

Release Process Milestone Planning Update for community release management

This page contains a proposal to modify the Anuket release milestone criteria to support Anuket releases without a dedicated Release Manager.

Milestone	Original criteria	Proposed criteria
M0		<input type="checkbox"/> Release milestones are defined by a volunteer TSC member <input type="checkbox"/> Release milestones approved by the TSC
M1	<input type="checkbox"/> RC Workstream lead(s) recommend RM and RA versions to the TSC for use in the release <input type="checkbox"/> RI workstream lead(s) recommend RM and RA versions to the TSC for use in the release <input type="checkbox"/> RC validation plan created or updated <input type="checkbox"/> RI validation plan created or updated <input type="checkbox"/> Release string "Orinoco Release" created in Jira <input type="checkbox"/> Release string "Orinoco Release" created in GitHub <input type="checkbox"/> Release milestone dates added to GitHub <input type="checkbox"/> PTLs submit project-level release plans <input type="checkbox"/> Workstream leads complete specification planning template for release <input type="checkbox"/> RC workstream leads propose plan for RC development (based on an updated RA)	<input type="checkbox"/> Release string "Orinoco Release" created in Jira by a volunteer TSC member or LF staff <input type="checkbox"/> Release string "Orinoco Release" created in GitHub by a volunteer TSC member or LF staff <input type="checkbox"/> Release milestone dates added to GitHub by a volunteer TSC member or LF staff <input type="checkbox"/> PTLs of non specification sub-projects submit project-level release plans if they plan to participate in the release <input type="checkbox"/> PTLs of specification sub-projects complete specification planning template for the release
M2	<input type="checkbox"/> RC2 - ready to begin validation testing (statement in TSC meeting or email to TSC list) <input type="checkbox"/> RC2 - coverage of RA specified <input type="checkbox"/> Jira issues assigned to release for each participating project (should reflect work described in project release plan) <input type="checkbox"/> High level issues identified by specification team and appear on dashboard.	<input type="checkbox"/> For non specification sub-projects participating in the release Jira issues assigned to release (should reflect work described in project release plan) by the PTL-s and reported to the TSC in a mail <input type="checkbox"/> High level issues identified by specification sub-project teams and appear on the GitHub dashboard by the PTL-s and reported to the TSC in a mail
M3	<input type="checkbox"/> RC2 - RC workstream lead confirms successful completion of validation test plan (statement in TSC meeting or email to TSC list) <input type="checkbox"/> High priority Jira issues resolved (closed or assigned to future release) <input type="checkbox"/> Preliminary documentation completed (confirmed by DOCs team) <input type="checkbox"/> RI2 development completed (confirmed by workstream lead)	<input type="checkbox"/> For non specification sub-projects participating in the release high priority Jira issues resolved (closed or assigned to future release) last resolved issue is reported to the TSC on mail or in the TSC meeting by the PT <input type="checkbox"/> For non specification sub-projects participating in the release preliminary documentation completed (confirmed by volunteer TSC members)

M4	<ul style="list-style-type: none"> <input type="checkbox"/> RI validation testing completed. The lead for each RI presents the validation plan and results to the TSC. <input type="checkbox"/> High priority Jira issues resolved (closed or assigned to future release) <input type="checkbox"/> Software projects create release branch <input type="checkbox"/> Specification content created matching high level issues (M2) (Note: moved from M3, per TSC agreement Mar 29, 2022) <ul style="list-style-type: none"> <input type="checkbox"/> Workstream leads review PR status with TSC <input type="checkbox"/> PRs indicated as closed on the specification dashboard 	<ul style="list-style-type: none"> <input type="checkbox"/> Non specification sub-projects have a release branch created by a committer of the sub-project or LF staff <input type="checkbox"/> Specification content created matching high level issues (M2) <ul style="list-style-type: none"> <input type="checkbox"/> Specification sub-project leads review PR status with TSC <input type="checkbox"/> PRs indicated as closed on the specification dashboard
M4-S	<ul style="list-style-type: none"> <input type="checkbox"/> Proofreading completed 	<ul style="list-style-type: none"> <input type="checkbox"/> Proofreading completed
M5	<ul style="list-style-type: none"> <input type="checkbox"/> Final documentation completed <input type="checkbox"/> RI cookbook completed <input type="checkbox"/> Remaining Jira issues assigned to the release closed or pushed to next release <input type="checkbox"/> Prepare release artifacts <ul style="list-style-type: none"> ◦ Tag the version of artifacts to be released <ul style="list-style-type: none"> <input type="checkbox"/> releng job updated to use release branch instead of master ◦ Release manager collects artifact references from PTLs and communicates those to releng ◦ Releng moves artifacts to hosting location and provides URLs to RM ◦ RM verifies URLs ◦ RM provides confirmed URL list to website manager (aka Brandon) for publication on the website <input type="checkbox"/> Standalone project testing completed <input type="checkbox"/> Verify that there are no unmerged patches <input type="checkbox"/> Release content finalized <input type="checkbox"/> Creation and submission of marketing highlights <input type="checkbox"/> Finalize version numbering for RM, RA1, RA2 <input type="checkbox"/> Traceability matrix updated 	<ul style="list-style-type: none"> <input type="checkbox"/> Final documentation completed <input type="checkbox"/> For non specification sub-projects the remaining Jira issues assigned to the release closed or pushed to next release by the PTL-s. Movement of the issues reported to the TSC in a mail or in a TSC meeting. <input type="checkbox"/> Prepare release artifacts <ul style="list-style-type: none"> ◦ Tag the version of artifacts to be released <ul style="list-style-type: none"> <input type="checkbox"/> releng job updated to use release branch instead of master ◦ PTLs collect all artifact references and communicates them to LF staff ◦ LF staff moves artifacts to hosting location and provides URLs to the PTL-s and the TSC ◦ PTL-s verify URLs ◦ PTL provides confirmed URL list to LF staff and the TSC for publication on the website <input type="checkbox"/> PTL-s verify that there are no unmerged patches or PR-s. In case of any unmerged patches or PR-s notify the TSC. <input type="checkbox"/> A volunteer TSC member or LF staff creates release branch for GitHub <input type="checkbox"/> PTL-s create sub-project specific release highlights and report the creation to the TSC <input type="checkbox"/> TSC drafts release announcement blog post and sends it to LF staff for publication <input type="checkbox"/> TSC member finalizes version numbering for the specification projects