memorandum, Section 508 Compliance for VA Internet and Intranet Websites
VA Policy Memorandum, Section 508 Compliance Requirement for VA SharePoint sites
VA Policy Memorandum, Section 508 Conformance Requirements for Electronic Documents
Veteran-focused Integration Process (VIP) Release Process Guide
VHA Handbook 1605.1 Privacy and Release of Information
VistA Software Production Standards & Technical Guides
Product Build Process

Process Activity Name: BLD-01 Develop Product Component

Concurrent Activities
BLD-02 Perform Product Component Test

Previous Activities
Process Begins
Or
BLD-03 All Components Complete?

Next Activities
BLD-03 All Components Complete?

Description
The Developer, upon receipt of the assigned defect or enhancement, performs the below listed tasks, not necessarily in the order listed. After creating the patch stub in the National Patch Module (NPM,) and before modifying any routine, the Developer coordinates any potential routine conflicts. The Developers of the other patch(es) listed must be contacted to coordinate the development and release of the affected patches. At any time the Developer may inspect the “Routines that Overlap in Patches” report on the Developer’s menu on FORUM to review all of the overlaps. The Developer is responsible for completing the Primary Developer Review Checklist and saving an electronic copy of the completed checklist.

- Investigating the defect to determine if a patch is warranted.
- Analyzing the Business Requirements and Software Requirements.
- Creating the patch stub in the NPM.
- Updating the defects status of the appropriate problem ticket(s).
- Alerting other team members (Development Project Manager, Product Support Release Coordinator, Software Quality Assurance (SQA) Analyst, Secondary Developer, Technical Writer, etc.) that the patch is under development.
- Updating Data Dictionary
- Making modifications.
- Unit testing all modifications.
- Creating the patch-tracking message and sending the message on FORUM to test sites, and the appropriate Product Support Release Coordinator.
- Coordinating Initial Operating Capability (IOC) Testing.
- Coordinating completion of patch with the SQA Analyst and Product Support Release Coordinator.

If any form of messaging is affected, a mail message must be sent to HL7 Message Administrator mail group VA OIT PD ADC TA Messaging Administration.
**Input**
- Business Case
- Business Epics
- Business Sub-epics
- Compliance Epics
- Compliance Sub-epics
- Defect Problem Ticket
- IAM Design Pattern
- Product Design Pattern

**Output**
- HL7 Message Administrator email notification
- Notification to Database Administrator
- Patch Stub
- Patch Tracking Message
- Primary Developer Review Checklist
- Updated Rational Requirements DOORS Next Generation
- Updated Rational Team Concert (Change/Configuration Management)
- Product Component
- Unit Test Results
- Updated Defect Problem Ticket
- VISTA Patch Template Document

**Associated Artifacts**
- Primary Developer Review Checklist
- VISTA Patch Template Document with Instructions
- VISTA Patch Template Document without Instructions

**Responsible Role**
- Developer

**Accountable Role**
- Project Manager

**Consulted Role**
- Project Team; Software Quality Assurance Analyst; Release Agent

**Informed Role**
- Project Manager; Technical Writer; Secondary Developer; Database Administrator
Tools and Websites
One-VA Technical Reference Model
Application Structure & Integration Services Website
Rational Requirements DOORS Next Generation
Rational Team Concert (Change/Configuration Management)
CA Service Desk Manager
FORUM

Standards
Approved Applications Abbreviations
Displaying Sensitive Data Guide
National Patch Module (NPM) Guide
Section 508 Standards for Electronic and Information Technology
Section 508 Background and Standards
VistA Software Production Standards & Technical Guides
Section 508 Standards Checklists, and Document Applications Checklists
Identity and Access Management Access Services Integration Patterns
NIST Special Publication 800-122, Guide to Protecting the Confidentiality of Personally Identifiable Information (PII)
NIST Special Publication 800-53 Rev. 4 - Security and Privacy Controls for Federal Information Systems and Organizations
NIST Special Publication 800-53A Rev. 4 - Assessing Security and Privacy Controls in Federal Information Systems and Organizations: Building Effective Assessment Plans
Product Component Testing Guide
Enterprise Systems Engineering, Mobile Technologies, Approved Devices and Applications
National Mobile Devices and Services (NMDS) User Guide
Release Requirements User Stories Decision Tree

More Info
If the release is for any type of application other than VistA (e.g., centralized or web-based applications) an Information Patch should be released via the Patch Module to ensure that the user community is informed of the upcoming changes to the production environment.

The VistA Software Production Standards & Technical Guides webpage contains links for Programming Standards and Conventions (SAC), Graphical Interface Guideline (GUI SAC), and MOP UP Best Practices Addendum.
When creating or updating Patch Description Documents, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

**Process Activity Name: BLD-02 Perform Product Component Test**

**Concurrent Activities**
BLD-01 Develop Product Component

**Previous Activities**
Process Begins
Or
BLD-03 All Components Complete?

**Next Activities**
BLD-03 All Components Complete?

**Description**
The Developer performs Product Component Testing (aka Unit Testing) which includes the internal technical and functional testing of a module/component of code and is responsible that the verification of the requirements defined in IBM Rational Requirements DOORS Next Generation have been successfully applied to the module/component under test. Steps include:

- Analyze requirements to understand the application functionality and dependencies
- Identify all the routines affected by the module or object
- Specify all the routines that are called from various locations
- Execute tests on prioritized options
- Execute tests with different combinations of options and data. For example, test with minimal data entered and test with maximal data entered
- Perform exploratory testing, i.e., randomly exercise the module, object, and options based upon domain knowledge, past performance, and expertise
- Record the actual test results
- Perform static analysis of module/component source code

**Input**
Business Case
Business Epics
Business Sub-epics
Compliance Epics
Compliance Sub-epics
Product Component

**Output**
Defect Log
M Code Secondary Developer's Review Checklist (Vista Legacy)
Primary Developer Review
Secure Code Review
Test Results

**Associated Artifacts**
M Code Secondary Review Checklist
Test Results
Defect Log

**Responsible Role**
Developer

**Accountable Role**
Project Manager

**Consulted Role**
None Listed

**Informed Role**
Project Team

**Tools and Websites**
Application Threat Model
HP Fortify Static Code Analyzer (SCA)
Rational Quality Manager (Quality Management)
Rational Team Concert (Change/Configuration Management)
VA Software Document Library
CWE/SANS Top 25 Most Dangerous Software Errors Site
OWASP Top Ten Project Site
OIS Software Assurance Portal
Rational Requirements DOORS Next Generation

**Standards**
Secure Code Review Standard Operating Procedure
Approved Applications Abbreviations
Product Component Testing Guide
More Info

To request copies of Fortify and for Fortify support, contact the National Service Desk (NSD).

For information about Fortify and Secure Code Review forms and templates, please visit the OIS Software Assurance Portal.

For further information regarding static analysis of source code please also visit the following sites:

- OWASP Top Ten Project Site
- CWE/SANS Top 25 Most Dangerous Software Errors Site

When creating or updating the Defect Log, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

Process Activity Name: BLD-03 All Components Complete?

Previous Activities
BLD-01 Develop Product Component
AND
BLD-02 Perform Product Component Test

Next Activities
If "Yes":
BLD-04 Conduct Peer Review of Product Component
Or
If "No":
BLD-01 Develop Product Component
And
BLD-02 Perform Product Component Test

Description
The Developer determines if all components are properly developed and tested (Yes) or if more development is needed (No).
**Responsible Role**
Developer

**Accountable Role**
Project Manager

**Consulted Role**
None Listed

**Informed Role**
None Listed

**Process Activity Name: BLD-04 Conduct Peer Review of Product Component**

**Previous Activities**
BLD-03 All Components Complete?

**Next Activities**
BLD-05 Obtain Integration Control Registration (ICR) Approval

**Description**
The Developer conducts the Product Component Peer Review performing the following general steps:

- Distribute the Peer Review Materials
- Review the Peer Review Materials
- Distribute the Consolidated Peer Review Findings
- Record the Finding Resolutions
- Implement the Finding Resolutions

The goal of the peer review of the Product Component is to resolve any questions the project team may have and to ensure quality of the deliverable.

**Input**
Business Case
Business Epic
Business Sub-epic
Compliance Epic
Compliance Sub-epic
Defect Log
M Code Primary Developer's Checklist (Vista Legacy)
Product Component
Secure Code Review
Test Results
XINDEX, if applicable

**Output**
Product Build Checklist (Review Findings Summary included)
Record of Notification
Updated Product Component

**Associated Artifacts**
Product Build Checklist
Record of Notification Template

**Responsible Role**
Developer

**Accountable Role**
Project Manager

**Consulted Role**
Project Team

**Informed Role**
None Listed

**Tools and Websites**
Rational Requirements DOORS Next Generation
Rational Team Concert (Change/Configuration Management)

**Standards**
Quality Assurance Standard
National Patch Module (NPM) Guide

**More Info**
None Listed

**Process Activity Name: BLD-05 Obtain Integration Control Registration (ICR) Approval**

**Previous Activities**
BLD-04 Conduct Peer Review of Product Component

**Next Activities**
BLD-06 Create Product Build
**Description**

The developer obtains the approvals of all needs for new, update, or retired Integration Control Registrations (ICR) between products or between a product and all public uses of the components documented in each ICR. This step must be executed prior to any software release. All built and acquired software products requiring interfaces with or dependencies on data or functionality existing within and/or outside of its production registration/development domain boundary must adhere to the development domain assigned to that product or be addressed by an active ICR (see Project Planning process, Initiate Planning sub-process for the establishment of development domain boundaries). ICRs must be in effect at all times when a package references components external to its development domain. Thus, packages that are not yet released but are installed at field facilities (alpha or beta test) must have active ICRs for all external components. Developers must review their products dependencies on data and functionality that resides/is owned by other products, and must initiate the ICR request process during this step.

Send requests for ICRs to the mail group "IT PD Integration Control Registrations" appropriate custodial development team(s) if known, Team Leader, and all SQA Analysts. The message should identify the planned Patch Number and approximate date for release. This should be done as early in the development process as possible to reduce the risk of rework due to disapproval.

**Input**

Evidence of Developer(s) Concurrence

Existing ICR’s

**Output**

Approved ICR

Request for ICR

**Associated Artifacts**

None Listed

**Responsible Role**

Developer

**Accountable Role**

Project Manager

**Consulted Role**

Director, Product Assessment

**Informed Role**

None Listed
**Tools and Websites**
VistA FORUM Systems
PD Integration Control Registration Database
HealtheVet-VistA Database Administration Program

**Standards**
National Patch Module (NPM) Guide

**More Info**
Integration Control Registrations Mail Group: OIT PD Integration Control Registrations

**Process Activity Name: BLD-06 Create Product Build**

**Previous Activities**
BLD-05 Obtain Integration Control Registration (ICR) Approval

**Next Activities**
BLD-07 Create IAM Service Integration Build

**Description**
The Developer(s) collaborates with the Configuration Manager, if assigned, to determine product components that are needed and assembles the product build. The Developer(s) creates the Version Description Document and maintains it throughout the lifecycle.

**Input**
Business Epics
Business Sub-Epics
Business User Stories
Compliance Epics
Compliance Sub-Epics
Compliance User Stories
Product Components

**Output**
Version Description Document
Product Build

**Associated Artifacts**
Version Description Document Template

**Responsible Role**
Developer
**Accountable Role**
Project Manager

**Consulted Role**
Configuration Manager

**Informed Role**
None Listed

**Tools and Websites**
Rational Team Concert (Change/Configuration Management)

**Standards**
National Patch Module (NPM) Guide
Release Requirements User Stories Decision Tree

**More Info**
When creating or updating the Version Description Document, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

**Process Activity Name: BLD-07 Create IAM Service Integration Build**

**Previous Activities**
BLD-06 Create Product Build

**Next Activities**
BLD-07.01 Conduct Analysis of Change Request

**Description**
The sub-process for Create IAM Service Integration Build, cycles through the following dependent activities:
- Conduct Analysis of Change Request
- Complete IAM Service Design
- Complete IAM Service Build

**Process Activity Name: BLD-07.01 Conduct Analysis of Change Request**

**Previous Activities**
BLD-07 Create IAM Service Integration Build
**Next Activities**

BLD-07.02 Complete IAM Service Design

And

BLD-07.03 Complete IAM Service Build

**Description**

The Identity and Access Management (IAM) Project Manager, in coordination with the IAM Integration Team, analyzes the Business Case Document, Business and Compliance Epics and requirements identified in Rational Requirements DOORS Next Generation to ensure knowledge and understanding of approved service level requirements, compliance with the IAM Service Integration Patterns and conformance to the approved Service Request Package.

**Input**

Business Case

Business Epics

Business Sub-Epics

Business User Stories

Compliance Epics

Compliance Sub-Epics

Compliance User Stories

IAM Service Request

IAM Service Request Package

**Output**

Updated Business Epics

Updated Business Sub-Epics

Updated Business User Stories

Updated Compliance Epics

Updated Compliance Sub-Epics

Updated Compliance User Stories

Updated IAM Change Requests

**Associated Artifacts**

None Listed

**Responsible Role**

IAM Project Manager

**Accountable Role**

IAM Governance Reviewers
Consulted Role
IAM Governance Reviewers

Informed Role
None Listed

Tools and Websites
Identity and Access Management Central Home
Rational Requirements DOORS Next Generation
Rational Team Concert (Change/Configuration Management)

Standards
Change Control Process Guide
Identity and Access Management Access Services Integration Patterns
Master Veteran Index Service Description Document
VA EA Enterprise Technical Architecture (ETA) Compliance Criteria
Release Requirements User Stories Decision Tree

More Info
The Identity and Access Management (IAM) Integration Team is created at the time that the Service Request is approved and the team is led by the IAM Project Manager and team members consist of the Project Manager, Project Manager's assigned analyst, Technical Representatives and Testers.

The IAM Integration Team includes, at a minimum, the Requesting Product Development Team, the IAM Product Development Technical Team, Software Quality Assurance members and Development Testing members.

When creating or updating Compliance Epics, Compliance Sub-epics, or Compliance User Stories, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

Process Activity Name: BLD-07.02 Complete IAM Service Design

Concurrent Activities
BLD-07.03 Complete IAM Service Build

Previous Activities
BLD-07.01 Conduct Analysis of Change Request

Next Activities
BLD-08 Create System Build
Description
The Identity and Access Management (IAM) Project Manager, in coordination with the IAM Integration Team and the Project Team, designs the changes needed to comply with IAM Service Integration Patterns.

Input
Compliance Epics
Compliance Sub-epics
Compliance User Stories
IAM Change Request
IAM Service Integration Patterns
IAM Service Request Package

Output
Updated Compliance Epics
Updated Compliance Sub-epics
Updated Compliance User Stories
Updated IAM Change Requests

Associated Artifacts
None Listed

Responsible Role
IAM Project Manager

Accountable Role
IAM Governance Manager

Consulted Role
IAM Governance Reviewers; Project Team

Informed Role
None Listed

Tools and Websites
Identity and Access Management Central Home
Rational Team Concert (Change/Configuration Management)
Rational Requirements DOORS Next Generation

Standards
Change Control Process Guide
Identity and Access Management Access Services Integration Patterns
More Info
When creating or updating Compliance Epics, Compliance Sub-epics, or Compliance User Stories, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

Process Activity Name: BLD-07.03 Complete IAM Service Build

Concurrent Activities
BLD-07.02 Complete IAM Service Design

Previous Activities
BLD-07.01 Conduct Analysis of Change Request

Next Activities
BLD-08 Create System Build

Description
The Identity and Access Management (IAM) Project Manager, in coordination with the Requesting Team and the IAM Integration Team, completes the build by implementing the changes needed, ensuring conformance with IAM Services Integration Patterns. The Integrated Project Team is notified that the IAM project build activities have reached completion.

Input
IAM Change Request
IAM Service Request Package
Test Results

Output
Email Notification of Project Completion
Updated IAM Change Requests
Updated Test Results

Associated Artifacts
None Listed

Responsible Role
IAM Project Manager

Accountable Role
IAM Governance Reviewers
Consulted Role
None Listed

Informed Role
None Listed

Tools and Websites
Identity and Access Management Central Home
Rational Quality Manager (Quality Management)

Standards
Change Control Process Guide
Identity and Access Management Access Services Integration Patterns
Master Veteran Index Service Description Document
VA EA Enterprise Technical Architecture (ETA) Compliance Criteria

More Info
The IAM Integration Team includes, at a minimum, the Requesting Product Development Team, the IAM Product Development Technical Team, Software Quality Assurance members and Development Testing members.

Process Activity Name: BLD-08 Create System Build

Previous Activities
BLD-07.02 Complete IAM Service Design
Or
BLD-07.03 Complete IAM Service Build

Next Activities
BLD-09 Conduct Formal Review of Product Component

Description
The Developer(s), working with the Configuration Manager and the Release Agent, determine that the correct product build resides in the system test environment in preparation for assembly of the system build and completes the Primary Developer Review Checklist.

Input
Product Build(s)
Version Description Document

Output
Primary Developer Review Checklist
System Build
Updated Version Description Document
Associated Artifacts
Version Description Document Template
Primary Developer Review Checklist

Responsible Role
Developer

Accountable Role
Project Manager

Consulted Role
Configuration Manager; Release Agent

Informed Role
None Listed

Tools and Websites
Rational Team Concert (Change/Configuration Management)

Standards
Approved Applications Abbreviations
BBM Team Review of VISTA Patches
Displaying Sensitive Data Guide
National Patch Module (NPM) Guide
Release Requirements User Stories Decision Tree

More Info
Further information about product and system builds is recorded in the Version Description Document.

When creating or updating the Version Description Document, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

Process Activity Name: BLD-09 Conduct Formal Review of Product Component

Previous Activities
BLD-08 Create System Build

Next Activities
BLD-10 Open Source Related?
Description
The Software Quality Assurance Analyst conducts the Product Component Formal Review performing the following general steps:

- Plan the Formal Review
- Review the Formal Review Materials
- Implement the Finding Resolutions

The goal of the formal review is to obtain stakeholder concurrence of the Product Component and appropriate approval signatures.

Input
Product Build
Test Results
Version Description Document

Output
Artifact Review Agenda and Minutes
Product Build Approval Signatures
Product Build Checklist (Review Findings Summary included)
Software Quality Assurance Review
Updated Product Build
Updated Version Description Document

Associated Artifacts
Product Build Approval Signature Template
Product Build Checklist
Artifact Review Agenda and Minutes Template
Version Description Document Template

Responsible Role
Software Quality Assurance Analyst

Accountable Role
Project Manager

Consulted Role
Project Team

Informed Role
None Listed
**Tools and Websites**
Rational Team Concert (Change/Configuration Management)
Rational Requirements DOORS Next Generation
Rational Quality Manager (Quality Management)

**Standards**
Digital Signature Guide
Quality Assurance Standard
Release Requirements User Stories Decision Tree

**More Info**
When creating or updating the Version Description Document, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

**Process Activity Name: BLD-10 Open Source Related?**

**Previous Activities**
BLD-09 Conduct Formal Review of Product Component

**Next Activities**
If "Yes":
BLD-11 Provide to Open Source
Or
If "No":
BLD-12 Perform Component Integration Test
And
BLD-13 Perform System Tests

**Description**
The Project Manager determines if the product is Open Source related (Yes) or not Open Source related (No).

**Responsible Role**
Project Manager

**Accountable Role**
Program Manager

**Consulted Role**
None Listed
**Informed Role**
None Listed

**Process Activity Name: BLD-11 Provide to Open Source**

**Previous Activities**
BLD-10 Open Source Related?

**Next Activities**
BLD-12 Perform Component Integration Test
And
BLD-13 Perform System Tests

**Description**
The Project Manager submits an Open Source Submission Package listing current required software code, system builds, and artifacts as described in the Open Source Submission Checklist to OIT PD Open Source, Configuration & Tools Management Division via the mail group OIT Open Source Software Delivery or OSSOFT@va.gov.

**Input**
Product and Project Artifacts
Software Code
System Builds
Version Description Document

**Output**
Open Source Submission Package
Updates to Open Source Submission Package

**Associated Artifacts**
Open Source Submission Package

**Responsible Role**
Project Manager

**Accountable Role**
Program Manager

**Consulted Role**
None Listed

**Informed Role**
None Listed
Tools and Websites
Rational Team Concert (Change/Configuration Management)

Standards
Open Source Code in Flight Communications Strategy Guide
Open Source Submission Checklist

More Info
The Open Source Submission Checklist lists different artifacts and/or system builds/codes that are to be submitted at certain intervals or milestones to OIT PD Open Source, Configuration & Tools Management Division, as a product is being built. As project managers are developing their project plans, providing code and artifacts to OIT PD Open Source, Configuration & Tools Management Division should be considered and incorporated into the plan both based on specific milestones and time intervals basis, as specified in the Open Source Submission Checklist.

Process Activity Name: BLD-12 Perform Component Integration Test

Concurrent Activities
BLD-13 Perform System Tests

Previous Activities
BLD-10 Open Source Related?
Or
BLD-11 Provide to Open Source

Next Activities
BLD-14 Assessment and Authorization

Description
The Test Analyst installs the Product Component and performs component integration testing. Product Component Integration testing is performed to expose defects in the interfaces and interaction between integrated components as well as verifying installation instructions. Component integration testing includes testing of IAM Integration Service Pattern changes. The Vista Software Quality Assurance Review Checklist is started during this activity (if required).

Input
IAM eAuthChange Request
Master Test Plan
Product Build
Product Documentation
Test Case/Test Scripts
Traceability
Version Description Document

**Output**
Vista Software Quality Assurance Review Checklist
Test Results

**Associated Artifacts**
Vista Software Quality Assurance Checklist
Test Results

**Responsible Role**
Test Analyst

**Accountable Role**
Project Manager

**Consulted Role**
None Listed

**Informed Role**
None Listed

**Tools and Websites**
Rational Quality Manager (Quality Management)
Rational Team Concert (Change/Configuration Management)
VA Software Document Library

**Standards**
Approved Applications Abbreviations
Displaying Sensitive Data Guide
VHA Handbook 1605.1 Privacy and Release of Information
VistA Software Production Standards & Technical Guides

**More Info**
None Listed

**Process Activity Name: BLD-13 Perform System Tests**

**Concurrent Activities**
BLD-12 Perform Component Integration Test

**Previous Activities**
BLD-10 Open Source Related?
Or
BLD-11 Provide to Open Source

Next Activities
BLD-14 Assessment and Authorization

Description
The Test Analyst performs System Tests employing a variety of test types (i.e., compliance, regression, access control, interoperability, usability (including 508 compliance), etc.). System Tests exercise all parts of an integrated system including interfaces to external systems.

Input
Business Epics
Business Sub-epics
Business User Stories
Master Test Plan
Traceability
System Build
Test Case/Test Scripts
Traceability
Version Description Document

Output
Test Results

Associated Artifacts
Test Results

Responsible Role
Test Analyst

Accountable Role
Project Manager

Consulted Role
None Listed

Informed Role
Project Team

Tools and Websites
Rational Quality Manager (Quality Management)
Rational Team Concert (Change/Configuration Management)
VA Software Document Library
Standards
Displaying Sensitive Data Guide
VA Policy Memorandum (VAIQ 7309211), Section 508 Compliance Processes for Project Teams
VA Policy Memorandum, Section 508 Compliance Enforcement for Software and Application
VA Policy Memorandum, Section 508 Compliance for VA Internet and Intranet Websites
VA Policy Memorandum, Section 508 Compliance Requirement for VA SharePoint sites
VA Policy Memorandum, Section 508 Conformance Requirements for Electronic Documents
VHA Handbook 1605.1 Privacy and Release of Information

More Info
IBM Rational Team Concert/Change and Configuration Management (RTC/CCM) pertains to only Agile projects.

Process Activity Name: BLD-14 Assessment and Authorization

Previous Activities
BLD-13 Perform System Tests

Next Activities
If "Go to AAA":
Assessment and Authorization Process
Or
If "Remain in BLD"

BLD-15 VA SQA Assessment?
And
BLD-17 SQAS IV&V

Description
The Project Manager goes to the Assessment and Authorization Process, completes the activities there and then returns to Product Build and continues to complete the process.

Input
ISO Assignment
Risk/Vision GRC Project Data

Output
Accreditation Package
Authority to Operate or
Temporary Authority to Operate

**Associated Artifacts**
None Listed

**Responsible Role**
Project Manager

**Accountable Role**
Program Manager

**Consulted Role**
None Listed

**Informed Role**
None Listed

**Tools and Websites**
None Listed

**Standards**
Release Requirements User Stories Decision Tree

**More Info**
When creating or updating Authority to Operate or Temporary Authority to Operate, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

**Process Activity Name: BLD-15 VA SQA Assessment?**

**Concurrent Activities**
BLD-17 SQAS IV&V

**Previous Activities**
BLD-14 Assessment and Authorization

**Next Activities**
If "Yes":
BLD-16 Perform VA SQA and VA Development Assessments
Or
If "No":
BLD-19 Project Type?
Description
The Project Manager determines if the development requires VA SQA Assessment (Yes) or not (No).

Responsible Role
Project Manager

Accountable Role
Program Manager

Consulted Role
None Listed

Informed Role
None Listed

Process Activity Name: BLD-16 Perform VA SQA and VA Development Assessments

Concurrent Activities
BLD-17 SQAS IV&V
And
BLD-18 Perform SQAS Systems Integration Testing

Previous Activities
BLD-15 VA SQA Assessment?

Next Activities
BLD-19 Project Type?

Description
The Software Quality Assurance (SQA) Analyst:

• Ensures that all SQA policies, practices and guidelines are followed.
• Performs as a member of the development team if applicable, as determined by the Development Project Manager or team leader having responsibility for the patch.
• Ensures the VistA SQA Checklist is completed for each test version they review.
• Coordinates completion of patch with the Developer and Product Support Release Coordinator.
• Coordinates with the Release Agent to ensure patch hold date is removed.

If a project is developed outside the VA, VA Software Quality Assurance (SQA) and VA Development Assessments are required. The SQA Analyst performs the VA SQA in conjunction with the VA Developers VA Development Assessment. In general, secondary reviews are optional.
**Input**
M Code Primary Developer's Checklist (Vista Legacy)
M Code Secondary Developer's Review Checklist (Vista Legacy) (optional)
Master Test Plan
Product Build
Vista Software Quality Assurance Review Checklist
System Build
Test Case/Test Scripts
Test Results
Traceability

**Output**
VA Development Assessment
VA SQA Assessment

**Associated Artifacts**
None Listed

**Responsible Role**
Software Quality Assurance Analyst

**Accountable Role**
Project Manager

**Consulted Role**
Developer; Release Agent; Product Support Release Coordinator

**Informed Role**
None Listed

**Tools and Websites**
Rational Quality Manager (Quality Management)
Rational Team Concert (Change/Configuration Management)

**Standards**
Software Configuration Management Plan Standard
National Patch Module (NPM) Guide

**More Info**
Contact the OIT PD Assessment Team using the OIT PD Assessment Team mail group for questions about the VA SQA and VA Development Assessment.
Process Activity Name: BLD-17 SQAS IV&V

Concurrent Activities
BLD-15 VA SQA Assessment?
And
BLD-16 Perform VA SQA and VA Development Assessments

Previous Activities
BLD-14 Assessment and Authorization

Next Activities
If "YES":
BLD-18 Perform SQAS Systems Integration Testing
Or
If "NO":
BLD-19 Project Type?

Description
The Project Manager works with the Systems Quality Assurance Service Independent Verification and Validation Manager to determine if SQAS IV&V is required (YES) or not required (NO) for work on systems with financial impact.

Responsible Role
Project Manager

Accountable Role
Program Manager

Consulted Role
Systems Quality Assurance Service Independent Verification and Validation Manager; Software Quality Assurance Service Independent Verification and Validation Manager

Informed Role
None Listed

Process Activity Name: BLD-18 Perform SQAS Systems Integration Testing

Concurrent Activities
BLD-15 VA SQA Assessment?
And
BLD-16 Perform VA SQA and VA Development Assessments
And
BLD-17 SQAS IV&V

**Previous Activities**
BLD-14 Assessment and Authorization

**Next Activities**
BLD-19 Project Type?

**Description**
In accordance with VA Directive 4900, the Systems Analyst ensures the required Systems Integration Testing (SIT) and Quality Assurance Activities are performed on software if it impacts VA financial systems of record or software that interfaces with such a financial system. SIT verifies the accuracy of the delivered software product and determines whether the product built satisfies the customers’ requirements based on functional, system and design specifications. SQAS develops the IV&V Software Quality Assurance Plan (SQAP) and IV&V SIT Plan, requirements-based test plans, test cases and test scripts with a focus on internal controls including general and application controls. Internal controls form the core of the Federal Government’s financial management standards. Test scripts are executed against project software deliverables to verify functionality, including interfaces, and to perform regression testing, or verify correction of defects (“bug fixes”). SQAS issues certification for production implementation and verifies the installation of software configurable items. The delivered software module or release is verified using configurable item attributes.

**Input**
Business Epics
Business Sub-Epics
Business User Stories
Defect Log
Master Test Plan
Product Build
Software Quality Assurance Plan
System Build
Test Cases/Test Scripts
Test Results
Traceability

**Output**
IV&V SIT Defect Report
IV&V SQAS Test Report
IV&V Test Cases
IV&V Test Scripts
SQAS Certification
Updated Software Quality Assurance Plan
Updated Test Cases/Test Scripts

**Associated Artifacts**
Test Case Test Scripts
Quality Assurance Plan Template
Test Results
Defect Log

**Responsible Role**
Software Quality Assurance Analyst

**Accountable Role**
Software Quality Assurance Service Independent Verification and Validation Manager

**Consulted Role**
Project Manager

**Informed Role**
Program Manager; Portfolio Manager

**Tools and Websites**
Rational Quality Manager (Quality Management)
Rational Requirements DOORS Next Generation
Rational Team Concert (Change/Configuration Management)

**Standards**
Federal Manager's Financial Integrity Act of 1982
IEEE Standard 829 for Software and System Test Documentation
IEEE Standard 1012 for System and Software Verification and Validation
OMB Circular A-123, Management’s Responsibility for Internal Control
Software Configuration Management Plan Standard
VA Directive 4900, Internal Controls for Financial and Financial Interfacing Automated Information Systems
Release Requirements User Stories Decision Tree
More Info

The Federal Managers Financial Integrity Act of 1982 requires that VA systems and their interfaces comply with quality assurance processes that support functional, technical and internal control requirements.

CR 922 details in an attachment the need to modify ARC-6.01, 6.03, 7.01, and 09 to check the box in Standards for Release Requirements Compliance User Stories Decision Tree and add the follow in the More Info Section of each activity:

When creating or updating Test Cases or Defect Logs, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

Process Activity Name: BLD-19 Project Type?

Previous Activities
BLD-15 VA SQA Assessment?
Or
BLD-16 Perform VA SQA and VA Development Assessments
Or
BLD-17 SQAS IV&V
Or
BLD-18 Perform SQAS Systems Integration Testing

Next Activities
If "Patch":
BLD-20 Change Patch Status to Verified
Or
If "Project":
BLD-22 Conduct User Acceptance Test

Description
The Project Manager determines if the product type is a Patch or a Project.

Responsible Role
Project Manager

Accountable Role
Program Manager

Consulted Role
None Listed
**Informed Role**
None Listed

**Process Activity Name: BLD-20 Change Patch Status to Verified**

**Previous Activities**
BLD-19 Project Type?

**Next Activities**
BLD-21 Set Patch Compliance Date

**Description**
Upon successful completion of Initial Operating Capability (IOC) testing, the Release Agent reviews the patch to determine it is complete and changes the status to "verified" in the National Patch Module contained in FORUM.

**Input**
Patch

**Output**
Verified Patch

**Associated Artifacts**
None Listed

**Responsible Role**
Release Agent

**Accountable Role**
Program Manager

**Consulted Role**
None Listed

**Informed Role**
None Listed

**Tools and Websites**

FORUM

**Standards**

National Patch Module (NPM) Guide

**More Info**
None Listed
Process Activity Name: BLD-21 Set Patch Compliance Date

Previous Activities
BLD-20 Change Patch Status to Verified

Next Activities
BLD-22 Conduct User Acceptance Test

Description
The Release Agent, in coordination with the Developer(s) sets the patch compliance date for the verified patch.

Input
Verified Patch

Output
Compliance Date Set

Associated Artifacts
None Listed

Responsible Role
Release Agent

Accountable Role
Program Manager

Consulted Role
Developer

Informed Role
None Listed

Tools and Websites
FORUM

Standards
National Patch Module (NPM) Guide

More Info
None Listed

Process Activity Name: BLD-22 Conduct User Acceptance Test

Previous Activities
BLD-19 Project Type?
Or
BLD-21 Set Patch Compliance Date
**Next Activities**

BLD-23 Prepare 508 Conformance Validation Package

**Description**

The Project Manager ensures the User Acceptance Test (UAT) is conducted. UAT is a formal test conducted by the end-users to determine whether a system satisfies its acceptance criteria and enables the customer to determine whether to accept the system. The purpose of the User Acceptance Test is to (1) exercise the functionality of the application using test data in a controlled test environment in order to validate functionality and (2) evaluate the usability of a component or system. Additionally, during User Functionality Testing, Enterprise Shared Service functionalities, such as Identity and Access Management, are tested.

**Input**

- Business Epics
- Business Sub-Epics
- Business User Stories
- Master Test Plan
- Primary Developer Review
- Software Quality Assurance Review
- System Build
- Test Case/Test Scripts
- Traceability
- User Acceptance Test Plan
- Version Description Document

**Output**

- Test Results

**Associated Artifacts**

- Test Results

**Responsible Role**

- Project Manager

**Accountable Role**

- Program Executive Officer

**Consulted Role**

- Users

**Informed Role**

- Stakeholder(s)
Tools and Websites
Rational Team Concert (Change/Configuration Management)
VA Software Document Library
Rational Quality Manager (Quality Management)
FORUM

Standards
Displaying Sensitive Data Guide

More Info
None Listed

Process Activity Name: BLD-23 Prepare 508 Conformance Validation Package

Previous Activities
BLD-22 Conduct User Acceptance Test

Next Activities
BLD-24 Submit 508 Conformance Validation Package

Description
The Project Manager prepares a documentation package for all Electronic & Information Technology (E&IT) products, services and documents. Use Section 508 Standard checklists to ensure conformance with Section 508 Standards. Conformance of final Electronic Information Technology (E&IT) products such as software, electronic documents, websites, web pages, multimedia, and eLearning courses are developed to these standards with the use of these checklists. All E&IT products, goods, and services should have completed checklists submitted with the Department of Veteran’s Affairs Conformance Validation Statement (CVS) form. If 508 Self-certification cannot be achieved at this time, the Project Manager submits an exception or waiver with a plan of action and milestones to remediate. This package includes the applicable portions of the following documents:

Section 508 Compliance Self-Certification
Section 508 Conformance Validation Statement
Section 508 EIT Waiver Application
Section 508 Compliance Waiver Remediation Plan
Section 508 EIT Exception Application
Section 508 Technical Standards Checklists (as appropriate)

Input
Master Test Plan
Test Evaluation (including 508 compliance test results)
Output
Application for Section 508 EIT Exception
Application for Section 508 EIT Waiver
Section 508 Compliance Self-Certification
Section 508 Conformance Validation Statement
Section 508 Technical Standards Checklists

Associated Artifacts
Application for Section 508 EIT Exception Form Template
Application for Section 508 EIT Waiver Form Template

Responsible Role
Project Manager

Accountable Role
Director, Product Assessment

Consulted Role
508 Reviewer

Informed Role
None Listed

Tools and Websites
ACTF aDesigner
Application Accessibility Evaluator
Firebug
Java Ferret
Microsoft Inspect
Web Accessibility Evaluation Tool (WAVE)
Section 508 Developers Resources Portal
Section 508 Intranet Home Page

Standards
Section 508 Policy and Procedures
Section 508 Standards Checklists, and Document Applications Checklists
VA Policy Memorandum (VAIQ 7309211), Section 508 Compliance Processes for Project Teams
VA Policy Memorandum, Section 508 Compliance Enforcement for Software and Application
VA Policy Memorandum, Section 508 Compliance for VA Internet and Intranet Websites
The 508 Program Office conducts classes on the use of accessibility testing tools.
The FireEyes/WordSpace Tool can be accessed by contacting the 508 Program Office at section508@va.gov
For further information please visit the VA Section 508 Intranet Home Page or contact by phone at 202-461-0508.

Check box in standards for Release Requirements Compliance User Story Decision Tree
When creating or updating the Section 508 related documents, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational Requirements Management Repository into your product/project instance in the repository and use the template.

**Process Activity Name: BLD-24 Submit 508 Conformance Validation Package**

**Previous Activities**
BLD-23 Prepare 508 Conformance Validation Package

**Next Activities**
Process Ends

**Description**
The Project Manager submits the package of 508 conformance documents for all Electronic & Information Technology (E&IT) products, services and documents. This package includes a completed Conformance Validation Statement and a Self-Certification. This is submitted with the products and services to the VA’s Section 508 Program Office, Standards Compliance Division, via Section508@va.gov. In addition, the PM can request assistance from the Department of Veterans’ Affairs Section, 508 Program Office Testing and Training Center (T&TC) to assist with any testing questions or issues against the relevant standard. Requests for support should be sent to the VA’s Section 508 Program Office, via Section508@va.gov. The request should include the completed CVS template, sent in by government personnel only, not contractors.

**Input**
Section 508 Compliance Self-Certification
Section 508 Conformance Validation Statement
Section 508 EIT Exception Application
Section 508 EIT Waiver Application and Remediation Plan
Section 508 Technical Standards Checklists

Output
508 Program Office Acknowledgement of Receipt
Submitted 508 Conformance Validation Package

Associated Artifacts
Section 508 Conformance Validation Statement Template

Responsible Role
Project Manager

Accountable Role
Program Manager

Consulted Role
None Listed

Informed Role
Stakeholder(s)

Tools and Websites
Section 508 Intranet Home Page

Standards
Section 508 Policy and Procedures
Section 508 Standards Checklists, and Document Applications Checklists
VA Policy Memorandum (VAIQ 7309211), Section 508 Compliance Processes for Project Teams
VA Policy Memorandum, Section 508 Compliance Enforcement for Software and Application
VA Policy Memorandum, Section 508 Compliance for VA Internet and Intranet Websites
VA Policy Memorandum, Section 508 Compliance Requirement for VA SharePoint sites
VA Policy Memorandum, Section 508 Conformance Requirements for Electronic Documents
Release Requirements User Stories Decision Tree

More Info
For further information please visit Section 508 Intranet Home Page or contact by phone at 202-461-0508.

When creating or updating the Section 508 related documents, ensure that you copy the Compliance User Stories Template appropriate to your product/project as depicted in the Release Requirements Compliance User Stories Decision Tree for your type of project from the Rational
Requirements Management Repository into your product/project instance in the repository and use the template.

END OF PROCESS.