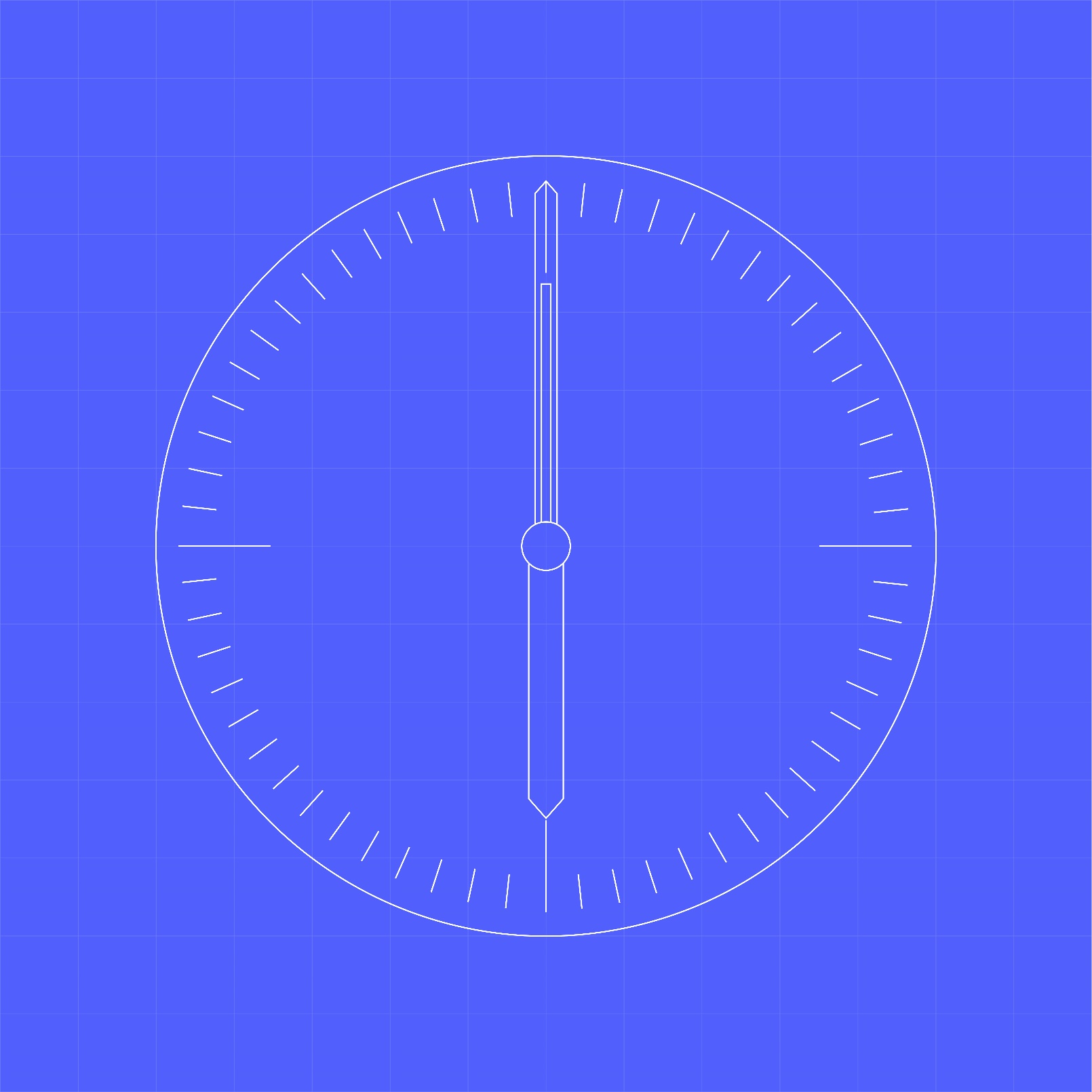
**SIT Component Integration Test Participant Readiness Report - <Organisation> <CIT Interval>**

**Contents**

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## Template Control

### Template Change Record

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Author(s) | Version | Change Detail |
| 12/09/2023 | Mayur Depala | 0.1 | Initial Draft |
| 20/09/2023 | Mayur Depala | 0.2 | Updates following LDP SI review. |
| 28/09/2023 | Dominic Mooney | 1.0 | Updates following SRO review and Approval. |
|  |  |  |  |
|  |  |  |  |

### Template Reviewers

|  |  |
| --- | --- |
| Reviewer | Role |
| Dominic Mooney | MHHS SI SIT Delivery Manager |
| Smitha Pichrikat | MHHS SRO Function Client Delivery Manager |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

### Template References

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Ref No. | Document/Link | Publisher | Published | Additional Information |
| REF-01 | [MHHS-DEL1258 SIT Component Integration Test Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/f1e65be0-9bf4-460e-87d8-652b04eed067/MHHS-DEL1258_SIT_Component_Integration_Test_Approach_&_Plan.pdf) | SI Testing | 19th July 2022 |  |
| REF-02 | [MHHS-DEL1507 SIT Readiness Tracker](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/SitePages/SIT-Tracker.aspx) | SI Testing | 1st Published 11th August 2023 | Updated weekly on the MHHS Collaboration Bases |
| REF-03 | [MHHS-DEL1064 - Placing Reliance Policy](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/Testing%20Documents/MHHS-DEL1064%20-%20Placing%20Reliance%20Policy_v1.0.pdf?web=1) | SI Testing | 27th April 2023 |  |
| REF-04 | [MHHS-DEL852 - Pre-Integration Test Guidance](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/Testing%20Documents/MHHS-DEL852%20-%20%20Pre-Integration%20Testing%20Guidance%20v1.1.pdf?web=1) | SI Testing | 18th August 2023 |  |
| REF-05 | [MHHS-DEL618 - Environment Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/bbe75ca4-3393-4829-a777-632cd0464bf0/MHHS-DEL618_-_Environment_Approach__Plan_v2.5.pdf) | SI Testing | 21st July 2023 |  |
| REF-06 | [MHHS-DEL1309 - CIT Test Data Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/c67d3acd-dad1-4944-830d-e55e94da4e16/MHHS-DEL-1309-_SIT_CIT_Test_Data_Approach_&_Plan_v1.0.pdf) | SI Testing | 19th July 2023 |  |
|  |  |  |  |  |

### Document Purpose and Guidance

The Market-wide Half Hourly Settlement programme (MHHS) when completed will contribute to a more cost-effective electricity system, encouraging more flexible use of energy and helping consumers lower their bills.

The objective of the Component Integration Test (CIT) stage is to demonstrate that each Market role in scope, which directly integrates with the DIP, can bi-laterally interface with the DIP successfully and the DIP can then route interface messages to the correct recipients based on IF message sender and payload conditions. The purpose of this testing is to build confidence for, and de-risk, the subsequent SIT Functional Test stage where full E2E business process tests involving all roles will be executed. For full details of the background of this SIT stage please refer to [REF-01] [MHHS-DEL1258 SIT Component Integration Test Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/f1e65be0-9bf4-460e-87d8-652b04eed067/MHHS-DEL1258_SIT_Component_Integration_Test_Approach_&_Plan.pdf).

Prior to CIT commencement each participant is required to provide a Participant CIT test Readiness Report (this template) as a formal self-declaration of their CIT readiness status in relation to preparation activities as outlined in section 7.1.5 of [REF-01] [MHHS-DEL1258 SIT Component Integration Test Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/f1e65be0-9bf4-460e-87d8-652b04eed067/MHHS-DEL1258_SIT_Component_Integration_Test_Approach_&_Plan.pdf).

The objective of this test readiness report is to demonstrate the preparedness of testing efforts for each organisation entering into a CIT Interval. As a key milestone before the commencement of testing activities, this report aims to ensure that all necessary components and prerequisites are in place to conduct testing efficiently and effectively.

This report will need to include:

* A completion status of Test participant owned CIT readiness activities which have been specified in [REF-02] [MHHS-DEL1507 SIT Readiness Tracker](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/SitePages/SIT-Tracker.aspx).
* A statement and supporting evidence against the Test participant owned CIT Entry Criteria, as documented in section 7.1.6 in [REF-01] [MHHS-DEL1258 SIT Component Integration Test Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/f1e65be0-9bf4-460e-87d8-652b04eed067/MHHS-DEL1258_SIT_Component_Integration_Test_Approach_&_Plan.pdf).
* Details of any exceptions i.e., readiness tasks, entry criteria, open PIT defects that have not been completed, met or resolved at the time of writing of the readiness report, and the associated work off plans and dates agreed with the MHHS programme for when these activities are planned to be completed.
* For Qualifying participants that have adopted the [REF-03] [MHHS-DEL1064 - Placing Reliance Policy](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/Testing%20Documents/MHHS-DEL1064%20-%20Placing%20Reliance%20Policy_v1.0.pdf?web=1), evidence will need to be provided that demonstrates their proposal has been accepted by the Programme and that a placing reliance RACI has been agreed with their 3rd Party providers and the MHHS SI.
* Any new risks or issues to declare.
* Evidence that the Test participant Readiness Report has been approved and signed by a senior stakeholder authority within the Qualifying participants’ organisation, i.e., an approval from a delegated 3rd party provider only will not suffice.

Please note that individual organisations’ CIT Participant Readiness Reports will provide the formal input into an overarching SI CIT Test Readiness Report for each CIT Interval. The status and recommendations in that report will feed into a MHHS programme governance decision via TMAG on whether or not to proceed with CIT test execution.

**Guidance notes:**

Use of this template for documenting a CIT Readiness Report is **Mandatory**. A participant must use the format in this template. Programme participants can also add any additional sections as they feel appropriate but should not remove any within the base template.

Participants will be expected to produce their CIT readiness reports in line with the CIT Interval they are entering.

|  |  |  |
| --- | --- | --- |
| CIT Interval | Deliverable | Date Required |
| 1 | Participant CIT Readiness Report | 29/09/2023 |
| 2 | Participant CIT Readiness Report | 20/10/2023 |
| 3 | Participant CIT Readiness Report | 03/11/2023 |
| 4 | Participant CIT Readiness Report | 17/11/2023 |
| 5 | Participant CIT Readiness Report | 08/12/2023 |
| 6 | Participant CIT Readiness Report | 05/01/2024 |

Table 1: Participant CIT Readiness Report production timetable

For those Programme participants choosing the non-SIT route, this template maybe updated or new one created. So please follow the guidance provided by the Qualification team via the Qualification Working Group.

Red text within this document indicates guidelines or examples intended to assist with completion of the template and can be removed when completing the document.

# Participant CIT Readiness Report

## Programme Participant Name

*Programme participants to fill in the table below and include their relevant constituency group and third-party provider(s) if applicable (i.e., any 3rd parties documented within a placing reliance proposal).*

*If more than one role is being tested within the CIT interval, please enter a new row in the table and include the respective details.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Programme Participant Name | Constituency Group | Industry Role | MPID(s) Tested | Third Party Provider(s) |
| *e.g., Generic Electricity Co. Ltd* | *I&C Supplier* | *Eg., ADS, MSA, MSS, SDS etc* | *MPID(s) that will be actively tested in SIT i.e., not MPIDs that will be Qualified via placing reliance* | *N/A* |

## Change Record

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

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Author | Version | Change Detail |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Document Approval

*The aim of this section is to provide:*

* *Details of the stakeholders who reviewed and approved the Test Readiness Report*
* *Include a sign-off section for the project manager or other relevant stakeholder authority (any evidence of signoff emails should be included in the appendix)*

*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.*

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Role | Organisation | Review / Information / Approval / Sign Off |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## References

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Reference | Documents | Publisher | Version | Additional Information |
| *PPREF-01* | *e.g., MHHS PIT Test Completion Report* |  |  | *Issued to MHHS SI Test Team on x date* |
| *PPREF-02* | *e.g., CIT Entry Criteria Completion Evidence* |  |  | *See appendix x* |
| *PPREF-03* |  |  |  |  |

## Terminology

*Reference any terminology used in this document.*

|  |  |
| --- | --- |
| Term | Description |
|  |  |
|  |  |
|  |  |

## CIT Test and Support Resources

*In this section, please provide details of all resources who will be actively involved in testing or supporting test execution within your Organisation and / or your 3rd party provider(s).*

*Ensure key roles in carrying out execution and defect management during your CIT interval are named and available for the respective interval. This is particularly important to ensure when placing reliance, the correct resources are available and engaged in the following types of roles, please indicate who the main point of contact for your organisations MHHS testing:*

* *Test Manager / Primary Point of Contact (PPOC) for Testing*
* *Test Analyst(s)*
* *Defect Manager / Analyst*
* *Programme Management*
* *Environment Management support*
* *Infrastructure, application and network support*
* *Release and configuration management support*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Role | Organisation | MHHS Email Address | PPOC? | ADO User |
| *Sue Smith* | *Test Manager* | *Generic Electricity Co. Ltd* | [*Sue.smith@mmhsprogramme.co.uk*](mailto:Sue.smith@mmhsprogramme.co.uk) | *PPOC* | *Yes* |
| *John Doe* | *Test Analyst 1* | *Generic 3rd Party Software Provider* | [*John.doe@mhhsprogramme.co.uk*](mailto:John.doe@mhhsprogramme.co.uk) |  | *Yes* |
|  | *Test Analyst 2* |  |  |  | *Yes* |
|  | *Defect Manager* |  |  |  | *Yes* |
|  | *Environment Manager* |  |  |  | *Yes* |
|  | *Infrastructure Lead* |  |  |  | *Yes* |
|  | *Release Manager* |  |  |  | *No* |
|  | *Project Manager* |  |  |  | *No* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Table 2: CIT Test and Support Resources

## Placing Reliance RACI

*If your organisation has adopted the placing reliance policy in order to delegate testing responsibility to any 3rd party IT or software providers in the interval, the MHHS programme will have separately asked you to complete and agree a Placing Reliance RACI which has been agreed with your partners and the MHHS SI Test Team (A Placing Reliance RACI template to complete is provided in Appendix A of this document). Please confirm you have completed the placing reliance RACI and evidence agreement with the SI test team and provide the final agreed RACI embedded in the appendix of this report.*

*Note - this requirement is not applicable if you are not placing reliance.*

|  |  |  |  |
| --- | --- | --- | --- |
| Placing Reliance RACI | Status | Commentary | Forecast Date for completion |
| Placing Reliance RACI completed and agreed with SI | *Not Applicable / Not Started / In Progress / Complete* | *If Complete see Appendix A for evidence.*  *Or.*  *See forecast date if ‘Not Started’ or ‘In Progress’* | *If ‘Not Started’ or ‘In Progress’* |

Table 3: Placing Reliance RACI Status

## Component Integration Test Readiness Status

*In this section please provide a status against the following key participant owned readiness tasks defined in [REF-02]* [*MHHS-DEL1507 SIT Readiness Tracker*](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/SitePages/SIT-Tracker.aspx)*.*

*Guidance Notes:*

* *MHHS Target Date – Please refer to [REF-02]* [*MHHS-DEL1507 SIT Readiness Tracker*](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/SitePages/SIT-Tracker.aspx) *for the dates by which each task is required to be completed for your given CIT Interval.*
* *RAG Status:*
  + *Blue = Complete.*
  + *Green = On-track or pending assurance review.*
  + *Amber = Behind plan, but with a work off plan that is forecast to complete before CIT Interval execution.*
  + *Red = Behind plan, indicating either with no current work off plan, or a work off plan that is forecast to close out after the planned CIT interval execution start.*
* *For tasks that were due to be completed at the time of writing this report, but are currently outstanding, please provide a forecast date and details of the exception and work off plan in Section 2.13 ‘Exceptions and Work Off Plan’.*
* *For tasks that are due to be completed subsequent to the writing this report, but for which it is known that the completion date will need to be reforecast, please provide a forecast date and details of the exception and work off plan in Section 2.13 ‘Exceptions and Work Off Plan’.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # | Task Category | Task | MHHS Target Date | RAG  Status | Commentary | Forecast Date |
| 1 | Envs | DIP Onboarding |  |  | *e.g., ‘Complete’, ‘On track’*  *Or.*  *see Section 2.13 ‘Exceptions and Work Off Plan’ #1 for details.* | *If different to ‘MHHS Target Date’* |
| 2 | ADO | Test Management Tool Users Provided to SI |  |  |  |  |
| 3 | Release | MHHS code deployed to SIT PPs' envs |  |  |  |  |
| 4 | Test Management | PP Test execution schedule confirmed |  |  |  |  |

Table 4: Key CIT Readiness Tasks

## Component Integration Test Entry Criteria

*Provide a status against each CIT participant entry criteria as listed in [REF-01] MHHS-DEL1258 SIT Component Integration Test Approach & Plan. The aim of this section is for the participant to confirm completion status of each entry criteria activity and highlight any exceptions or work off plans.*

*Guidance Notes:*

* *RAG Status:*
  + *Blue = Complete.*
  + *Green = On-track or pending assurance review.*
  + *Amber = Behind plan, but with a work off plan that is forecast to complete before CIT Interval execution.*
  + *Red = Behind plan, indicating either no current work off plan, or a work off plan that is forecast to close out after the planned CIT interval execution start.*
* *For items that were due to be completed at the time of writing this report, but are currently outstanding, please provide details of the exception and work off plan in Section 2.13 ‘Exceptions and Work Off Plan’.*
* *For items that are due to be met subsequent to the writing this report, but are currently outstanding, please provide details of the exception and work off plan in Section 2.13 ‘Exceptions and Work Off Plan’.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # | Entry Criteria | Status  (Met, Partially Met, In Progress, Not Started) | RAG | Notes / Exception & Work Off | Assurance Sign Off Status | Evidence |
| 1 | Evidence of successful PIT Completion for the CIT stage has been submitted, assured by the SI and any work off plans agreed and tracked - please refer to [REF-02] [MHHS-DEL852 - Pre-Integration Test Guidance](https://mhhsprogramme.sharepoint.com/sites/Market-wideHalfHourlySettlement/Testing%20Documents/MHHS-DEL852%20-%20%20Pre-Integration%20Testing%20Guidance%20v1.1.pdf?web=1) for full details of the PIT exit criteria. | *Met* |  | *e.g., All MHHS IR2 PIT Completed and Final PIT Exit Report issued to SI Test Assurance Team for assurance review.* | *SI Test Assurance Approval received* | *Test Assurance Approval email - See appendix A/B/X…* |
| 2 | Environment Connectivity proving has been successfully completed and evidence assured by the SI. See [REF-05] [MHHS-DEL618 - Environment Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/bbe75ca4-3393-4829-a777-632cd0464bf0/MHHS-DEL618_-_Environment_Approach__Plan_v2.5.pdf). | *Partially Met* |  | *e.g., Connectivity proving complete, and evidence provided to SI Environment Management* | *Pending SI Environment Management Assurance approval* |  |
| 3 | Test Data allocation has been loaded, verified, and assured by the SI. See [REF-06] [MHHS-DEL1309 - CIT Test Data Approach & Plan](https://mhhs-prod-webapp.azurewebsites.net/uploads/c67d3acd-dad1-4944-830d-e55e94da4e16/MHHS-DEL-1309-_SIT_CIT_Test_Data_Approach_&_Plan_v1.0.pdf). | *In Progress* |  | *e.g., See Section 2.13 ‘Exceptions and Work off Plans’ item # 2* |  |  |
| 4 | Participant users have been onboarded to the MHHS Test Management Tool. | *Not Started* |  | *e.g., See ‘Exceptions and Work off Plans’ item # 3* |  |  |
| 5 | Participants have confirmed they have resources with the requisite skills and system access to support the test stage execution and defect management process. | *Met* |  | *e.g., All CIT Test and Support resources named in section 2.6 have been mobilised and ready to commence testing.* | *SI Test Assurance Approval received* | *See Section 2.6* |

Table 5: Entry Criteria Status

## Outstanding PIT Defects

*Please provide details of any open/outstanding PIT Defects that current prevent MHHS design IR2 compliance or impact planned CIT interval execution. Please note any items listed here will be loaded in the MHHS Test Management tool for tracking through to resolution.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| # | PP Defect Ref | Severity  S1-4) | Defect Summary | Impact on planned CIT | Target Resolution Date |
| *1* |  |  |  | *Please highlight how this might impact your planned CIT coverage if unresolved at the point when execution is due to commence. If there are specific CIT tests that will consequently be blocked until resolved, please list these in the appendix.* |  |
| *2* |  |  |  |  |  |

Table 6: Outstanding PIT Defects

## Risks

*This section is an opportunity to highlight any newly identified risks in your testing that may impact your CIT readiness or execution. Please provide details of any planned mitigations.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Risk Ref | Severity / Rating | Summary Description | Planned Mitigation(s) |
| *1* | *PP Internal Ref* | *e.g., H/M/L* | *Please articulate how this could impact your CIT interval execution readiness or execution plans.* |  |
| *2* |  |  |  |  |

Table 7: Risks

## Issues

*This section is an opportunity to highlight any newly identified issues int your testing, not already covered in this report that are also impacting your CIT readiness or interval execution plans. Please provide details of planned resolutions.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| # | Issue Ref | Severity / Rating | Summary Description | Planned Resolution | Target Resolution Date |
| *1* | *PP Internal Issue Ref* | *e.g., H/M/L* | *Please articulate how this could impact your CIT interval readiness or execution plans if unresolved.* |  |  |
| *2* |  |  |  |  |  |

Table 8: Issues

## Exceptions and Work Off Plans

*Please provide a full consolidated list of all key Readiness Tasks or Entry Criteria exceptions documented in this report, i.e., items that were due to be concluded at the time of writing of this report but are outstanding, or any tasks due to complete subsequent to this report for which it is known that the completion date will need to be reforecast.*

*Please be clear on whether any items are expected to be resolved prior to or during the planned CIT interval execution.*

*Additional Notes:*

* *If outstanding PIT defects are included, to avoid duplication please just add the references identified in Section 2.10 ‘Outstanding Defects’ within the ‘Exception Summary’ field, but please do provide details of the work plan in this table.*
* *Please be clear if any areas of your PIT execution have not been concluded at the time of writing and when this is expected to be closed out. If any planned CIT tests are impacted, or will be blocked, please also provide details of these tests in the appendix.*
* *If outstanding Issues are included, to avoid duplication please just add the references identified in Section 2.12 ‘Issues’.*
* *Please be clear if any items, defects or issues prevent MHHS Design IR2 compliance or may impact any planned CIT tests in scope for the interval.*

*If any items are listed in this section please provide as much detail as possible on the work off plan, as this information will be crucial to assess if your organisation has a realistic plan to resolve these exceptions, and are likely to be accepted into SIT, or if the nature of the exception and work plan prevents this, or has the potential to materially impact other participants in the CIT Interval(s).*

|  |  |  |  |
| --- | --- | --- | --- |
| # | Exception Summary | Work off plan summary | Target Resolution Date |
| *1* | *Please articulate any way this may impact your CIT interval execution plans if unresolved prior to, or during CIT interval execution.* |  |  |
| *2* |  |  |  |

Table 9: Exceptions and Work Off Plans

## CIT Readiness Declaration

*This section is your organisations’ CIT readiness statement and recommendation to proceed or not into SIT CIT execution.*

|  |  |
| --- | --- |
| Participant CIT Readiness Declaration | Participant Stakeholder Sign Off Evidence |
| *<Insert Organisation Name> has completed MHHS Interim Release 2 compliant build and PIT activities and is ready to commence MHHS Interval <Insert Interval Number> subject to closing out any Exception work off plans detailed in Section 2.13 ‘Exceptions and Work Off Plans’.*  *Or:*  *It is recommended that <Insert Organisation Name> is not ready to commence MHHS Interval <Insert Interval Number> subject to the Exceptions detailed in Section 2.13 ‘Exceptions and Work Off Plans’.* | *Evidence embedded here / Please see Appendix B* |

Table 10: CIT Readiness Declaration

# Appendix A – Placing Reliance RACI



# Appendix B – Evidence of stakeholder sign off

*<Provide all relevant evidence embedded in the appendix – please add additional appendix sections as required>*