

MMP Maintenance and Release Schedule (2024)

MMP MAINTENANCE AND RELEASE SCHEDULE				2024												2025												2026												
1	Product Release Process	Module	Frequency	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
	1 Pre-Release	All	Release			24.1				24.2				24.3				25.1				25.2				25.3				26.1					26.2					26.3
	2 Release	All	Release			24.1				24.2				24.3				25.1				25.2				25.3				26.1					26.2					26.3
	3 Post Release	All	Release			24.1				24.2				24.3				25.1				25.2				25.3				26.1					26.2					26.3
2	Security Issues Process	Module	Frequency	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
	1 MMP Roles Management (Roles and Permissions Audit, Roles Notifications, Assigned Staff Roles)	All	Annual																																					
	2 System Workflows	All	Release																																					
	3 System Workgroups	Sourcing, Contracts+	Even Years																																					
	4 Supplier Changes (Supplier Short/Long Form)	Supplier	Even Years																																					
	5 System Administration (Module Configuration and Unplanned System Outages)	All	Annual																																					
	5 System Administration (System Emails and Other Communications)	All	Odd Years																																					
	6 ServiceNow & Jaggaer Ticket Process (Break fix, Maintenance, Enhancement)	All	Annual																																					
	6 ServiceNow & Jaggaer Ticket Process (Role Request and Access)	All	Annual																																					
	7 Audits (External and Internal Audits)	All	Annual																																					
3	Business Tools Process	Module	Frequency	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
	1 Forms (ARF, SRF, NSRF)	All	Odd Years																																					
	2 Contracts+ Libraries (Includes Templates, Clause, Obligations and Custom Fields)	Contracts+	Annual																																					
	3 Sourcing Libraries (Includes Templates and Custom Fields)	Sourcing	Annual																																					
	4 Catalogs	ePro	Release																																					
	5 Virtual Cards	ePro	Even Years																																					
	6 User Guides	All	Even Years																																					
	7 ServiceNow Form and Portal	All	Annual																																					
4	Integration / IT Requirements Process	Module	Frequency	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
	1 MMP Module Integration	All	Release																																					
	2 Workday Integration	ePro, Contracts+, Supplier	Release																																					
	3 Other Integration (DocuSign, Word App)	Contracts+	Release																																					
5	MMP Governance	Module	Frequency	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
	1 MMP Governance and Change Process	All	Odd Years																																					
	2 MMP Support Staff Model	All	Odd Years																																					
	3 MMP Tier Support Validation	All	Annual																																					