

Phosphorus Formal Release Checklist

Pending

Complete

Event / Timeline	Status	Comments	Who
Communicate code freeze to projects	Complete 14 Sept 2021	1 weeks before code freeze happens	Daniel De La Rosa
Code freeze (stable branch lock)	Complete 20 Sept 2021	1 weeks before any release.	Anil Belur
Pick RC and produce CSIT spreadsheet	Complete 30 Sept 2021	All blocker bugs must be closed before picking the RC. This is tentative date.	Daniel
Vet CSIT failures	Complete 30 Sept 2021	Max 1 week after CSIT spreadsheet is shared	all projects
TSC votes the Managed release	Complete 30 Sept 2021		TSC
Remind PTL to produce release notes (only for GA release)	Complete 30 Sept 2021	Done automatically	
Publish released artifacts to Nexus	Complete 04 Oct 2021		Anil Belur
Communicate Managed release to Self Managed projects	Complete 04 Oct 2021		Daniel De La Rosa
Unlock stable branch	Complete 04 Oct 2021		Anil Belur
Release All SM projects (including "official" distribution)	Complete 13 Oct 2021	Max 1 week after Managed release.	All SM projects (including int/dist)
Update docs	Complete 15 Oct 2021	<ul style="list-style-type: none"> ▪ downloads page ▪ managed projects ▪ Platform Versions Page ▪ release notes <ul style="list-style-type: none"> ▪ release notes job (only for service releases) (jira to do this for major release). For GA projects PTLs have to push patch to docs. ▪ Main landing page <ul style="list-style-type: none"> ▪ Make sure the Managed projects and Self-managed project lists are up to date. 	
Branch docs project (Only for GA release)	Complete 15 Oct 2021	<ul style="list-style-type: none"> • on master branch bump versions to next release (conf.yaml) <ul style="list-style-type: none"> ◦ Clear per-project release notes in master to prep for next release • on new stable/branch update links to stable/branch away from "latest" (conf.py) 	