<organisation> Non-SIT S&A
MHHS QT Test Plan

Document owner	**Document number**	**Version**
Non-SIT S&A QT Team	MHHS – DEL3038	V1.0
Status:	**Date**	**Classification**
Final	02-Sep-2024	Internal

1   Contents

Tables

Guidance notes:

Use of this template for documenting a QT Test Plan is optional but we encourage all to use this template. A Programme participant may use another format if required, as long as the same topics are covered. Functional, Migration, Non-Functional and Operational Testing must be covered. Programme participants can also add any additional sections as they feel appropriate.

Orange text indicates guidelines or examples.

Template starts from page 4 onwards - this page must be removed from the final document produced by Programme participants

1.1 Programme Participant Name

Programme participants to fill in the table below and include their relevant constituency group and third-party provider if applicable.

Programme Participant Name	Constituency Group	MPID(s) Tested	Third Party Provider
e.g. Generic Electricity Co. Ltd	*Non-SIT S&A*	*MPID1*	*N/A*

1.2 Change Record

The table below needs to be updated with details of each amendment and change control.

Date	Author	Version	Change Detail

1.3 Document Approval

The table below needs to be updated and the role needs to be defined per person as one of the following categories:

- *Review;*
- *For Information;*
- *For Approval; and*
- *Approval and Sign Off.*

Reviewer/Approver	Role

1.4 References

Reference any documents into the table below along with reference and version number. Programme participants should insert documents wherever possible.

Reference	Documents	Publisher	Version	Additional Information
REF 001	*Requirements to Test Traceability Matrix*			
REF 002	*Test Catalogue*			
REF 003	*QT Test Readiness Report*			

1.5 Terminology

Reference any terminology requiring a description used in this document.

Term	Description

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2 Scope

2.1 Scope Overview

This section is intended to define the high-level scope of Non-SIT S&A QT. It should list areas of the system or functionality being tested and should include a reference to functional, migration, non-functional, operational requirements in scope and design baseline.

An architecture diagram should be included which clearly indicates all systems being used as well as test stubs or other test software. A description of limitations of any test stubs or software should be included along with the way these limitations are being mitigated.

NOTE that this is an important section of the document for assurance purposes.

2.1.1 In Scope

The Scope for Qualification Testing should be defined by your completed RTTM and Test Catalogue; please ensure these are provided with this document.

2.1.2 Out of Scope

This section should explicitly identify the high-level key features, test requirements and interfaces that will not be tested by listing what is out of scope of the test plan along with reasons for not testing. This should also include any DIP publications that parties are opting out of.

Key Themes/Requirements/Interfaces	Test Types	Risk Level	Provide Rationale
Theme x			

Table 1 Out of Scope

3   Test Approach

3.1   Placing Reliance

This section should describe placing reliance approach. This expected to be a high level summary unless there are any changes to the placing reliance approach already shared.

3.2   Test Scenarios and Cases

This test plan should be submitted with a draft Qualification Testing requirements traceability matrix which should have been populated to include test cases in scope; this should also include the finalised Test Catalogue derived from the master Test Case Catalogue.Any additional information or context to support the RTTM should be added here.

3.3   Re-Testing and Regression

This section should describe a Non-SIT S&A approach to any retesting that will be expected to be carried due to defect, clarification process etc., including regression testing against IR8 if parties where unable to complete as part of PIT.

3.4   Test Entry Criteria

This section should describe how test entry criteria defined in Non-SIT S&A QT Approach and Plan section 9.8 will be met.

	Non-SIT S&A Entry Criteria
1	Evidence of successful PIT Completion (functional and migration) has been submitted, assured by the Non-SIT S&A QT Team and any work off plans agreed with Code Bodies and tracked - please refer to MHHS-DEL852 - Pre-Integration Test Guidance for full details of the PIT exit criteria and submission timelines for PIT deliverables.
2	Non-SIT S&A Participant are on track to submit evidence of successful PIT Completion (non-functional and operational) by the agreed dates as outline in the Programme Plan.
3	All relevant test artefacts listed as an entry criteria in section 10.4 of Annex 2 (MHHS-DEL2433) must have been produced by the Non-SIT S&A QT participant and approved by Non-SIT S&A QT Team and Code Bodies (where applicable).
4	Successful completion of DIP onboarding and connectivity proving with no open issues which would impact the test schedule for Non-SIT S&A QT.
5	Successful completion of onboarding into ADO with confirmation of resource access
6	Successful completion of onboarding into QTF with confirmation of resource access including completion of smoke test
7	Test Data has been requested, generated and loaded into the Participant UIT environment.
8	Participants have confirmed they have resources with necessary skills and system access to support the test stage execution, the defect management process and have completed QTF/ADO training.
9	At least one primary contact has been provided and onboarded into the MHHSP Microsoft Teams private Participant channel for the purpose of Qualification Testing.
10	For any Non-SIT S&A QT participants placing reliance, MHHS Placing Reliance submission reviewed and approved by Non-SIT S&A QT Team and Code Bodies.
11	Where test scope has been adjusted for Placing Reliance and/or exemptions have been requested, this has been documented in the Section 3.1 of this document and this has been reviewed by the Non-SIT S&A QT Team and Code Bodies. Participant will be required to reflect test case exemptions in the QT RTTM and final QTC set in accordance with the Placing Reliance agreement.

3.5 Test Exit Criteria

This section should how test exit criteria defined in Non-SIT S&A QT Approach and Plan section 10.11 will be met.

	Exit Criteria
1	No outstanding Severity 1 and Severity 2 Defects.
2	Sev3 and Sev4 defects that cannot be resolved during QT are documented with impacts assessment and a work off plan by the Programme Participant, reviewed by the Non-SITS&A QT Team and agreed with Code Bodies ahead of QT completion.
3	100% test execution coverage, including functional, non-functional, migration and operational testing with approval from Code Bodies for any de-scoped/ failed test cases prior to QT completion.
4	Non-SIT S&A QT Completion Report including work off reviewed by Non-SIT S&A QT Team and submitted to Code Bodies.
5	Test results and evidence have been uploaded to the test management tool (QTF) and has been assured by Non-SIT S&A QT Test Team and approved by Code Bodies.
6	Completion of any PIT work-off plans or deferred PIT activity (as agreed with Code Bodies)

4 Test Schedule and Deliverables

4.1 Test Schedule

This section should provide details of the proposed high level test schedule regarding the testing activities. This information will be used by the Non-SIT S&A QT Team to track Participant progress. It should also include details of:

- *Test preparation (including requirements to Test Traceability Matrix, and other deliverables from section 9.6 and activities in 9.7 in Non-SIT S&A QT Approach and Plan)*
- *Test execution dates*

Programme participants can use the table below as an example or create a new table based on their <test stage> testing schedule:

Test Activities	Start Date	End Date
e.g., Produce RTTM	*01/03/2023*	*01/04/2023*

Table 2 Test Schedule for <test stage> Testing

5 Test Infrastructure

This section should define the environment to support the preparation and execution of this Non-SIT S&A QT Approach and Test Plan. Participants should also identify systems where placing reliance has been applied e.g. DIP adapter, UMS exemptions. .

5.1 Test Environments

This section should define any Programme Participant's test environments used within QT stage.

5.2 Test Stubs and Other Tools

This section should define any test stubs and other Tools a Non-SIT S&A is using within QT stage that is not the Qualification Testing Framework or MHHSP Test Management Tool (ADO).

5.3 Test Data

This section should include any further information to Non-SIT S&A's approach to test data that is not documented in the Non-SIT S&A QT Test Data Approach and Plan.

5.4 Release and Configuration Management

<mark>*This section should define the release and configuration management approach for a Non-SIT S&A's systems to be used within QT stage.*</mark> *This should include details about how regression is evaluated and carried out.*

6 Roles and Responsibilities

6.1 Test Roles and Responsibilities

In this section, define the key roles needed to fulfil the QT testing. Clear and unambiguous definition of the roles and responsibilities is essential for fulfilling the test plan. If possible then Programme participants can put a name against each role as well as the job title. One person may hold more than one role providing there is no conflict of interest.

The table below identifies the roles and responsibilities for QT stage:

Role	Full Name (optional)	Responsibilities
e.g., Test Manager		*Day to day test management and progress reporting, review of test inputs and test outputs, allocation of test tasks*

Table 3 Test Roles and Responsibilities

Test team structure of the test organisation can be added if available.

7 Defect Management

7.1 Defect Management and Reporting of Non-SIT S&A Defects

This section should describe the defect management process for defects raised by Non-SIT S&A Programme Participants on their systems.

7.2 Work-Off Plan

This section should describe the approach to using a work-off plan should one be required.

8 Test Result Management and Reporting

This section should describe how reporting for the QT readiness and test execution test stage will be performed.

9 Test Assurance

This section should describe the test assurance process in detail and how Programme participants will carry out self-assurance on all their test-related deliverables and activities for QT phase.

It should also describe any criteria for a Work-Off plan.

10 Risks, Assumptions, Issues and Dependencies

10.1 Risks

The focus within the section should be on risks that relate to and affect the testing in relation to this QT test Plan and its scope. Any non-testing related risks identified by the Programme participant should be listed below.

Risk No	Risk Description	Impact	Owner	Mitigation
R-1	*Insert description*	*Describe how the risk could affect testing*	*Set an owner*	*Describe what steps are being taken to mitigate the risk*

Table 4 Risks

10.2 Assumptions

The focus within this section should be on assumptions that relate to and affect the testing in relation to this QT Test Plan and its scope. Any non-testing related assumptions identified by the Programme participant should be listed below.

Assumption No	Assumption Description	Rationale
A-1	*Describe the assumption*	*Summarise why the assumption is needed*

Table 5 Assumptions

10.3 Issues

The focus within the section should be on issues that relate to and affect the testing in relation to this QT Test Plan and its scope. Any non-testing related issues identified by the Programme participant should be listed below.

Issue No	Issue Description
I-1	*Describe the issue*

Table 6 Issues

10.4 Dependencies

The focus within the section should be on dependencies that relate to and affect the testing in relation to this QT Test Plan and its scope. Any non-testing related dependencies identified by the Programme participant should be listed below.

Dependency No	Dependency Description
D-1	*Describe the dependency*

Table 7 Dependencies

Appendix

Any appendix should be added here.