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Issue:	03
Date:	06/09/2014
Compliance date:	07/03/2015

Level 2

Test Plans

Endorsement and Authorisation

For endorsement, authorisation and issue record of this document, please refer to NR/L2/SIG/30014

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Issue record

Issue	Date	Comments
1	Dec 09	Initial Issue
02	June 12	Updated to industry feedback
03	Sep 14	Reference to SSV removed

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 07 March 2015.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 3 (Option Selection) to continue to comply with the issue of any relevant Network Rail standards current when GRIP Stage 3 was completed and not to comply with requirements contained herein, unless stipulated otherwise in the scope of this standard.

Group Standards

GE/RT8000	Rule Book
GK/GN0802	Glossary of Signalling Terms

Company Standards

NR/L2/SIG/30014	Signalling Works Testing Handbook
NR/L2/SIG/30014/A100	Selection of Standards for Signalling Testing
NR/L2/SIG/30014/A110	Signalling Works Testing
NR/L2/SIG/30014/A210	Simplified Design and Signalling Works Testing Processes for Specific Projects
NR/L2/SIG/30014/B410	Signalling Works Testing Staff Competence Assessment
NR/L2/SIG/30014/B510	Project Specific Appointment of Signalling Testers in Charge
NR/L2/SIG/30014/C120/TP01	Test Plan form
NR/L2/SIG/30014/C120/TP02	Test Plan Appendix A form
NR/L2/SIG/30014/C120/TP03	Commissioning Plan Addendum / Task Sheet form
NR/L2/SIG/30014/C210	Acceptance of Testing Planning Documentation
NR/L2/SIG/30014/C210/AC02	Test Plan Review Checklist form
NR/L2/SIG/30014/C210/AC03	Testing Strategy Waiver Application form
NR/L2/SIG/30014/C410	Error Reporting
NR/L2/SIG/30014/E110	Signalling Works Testing Glossary

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1 Purpose

This document is part of the suite of documents contained within the Signalling Works Testing Handbook, [NR/L2/SIG/30014](#), which together detail the requirements for signalling works testing activities.

This Level 2 document specifies requirements for the production of and the information to be contained within Test Plans, and the template to be used when producing Test Plans.

2 Scope

This level 2 standard applies to work that meets the selection criteria for [NR/L2/SIG/30014/A110](#) or [NR/L2/SIG/30014/A210](#) as defined in [NR/L2/SIG/30014/A100](#).

3 Flowchart

None.

4 Procedure

4.1 General Requirements for Test Plans

“Test Plan” has been used in this Standard as a generic term, and comprises the Master Test Plan, Preparatory Test Plans, Test and Commissioning Plans, and Commissioning Plans. [NR/L2/SIG/30014/A110](#) shows the possible document hierarchies on any particular project. Where requirements are specific to Master Test Plans, Preparatory Test Plans or Commissioning Plans, these are detailed in subsequent sections.

A documented Test Plan shall be produced which details the complete testing and commissioning requirements up to and including Entry Into Operational Service. The plan shall document the resources and processes required to meet the objectives stated in the testing strategy.

Plans shall be prepared in accordance with and contain the information specified in this Standard. Certain signalling systems may demand more specialist content to be added to Test Plans.

The contents of Test Plans shall be kept as concise as possible. Duplication of information contained in other project documents, or the Master Test Plan, **shall be avoided unless essential** to facilitate understanding of the testing content.

Each Project shall be supported by a Master Test Plan. The Preparatory Test Plan, or Test and Commissioning Plan may be incorporated into the Master Test Plan, thus avoiding the need for two separate documents where this provides no benefit.

It is recommended that Test Plans are produced and issued as early as possible, followed by further issues when further information becomes available or to reflect changes to the testing arrangement for a project, rather than delaying issue until more comprehensive information is available and thus delaying briefing and commencement of testing.

Test Plans shall be the responsibility of the Tester in Charge appointed in accordance with [NR/L2/SIG/30014/B510](#). The Tester in Charge may delegate the preparation of the Test and / or Commissioning Plans to competent persons.

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A person holding appropriate and current Tester in Charge competence certification compliant with [NR/L2/SIG/30014/B410](#) at the appropriate level shall independently check every Test Plan.

The Master Copy shall bear the signatures of both the preparer and independent checker, one of whom shall be the appointed Tester in Charge. However, where logistical issues prevent one or both signatures being applied to the Master Copy, following email or equivalent permission from the actual signatory it is permissible for someone else to pp the missing signature(s).

Test Plans are not required for testing work consequent upon incidents and emergencies, regardless of size, unless the Tester in Charge considered it provides benefits, and does not unnecessarily delay the testing.

There is no requirement for Testers to have the Test Plan on site, provided they fully understand their allocated testing activity(ies) and the general testing arrangements and have access to emergency numbers, for example by means of the Task Briefing Sheet and mobile phone memory for technical contact numbers.

In accordance with [NR/L2/SIG/30014/A110](#) it is permitted for testing planning documentation to be presented in a slightly different manner to the forms published in support of this standard, provided the contents and the numbering and order are maintained. The important issue is that any alternative format is as easy to navigate and use as the form provided.

4.2 Test Plan Form Template (NR/L2/SIG/30014/C120/TP01)

The Test Plan form given in [NR/L2/SIG/30014/C120/TP01](#) shall be used. In the interests of standardisation, this template for a Test Plan is designed to produce uniform documentation, which provides:

- a) immediate recognition and understanding through a consistent format;
- b) thorough assessment of the requirements;
- c) a logical progression of the contents.

This template contains the both entry fields for the Test Plan contents, and a series of Notes to indicate to the user the content requirements for each entry field. These Notes form the lower level interpretation of the higher level requirements from this Standard and the other documents from the [NR/L2/SIG/30014](#) series of Standards; the source requirement for each Note being shown as in this example {A110§4.6.4}.

All Notes are “hidden text”, are shown in green and are not editable. The normal default is to show notes on the screen, but not to print them. To change this default (when using the Microsoft Word software package), click on the “Office button” or “File”, then “Options”, then “Display”, and select the required screen and print options.

Section headings and numbering shall not be altered or deleted, as the level 1 headings are based on the numbering of the corresponding sections in [NR/L2/SIG/30014/A110](#)§4, from §4.2 onwards (i.e. [NR/L2/SIG/30014/C120/TP01](#)§3 corresponds to [NR/L2/SIG/30014/A110](#)§4.3). Instead any sections not required shall be marked “Not Applicable” or N/A, and those where the information has been transferred to an Appendix shall be marked “See Appendix xx”. If additional sections are required these may be added at the end of an appropriate series of sections.