DevOps Deployment Checklist

Release Readiness, Rollout and Rollback Controls

Structured deployment checklist for production readiness, rollout and rollback.

1. Project Overview

Project	Horizon Customer Portal Launch
Project Manager	Kristina Smirnova
Date	2026-10-24

2. Purpose and Instructions

Track every check with an owner and evidence. Agree on rollback steps and go/no-go gates before deploying.

3. Deployment Checks

ID	Phase	Check	Owner	Evidence	Completed Date	Status	Result
DEP-01	Backup	Latest backup verified	DevOps Lead	Checklist #110	2026-11-11	Done	Verified
DEP-02	Security	Secrets and access checked	DevOps Lead	Checklist #111	2026-11-11	Done	Verified
DEP-03	Environment	Configuration and environment validated	DevOps Lead	Checklist #112	2026-11-11	Done	Verified
DEP-04	Database	Database migrations tested in staging	DBA			In Progress	Pending verification
DEP-05	Deployment	Production build validated	DevOps Lead			In Progress	Pending verification
DEP-06	Smoke tests	Login and request creation verified	DevOps Lead			Not Started	Pending verification
DEP-07	Monitoring	Metrics and alerts active	DevOps Lead			Not Started	Pending verification
DEP-08	Rollback	Rollback plan ready	DevOps Lead			Not Started	Pending verification
DEP-09	Post-deployment	Post-release stability checked	DevOps Lead			Not Started	Pending verification
DEP-10	Sign-off	Final sign-off recorded	Kristina Smirnova			Not Started	Pending verification

4. Pre-deployment Sign-off

- [ ] Rollback verified in staging
- [ ] Database migrations validated
- [ ] On-call owners and escalation confirmed
- [ ] Post-deploy smoke tests completed

5. Deployment Sign-off

Release Owner

Signature

Date

On-call Engineer

Signature

Date