



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

Document 65

CTIS project update for the Monitoring sub-group of the EU CTR Coordination Group

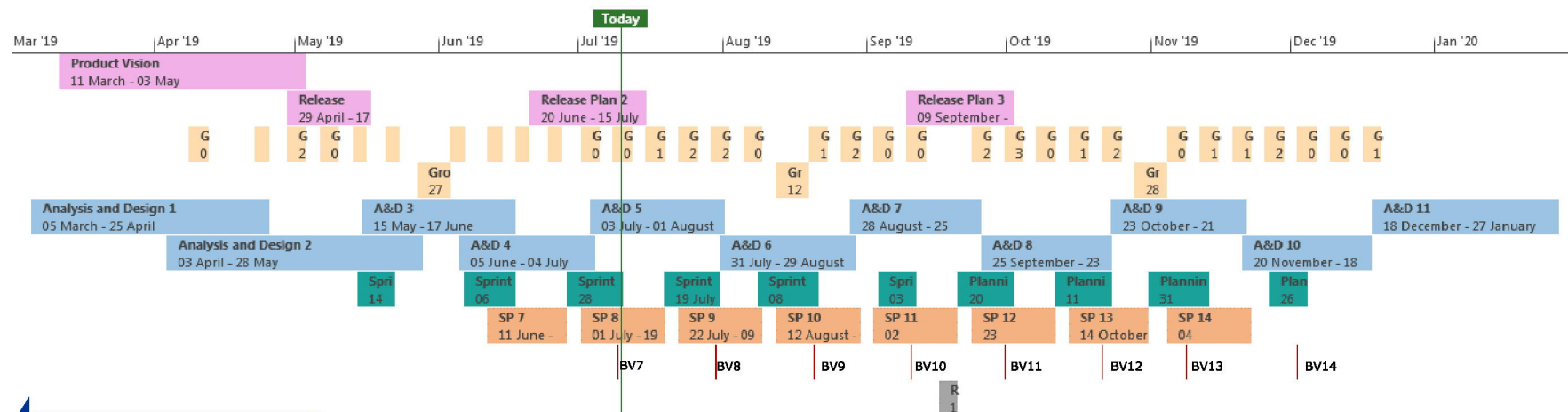
17 July 2019

Reporting period: 24/6/2019 - 12/7/2019



- Executive Summary
 - Integrated planning
 - Overall progress status update for the past three weeks and next three weeks
 - KPIs
- Lessons learnt and improvements
- Sprint Implementation and Testing
- Main milestones
- Release 2 plan and backlog analysis
- Regression 2 testing cycle
- Annexes

Currently, the second Sprint is undergoing development, while the first has been tested and validated



Release R09 and R07

- Release Planning
- Backlog Grooming
- A&D: Analysis and Design
- Sprint Planning
- SP: Sprint development
- BV: Business Validation
- Release Validation
- Releases R09 and R07

General status of implementation of New Delivery Model

For the past three weeks (24/6/2019 - 12/7/2019)

- Sprint implementation and testing activities:
 - Sprint 7 is completed by 09/07
 - Sprint 8 on-going
- Release and Sprint planning activities:
 - Sprint 9 and 10 agreed on 10/07
- Analysis & Design:
 - 4 iteration finished
 - 5 iteration on-going
- Backlog Management:
 - Plan defined to create clusters
 - Add business and technical value to the remaining items
- Change management:
 - Kick-off meeting in Seville completed
 - Delivery Communication Plan agreed
 - Assessment on how to streamline reporting

In the next three weeks (15/7/2019 - 02/8/2019)

- Sprint implementation and testing activities:
 - Sprint 8 is completed by 30/07
 - Sprint 9 on-going
- Release and Sprint planning activities:
 - Release Plan 2 agreed by 1/08
- Analysis & Design:
 - 5 iteration finished by 01/08
 - 6 iteration on-going
- Backlog Management:
 - Business items without assigned business Value will be reviewed and prioritised by POs
 - Fast-track review on-going
- Change management:
 - Communication Delivery Plan presented to POs and starts being implemented
 - Reporting streamline- closed
 - Lessons Learned sessions with EMA -closed

KPIs results from S7 vis-à-vis the envisioned thresholds

The table below compares the agreed thresholds with the actual results of the most recently closed Sprint

KPI	Formula	Most recently ended Sprint (S7)	EMA threshold for S7	Comments	Status

KPIs results from S7 vis-à-vis the envisioned thresholds

The table below compares these thresholds with the results of the most recently closed Sprint.

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KPIs results from S7 vis-à-vis the envisioned thresholds

The table below compares these thresholds with the results of the most recently closed Sprint.

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Sprint Implementation and Testing – lessons learnt and improvements

Points of improvement



Technical clearness of items:

- Clear identification of dependencies between items
- Clear design of the technical scope of the item




Reduce the number of issues raised during FAT cycle



FAT Fixing time is too tight to run two completed FAT cycles

Proposals to be implemented

Already in progress:

- **A&D has been reinforced adding technical profiles** to ensure the quality of technical analysis, identifying dependencies and accurate estimates.
- The **Development Team** has been reinforced with  additional developers
- **Involve the delivery team in the analysis of the issues in scope.** It`s already in progress for some of the items in Sprint 8 and fully implemented for Sprint 9.
- **Reserve 10% capacity of the development team for addressing carryover issues** (in Sprint 8 it`s not completely 10%, but from Sprint 9 it will)

To be implemented:

- **A&D functional analysis will be perform in an holistic way and technical analysis will break down** the items to ensure the parallel implementation.
- **Extend current sanity checks** for developers before delivering items to Test
- **BAs to validate if the development of the issues,** before FAT, is aligned with the required solution
- **Extend FAT duration to deliver fixes and re-test that version** by extending the Sprint duration

Sprint Implementation and Testing

Status

Open

Progress in the past three weeks

Sprint 7 – completed

- In scope: 43 items related to audit functionalities and including Cooperation (select RMS, Assess response to RFI and document considerations), CT Specific Process (Assess Part I and II) and Oversight (manage tasks and messages)
- Results:
 - Verified items to SAT: ■ items
 - Validated items by PO on the 9/07: ■ items

Sprint 8 – on going

Planned activities for the next three weeks

Sprint 8 – on going

- Scope: Sprint 8 (on-going):
 - 32 fresh in the original scope
 - 12 carryover items (Not delivered, reopened in FAT)
 - 6 of 8 issues not passed in SAT
 - 3 of 11 regression bugs (still under review)
- Sprint 8 – on-going - End of the sprint: 30/07

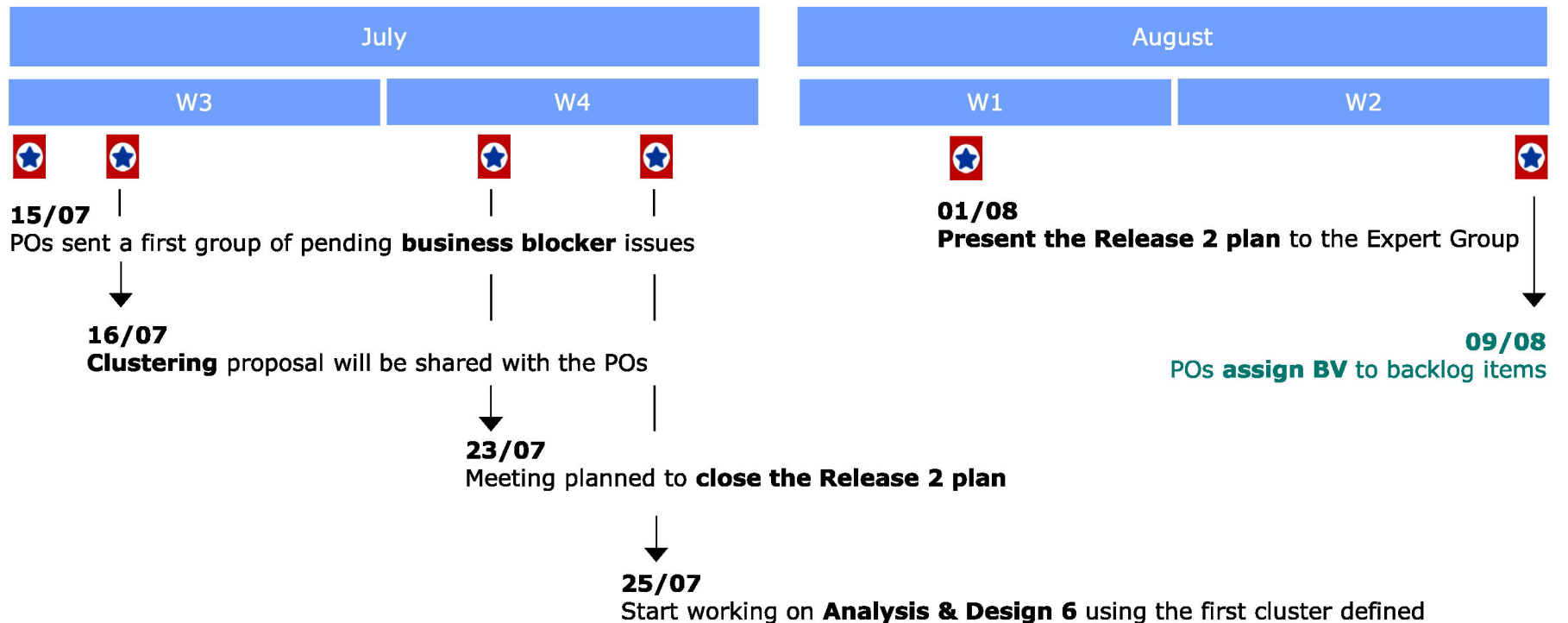
Sprint 9 – on going

- Scope: Sprint 9 (on-going): 11 items - End of the sprint: 20/08

- **1st of August:** Second Release Plan approved
- **2nd of September:** Start the implementation of second Release Plan and implementation of the main lesson learned to improve the New Delivery Model
- **Early September:** Finish the backlog analysis and provide draft estimation date for audit
- **16-20th of September:** First Release Validation at EMA

Release 2 plan and Backlog Analysis

Timeline agreed with POs to close Release 2 plan and the Backlog Analysis





The total number of the bugs found in [REDACTED] is [REDACTED] bugs. The detailed status and priority can be found below:

Status	⛔ Blocker	↑ Critical	⬇ Major	✓ Minor	↓ Trivial	T:
OPEN	[REDACTED]					
REOPENED						
RESOLVED						
Total Unique Issues:						

The [REDACTED] bugs from [REDACTED] are present in the code used for [REDACTED]

Not all the [REDACTED] issues from [REDACTED] were introduced by CT2, but some of them were already appearing in the last CT1 version (v0.7.0.3).

The total numbers for both regression cycles:

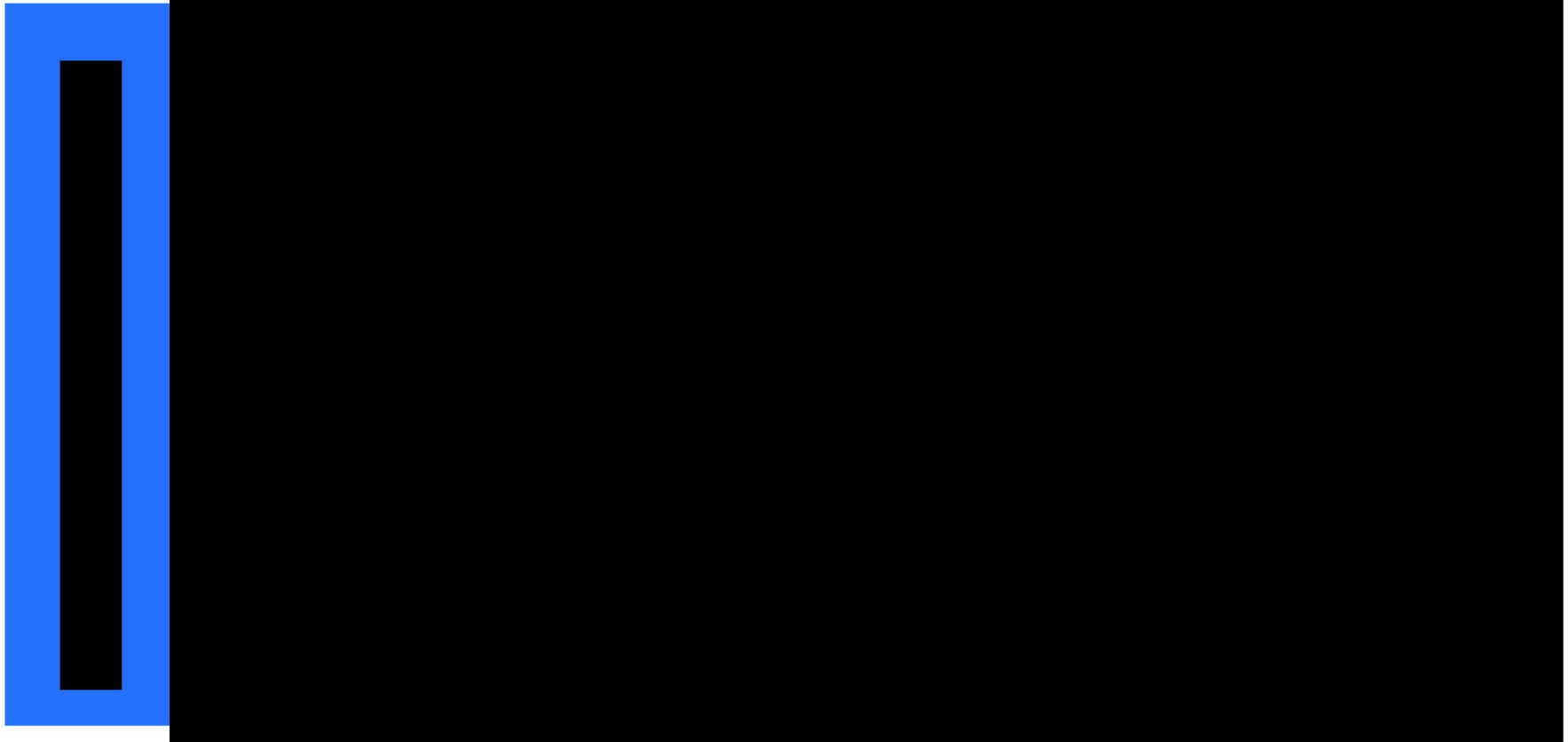
Priority	Regression 1	Regression 2	Total
Blocker	[REDACTED]		
Critical			
Major			
Minor			
Trivial			
Total	[REDACTED]	[REDACTED]	[REDACTED]

All regression issues have been sent to the Product Owners on 05/07, as part of the full Backlog extract to assign Business Value.

Annex

Data breakdown. In addition to showing the percentage of items resolved in each Sprint, we will specify the items' complexity (classified from high to low).

	Number of items in Sprint scope	Number of items validate in the Sprint (after FAT)	Number of items validate in the Sprint (after SAT)	Number of items validate in the Sprint (after VB)
Items with high complexity				
Items with medium complexity				
Items with low complexity				
Items with 0 estimates				
TOTAL				



Data breakdown.

- Within this KPI, further data will be available on the nature of the items that have been addressed during each milestone.

Release 1		Ready (after A&D)	Validate (after FAT)	Verify (after SAT)	Closed (after Business Validation)
	Sprint 7				

Any questions?

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