

Guidelines on QA Turnaround Timelines for ADE Deliverables

1. The purpose of these guidelines is to enable the Project Teams in getting an idea on QA turnaround timelines of the deliverables listed on the ADE web site so that these timelines are taken into account during project planning stage. These guidelines could be useful for project estimation purposes only.
2. The QA turnaround time guidelines published here are based on the following assumptions :
 - All ADE deliverables are subject to only one iteration of QA cycle.
 - There are one, two or three QA reviewers and one QA approver for any deliverable.
 - The Application uses any of the four Technologies listed on the ADE web site.
 - The approver of the QA review team is the final authority in deciding on the actual QA turnaround time for a given deliverable.
3. The QA turnaround time guidelines for any given deliverable is 5 business days, regardless of Technologies and categories listed on the ADE Website. However, the Project Team has the discretion of negotiating these timelines during Project planning based on a number of factors such as the size of the deliverable to be QAed, number of reviewers, number of QA iterations, non-ADE specified Technology used for the Application etc. However, the minimum QA turnaround time for any deliverable is 3 business days.
4. The following table lists the ADE deliverables Technology wise and Project Category wise. The same information is available elsewhere on the ADE web site in a graphical format.

32	Project Change Request Form												
33	Project Status Report	●	●	●	●	●	●	●	●			●	●
34	Project Risk Management	●	●	●	●	●	●	●	●			●	●
35	Project Issue Management	●	●	●	●	●	●	●	●			●	●
36	Project Change Management	●	●	●	●	●	●	●	●			●	●
37	Project Completion Report	●	●	●	●	●	●	●	●			●	●
38	Project Acceptance Certificate	●	●	●	●	●	●	●	●			●	●
39	Project Evaluation Document		●	●		●	●		●			●	●
40	Project Completion Checklist	●	●	●	●	●	●	●	●			●	●
	<u>Quality Management Deliverables</u>												
41	Project Component Delivery Information	●	●	●	●	●	●	●	●			●	●
42	Quality Control Items List	●	●	●	●	●	●	●	●			●	●