

**System Verification Plan
TEMPLATE**

**TEMPLATE Version: *2.0***

**TEMPLATE Approval Date: *September 4, 2019***

**Procedure for Using this Template to Create a Deliverable:**

1. Enter your name, firm, and date in the author field document control panel.
2. Replace [bracketed text] and empty sections with your project information and/or document content.

Note that bracketed text in blue italics and in the document font holds instructions on the content with which to replace the bracketed text. When you remove or highlight the entire bracketed portion and replace with text, the text should appear in the desired format of the document. Also, the Document Title is a property/field of the document visible from the file system and will appear different from blue italics and can utilize the “update field” functionality.

1. Each section contains instructions preceded with a checkbox  for that section in blue italics.Additional helpful information and description of the required content for that section will be indicated as well next to the lightbulb icon ****.
2. Some sections also contain boilerplate text to use as a starting point. Review and modify any existing boilerplate content and add additional content as necessary to fulfill the requirement of each section. Use the *Styles H1 – H5* for section headers, *Figure Caption* for captions below figures, and *Table Caption* for captions above tables so that the Table of Contents, List of Figures, and List of Tables can be automatically updated.
3. Define acronyms at the first usage in parentheses after the expanded term and add to the List of Acronyms.
4. Delete the template title page, these instructions pages, all blue instructions, and the detailed instruction notes and examples that are identified with the lightbulb **** throughout the document.
5. Update the filename and file location in the document control panel by right-clicking the field, then clicking “Update Field.”
6. Update the Headers and Footers to have the appropriate document title and version.
7. Delete the List of Tables or List of Figures if they do not contain any items.
8. Update the Table of Contents, List of Tables, and List of Figures by right-clicking and selecting “Update Field,” then “Update entire table.”
9. Have the document modified and reviewed as appropriate, and have each reviewer and modifier enter their name, organization, and date in the document control panel.
10. Submit the document for approval and go through the review/revision needed to obtain approval to finalize the document.
11. Repeat the review cycle and resubmit for approval as needed to obtain approval to finalize the document.
12. Enter the approver’s name, organization, and date in the *approved by* section of the document control panel.
13. Enter the approval date on the title page and in the footer throughout the document and update the revision history at the end of the document.
14. Remove the DRAFT watermark on the title page and the content pages by entering the Edit Header and Footer mode of the document and deleting the DRAFT image.
15. Print the document to PDF and review it outside of the Microsoft Word application.
16. Submit the Word and PDF versions of the document as final.

**VERIFICATION PLAN TEMPLATE**

Effective Date:

Document Identifier: FM-SE-23

Approved/Issued by: Christine Shafik, State ITS Software Engineer

Printed copies are for reference only; they are not controlled. Latest version is online.

| REV. | DATE | DESCRIPTION | AUTHORED BY |
| --- | --- | --- | --- |
|  | 01/04/2016 | New template | Paul Mannix |
|  | 6/12/2018 | Updated the TSM&O Logo | Jennifer Rich |
|  | 08/20/2018 | Rewrite of entire Plan | Victor Blue |
| 2.0 | 08/21/2018 | Format draft plan | Victor Blue |
| 2.0 | 08/22/2018 | Draft review | Steve Bahler |
| 2.0 | 08/28/2018 | Revisions | Victor Blue |
| 2.0 | 02/18/2019 | Revisions  | Victor Blue |
| 2.0 | 02/25/2019 | Review | Steve Bahler |
| 2.0 | 02/26/2019 | Edit review | Victor Blue |
| 2.0 | 03/07/2019 | Final editorial review | Steve Petty |
| 2.0 | 07/19/2019 | Revisions | Victor Blue |
| 2.0 | 07/22/2019 | Review and compile final | Schelley Cassidy |
| 2.0 | 07/23/2019 | Review and compile final | Schelley Cassidy |



**System Requirements Verification Plan for: *insert project name***

**Version: *insert version number***

**Approval date: *insert approval date***



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| **DOCUMENT CONTROL PANEL** |
| File Name: | System Verification Plan (SVerPlan) Template.docx |
| File Location: |  |
| Version Number: | [*insert version #*] |
| **Name** | **Date** |
| Created By: | [*insert author name, organization*] | [*insert creation date*] |
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| Reviewed By: | [*insert reviewer name, organization*] | [*insert review date*] |
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Table of Contents

1 Purpose of Document 1

1.1 Identification 1

1.2 Document Overview 2

1.3 Referenced Documentation 2

References 3

2 Scope of Project 4

2.1 System Overview 4

2.2 Stakeholders 4

2.3 Support Environment 4

3 Conducting the System Verification 5

3.1 Responsibilities 5

3.2 Locations and Schedules 6

3.3 Conduct of Activities 6

4 Verification Test Case Description 7

4.1 Verification Test Cases 7

4.2 System Verification Test Results Summary 11

4.3 Agency System Verification Plan and Results Reports 11

5 Glossary 12

6 Appendices 12

[Update List of Tables: right-click on the list, choose Update Field…, Update Entire Table]

List of Tables

[Table 1: Referenced Documentation 3](#_Toc18505573)

[Table 2: Test Method Descriptions. 7](#_Toc18505574)

[Table 3: System Verification Test Cases and Their Activities. 8](#_Toc18505575)

[Table 4: Example of System Verification Test Cases and their Activities. 10](#_Toc18505576)

[Update List of Figures: right-click on the list, choose Update Field…, Update Entire Table]

List of Figures

**List of Acronyms and Abbreviations**

APL Approved Products List

CCTV Closed Circuit Television

CEI Construction Engineering and Inspection

ConOps Concept of Operations

CV Connected Vehicle

DMS Dynamic Message Sign

DSRC Dedicated Short Range Communications

FDOT Florida Department of Transportation

IEEE Institute of Electrical and Electronics Engineers

ITS Intelligent Transportation Systems

MFES Managed Field Ethernet Switch

MVDS Microwave Vehicle Detection System

PSEMP Project Systems Engineering Management Plan

RCTO Regional Concept of Transportation Operations

RITSA Regional ITS Architecture

RFP Request for Proposal

RTVM Requirements Traceability Verification Matrix

RWIS Road Weather Information System

TMC Transportation Management Center

TSM&O Transportation Systems Management and Operations

URL Uniform Resource Locator

V2I Vehicle to Infrastructure Communication

V2V Vehicle to Vehicle Communication

V2X Vehicle to Anything Communication

# Purpose of Document

* *Update the following sentence, as appropriate.*

The first section of the System Verification Plan document provides three elements: system identification, an overview of the document, and the purpose of the plan.

* *Systems verification is required by* *Florida Department of Transportation (FDOT)* *Systems Engineering and ITS Architecture Procedure 750-040-003 for high-risk projects, such as new systems, multijurisdictional, multimodal, software, and adaptive signal systems projects. A System Verification Plan is essential to ensure that requirements are developed, and that the system and its components are tested and meet the requirements. Successful verification of all system requirements initiates functional acceptance of a system. The verification step, testing that requirements are met, precedes the system validation step in the systems engineering process, which confirms the system meets its intended and specified user needs (see Systems Validation Plan Template).*
* *Verification is the confirmation, through objective evidence, that detailed requirements have been developed and fulfilled. This may include, but is not limited to, equipment requirements, architectures, design descriptions, documents, services, tasks, subsystems, subsystem interfaces, and the system itself. Verification is based on tangible evidence: information whose veracity can be demonstrated by factual results obtained from such techniques as analysis, demonstration, inspection, and testing. Verification compares actual, realized characteristics or properties against expected requirements.*
* *In the systems engineering process, the development of user needs within the Concept of Operations (ConOps) leads to detailed system requirements (see ConOps Template). Detailed requirements define what the system or components must do (see Project Systems Engineering Management Plan Template and project procurement and design documents).*
* *The Systems Verification Plan establishes the requirements and Test Methods and associated Test Cases for each of the detailed requirements within the context of intelligent transportation systems (ITS) infrastructure, communication networks, and integration that support transportation systems management and operations (TSM&O) and connected and automated vehicle (CAV) strategies. There are seven basic Test Methods: Analysis, Approved Products List (APL), Construction Engineering and Inspection (CEI) Checklist, Deliverable, Demonstration, Inspection, and Test. For each Test Method applicable for verification of detailed requirements, one or more Test Cases is required. A Test Case is a procedure to perform for each verification. Test Case content may range from a simple observation to a detailed step-by-step test procedure or analysis.*
* *The Requirements Traceability Verification Matrix (RTVM) lists all detailed requirements. The RTVM also references the associated Test Cases developed in the System Verification Plan (see RTVM Template). Since the System Verification Plan includes detailed requirements and Test Cases listed in the RTVM, it is usually most efficient to prepare these two documents in close coordination or simultaneously.*

## Identification

Project Name: [Insert the official project name].
Financial Project Identification: [Insert the financial project identification code].
Federal Aid Project Number: [Insert the federal aid project number, if applicable].

* If a system’s related documentation has been developed in a hierarchical manner, describe the position of this document relative to other documentation.
* When the work is dispersed over several agencies, project management may find it more efficient to require the responsible agencies to submit their own System Verification Plans.

## Document Overview

* *Summarize and expand on the purpose for the System Verification Plan document by reviewing and modifying the text below*

This System Verification Plan:

* Organizes requirements and the proposed system verification expectations as put forth in the Project Systems Engineering Management Plan (PSEMP) and the RTVM.
* Communicates procedures involved in verifying the system once it has been built and implemented.
* For instance, this activity may verify the entire system, a subsystem, the deployment at a site, a burn-in test, or any other verification activity called for in the PSEMP.
* Identifies and lists Test Cases and associated test instructions for the detailed requirements in the RTVM.
* *Outline the remaining parts of the document.*
* The purpose of doing the verification plan, well before the requirements are actually verified, is to ensure that the requirements verification methods and procedures are integrated into the requirements phase prior to completing an RTVM and Request for Proposals. For example, is special access to the system, subsystem, or component required in order to conduct the test steps defined in the applicable Test Case?

## Referenced Documentation

Documentation for this project will reside in a central repository at the following location:

* Provide a List of References or Bibliography of the documents used in developing this System Verification Plan.
* Optionally, establish a centralized project repository to house and archive all project documentation and provide the location here: [Show file path in the document control panel].
* Cite the documentation that is relevant to the project.
* Documentation that might be cited includes, but is not limited to, project authorizations, relevant technical documentation, sources of design and communications standards, significant correspondence, documentation concerning related projects, risk analysis reports, feasibility studies, any earlier project ConOps or systems engineering documents, regional or corridor ITS Strategic Plan, Regional Concept for Transportation Operations (RCTO), and/or Regional ITS Architecture.
* This list almost always includes the Feasibility Study (if one was written), ConOps, and PSEMP. Reference of other documents, such as descriptions of external systems, standards, and manuals may need to be included, such as those of the FDOT Standards and Specifications, etc. If needed and not addressed in FDOT Standards and Specifications, refer to standards of the American Association of State Highway and Transportation Officials (AASHTO), Institute of Electrical and Electronics Engineers (IEEE), Architecture Regional Intelligent Transportation Systems Architecture (RITSA), the FDOT Highway Safety Manual, etc.
* This section lists the publisher, document identification number, title, revision, date, and the web address for of all documentation referenced in this document. This section should also identify a contact for all documents not available through normal channels.
* Use a table as below (Table 1) or the Bibliography tool in Word (example below the table). Do not do both. Word requires entering the citation into References/Managed Sources. Enter the citation information and put the URL in the Publisher cell. Use the References/Style/APA. Then use the button in References/Bibliography to generate the list.
* *Update Table, as needed.*

Table 1: Referenced Documentation

| **Document Name** | **ID, Revision, Date, etc.** | **Link, or Contact Info to Obtain** |
| --- | --- | --- |
| *Systems Engineering and ITS Architecture Procedure 750-040-003* | 2019 | FDOT Forms Management/ Procedures <https://fms.fdot.gov/> |
| *23 Code of Federal Regulations (CFR) Part 940, Intelligent Transportation System Architecture and Standards – Final Rule (latest edition).* | Federal Regulation | <http://www.gpo.gov/fdsys/granule/CFR-2008-title23-vol1/CFR-2008-title23-vol1-part940> |
| *Systems Engineering for Intelligent Transportation Systems.* | January 2007 | <http://ops.fhwa.dot.gov/publications/seitsguide/>  |

# References

FDOT. (July 17, 2008). *Systems Engineering and Architecture Procedure 750-040-003.* FDOT Forms Management Procedures: https://fms.fdot.gov/.

FHWA. (Accessed 2015). *23 CODE OF FEDERAL REGULATIONS (CFR) PART 940, Intelligent Transportation System Architecture and Standards – Final Rule (latest edition).* http://www.gpo.gov/fdsys/granule/CFR-2008-title23-vol1/CFR-2008-title23-vol1-part940.

FHWA. (January 2007). *Systems Engineering for Intelligent Transportation Systems.* http://ops.fhwa.dot.gov/publications/seitsguide/.

# Scope of Project

* *Update the following sentence, as appropriate.*

This section is a high-level description of the general nature of the proposed system to which the System Verification Plan applies.

* *The content for this section should be available from the ConOps or PSEMP.*
* *The scope of the project is important to provide an overview for the way the System Verification Plan tests the project’s components and subsystems to meet the detailed requirements in the RTVM.*

## System Overview

* *Provide a brief description of the project and the purpose of the system being built based on the ConOps. Special emphasis is placed on the project’s complexities and challenges that must be addressed by the systems engineering and verification efforts.*
* *The content for this section should be available from the ConOps or PSEMP. It can be copied in full or summarized and referenced, depending on the preparer’s perceived need for the material.*

## Stakeholders

* *Identify the* stakeholders and users, which will include *project sponsors, system owner, user agencies, maintenance and support entities, evaluation and certification entities, and the operating centers or sites that will run the system.*
* *The content for this section should be available from the ConOps or PSEMP. It can be copied in full or summarized and referenced, depending on the preparer’s perceived need for the material.*
* *Organizational structure may include ad hoc and existing management work groups, and multidisciplinary technical teams that should be formed to provide project support that is critical to reaching successful system deployment.*

## Support Environment

* *Describe the physical environment and location(s) of where the verification activities will be conducted and where any field data will be collected.*
* *If applicable, explain how the TMC and other agents will apply oversight of the system parameters under testing.*
* *How parameters of interest will be accessed is of vital importance to the System Verification Plan.*

# Conducting the System Verification

* *Update the following paragraphs, as appropriate.*

This section provides details on how the verification is to be accomplished. It defines: who does it; when and where it is to be done; the responsibilities of each participant before, during, and after each verification event or activity; the [hardware](https://www.fhwa.dot.gov/cadiv/segb/glossary/h.cfm#text_Hardware) and software to be used and other systems, if any; and the documents to be prepared as a record of the activity.

This section also defines how anomalies are to be handled, that is, what to do when something fails or does not match the documented requirements.

## Responsibilities

* *Provide a description of how tests of the various requirements categories will be undertaken.*
* *These tests of categories should include:*
	+ *The seven test methods to be applied include: Analysis, APL, CEI Checklist, Deliverable, Demonstration, Inspection, and Test.*
		- *The APL is available online from FDOT. The APL identifies the products that have been approved for use by FDOT for use on State and Federal Highways. If an APL product meets the detailed requirement, that is a sufficient as a test method.*
		- *CEI Checklists may be used as a test method for a detailed requirement. Use the templates for CEI Checklists, which include:*
			* *Closed Circuit Television (CCTV) Inspection*
			* *Dynamic Message Sign (DMS) Inspection*
			* *Managed Field Ethernet Switch (MFES) Inspection*
			* *Microwave Vehicle Detection System (MVDS)*
			* *Road Weather Information System (RWIS)*
	+ *The types of parameters to be examined measured, calculated, or analyzed, as needed*
	+ *Agency or company and verifier staff positions (e.g., test conductor, test recorder, operators, and/or engineering support)*
* *The responsibilities of each verifier before, during, and after each test, which should include:*
	+ *Management role of the test conductor*
	+ *Notification of participants*
	+ *Approval of last-minute changes to the Verification Procedures*
	+ *A process for handling a test failure, to include: recording of critical information, determination of whether to stop the testing, restart, retest or skip a procedure, resolution of the cause of a failure (e.g. fix the software, reset the system, and/or change the requirements)*
* *Locations (e.g., TMC, cabinet, field location) and schedules for where and when test will be conducted*
* *The hardware and software configuration, including hardware and software under test and any supporting test equipment, software, or external systems*
* *The documents to be prepared to support the testing, including verification procedures and descriptions of special test equipment and software*
* *The documents to be prepared as a record of the testing activity (e.g., RTVM)*

## Locations and Schedules

* *Identify the location of the activities, i.e., the place, or places, where the verifications must be observed.*
* *Provide a schedule of verification activities with start and completion events for each activity, including a sequencing of the events and activities that make up the verification schedule.*
* *Events (e.g., kickoff meeting, system verification approval) are the start and end points of activities (e.g., Test Cases of fiber optics cable requirements verification, CCTV cameras requirements verification, etc.). Events do not take time in the schedule, while activities do take time.*
* *As appropriate, include location information for activities to reduce the need for travel in the schedule.*

## Conduct of Activities

* *Provide a description of how the activities will be conducted.*
* *Details on conducting the activities will include:*
	+ Notification of participants
	+ Management roles and roles of the verifiers - TMC operators and others
	+ Procedures for approving last minute changes to the scenarios
	+ System configuration(s) including hardware and software
	+ Supporting documents – checklists, setup procedures
	+ Handling of anomalies – recording, solutions taken, resolution, retesting
	+ Deliverables as part of the system test, to include the quantity and full identification

# Verification Test Case Description

* *Update the following paragraph, as appropriate.*

This section describes the specific Verification Test Cases, ranging from a simple observation to a detailed step-by-step test procedure or analysis, and associated Test Methods (i.e., Analysis, APL, CEI Checklist, Deliverable, Demonstration, Inspection, and Testing) to be performed for verification that detailed requirements have been met.

* *There are seven basic* ***Test Methods****: Analysis, Approved Products List (APL), CEI Checklist, Deliverable, Demonstration, Inspection, and Test. For each Test Method applicable for verification of detailed requirements, one or more Test Cases is required.*
* *The table below summarizes the distinctions between the Test Methods.*

Table 2: Test Method Descriptions.

|  |  |
| --- | --- |
| Test Method | Description |
| Analyze | Verification through indirect and logical reasoning using mathematical analysis, models, calculations or derived outputs to show compliance with the requirement |
| Approved Product List | Verification through a product meeting the requirement and being on the APL |
| CEI Checklist | Verification by being checked off on the project CEI Checklist |
| Deliverable | Verification that a document or product has been provided that meets the requirement |
| Demonstration | Verification through operation of the submitted element as it is designed to be used and meets the results specified by the requirement |
| Inspection | Verification through a visual, auditory, olfactory or tactile examination or simple measurements to check the properties or characteristics of a required item |
| Test | Verification using controlled and predefined inputs and other external sources (e.g. data, triggers, etc.), often using specialized test equipment, that influence or induce the system to produce the output specified by the requirement |

## Verification Test Cases

* *Update the following paragraph, as appropriate.*

Table 3 lists the System Verification Test Case(s) and their activities that will be applied to each of the Detailed Requirements in the RTVM.

* *Summarize the verification test case activities in Table 3. As needed, under a separate subheading in this plan (e.g., 4.1.1, 4.1.2, etc.), add details to explain the information in the table when the table lacks sufficient space and enter the subheading number in the Test Case description of Table 3. The Test Case objective can then be explained under the next-level subheading (e.g., 4.1.1.1), and so forth, as needed.*
* *The number and complexity of the Test Cases may reflect the overall complexity of both the project and the individual items being tested. The Test Case should be limited to steps needed to verify the system or component.*
* *Where FDOT or the local agency has developed ITS CEI checklists or other routine test procedures, these should be used to the extent applicable.*
* *For equipment that have APL certifications, Test Cases should be limited to ensuring the equipment delivered matches the equipment on the APL.*

Table 3: System Verification Test Cases and Their Activities.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Test Case ID | Test Method | Test Case Description | Test Case Objective | Data Needed | Pass/Fail Criteria | Test Config-uration | Assumptions/Constraints |
|  |  |  |  |  |  |  |  |
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* *Each test case should contain at least the following information:*
	+ *A Test Case reference number (e.g., TC01, TC02, … TCxx), Test Method, and Test Case description. Each Test Case ID will be entered into the RTVM, associated with the Detailed Requirement(s) it tests.*
	+ *A description of the objective of the test case, usually taken from the wording of the requirements, to aid the reader in understanding the scope of the test case.*
	+ *Any data to be recorded or noted during the test, such as expected results of a test step. Other data, such as a record of a digital message sent to an external system that may be required to verify the performance of the system.*
	+ *A statement of the pass/fail criteria. Often, this is just a statement that the system operates per the requirements.*
	+ *A description of the test configuration; that is, a list of the hardware and software items needed for the test and how they should be connected. Often, the same configuration is used for several tests.*
	+ *A list of any other important assumptions and constraints necessary for conducting the test case.*
* Test Case descriptions are illustrated in Table 4, as an example of Table 3.
	+ *TC001 – Submit to the Engineer certified test results for each testing location. Test Method: Deliverable.*
	+ *TC002 – A Traffic Signal Controller should send SPaT messages to the RSU. Test Method: Demonstration.*
	+ *TC003 – The RSU shall be grounded. Test Method: Inspection.*
	+ *TC004 – Perform continuity tests and insulation resistance tests on all locate wires. Test Method: Testing.*
	+ *TC005 – Testing according to the CCTV CEI Checklist.*
* *Delete the Table 4 example in the final report.*

Table 4: Example of System Verification Test Cases and their Activities.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Test Case ID | Test Method | Test Case Description | Test Case Objective | Data Needed | Pass/Fail Criteria | Test Configuration | Assumptions/Constraints |
| TC001 | Deliverable | Test results report | Engineer receives report of test results | Report | Y/N | NA | NA |
| TC002 | Demon-stration | Traffic Signal Controller (TSC) sends SPaT messages to the Road- side Unit (RSU) | RSU receives SPaT message  | SPaT message | Calibrated DSRC receiver registers reception of SPaT message | DSRC receiver set up within receiving distance of SPaT message | If the DSRC receiver receives the SPaT, the RSU receives and sends the SPaT message  |
| TC003 | Inspection | RSU grounding | Protection of equipment from short circuits and lightning | Visual examination | Y/N | Observation on site | Ground rods are at suitable depth |
| TC004 | Testing | Continuity and insulation resistance tests on locate wires | Determine locate wire suitability | Wire continuity and insulation resistance | Measurements meet continuity and resistance criteria | Ohmmeter measurements of continuity at each end of wire and resistance measurement across insulation  | Resistance criteria: see plans or Standard Specifications. |
| TC005 | CCTV CEI Checklist | See CCTV CEI Checklist | See CCTV CEI Checklist | See CCTV CEI Checklist | See CCTV CEI Checklist | See CCTV CEI Checklist | See CCTV CEI Checklist |

## System Verification Test Results Summary

* *Compile the completed RTVM test results into either:*
	+ An Appendix to the System Verification Plan or
	+ A System Verification Results Summary report for larger projects.
* *The results of the Test Cases will be entered into the RTVM Compliance and Notes/Comments. This section will delineate the verification findings with special emphasis on the verification failures and the activities that were undertaken or might be undertaken to remedy them.*

*The following outlines elements to be included in System Verification Results:*

* *Completed RTVM annotated with results*
* *Description of each anomaly, if any, from the expected result called for in the Verification Plan Test Cases (i.e., this report)*
* *Any back-up data or records related to the tests*
* *Special attention is to be paid to any situation where a failure, or deviation from the expected requirement performance, occurred. If the system does not meet a goal or user need, it may not necessarily be rectifiable. If the failure cannot be resolved through equipment and software checks, procedure modifications, retesting and so forth, then document all tests and results. Include comments to add to the ConOps, such as suggested revisions to goals, user needs, or requirements.*
* *If the System Verification Results Summary is done as a separate report, it should include:*
* *FDOT title page*
* *Project Identification as in this System Verification Plan*
* *Purpose of Document, as in this System Verification Plan but focusing on results*
* *Identification of requirements(s) under test*
* *Verification Plan Results (discussed above)*

## Agency System Verification Plan and Results Reports

* *Assemble the Final Project System Verification Plan and Results report that brings all the agency reports together.*
* *Include the hierarchy of agency plans as discussed in Section 1.1.*
* *As stated in Section 1.1, when a project is complex and several agencies are involved, it may be practical for each agency to conduct its own tests. Then, each agency will submit an agency System Verification Plan and System Verification Results Summary following the format of this Plan Template and the Results model presented in Section 4.2.*

# Glossary

* *Include a clear and concise compilation of the definitions and terms used in the System Verification Plan document, especially those that may be unfamiliar to readers.*
* *A glossary should be maintained and updated during the System Verification Plan’s development processes. To avoid unnecessary work due to misinterpretations, all definitions should be reviewed and agreed upon by all involved parties.*

# Appendices

* *Insert information in appendices to the document when appropriate.*
* *This facilitates the System Verification Plan’s ease of use and maintenance. Each appendix should be referenced in the main body of the document where that information would normally have been provided. Appendices may be bound as separate documents for easier handling.*

| DOCUMENT REVISION HISTORY |
| --- |
| Version Number | **Approved Date** | **Description of Change(s)** | **Created/****Modified By** |
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