Release One: Kirkland, Issaquah, Lakewood

eTRIP Messaging System Onboarding Process

Assessment Cycle | **Release Cycle**

Target complete – 9/9/ 2011 | Target Complete – 9/21/ 2011 | Target Complete – 10/6/ 2011 | Target Complete – 10/12/ 2011

- Phase 1- Application

Completed

For both new ETCS and RMS applicants:

- Submit both Technical Assessment (TA) and Business Assessment (BA) forms
- In the BA, provide sufficient information to allow for the preliminary design of newly required Business Rules (BR's)
- In the TA, certify that applicant has reviewed all available technical documentation pertaining to their role:

For both ETCS and RMS:

- Developer Guide, Sample Message Guide and other documentation made available by DIS

For new ETCS:

- Documentation made available by appropriate eTRIP Target Agency (e.g. AOC, WSDOT)

For new RMS:

- Message schema and content provided online (e.g. via Basecamp)

None

- Phase 2- Assessment

For applicants requesting near-term admittance to message exchange:

For new ETCS:

Provide eTRIP Target Agency with sample test messages out-of-band (e.g. not through the JINDEX) and test to see if eTRIP Target Agency backend service can consume messages.

For new RMS: Obtain test messages from online repository (e.g.Basecamp) and test to see if RMS backend service can consume messages.

For eTRIP Operations Managers Team:

- Review applicant forms
- For those requesting near-term admittance, evaluate ability of backend services to consume test messages.
- ➢ **Assign applicants to release cycle**
  - May be the next available cycle or one in the near-to-distant future.

None

- Phase 3- Connectivity

For both new ETCS and RMS:

- Establish send/receive service and provide DIS with notification that the service complies with documentation provided by DIS.
- Exchange Test environment URL information with DIS staff
- Physically connect to JINDEX Test
- Exchange Test digital certificates with DIS

For DIS:

- Create a revised version of current Production BRE Policy (BP) to include BR's required by new release cycle applicants.
- Conduct simulated testing of the new BP in the DIS Development environment.
- Move new BP from Dev to Test

Dev/Test

- Phase 4- Pre-Implementation

For new ETCS or new RMS Technology:

- Allow end-end testing with test messages

For new RMS with existing technology:

- Test using specially-tailored test messages sent by JINDEX test clients to new RMS.

For both DIS and all new Participant(s):

- Conduct testing for "reasonable" amount of time.

For DIS, new, *and* existing Participants:

- Conduct testing to identify possible conflicting BR's

For eTRIP Operations Managers Team:

- Determine when Phase 4 testing should be concluded.
- ➢ **Determine when Participants should proceed to Phase 5**

For DIS:

- Move final Phase 4 BP into QA environment

Test

- Phase 5- User Acceptance

For all new Participants:

- Exchange QA environment URL information with DIS staff
- Physically connect to JINDEX QA
- Exchange QA digital certificates with DIS

For DIS and all new *and* existing Participants:

- Conduct final system testing to identify possible conflicting BR's

For eTRIP Operations Managers Team:

- ➢ **Determine the "Go-live" date new Participants will be added to Production.**

QA

- Phase 6- Move to Production

Not later than 1 week before Go-live date:

For new Participants:

- Exchange Production environment URL information with DIS staff
- Exchange Production digital certificates with DIS

Day of Go-Live:

For DIS:

- Publish new BP in Production environment

For new Participants:

- Point Production service to JINDEX Production service

For DIS and New Participants:

- Conduct very limited message testing to verify proper operation
- Open system up to all new message traffic

Production

Environment