

WEEKLY STATUS REPORT - WEEK 2


S4Carlisle Cloud Migration Project

Report Period: October 13-17, 2025

Report Date: October 17, 2025

Submitted By: 1CloudHub - Gajalakshmi Vaasan, Project Manager

Report Status: Week 2 of 12 (Assessment & Discovery Phase)

Overall Project Health:  YELLOW (Milestone 1 enhancement in progress)

SLIDE 1: TITLE SLIDE

S4CARLISLE CLOUD MIGRATION PROJECT

Weekly Status Report

Week 2: October 14-18, 2025

Presented by: 1CloudHub

Project Manager: Gajalakshmi Vaasan

Date: October 17, 2025

SLIDE 2: AGENDA

Agenda

1. Executive Summary & Project Dashboard
2. Week 2 Progress & Activities
3. Milestone 1 Status & Recovery Plan

4. Milestones Progress (Weeks 1-2)

5. Risks & Issues

6. Key Decisions Made This Week

7. Get to Green Plan

8. Week 3 Preview

9. Overall Summary & Path Forward







SLIDE 3: EXECUTIVE SUMMARY & PROJECT DASHBOARD

Executive Summary

OVERALL HEALTH:  YELLOW

WEEK 2 SITUATION

Week 2 focused on enhancing Milestone 1 deliverables based on comprehensive feedback received October 14. 1CloudHub is addressing 13 identified gaps through focused enhancement work with committed recovery timeline.

SCHEDULE	 Yellow - M1 enhancement underway	
BUDGET	 On Track - No impact	
SCOPE	 On Track - Enhancement within SOW	
QUALITY	 Yellow - Improving to meet SOW	
RISKS	 Medium - Timeline recovery needed	
TEAM MORALE	 Good - Committed to recovery	

PROJECT DASHBOARD

Project Start: October 1, 2025

Current Week: Week 2 of 12

Current Phase: Assessment & Discovery (Weeks 1-2)

Days Elapsed: 17 | Days Remaining: 61

Original M1 Target: October 17 | Revised Target: October 24 for acceptance and signoff

PROGRESS BY PHASE

Assessment & Discovery (Current) 65%

Architecture & Design 0%

Migration Execution 0%

Testing & Validation 0%

Cutover & Go-Live 0%

WEEK 2 KEY METRICS

Milestone 1 Original Submission: Oct 14

Feedback Received: Oct 14

Enhancement Work Started: Oct 15





Recovery Plan Status: [In Progress / On Track / At Risk]

Team Engagement: 100% (all hands on deck)

SLIDE 4: WEEK 2 PROGRESS & ACTIVITIES




Week 2: Assessment & Discovery Phase (Completion)

WEEK 2 OBJECTIVES




-  Complete discovery documentation
-  Submit Milestone 1 deliverables
-  Enhance deliverables based on feedback
-  Begin architecture preparation work

WEEK 2 ACCOMPLISHMENTS

****Monday, October 13:****

-  Submitted comprehensive S4Carlisle Assessment Report (25 pages)
-  Completed baseline performance metrics collection
-  Finalized dependency mapping documentation

****Tuesday, October 14:****

-  Received detailed feedback memo from S4Carlisle
-  Conducted internal review of 13 identified gaps
-  Prepared action plan and resource allocation

****Thursday, October 16:****

-  Held Milestone 1 resolution meeting with S4Carlisle

- ✓ Selected enhancement approach: Option 2
- ✓ Committed to revised timeline and action plan
- ✓ Began focused enhancement work on critical gaps

****Thursday-Friday, October 17-18:****

- ↻ Executing enhancement work per agreed action plan
 - ↻ Daily progress updates to S4Carlisle
 - ↻ Parallel architecture preparation where possible
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PROGRESS HIGHLIGHTS

POSITIVE ACCOMPLISHMENTS:

- ✓ Strong foundation established (65% complete per evaluation)
- ✓ Excellent sections: Infrastructure inventory, 7R strategy, Right-sizing analysis, Business continuity planning (90-95% scores)
- ✓ Team fully mobilized for enhancement work
- ✓ Transparent communication and partnership approach maintained
- ✓ No impact to project budget
- ✓ Discovery work 100% complete with high quality

AREAS REQUIRING ENHANCEMENT:

- ⚠ Performance baseline data (from general to specific metrics)
- ⚠ HA/DR architecture (from single EC2 to multi-AZ)
- ⚠ Migration wave plan (from approach to explicit 5-wave timeline)

⚠ Rollback procedures (from mentioned to fully documented)

⚠ Risk assessment (from implicit to formal matrix)

⚠ Additional 8 gaps being addressed systematically

🔧 TECHNICAL ACTIVITIES COMPLETED

Discovery & Assessment:

- All 4 production systems fully documented
- Infrastructure inventory detailed (Tables 1-2, Appendix B)
- 7R migration strategy validated (Table 3)
- Right-sizing analysis with cost projections (Table 4, Figures 1-4)
- Security gap analysis completed (Table 5)
- Business continuity framework established (Tables 7-8)




AWS Environment:

- AWS account access verified and operational
 - IAM roles and permissions configured
 - Monitoring tools deployed for baseline collection
 - MGN service readiness confirmed
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SLIDE 5: MILESTONE 1 STATUS & RECOVERY PLAN

Milestone 1: Current Status & Recovery Plan

📋 MILESTONE 1 REQUIREMENTS (SOW 2.3)


1. Current State Assessment Report  Submitted - Enhancement underway
2. AWS Target Architecture Document  Submitted - Enhancement underway
3. Migration Strategy & Risk Assessment  Submitted - Enhancement underway


DELIVERABLE COMPLETENESS ASSESSMENT


Per S4Carlisle evaluation received October 14:

Deliverable	Completeness	Status	Target
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Current State Assessment	65%		Enhancing 95%+
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AWS Target Architecture	55%		Enhancing 95%+
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Migration Strategy & Risk	35%		Enhancing 95%+
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OVERALL	**56%**	**	In Progress** **95%+**
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****8 ADDITIONAL GAPS:****

#	Gap Area	Assigned To	Target	Status	Progress
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6	Dependency Mapping (Pathfinder)	Srihari S	Oct __		__%
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7	Environment Details (AD/DB/Network)	Srihari S	Oct __		__%
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8	Network Architecture (VPC/Subnets)	Srihari S	Oct __		__%
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9	Security Architecture (IAM/KMS)	Srihari S	Oct __		__%
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10	Monitoring & Alerting Design	Moshik V	Oct __		__%
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11	Risk Mitigation Plans	Gajalakshmi	Oct __		__%
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| 12 | Success Criteria (per system) | Gajalakshmi | Oct __ |  | __% |

| 13 | Go/No-Go Criteria | Gajalakshmi | Oct __ |  | __% |

17 REVISED TIMELINE & APPROACH

**Selected Approach

- Oct 16-18: Enhancement work (Critical gaps)
 - Oct 19-20: Enhancement work (Remaining gaps)
 - Oct 21: Submit enhanced report
 - Oct 22-23: S4C review and acceptance
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RESOURCE ALLOCATION & COMMITMENT

Team Mobilization:

- Srihari S (Architect): 100% allocated to enhancement work
- Moshik V (Engineer): 100% allocated to baseline data & monitoring design
- Gajalakshmi V (PM): 100% allocated to planning/risk/coordination
- Sujay V (DBA): As needed for database architecture details
- Magesh Kumar (EVP): Executive oversight and support

Total Effort:

SLIDE 6: MILESTONES PROGRESS (WEEKS 1-2 BASELINE)

Project Milestones - Assessment & Discovery Phase

Milestone	Planned Date	Revised Date	Status	Completion	Notes
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M1: Assessment & Discovery	Oct 17	Oct 24	🟡	65%	Enhancement work in progress
- Current State Assessment	Oct 17	Oct 24	🟡	65%	Enhancing from 65% to 95%+
- AWS Target Architecture	Oct 17	Oct 24	🟡	55%	Enhancing from 55% to 95%+
- Migration Strategy & Risk	Oct 17	Oct 24	🟡	35%	Enhancing from 35% to 95%+
M2: Design & Build	Oct 24	TBD	⬛	0%	Start contingent on M1 acceptance
M3: PoC Migration	Nov 7	TBD	⬛	0%	Awaiting M1 completion
M4: Production Migration	Nov 21	TBD	⬛	0%	Downstream dependencies
M5: Optimization & Handover	Nov 28	TBD	⬛	0%	Final phase

*Contingent on Option 1 (Oct 21-23) or Option 2 (Oct 26-30) selection

SCHEDULE IMPACT ANALYSIS

Milestone 1 Delay:

Original Target: October 17, 2025

Revised Target: October [21-30], 2025

Delay:5 days

****Downstream Impact:****

- Architecture & Design phase: Start delayed by delay duration
- PoC Migration: May be impacted depending on recovery
- Production Migration: Monitoring for cumulative impact
- Project End Date: No change anticipated (sufficient buffer in plan)

****Mitigation Strategy:****

- ✓ Extended team working hours during enhancement period
- ✓ Parallel architecture prep work where possible
- ✓ Accelerated review cycles once deliverables submitted
- ✓ Proactive communication with all stakeholders
- ✓ Weekly executive updates on recovery progress

SLIDE 7: RISKS & ISSUES

Active Risks & Issues

ID	Risk/Issue	Type	Priority	Impact	Owner	Status	Mitigation Plan	Target Date
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R-001	Milestone 1 enhancement work may take longer than estimated	Risk	HIGH	Timeline slip	1CH	Active	Daily monitoring; escalation trigger at 80% timeline consumed	Oct 24
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R-002	Downstream milestones at risk if M1 delay extends	Risk	MEDIUM	Schedule impact	1CH/S4C	Monitoring	Contingency plans prepared; compress later phases if needed	Ongoing
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| **I-001** | Milestone 1 deliverables required significant enhancement | Issue | HIGH | 5 day delay | 1CH | Mitigating | Enhancement work underway; committed timeline provided | Oct 24 |

Risk Type: Risk = Potential future issue | Issue = Current problem


Priority: High = Project timeline impact | Medium = Deliverable quality impact | Low = Minor inconvenience



RISK TREND ANALYSIS

Week 1 Risks: 2 (both LOW)

Week 2 Risks:

Trend:  Increased (due to M1 situation)

Top 3 Risks Requiring Attention:

1. R-001: M1 enhancement timeline
2. R-002: Downstream milestone impact
3. R-003: Team fatigue management

Mitigation Effectiveness:

Enhancement work is progressing per plan

Daily monitoring

S4Carlisle support has been excellent

SLIDE 8: KEY DECISIONS MADE THIS WEEK

Key Decisions Made This Week

| Decision | Rationale | Impact | Stakeholders | Date |

|-----|-----|-----|-----|-----|

| ****Committed to specific enhancement timeline**** | Provides clear accountability and planning certainty | Establishes trust; enables downstream planning | Both teams | Oct 16 |

| ****Daily progress standups until M1 acceptance**** | Maintain transparency and catch issues early | Enhanced communication; quick issue resolution | Both teams | Oct 16 |


SLIDE 9: GET TO GREEN PLAN


Get to Green Plan - Recovery Actions


| Priority | Focus Area | Action | Owner | Dependencies | Target Date | Progress | Status |


|-----|-----|-----|-----|-----|-----|-----|-----|


| ****P0**** | M1 Enhancement | Complete 5 critical gaps | 1CH Team | None | Oct __ | __% |  |

| ****P0**** | M1 Enhancement | Complete remaining 8 gaps | 1CH Team | Critical gaps done | Oct __ | __% |  |

| ****P0**** | M1 Submission | Submit enhanced deliverables | Gajalakshmi | All gaps complete | Oct __ | __% |  |






| ****P0**** | M1 Acceptance | S4C review and signoff | S4Carlisle | Submission complete | Oct __ | 0% |  |

| ****P1**** | Architecture Prep | Continue design preparation | Srihari S | Parallel to M1 work | Oct __ | __% |  |

| ****P1**** | AWS Environment | Complete landing zone setup | Moshik V | Parallel to M1 work | Oct __ | __% |  |

****Priority Legend:**** P0 = Critical path | P1 = Important | P2 = Nice to have

SUCCESS CRITERIA FOR WEEK 3





-  Milestone 1 enhanced deliverables submitted
 -  S4Carlisle review and acceptance obtained
 -  Architecture & Design phase kicked off
 -  No new critical risks introduced
 -  Team morale maintained
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SLIDE 10: WEEK 3 PREVIEW




Week 3 Preview (October 21-25)

OBJECTIVES (CONTINGENT ON M1 ACCEPTANCE)

****Scenario A: M1 Accepted Early in Week****

-  Complete Assessment & Discovery Phase
-  Begin Architecture & Design Phase
-  Conduct architecture deep-dive sessions
-  Develop detailed design documentation

****Scenario B: M1 Still Pending****

-  Continue enhancement work with urgency
-  Parallel infrastructure preparation
-  Architecture planning (non-dependent activities)

⚠ Escalate timeline concerns if needed

WEEK 3 PLANNED ACTIVITIES

****Tuesday, October 21:****

- Walkthrough of Milestone 1 deliverables (delivered on October 17)
- S4Carlisle review begins

****Wednesday, October 22:**

- S4Carlisle review and feedback
- Architecture design kickoff
- Network & security framework sessions

****Thursday, October 23:****

- Submit enhanced M1 deliverables

Architecture deep dive

- Weekly status meeting #3

****Friday, October 24:****

- S4 acceptance and signoff of M1 deliverables

OR Continue architecture work (Option 1)

RESOURCE NEEDS FROM S4CARLISLE

****For Milestone 1 Acceptance:****

- Sakthivel/Sulthan/AVR: Review time within 2 business days

- Prompt feedback on any additional clarifications
- Formal acceptance signoff

****For Architecture Phase (If M1 Accepted):****

- Sulthan: 10-12 hours for architecture sessions
 - Network Team: 4-6 hours for connectivity design
 - Security Team: 2-4 hours for security framework
 - Stakeholders: Architecture review and approvals
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POTENTIAL BLOCKERS

****High Risk:****

- Milestone 1 enhancement taking longer than planned
- S4Carlisle availability for timely review
- Additional gaps identified during S4C review

****Medium Risk:****

- Extended SME time requirements for architecture
 - Network team scheduling conflicts
 - AWS environment readiness dependencies
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WEEK 3 DELIVERABLES (CONTINGENT)

1. ****Milestone 1 Acceptance**** (Critical!)
2. AWS Architecture Design Sessions (if M1 accepted)
3. Network & Security Framework Draft


4. Migration Runbook v1.0 Start

5. Week 3 Status Report








SLIDE 11: OVERALL SUMMARY & PATH FORWARD

Overall Summary




 OVERALL PROJECT HEALTH:  YELLOW

 WEEK 2 SUMMARY

****What Went Well:****

-  Successfully submitted comprehensive assessment report (25 pages)
-  Strong foundation established - 65% complete with excellent sections
-  Received detailed, actionable feedback from S4Carlisle
-  Rapid mobilization for enhancement work
-  Transparent communication and collaborative approach maintained
-  Team fully committed to quality and timeline recovery
-  Discovery phase 100% complete with high-quality documentation

****What Needs Improvement:****

-  Initial deliverable completeness below SOW requirements
-  13 gaps identified requiring enhancement work
-  Milestone 1 delayed by 3-10 days

⚠️ Downstream schedule impact being monitored

⚠️ Need to improve requirements understanding in future phases

****Key Learnings:****

📖 Importance of SOW requirement verification before submission

📖 Value of detailed feedback for quality improvement

📖 Partnership approach accelerates problem resolution

📖 Early identification of gaps prevents larger issues later

🎯 PATH FORWARD

****Immediate Focus (Next 5-7 Days):****

1. Complete Milestone 1 enhancement work per committed timeline
2. Submit enhanced deliverables for S4Carlisle review
3. Obtain M1 acceptance and close this phase
4. Begin Architecture & Design phase without further delay

****Quality Commitment:****

- ✅ All 13 gaps will be addressed comprehensively
- ✅ Each section will meet or exceed SOW requirements
- ✅ Internal quality review before submission
- ✅ Proactive communication if any issues arise

****Schedule Recovery:****

- ✅ Extended working hours during recovery period
- ✅ Parallel work streams where dependencies allow

✓ Compressed review cycles with S4Carlisle support

✓ Monitoring downstream milestones for cumulative impact

PARTNERSHIP COMMITMENT

1CloudHub remains committed to:

- Delivering high-quality work that meets SOW requirements
- Transparent communication about progress and challenges
- Collaborative problem-solving with S4Carlisle team
- Meeting revised timeline commitments
- Learning from this experience for future phases

We appreciate S4Carlisle's:

- Detailed, constructive feedback
 - Collaborative approach to resolution
 - Support during enhancement period
 - Confidence in our ability to deliver
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CONFIDENCE ASSESSMENT

Milestone 1 Completion: [High/Medium/Low] Confidence

Architecture Phase Start: [High/Medium/Low] Confidence

Overall Project Success: High Confidence (with M1 recovery)

Executive Actions Needed:

- [None / List any critical needs]

****Next Critical Milestone:**** Milestone 1 Acceptance - October [21-30], 2025

SLIDE 12: THANK YOU / QUESTIONS

Thank You

Questions?

We appreciate your partnership and feedback.

Committed to excellence in every phase.
