

Software delivery

Go/no-go release checklist for UAT sign-off

From the field note ["UAT sign-off you can defend: go/no-go verdicts built on evidence"](#).

The short version

- ◇ A **UAT sign-off** holds up when scope is a fixed set of named workflows and devices, and failure policies are agreed before the run.
- ◇ Keep blocked separate from failed: a run that could not finish never counts as an app bug, and any blocked slot gives INCONCLUSIVE, not a false GO.
- ◇ Lock retests to a fingerprint (a SHA-256 hash) of the test plan, so they prove exactly the original scope.
- ◇ Hide form inputs before every screenshot, refuse to capture unknown embedded content, and discard the image if the checked result changed mid-capture.
- ◇ Fence the test browser in with origins approved outside the plan, and switch staging email and payments to sandboxes.

The checklist

- ☐ Name the workflows in scope and state that nothing else is covered.
- ☐ List the devices or viewports every workflow must pass on.
- ☐ Mark each check no-go or conditional-go before anyone runs it.
- ☐ Agree that a blocked result makes the verdict inconclusive, never a pass.
- ☐ Fingerprint or version the plan, and refuse retests against a changed one.
- ☐ Require cleanup for any workflow that creates data, ending in proof it is gone.
- ☐ Hide form inputs in screenshots and block capture of unknown embedded content.
- ☐ Approve network origins outside the plan, sandbox staging email and payments, use synthetic data, and revoke test credentials afterward.

Want a second pair of eyes on your answers?

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