**End Stage Report**

**Telco Cloud Migration Project**  
**Stage:** [Name of Stage, e.g., Execution Phase]  
**Report Date:** [Insert Date]  
**Project Manager:** [Your Name]

**1. Stage Objectives and Scope**

* Summarize the objectives agreed for this stage
* Confirm the scope and any deviations or changes

**2. Deliverables Completed**

| **Deliverable** | **Planned Completion Date** | **Actual Completion Date** | **Status** | **Comments** |
| --- | --- | --- | --- | --- |
| Infrastructure Provisioning | [Date] | [Date] | Completed | All compute, storage, and network layers provisioned |
| OSS/BSS Migration | [Date] | [Date] | Completed | Migration completed with successful testing |
| CRM Migration | [Date] | [Date] | Partially Completed | Delay due to M-PESA integration |
| Security Implementation | [Date] | [Date] | Completed | IAM, encryption, and audits implemented |
| Testing & Quality Assurance | [Date] | [Date] | Completed | UAT, performance, and rollback testing concluded |

**3. Stage Performance Summary**

* **Schedule:** [Summary of adherence or delays, SPI values if available]
* **Cost:** [Summary of budget consumption and CPI values]
* **Scope:** [Extent of scope completed, approved changes, pending items]
* **Quality:** [Summary of test results, defect rates, audit outcomes]

**4. Issues and Resolutions**

| **Issue ID** | **Description** | **Impact** | **Resolution/Status** | **Owner** |
| --- | --- | --- | --- | --- |
| ISS-017 | Delay in M-PESA API integration | Schedule delay | Additional resources added; partial scope deferred | Project Manager |
| ISS-021 | Firewall configuration mismatch | Security risk | Configuration updated and validated | Network Lead |

**5. Risk Update**

* Summary of key risks encountered this stage and their status
* Newly identified risks and mitigation plans
* Risks closed during this stage

**6. Lessons Learned**

* What went well during this stage
* Challenges and how they were overcome
* Recommendations for future stages

**7. Summary of Change Requests**

| **Change Request ID** | **Description** | **Status** | **Impact Summary** |
| --- | --- | --- | --- |
| CR-002 | Extended UAT phase by 1 week | Approved | Schedule extended, no cost impact |
| CR-005 | Added penetration testing phase | Approved | Slight schedule impact |

**8. Updated Business Case Summary**

* Reassessment of benefits and costs
* Any changes in expected ROI or strategic alignment

**9. Next Steps and Recommendations**

* Outline preparations for the next stage
* Key activities planned
* Decision points or approvals required

**Prepared by:** [Name & Signature]  
**Date:** [Insert Date]

**Approved by:** [Sponsor / Steering Committee]  
**Date:** [Insert Date]