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SA-10-001 Placing Applications into Production

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## PURPOSE

The purposes of this standard are as follows:

- To introduce standard methods. With complex technological environments hosting ever more complex applications, standard procedures are more necessary to ensure that all work tasks in development efforts are coordinated.
- To identify and repair design and coding errors earlier in a development lifecycle. Greater value to the State is derived from IT support practices oriented to prevention or, at a minimum, of discovery and repair at the earliest time during development, of design and coding errors. Delayed resolution of problems results in higher development costs and also may result in:
  - Customer hardship,
  - The added technical challenge and expense of fixing an application when it is already in production, and
  - Potential legal and statutory ramifications with may result from a breach of confidential data due to an intrusion attack on an improperly secured application.
- Set responsibilities for common tasks related to placing information systems into production.

## STANDARD

An agency that develops, customizes, or modifies IT application solutions (applications) for use in performing a business function shall develop and implement control procedures to place applications into production. The procedure shall be documented in the agency's IT policy and procedures manual and, at a minimum, shall:

- Ensure that only authorized system development lifecycles (SDLC) are used by its application development staff and contracted development staff.
- Incorporate in project work plans appropriate and timely tasks to plan application services, application production and test environments, and application testing at the earliest point during development or maintenance processes to minimize development and maintenance costs. Work plan tasks shall include data center and operational personnel as appropriate to:
  - Plan the application production environment and ensure that an appropriate test environment is available that appropriately mirrors requirements for production,
  - Develop transaction capacity forecasts and determine Service Level Management requirements,
  - Plan for all aspects of application, platform, network, database and information security,
  - Develop and implement data sharing arrangements with other applications,
  - Provide pre- and post-implementation impact analysis of configuration and security to determine