

**FSA Solution Life Cycle (SLC)  
Checklist of Deliverables and Signoffs by Role**

Item #	Responsibility	SLC Deliverable or Signoff	Phase	Review Sign-off?	Deliverable?
1	PM	<b>Work Breakdown Structure (WBS)</b>	Vision	Yes	Yes
2	PM	<b>Construction Phase Risk Assessment</b>	Construction	Yes	No
3	PM, DSG, IRB	<b>Business Case</b>	Vision	Yes	Yes
4	PM, DSG, IRB	<b>Business Case updated</b>	Definition	Yes	No
5	PM, Exec Sponsor	<b>Solution Acquisition Plan updated</b>	Definition	Yes	No
6	PM, Exec Sponsor	<b>Solution Acquisition Plan (SAP)</b>	Vision	Yes	Yes
7	PM, Exec Sponsor	<b>Business Performance Model (BPM) updated</b>	Definition	Yes	No
8	PM, Exec Sponsor, IPT	<b>Task Order (TO) if needed for Construction &amp; Deployment is awarded</b>	Definition	Yes	No
9	PM, Exec Sponsor, IPT	<b>Task Order (TO)</b>	Vision	Yes	Yes
10	PM, Exec Sponsor, IPT	<b>Solution Deployed (activity)</b>	Deployment	Yes	No
11	PM, Exec Sponsor, IPT	<b>Production Readiness Review (PRR) conducted</b>	Construction	Yes	Yes
12	PM, Exec Sponsor, IPT	<b>Developed and tested solution accepted</b>	Construction	Yes	Yes
13	PM, IPT	<b>Test Plans</b>	Construction	Yes	Yes
14	PM, IPT	<b>Test Results</b>	Construction	Yes	No
15	PM, IPT	<b>Project Inventory List</b>	Deployment	Yes	Yes
16	PM, IPT, RDM Lead	<b>Lower Level Requirements Document</b>	Definition	Yes	Yes
17	PM, IPT, RDM Lead	<b>Requirements Traceability Matrix</b>	Definition	Yes	Yes
18	PM, IPT, RDM Lead	<b>Preliminary Design Document</b>	Definition	Yes	Yes
19	PM, IPT, RDM Lead	<b>Requirements Traceability Matrix updated</b>	Construction	Yes	No
20	PM, IPT, RDM Lead	<b>Detailed Design Document approved</b>	Construction	Yes	Yes
21	PM, IPT, RDM Lead	<b>High Level Requirements</b>	Vision	Yes	Yes
22	PM, IPT, TTS Lead	<b>Transition to Support (TTS) Readiness Review</b>	Deployment	Yes	Yes
23	PM, TTS Lead	<b>TTS Plan</b>	Definition	Yes	Yes
24	PM, TTS Lead	<b>Transition sign-off (activity)</b>	Deployment	Yes	No
25	PM, TTS Lead	<b>Service Level Agreement as Established</b>	Deployment	Yes	No
26	PM, TTS Lead	<b>Transition sign-off (activity)</b>	Deployment	Yes	No
27	PM, CM Lead	<b>Approved &amp; Baselined CM Plan</b>	Definition	Yes	Yes
28	PM, CM Lead	<b>Configuration Item Index</b>	Definition	Yes	Yes
29	PM, QA Lead	<b>Quality Assurance Plan</b>	Definition	Yes	Yes
30	PM, QA Lead	<b>QA MOR Updated/Approved</b>	Definition	Yes	No
31	PM, QA Lead	<b>Quality Assurance (QA) Reviews conducted</b>	Construction	Yes	No
32	PM, QA Lead	<b>Quality Assurance (QA) Reviews conducted in the QA Plan</b>	Deployment	Yes	No
33	System Manager/SSO	<b>Security Assignment Letters</b>	Vision	Yes	Yes
34	System Manager/SSO	<b>Critical Infrastructure Protection Survey</b>	Definition	Yes	Yes
35	System Manager/SSO	<b>General Support System (GSS) &amp; Major Application (MA) Form</b>	Definition	Yes	Yes
36	System Manager/SSO	<b>SLC Security Checklist Deliverables - Vision Phase</b>	Definition	Yes	Yes
36	System Manager/SSO	<b>SLC Security Checklist Deliverables - Definition Phase</b>	Definition	Yes	Yes
37	System Manager/SSO	<b>SLC Security Checklist Deliverables - Construction Phase</b>	Construction	Yes	Yes
38	System Manager/SSO	<b>SLC Security Checklist Deliverables - Deployment Phase</b>	Deployment	Yes	Yes
39	System Manager/SSO	<b>System Security Plan</b>	Deployment	Yes	No
40	System Manager/SSO	<b>ED System Disposal Checklist completed and signed</b>	Support & Retirement	Yes	Yes
41	System Manager/SSO	<b>SLC Security Checklist Deliverables - Support &amp; Retirement Phase</b>	Support & Retirement	Yes	Yes