

**Version Description Document
Administrative Data Repository (ADR)
Release 3.12.0.0**



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Department of Veterans Affairs

Document Revision History

Date	Document Version	Description	VDD Author / Team Role	VA Group or Contract Company
7/14/2015	1.0	Initial document created from ProPath template	Manjinder Singh / CM	By-Light
7/24/2015	1.1	Added urgent production fix info	Manjinder Singh / CM	By-Light
8/04/2015	1.2	ADR FY15 Q4 Enhancements details	Manjinder Singh / CM	By-Light
9/02/2015	1.3	ADR FY15 September Maintenance details	Manjinder Singh / CM	By-Light
10/02/2015	1.4	ADR FY16 October Maintenance details	Manjinder Singh / CM	By-Light
10/23/2015	1.5	ADR FY16 October Urgent Maintenance details	Manjinder Singh / CM	By-Light
10/30/2015	1.6	ADR FY16 Q1 Enhancements details	Manjinder Singh / CM	By-Light

Deliverable (Product) Version History

Date	Release / Revision	Description	Project Name	VA Department
3/21/2015	3.8 patch 1 3.9 enh	ADR FY15 Q2 Enhancements and Maintenance	Administrative Data Repository (ADR)	Product Development
6/20/2015	3.10.1.0	ADR FY15 Q3 Enhancements	Administrative Data Repository (ADR)	Product Development
6/20/2015	3.9.0.2	ADR June Maintenance	Administrative Data Repository (ADR)	Product Development
7/24/2015	3.11.0.0	ADR July Urgent Fix	Administrative Data Repository (ADR)	Product Development
9/19/2015	3.11.0.0	ADR FY15 Q4 Enhancements	Administrative Data Repository (ADR)	Product Development
9/19/2015	3.10.0.1	ADR FY15 September Maintenance	Administrative Data Repository (ADR)	Product Development

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3/21/2015	3.8 patch 1 3.9 enh	ADR FY15 Q2 Enhancements and Maintenance	Administrative Data Repository (ADR)	Product Development
6/20/2015	3.10.1.0	ADR FY15 Q3 Enhancements	Administrative Data Repository (ADR)	Product Development
6/20/2015	3.9.0.2	ADR June Maintenance	Administrative Data Repository (ADR)	Product Development
10/17/2015	3.11.0.1	ADR FY16 October Maintenance	Administrative Data Repository (ADR)	Product Development
10/30/2015	3.11.0.2	ADR FY16 October Urgent Maintenance	Administrative Data Repository (ADR)	Product Development
12/19/2015	3.12.0.0	ADR FY16 Q1 Enhancements	Administrative Data Repository (ADR)	Product Development

VA requires the Version Description Document (VDD) to identify, maintain, enhance, and recreate the product (IT asset) throughout its lifecycle. The VDD reinforces strong risk management practices and helps protect VA from loss of the product (IT asset), which is especially important with a regular rotation of personnel and contractors.

The VDD is the authoritative inventory and roadmap of all Configuration Items that make up the deployable product/system. Configuration Items include source code files, builds/packaging, tools, baselines, locations, and associated product files. The VDD is itself a Configuration Item maintained under change control in the TRM-approved configuration management system, which is part of the VA Federated Configuration Management Data Base (CMDB).

Project Managers and Configuration Managers use the VDD template as a tool for managing Configuration Items associated with the deployable product. Project Managers distribute the VDD template to IT Configuration Managers (or IT Architect/Development Lead) at the beginning of the product build process (ProPath, Product Build: BLD-1 Develop Product Component). The Configuration Manager creates/updates the VDD each time the deliverable (file set) leaves the development environment, such as for testing or deployment. For product procedures, refer to the Software Configuration Management Procedures Template (ProPath, Project Planning: PRP 3.7). The Project Manager is responsible for ensuring the Configuration Manager completes the VDD and places the VDD with the deliverables (files) in the TRM-approved configuration management system.

A special note: The ADR BRD is a combination of all the ADR supported individual business project's BRDs. ADR BRD FY16 combined all the annual business requirements of all the separate business

projects for the entire period of FY16. During each specific ADR quarterly release, the business projects may or may not make requests to ADR for database enhancements and/or maintenance tasks in support of their business needs. Therefore, in any given ADR quarterly release, the ADR or the ADR clients' database enhancement and maintenance tasks to be delivered are not always equally matched, usually they are less than, the total number of all the business/functional requirements for the entire year. Each ADR quarterly release tasks generally meet a subset of the total business/functional requirements, but not necessarily all the business requirements in a single release because of the rapid development cycle—quarterly and agile/iterative development methodology the ADR project adapts. From the entire perspective, the total business/functional requirements are usually met via iterative development in the ADR's four quarterly enhancement releases and twelve monthly maintenance releases in a calendar year. In addition, some projects' business requirements provided to ADR are high level and intended for multi-year period of performance. The business requirements described in the ADR FY16 BRD are intended to be met via many ADR increments over multiple years. An Administrative Data Repository (ADR) RSD is intended to cover phased functionalities to fulfill some of the business needs in a quarter, and later increments can continue delivering new features on top of those delivered in the current quarter. These aforementioned scenarios made ADR unique as a service-like/infrastructural project providing the common repository/database support to many upstream application projects and hence do cause questioning often by various release management reviewers, and thus cause multiple delays to normal ADR project progress. The reviewers generally believe that each ADR release should meet the entire ADR business/functional requirements scoped for the entire year or multiple future years in the ADR BRD, RSD, SDD, RTM, and other related documents. In fact, the total business requirements are to be satisfied by multiple ADR releases through the period of one year, in some special cases even span over multiple years of projects lifecycles.

To further clarify the uniqueness of the ADR project, ADR operation is similar to a Help Desk like service to its business clients. At the beginning of the period of the business scope analysis –usually the start of the fiscal year, ADR creates a set of PMAS required documents such as BRD, RSD, and SDD containing the business/functional requirements for the entire year. The ADR BRD, RSD, and SDD provide the defined scope ADR targets for the full period of the performance – a fiscal year. However, at the time ADR documents are created, the ADR project does not know the exact number of change requests, their precise contents of the change requests, and even the exact requestors of the change requests prior to the time that these change requests are actually made.

Therefore, ADR cannot provide the precise information about the actual change requests in advance of the submission of the change requests. ADR can only provide the information about the actual change requests after the change requests have been made to the ADR project during the development lifecycle of each increment.

For this Help Desk like operation ADR provides, it frequently causes questioning and even holdups by the multiple release management offices. They require ADR team to provide the documents at the beginning of the year during the process of document creation that these documents offer actual description of the change requests for all the future ADR increments during the entire year.

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General Configuration Management (CM) Information

Deliverable (Product) Name	Configuration Manager	VDD Package Name	Project / Delivery Team
Administrative Data Repository (ADR)		Zip file with VDD and any documents related to the VDD	ADR/ VHA PDADR Team

Configuration Management (CM) Tools

CM Tools	CM Tool Location	Tool Onsite/ Offsite	CM Tool Access Point of Contact	Access Information (Forms or other access requirements)
<i>Rational Change and Configuration Management</i>	<i>Hines Data Center</i>	<i>Onsite is on the VA network</i>	<i>VA Rational Tools Team</i>	

Configuration Management of Documents

The CCM/RTC location for the documents and CCM/RTC explanation for the information.

CCM/RTC Information	Explanation
CCM URL	<i>CCM is accessed by a URL in the integrated development environment. The current VA URL is</i>
CCM Project Area	<i>ADR (CM)</i>
CCM Team Area	<i>Documentation</i>
CCM Stream	<i>ADR_documents_main_stream</i>
Baseline ID	<i>ADR_VDD_3.11.0.1_BL</i>
Components	<i>ADR_documents</i>
Directory Path	<i>ADR_documents\CM\vdd</i>
Documents Included In the Baseline	<i>ADR_VDD.docx</i>

Configuration Management Development Files

The CCM/RTC location for the documents and CCM/RTC explanation for the information.

CCM/RTC Information	Explanation
CCM URL	CCM is accessed by a URL in the integrated development environment. The current VA URL is [REDACTED]
CCM Project Area	ADR (CM)
CCM Team Area	ADR (CM), PATS
Stream	ADR_database_main_stream
Baseline ID	3.11.0.1_WI_219458_BL

Component(s)

Where a set of artifacts are grouped and managed.

Name	Description
ADR_analysis	Contains ADR Requirements artifact
ADR_archive	Contains ADR archived artifact
ADR_cm	Contains ADR CM artifact
ADR_cq_attachments	Contains migrated Clear Quest artifact
ADR_database	Contains ADR Database artifact
ADR_documents	Contains ADR Documentation artifact
ADR_minutes	Contains ADR Meeting Minutes artifact

Build Information

General build information that results from the build process.

Name	Description
Build Output	185764.8.zip, 185766.10.zip, 218200.4.zip, 226920.0.zip
Build Output Directory	\\[REDACTED]\Projects\ADR Team\Release Management
Target Deployment Location	Staging: 1A & 1B, ADRY(Pre-Prod), and final location AD RP(Production)

CCM/RTC Build Definition

The name of the build definition, which controls what is built and how it is built.

Name	Description
N/A	ADR is infrastructure project and do not perform build process

Build Label or Number

The identifier for the derived object or package that was produced for deployment and/or install.

Name	Description
N/A	

Build and Packaging

Build Logs

N/A (ADR is an infrastructure project and does not perform build process)

Build System/Process Information

N/A (ADR is an infrastructure project and does not perform build process)

Change Tracking

Change Tracking Tool	Change Tracking Tool Location	Tool Onsite/ Offsite	Change Tracking Tool Access / POC	Access Information (Forms or other access requirements)
Rational Change and Configuration Management	Hines Data Center	Onsite is on the VA network	VA Rational Tools Team	

Location	Terms
CCM URL	CCM is accessed by a URL in the integrated development environment. The current VA URL is
CCM Project Area	ADR (CM)
CCM Team Area	ADR (CM)

Work Item ID	Summary
185764	Create PATS Work tables under existing adrtmp schema for pre and post validation checks

Work Item ID	Summary
185766	PATS Data Migration Scripts
218200	Create IRS_TRANSMISSION_LOG tables (ACA)
226920	Insert 2 rows into STD_PERMISSION table
222050	ADR_VDD 3.12.0.0 FY16 Q1 Enhancement
225865	FY16 Initial Documents

Release (Deployment) Information

Release Identification	Release Package POC Name	Release Package POC Email
ADR 3.12.0.0	AITC ADR Support Team	[REDACTED]

Release Package (Component) Identified	Release Package Description	Release Package Delivery Method	Release Package Location Identified
185764.8.zip	Create PATS Work tables under existing adrtmp schema for pre and post validation checks	FTP	[REDACTED]
185766.10.zip	PATS Data Migration Scripts	FTP	[REDACTED]
218200.4.zip	Create IRS_TRANSMISSION_LOG tables (ACA)	FTP	[REDACTED]
226920.0.zip	Insert 2 rows into STD_PERMISSION table	FTP	[REDACTED]

Additional Supporting Documentation

Document Name	Revision	Date
N/A		