Infrastructure Cost Optimization Report - [Month, Year]

Prepared By: [SRE/FinOps Specialist]
Reporting Period: [Month, Year]
Cost Target: –15% year-over-year operational efficiency.

1. Executive Summary and Savings Achieved

- **Total Monthly Cloud Spend:** $[Amount]
- **Variance to Budget:** [e.g., or]
- **Total Savings Realized This Month:** $[Amount] (via de-provisioning, rightsizing, automation)
- **Key Finding:** [Briefly state the largest factor in the cost variance (e.g., "Increased spend driven by non-prod storage," or "Significant savings due to new RI commitment.")]

2. Cost Breakdown by Category

Cost Center Tag	Budget ($)	Actual Spend ($)	Variance (%)	Notes
Compute (EC2/K8s)				*Focus for Rightsizing*
Database Services (RDS/SQL)				*Review reserved capacity*
Storage (S3/EBS)				*Identify unattached volumes*
Networking/Data Transfer				*High data transfer costs require review*
Logging/Monitoring				*Evaluate data retention policies*
Total				

3. Optimization Opportunities & Actions Taken

3.1 Rightsizing (Compute/Database)

- **Finding:** [X number] of non-production EC2 instances are running at CPU utilization.
- **Action Taken:** Downsized to smaller instance family, saving $[Amount] monthly.
- **Next Action:** Target R&D development environments for automated shut-down after 19:00 AST.

3.2 Storage Clean-Up

- **Finding:** [X number] of unattached or aged (days) EBS volumes and S3 buckets identified.
- **Action Taken:** Deleted/Archived unused resources, saving $[Amount] monthly.
- **Next Action:** Enforce a 60-day lifecycle policy on all non-prod S3 buckets.

3.3 Reserved Instance (RI) and Savings Plan Efficiency

- **Current RI Coverage:** [Percentage]
- **Gap/Recommendation:** Purchase an additional $[Amount] in 1-year RIs to cover projected base load growth in the core data lake, increasing coverage to .
- **Estimated Savings from Purchase:** $[Amount] annually.

4. Recommendations for Next Month

Recommendation	Estimated Savings	Owner	Due Date
Implement automated daily shutdown script for all Dev/QA environments.	$[Amount]	[SRE Lead]	[Date]
Investigate and optimize high cross-AZ data transfer costs (Networking).	$[Amount]	[Ops Analyst]	[Date]
Review AI model training pipelines for transient resource usage vs.	N/A	[R&D/Ops]	[Date]

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