MSR cHecklisT

1. Identification: MSR-CHECKLIST-TRR-V5.3
2. TITLE: TEST READINESS Review Checklist
3. DESCRIPTION and intended use

The Test Readiness Review (TRR) relates to a specific Acceptance Verification and Validation (AV&V) phase for a Configuration Item (CI), group of CIs, subsystem, component (including Support System Constituent Capability) or system (including Mission Systems, Support System or combination thereof). In this checklist, these items are referred to as the Item(s) Under Test (IUT(s)), where the item may be a CI, subsystem or end item.

The objectives of the TRR are to demonstrate, prior to formal testing, that:

the test procedures for the relevant AV&V phase and IUT(s) are complete and Approved;

that the development status of each IUT is mature enough to enable effective conduct of the AV&V phase;

the developer is prepared for formal testing for the IUT(s); and

organisational arrangements for the AV&V phase are in place.

The TRR should be held after the test procedures for formal testing have been dry run against the same configuration of the IUT(s) as that which will be presented for formal testing. A technical understanding of the informal test results arising from the dry run should be established, and on the validity and the degree of completeness of the relevant documentation.

This MSR Checklist sets out the Commonwealth’s requirements and minimum expectations for the conduct of a TRR.

1. INTER-RELATIONSHIPS

The TRR shall be conducted in accordance with the Approved System Review Plan (SRP) and shall be consistent with the following data items, where these data items are required under the Contract:

Systems Engineering Management Plan (SEMP);

Integrated Support Plan (ISP); and

Verification and Validation Plan (V&VP).

Note: The Status column in the following three tables indicates whether or not the associated Checklist items are able to be tailored by the Contractor in its SRP, based on the following definitions:

1. Mandatory items are not to be tailored;
2. Highly Desirable items should not be tailored, but may be tailored depending upon the specifics of the Contract and the Contractor’s internal processes; and
3. Optional items may be tailored, based upon the specifics of the Contract and the Contractor’s internal processes.

Notwithstanding the Status assigned to each Checklist item, the items are to be included in the SRP if they are applicable.

1. Review Entry Criteria

| Item | Entry Criteria | Status |
| --- | --- | --- |
|  | 1. All data items required to be delivered before, and linked to, TRR have been delivered and the Commonwealth Representative considers the data items to be suitable for the purposes of conducting TRR. | 1. Mandatory |
|  | 1. The status of all design and test documentation for each IUT has been established and declared to the Commonwealth Representative. | 1. Mandatory |
|  | 1. The traceability from IUT requirements to the test procedures and contract test requirements has been established and declared to the Commonwealth Representative. | 1. Mandatory |
|  | 1. Action items from any previous reviews affecting TRR have been successfully addressed or action plans agreed with the Commonwealth Representative. | 1. Mandatory |
|  | 1. The TRR agenda addresses the following for review by the Commonwealth Representative:    1. requirements changes;    2. design changes;    3. test plans and descriptions;    4. test procedures;    5. previous informal and dry run tests;    6. test resources;    7. test limitations;    8. known problems;    9. schedules; and    10. documentation updates. | 1. Highly Desirable |

1. Review Checklist

| Item | Checklist Item | Status |
| --- | --- | --- |
|  | 1. Were all entry criteria satisfied before starting TRR? | 1. Mandatory |
|  | 1. Has the impact of Approved and pending CCPs been assessed? | 1. Highly Desirable |
|  | 1. Have all Commonwealth Representative review comments against data items been adequately addressed? | 1. Mandatory |
|  | 1. Are all test procedures for each IUT complete and Approved by both the Contractor and the Commonwealth Representative? | 1. Mandatory |
|  | 1. Have changes to the Mission System Functional Baseline (FBL) and the Support System FBL since the last review been identified and captured in the design? | 1. Mandatory |
|  | 1. Have all IUT changes and their impact been assessed to ascertain their impact on formal testing? | 1. Mandatory |
|  | 1. Is the development status of each IUT mature enough to enable effective conduct of the AV&V phase? | 1. Mandatory |
|  | 1. Have the Hazard Log contents and their classification been reviewed by the Safety Authority and Approved by the Commonwealth Representative? | 1. Mandatory |
|  | 1. Has a consistent configuration baseline been established for both the IUT(s) and the test environment? | 1. Mandatory |
|  | 1. Have all the test procedures been dry run and the performance of the IUT(s) Verified using these procedures? | 1. Mandatory |
|  | 1. Has the impact of any configuration changes since the dry runs been assessed? | 1. Mandatory |
|  | 1. Were there any significant test failures or non-conformities identified as a result of the dry-runs? | 1. Mandatory |
|  | 1. Are adequate procedures in place to capture the test results and any failures? | 1. Mandatory |
|  | 1. Is the strategy for regression testing and restart of testing after failures agreed? | 1. Mandatory |
|  | 1. Are the facilities and services required for the test in place and have they been Verified against requirements (especially boundary interfaces for facilities, power conditioning, etc)? | 1. Mandatory |

1. Review Exit Criteria

| Item | Exit Criteria | Status |
| --- | --- | --- |
|  | 1. All checklist items have been addressed to the satisfaction of the Contractor and the Commonwealth Representative. | 1. Mandatory |
|  | 1. All major problem and risk areas have been identified and resolved and, for minor problems and risks, corrective action plans have been recorded and agreed by the Commonwealth Representative. | 1. Mandatory |
|  | 1. All required resources including personnel, equipment and facilities are available for formal testing. | 1. Mandatory |
|  | 1. The IUT(s) and test procedures are deemed to be satisfactory by both the Contractor and the Commonwealth Representative to support formal testing. | 1. Mandatory |
|  | 1. Plans for the measurement and analysis program for the next AV&V phase have been agreed by the Commonwealth Representative, including the measures to be collected, associated collection methods, and analysis techniques. | 1. Mandatory |
|  | 1. The plan for achievement of work for the next AV&V phase is reflected in the Performance Measurement Baseline and the reporting levels and variance analysis thresholds have been agreed and documented in the EVM Plan. | 1. Mandatory |
|  | 1. All risks identified during the course of TRR have been documented and analysed. | 1. Mandatory |
|  | 1. The risks with proceeding to formal testing are acceptable to the Commonwealth Representative. | 1. Mandatory |
|  | 1. All major action items have been closed. | 1. Mandatory |
|  | 1. All minor action items have been documented and assigned with agreed closure dates. | 1. Mandatory |
|  | 1. Review Minutes have been prepared, Approved, and distributed in accordance with the Contract. | 1. Mandatory |