**IT Infrastructure Status Document**

**1. Executive Summary**

Provide a brief overview of the current state, highlighting critical issues, recent improvements, or key upcoming upgrades.

**2. Infrastructure Overview**

**2.1 Organizational Information**

* Organization Name:
* Department:
* Responsible Team/Manager:
* Date of Assessment:

**3. Hardware Inventory**

**3.1 Servers**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Asset Tag** | **Hostname** | **Make** | **Model** | **Serial Number** | **Processor** | **RAM** | **Storage** | **OS** | **Location** | **Purchase Date** | **Warranty Status** |

**3.2 Network Equipment**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Device Type | Make | Model | Serial Number | Firmware Version | IP Address | Location | Purchase Date | Warranty Status |

**3.3 Storage Systems**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| System Name | Make | Model | Storage Capacity | Used Capacity | RAID Configuration | Serial Number | Location | Warranty Status |

**3.4 End User Devices**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Device Type | Make | Model | Serial Number | OS | Assigned User | Purchase Date | Warranty Status |

**4. Software Inventory**

**4.1 Server and Infrastructure Software**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Application Name | Version | Vendor | License Type | License Expiry | Installed On |

**4.2 End User Software**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Application Name | Version | Vendor | License Type | License Expiry | Number of Licenses | Users/Groups |

**5. Network Infrastructure**

**5.1 Network Architecture**

Provide a high-level diagram and description of network segments, VLANs, firewall rules, and connectivity.

**5.2 Internet Connectivity**

* ISP Name:
* Bandwidth:
* Backup Connectivity:

**5.3 VPN and Remote Access**

* VPN Solution:
* Remote Access Tools:
* Users Count:

**6. Security and Compliance**

**6.1 Security Tools**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Tool Name | Version | Vendor | Purpose | Last Audit Date |

**6.2 Compliance and Audits**

* Compliance Standards (ISO, HIPAA, GDPR, etc.):
* Last Compliance Audit:
* Findings and Remediation Steps:

**7. Backup and Disaster Recovery**

**7.1 Backup Solutions**

* Backup Solution Name:
* Backup Frequency:
* Backup Storage Location:
* Last Backup Test:

**7.2 Disaster Recovery Plan**

* DR Plan Status:
* Last DR Test Date:
* Recovery Point Objective (RPO):
* Recovery Time Objective (RTO):

**8. Issues and Risks**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Issue/Risk Description | Severity | Impact | Mitigation Plan | Owner | Status |

**9. Recommendations and Action Plan**

* Short-Term Recommendations:
* Mid-Term Recommendations:
* Long-Term Recommendations:

**10. Appendices**

Include any relevant diagrams, detailed reports, vendor communications, or additional supporting documentation.