

People Readiness Comments Certification #2

1	Agency	Criteria ID	Criteria	Criteria Met	Comments
	DMS	1.1	Agency testers have been identified and prepared for the first portion of All Agency UAT.	Yes	During several rounds of End User Role Mapping, agency testers for DMS were identified and then invited to a UAT Planning Kickoff meeting. The purpose of the meeting was to present expectations, processes, and next steps for DMS UAT activities in 2026. More meetings, demos and trainings are planned as part of DMS' change management initiative. UAT Prerequisite Training has been pushed out to all End Users slotted for the initial load into PALM. The completion metric is being tracked by the DMS PALM Training Coordinator.
2	DMS	1.2	Identified testers have been assigned end user roles based on job functions.	Yes	Several meetings were held with the various work group areas at DMS to review, revise and confirm information documented in the DMS Role Mapping Worksheet for Task 573-B. The Knowledge Center was used extensively for role clarification and definitions within the processes and topics.