

Updated Entry and Exit Criteria

Readiness

Whilst participation in Consequential Change Management Trials (CCMT) is voluntary, it will be necessary to ensure readiness of those participating prior to testing. Areas will include but not exclusively:

Industry Participants

- Confirmation of participation by an agreed date
- CCMT Approach, and all its constituent parts, has been agreed by the industry
- Acceptance of data within the terms agreed by the CCMTWG
- Load data as provided by Xoserve
- Completion of the connectivity testing for IX
- Completion of registration for APIs including all necessary security certificates
- Provision of primary and secondary contact details
- Confirmation of test phases participating in (Early volunteer or Core)
- Priority processes have been identified by industry participants

Xoserve will be required to ensure that:

- Functional processes have successfully completed a requisite User Acceptance Test prior to CCMT testing; covering all aspects UK Link, DES and API secondary interfaces
- Integrated environment is in place to enable the full suite of testing
- Provide the procedure for managing and communicating defects
- DPIA has been approved
- Data has been provided by Xoserve
- Appropriate access has been provided to all parties; including RQM for defect management
- Provide registration details to enable API set up
- Ensure that all security certificates are in place
- Assurance has been provided through Xoserve's assurance provider

CC Market Trials Entry and Exit criteria

Entry criteria will include:

- Xoserve UAT will be completed prior to the start of CCMT
- confirmation from each organisation that they are ready to participate
- the above readiness criteria have been completed.
- No P1/P2 defects from Xoserve internal testing
- Full defect management process is in place
- Access to the Defect management tool has been provided to all parties

- All participants have completed a successful connectivity test for both IX and APIs
- All participants are able to access DES
- Organisation test schedule requiring Xoserve intervention has been agreed with Xoserve

Exit criteria will include:

- No outstanding P1/P2 defects
- All priority test cases have been completed
 - It must be noted that Xoserve will not monitor test cases and it will be the participants responsibility to confirm that all priority test cases have been completed
 - Xoserve will provide reports demonstrating the volume of file flows/messages supporting the completion of processes
- The agreed number of participants has taken part in consequential change testing

Use of contingency

Within the revised CCMT plan, a contingency period has been identified to run from 6th March 2021 – 16th April 2021, however, this will only be used under specific circumstances and the core CCMT will complete on 5th March 2021.

The contingency period will only be invoked under the following circumstances :

- Defect levels have resulted in significant delays during the Core CCMT
- A P1/2 defect will not be deployed in time for testing prior to the end of core CCMT
- Participants have experienced significant issues within their own systems causing delays
 - This will be agreed on a case by case basis
 - Will only be available for the testing of priority processes

Invoices will not be run during the contingency period unless testing has been extended into the contingency period for all parties due to significant delays in the Core CCMT period

A decision point will be agreed with the industry to confirm the use of the contingency period.