CHECKLIST (DAILY / WEEKLY / MONTHLY / QUARTERLY / ANNUALLY) || SQL Server (Onprem)

DAILY CHECKS

Database free space (data files)

Log file free space

Database status (online/recovery state)

Failed jobs related to database maintenance

Backup validation (last full/diff/log backup time)

Check for deadlocks

Orphaned users (quick scan)

Database mirroring/AlwaysOn synchronization state

TempDB usage and file growth

Disk I/O latency for database files

Autogrowth events

Database integrity check failures (from previous night)

SQL Server service status

SQL Agent service status

Error log scan for warnings/errors

CPU / RAM utilization

Check active sessions

Monitoring open transactions

AlwaysOn/Cluster health

SQL Agent job failures

TempDB health

Instance uptime check

WEEKLY CHECKS

Database fragmentation levels

Index usage and missing indexes

Update statistics (verify completed)

Growth trends (data/log)

Review blocking reports

Verify alert logs (SQL Agent/Windows logs)

Unused tables or objects review

TempDB sizing evaluation

Review SQL Server logs in detail

Review job durations for anomalies

Review server-level blocking

Patch availability review (CU updates)

Review alerts and notifications

Check for excessive recompilations

MONTHLY CHECKS

Full DBCC CHECKDB on all databases

Index rebuilds or reorganizations

Review auto-grow settings

Clean up old backup files

Update maintenance plans/jobs

Check consistency across replicas (AlwaysOn)

Validate SQL Agent job schedules & overlapping jobs

DAILY CHECKS

Review max memory configuration

Review cost threshold for parallelism

Check server-level permissions

Review linked server security

Validate SQL Server audit logs

Review SQL Server configurations (sp_configure)

Driver/firmware updates availability

Check for disabled indexes, unused indexes

QUARTERLY CHECKS

Review storage capacity planning

Review partitioning strategy

Database performance baseline comparison

DR/Failover testing

Review encryption certificates and key expiration

Audit and schema change review

OS and SQL Server patching

SQL Server configuration benchmark review

Server hardware health checks (CPU/Memory/Disk)

Evaluate maintenance job effectiveness

Review cluster configuration

Review service accounts & password rotations

Security vulnerability assessment

ANNUALLY CHECKS

Data retention policy review

Long-term growth forecasting

License compliance check

Storage and capacity planning refresh

Security audit and permissions recertification

Full disaster-recovery simulation

Capacity planning for next year

SQL Server upgrade/migration planning

High Availability/Disaster Recovery full test

Rebuild server performance baseline

Review licensing and compliance

Full audit of jobs, alerts, operators

Evaluate cloud migration or hybrid readiness

Perform full instance cleanup (old backups, logs, traces)