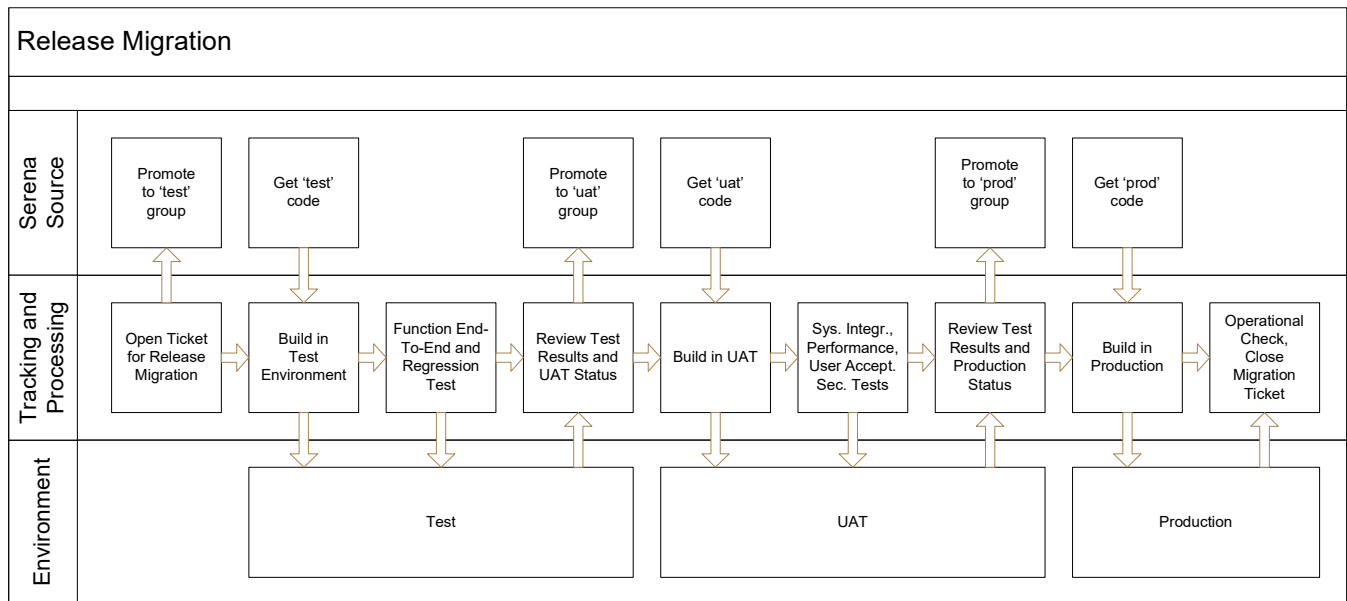


Configuration Management / Migration Control

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1.2 Code Deployments



Ideally, all code deployments should follow this path and be tested in each environment to ensure the quality of the product. In actuality, the deployments may have to occur much faster to meet business needs.

For new requirements and design changes, a new HEAT ticket is generated and information from all HEAT tickets for the code to be deployed is added to a journal entry or attached to the ticket. Low priority fixes may also be included in this deployment HEAT ticket.

For the Test/QA and UAT environments, evaluations are performed to ensure the readiness of the code for deployments into those environments. Checklists are provided for the evaluations to be performed.

The code deployed into those environments is taken from Serena and “built” in those environments. No code is copied between environments. Testing that is specific to the environment is conducted as well as addition scenarios for the environments is conducted and recorded.

For the Production environment, a similar evaluation is performed to ensure readiness of the code and also the documentation and training for the support personnel and clients. A specific checklist is provided for the evaluations to be performed. A quick test of product specific needs is conducted then the deployment is released for operational use. The HEAT ticket is then closed.

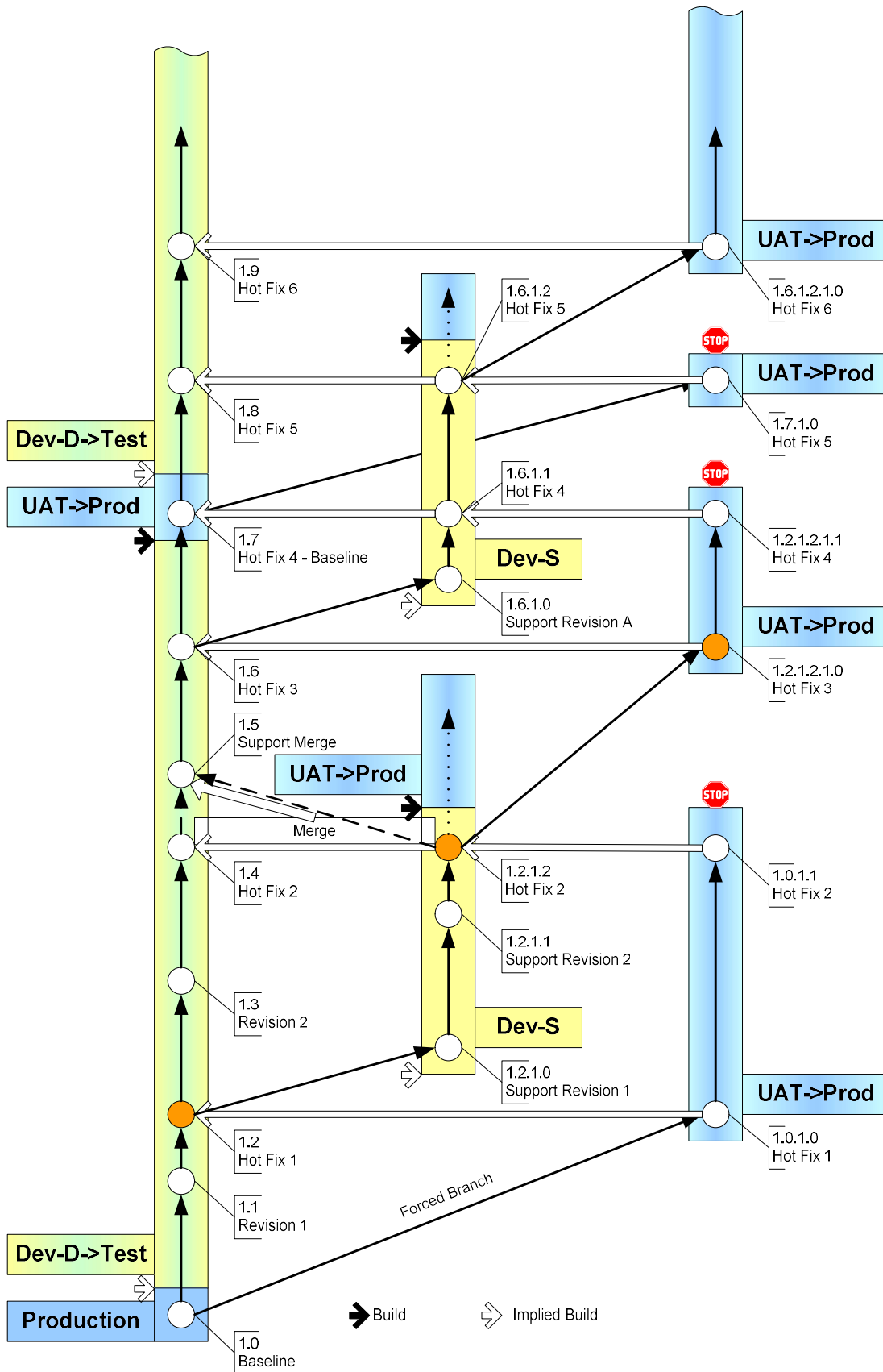
2. Communications

Essential to the continuing development and delivery of a quality product is the communication of activities and status to everyone involved. Two systems are used for communicating the “What” and “When” of the activities conducted in development and deployment. Outlook Mail is used for notifications and should be used for confirmation of verbal communications, discussions, and meetings.. Outlook Calendar is used for scheduling meetings and providing agendas.. HEAT Help Desk is used for assigning and tracking development and deployment activities.

2.1 Notifications

There are several notifications sent during the development and deployment processes and may be informational or instructional. A sample notification can be found in the appendix.

4.2 Releases



- Under this heading is a list of the types of UAT environment servers and the names or IP addresses of the affected servers in each type.
- Production Environment Target(s)
- Under this heading is a list of the types of Production environment servers and the names or IP addresses of the affected servers in each type.

Section: APPLICATIONS

Under this section header is a list of all of the applications in the project. For each application, an indicator of the applications inclusion in the deployment is noted and a count of the files and special instructions is also noted. For example, Yes – 1 file upload, 775 authorization setting.

5.2 DEPLOYMENT Worksheet

Section: INSTRUCTIONS

This section includes the deployment instructions to be performed by the Software Migration Team, the Database Group, the System Administration Group, and the Storage Administration Group. There are sub-sections which are for desktop application builds, database server deployments, ETL server deployments, and Application server deployments.

Subsection: Database Server Deployments

This subsection is provided to the Software Migration Team and support groups necessary to complete the deployment. These instructions are provided in an email sent to the groups with migration responsibility for the specific environment also captured in a journal entry for the HEAT ticket.

Deployment HEAT Ticket Number: number of the HEAT ticket for this deployment, seven (or eight) digit integer without leading zeroes.

Location of Source Code: Database in VCS (Serena VM) for the project containing the CIs

Version Label Assigned: The version label on the CIs included in the deployment

The following subsections are required to be in order of performance, such as, a file must be uploaded to a server before it can be executed on the local database, so Software Migration must copy it to the server before DBA can execute the sql file on the database.

Subsection: Software Migration Group Instructions

This is usually the first subsection though the deployment may use another subsection of the same name to execute further instructions after another subsection is completed

Application Server Preparation

Application Servers are running applications that are “listening” for a call from another application, usually on a web server. To deploy the code, the application server must be stopped, then started after the new code files are deployed.