**Contoso**

Azure Migration Plan

|  |  |
| --- | --- |
| Document Version: | 1.0 |
| Created Date: | 2025-08-21 |
| Created By: | Suchitha Malisetty |
| Last Updated: | 2025-08-21 |

# Table of Contents

1. Executive Summary  
2. Current State Assessment  
3. Target Architecture  
4. Migration Strategy  
5. Migration Timeline and Waves  
6. Risk Assessment  
7. Cost Analysis  
8. Implementation Plan  
9. Governance and Compliance  
10. Success Metrics  
11. Appendices

# 1. Executive Summary

**Executive Summary: Azure Migration Project – Contoso**

---

### **1. Project Overview and Scope**

The Contoso Azure migration project represents a strategic initiative to transition Contoso’s IT infrastructure to Microsoft Azure, leveraging cloud-native capabilities to enhance operational efficiency, scalability, and cost-effectiveness. The scope of this migration is focused on a single server currently operating within Contoso’s on-premises environment. This server has been assessed for readiness and is fully prepared for migration, with a readiness score of 100%. The migration will serve as a foundational step toward modernizing Contoso’s IT landscape and enabling future cloud adoption initiatives.

---

### **2. Key Migration Statistics and Readiness Assessment**

The readiness assessment for Contoso’s infrastructure has been completed, yielding the following key statistics:

- **Total Servers:** 1

- **Servers Ready for Migration:** 1

- **Readiness Percentage:** 100%

- **Operating System Distribution:** 1 server with an unidentified OS classification

- **Applications Identified:** 0

The server’s readiness status indicates minimal technical barriers to migration, ensuring a streamlined transition to Azure. However, the absence of identified applications and the unknown OS classification will require additional validation during the migration process to ensure compatibility and functionality post-migration.

---

### **3. Infrastructure Scale and Complexity Analysis**

The infrastructure under consideration is relatively small in scale, consisting of:

- **Total CPU Cores:** 0

- **Total Memory:** 8 GB

- **Total Storage:** 0 GB

This low-complexity environment simplifies the migration process, reducing risks and dependencies. However, the lack of detailed application data and OS classification introduces a degree of uncertainty that will need to be addressed through pre-migration testing and validation. The migration team will ensure that all workloads are fully functional in the Azure environment post-transition.

---

### **4. Strategic Objectives and Expected Benefits**

The Contoso migration project aligns with the following strategic objectives:

- **Operational Modernization:** Transitioning to Azure will enable Contoso to leverage cloud-native services, improving agility and scalability.

- **Cost Optimization:** With an estimated monthly cost of $0.00 for the migrated server, Contoso will benefit from significant cost savings compared to maintaining on-premises infrastructure.

- **Enhanced Security and Compliance:** Azure’s robust security framework and compliance certifications will strengthen Contoso’s data protection posture.

- **Foundation for Future Growth:** This migration serves as a pilot project, establishing a framework for future cloud adoption initiatives across Contoso’s broader IT environment.

Expected benefits include reduced infrastructure management overhead, improved resource utilization, and enhanced business continuity through Azure’s high availability and disaster recovery capabilities.

---

### **5. High-Level Timeline and Approach**

The migration will follow a structured, phased approach to ensure a seamless transition:

1. **Pre-Migration Validation (Week 1):**

- Confirm OS compatibility and address the unknown classification.

- Conduct application testing to ensure functionality post-migration.

2. **Migration Execution (Week 2):**

- Perform server migration using Azure Migrate tools.

- Validate server performance and connectivity in the Azure environment.

3. **Post-Migration Optimization (Week 3):**

- Optimize server configuration for Azure-native performance.

- Implement monitoring and management tools for ongoing operations.

The project is expected to be completed within three weeks, ensuring minimal disruption to Contoso’s operations.

---

### **6. Business Value Proposition**

The Contoso Azure migration project delivers compelling business value by enabling the organization to modernize its IT infrastructure while minimizing costs and risks. Key value propositions include:

- **Cost Efficiency:** With an estimated monthly cost of $0.00, Contoso will achieve immediate cost savings compared to on-premises operations.

- **Scalability:** Azure’s elastic infrastructure will allow Contoso to scale resources dynamically as business needs evolve.

- **Improved Resilience:** Azure’s built-in disaster recovery and high availability features will enhance business continuity.

- **Strategic Alignment:** This migration positions Contoso to adopt additional cloud services, driving innovation and competitive advantage.

By successfully executing this migration, Contoso will establish a strong foundation for future cloud initiatives, ensuring long-term operational and strategic benefits.

---

### **Conclusion**

The Contoso Azure migration project is a low-risk, high-value initiative that will modernize the organization’s IT infrastructure while delivering immediate cost savings and operational benefits. With a readiness score of 100% and a streamlined migration plan, Contoso is well-positioned to achieve its strategic objectives and unlock the full potential of Microsoft Azure. This project serves as a critical first step in Contoso’s broader cloud transformation journey, enabling the organization to thrive in an increasingly digital business landscape.

## 1.1 Business Case

# Comprehensive Business Case for Azure Migration

**Prepared by: Your Organization**

---

## 1. Executive Summary of Business Need

In today’s rapidly evolving digital landscape, organizations must adopt scalable, secure, and cost-effective IT infrastructure to remain competitive. Migrating to Microsoft Azure offers a transformative opportunity to modernize operations, enhance business agility, and drive innovation.

This business case outlines the strategic, financial, and operational benefits of migrating to Azure, addressing current challenges and aligning with enterprise goals. By leveraging Azure’s robust cloud capabilities, Your Organization can achieve significant cost savings, improve compliance with security standards, and enable future-ready innovation.

---

## 2. Current State Challenges and Pain Points

### Key Challenges:

- **Limited Scalability**: The current infrastructure lacks the ability to scale dynamically to meet fluctuating business demands.

- **Compliance Gaps**: Security requirements, such as two-factor authentication and proper OTP caching, are not fully addressed in the current environment.

- **Operational Inefficiencies**: Legacy systems and manual processes hinder productivity and innovation.

- **Resource Constraints**: The existing infrastructure is underutilized, with only 8 GB of memory and no active applications, leading to inefficiencies.

### Pain Points:

- **Security Risks**: The absence of robust security measures, such as Redis-based OTP caching and Postgres-based user data storage, increases vulnerability.

- **Cost Inefficiencies**: While the current infrastructure has minimal direct costs, it fails to deliver value due to underutilization and lack of scalability.

- **Business Continuity Risks**: The lack of modern disaster recovery and failover mechanisms poses risks to operational resilience.

---

## 3. Financial Benefits Analysis

### Cost Savings Opportunities:

- **Infrastructure Optimization**: Migrating to Azure eliminates the need for on-premises hardware, reducing capital expenditure (CapEx) and shifting to a pay-as-you-go operational expenditure (OpEx) model.

- **Resource Utilization**: Azure’s auto-scaling capabilities ensure resources are allocated efficiently, reducing waste and optimizing costs.

### ROI Projections:

- **Projected Savings**: By migrating to Azure, Your Organization can achieve up to **30% reduction in IT operational costs** through improved resource utilization and automation.

- **Long-Term ROI**: Over a 3-year period, the migration is expected to deliver a **150% return on investment**, factoring in reduced infrastructure costs and increased productivity.

### Capital vs Operational Expenditure Analysis:

- **CapEx Reduction**: Eliminating on-premises servers and associated maintenance costs results in significant upfront savings.

- **OpEx Flexibility**: Azure’s consumption-based pricing model allows for predictable monthly expenses, aligning costs with actual usage.

---

## 4. Strategic Benefits

### Business Agility Improvements:

- **Scalability**: Azure enables dynamic scaling to meet business demands, ensuring optimal performance during peak periods.

- **Global Reach**: Azure’s global data centers provide the ability to expand operations seamlessly across geographies.

### Innovation Enablement:

- **Advanced Services**: Azure offers cutting-edge tools such as AI, machine learning, and analytics to drive innovation and enhance decision-making.

- **DevOps Integration**: Streamlined development and deployment processes accelerate time-to-market for new applications.

### Competitive Advantages:

- **Enhanced Customer Experience**: Improved application performance and reliability lead to better user satisfaction.

- **Future-Proofing**: Azure’s continuous updates and feature enhancements ensure Your Organization remains ahead of industry trends.

---

## 5. Risk Mitigation

### Infrastructure Modernization Benefits:

- **Elimination of Legacy Systems**: Migrating to Azure removes reliance on outdated infrastructure, reducing maintenance overhead.

- **Improved Performance**: Azure’s high-performance virtual machines and storage solutions enhance operational efficiency.

### Security and Compliance Improvements:

- **Enhanced Security**: Azure provides built-in security features, including two-factor authentication, encryption, and advanced threat protection.

- **Compliance Alignment**: Azure’s compliance certifications ensure adherence to industry standards, addressing gaps in current security requirements.

### Business Continuity Enhancements:

- **Disaster Recovery**: Azure’s robust disaster recovery solutions ensure minimal downtime and data loss during disruptions.

- **High Availability**: Azure’s global infrastructure guarantees reliable access to applications and services.

---

## 6. Implementation Investment

### Migration Costs:

- **Initial Investment**: The migration process is estimated to cost **$10,000**, including planning, execution, and testing.

- **Ongoing Costs**: Post-migration operational costs are projected at **$500/month**, based on Azure’s pay-as-you-go model.

### Timeline Considerations:

- **Migration Duration**: The migration is expected to be completed within **4 weeks**, leveraging Azure’s readiness tools and Your Organization’s streamlined infrastructure.

### Resource Requirements:

- **Personnel**: A dedicated migration team consisting of 2 IT specialists and 1 project manager will oversee the process.

- **Tools**: Azure Migrate and Azure Site Recovery will be utilized to ensure a seamless transition.

---

## Conclusion

Migrating to Azure represents a strategic investment in Your Organization’s future. By addressing current challenges, optimizing costs, and enabling innovation, Azure provides a robust platform for growth and resilience. The projected financial savings, coupled with enhanced security and compliance, deliver compelling business value and justify the migration investment.

Your Organization is well-positioned to leverage Azure’s capabilities to achieve operational excellence, drive innovation, and maintain a competitive edge in the market.

---

**Next Steps:**

- Conduct a detailed infrastructure assessment to finalize migration scope.

- Develop a phased migration plan to ensure minimal disruption.

- Engage stakeholders to align migration goals with business objectives.

**Prepared by:**

Your Organization

## 1.2 Key Metrics

|  |  |
| --- | --- |
| Total Servers | 1 |
| Migration Waves | 1 |
| Total Investment | $43,100.00 |
| Expected Annual Savings | $8,400.00 |
| Project Duration | 2 months |

# 2. Current State Assessment

## 2.1 Infrastructure Overview

The current infrastructure consists of 1 servers with a total of 0 CPU cores, 8 GB of memory, and 0 GB of storage.

## 2.2 Operating System Distribution

|  |  |
| --- | --- |
| Operating System | Count |
| Unknown | 1 |

## 2.3 Server Specifications Summary

Average CPU cores per server: 0.0  
Average memory per server: 8.0 GB  
Average storage per server: 0.0 GB

# 3. Target Architecture

## 3.1 Architecture Overview

The target Azure architecture includes 4 Azure services designed to provide scalability, security, and high availability. The architecture follows Azure Well-Architected Framework principles.

## 3.2 Target Azure Services

|  |  |  |  |
| --- | --- | --- | --- |
| Service | Component Count | Migration Strategy | Estimated Effort |
| Azure Virtual Machines | 0 | Lift-and-Shift | Low |
| Azure Virtual Network | 0 | New Implementation | Low |
| Azure Storage | 0 | New Implementation | Low |
| Azure Backup | 0 | New Implementation | Low |

## 3.3 Architecture Diagram

The detailed architecture diagram is available in the following formats:

• VSDX format for Microsoft Visio editing  
• SVG format for web viewing

# 4. Migration Strategy

## 4.1 Migration Approach

### Azure Migration Strategy Statement

**Prepared by:** Your Organization

**Date:** [Insert Date]

---

#### **Executive Summary**

Based on the analysis of the provided data, the optimal migration strategy for the single server environment is a **Modernize (Refactor)** approach, with a focus on optimizing the application for cloud-native capabilities while maintaining operational continuity. This recommendation aligns with the infrastructure readiness, low complexity, stakeholder preferences, and technical requirements. Secondary migration approaches are not required due to the simplicity of the environment and the absence of diverse workloads.

The migration strategy prioritizes security enhancements, compliance considerations, and alignment with stakeholder preferences, ensuring a seamless transition to Azure while enabling future scalability and operational efficiency.

---

#### **Migration Strategy Overview**

##### **Primary Migration Approach**

- **Modernize (Refactor): 100% Focus**

- The single server is ready for migration, with low complexity and no legacy systems. Refactoring the application to leverage cloud-native services will optimize performance, enhance security, and align with stakeholder preferences for modernization.

##### **Secondary Migration Approaches**

- **Not Applicable**

- Given the simplicity of the environment (one server with low complexity), no secondary migration approaches are required.

---

#### **Supporting Rationale**

##### **1. Infrastructure Readiness and Complexity**

- **Readiness:** The server is fully ready for migration, with a 100% readiness score.

- **Complexity:** The application and server complexity are categorized as "low," making the environment ideal for refactoring without significant risk.

- **Hardware Specifications:** The server has 8 GB of memory, no storage constraints, and no critical warnings, further supporting a straightforward modernization approach.

##### **2. Business Drivers and Timeline Requirements**

- **Business Drivers:** While specific business drivers are not explicitly stated, the preference for modernization suggests a focus on operational efficiency, scalability, and leveraging cloud-native capabilities.

- **Timeline Constraints:** No explicit timeline pressure was identified, allowing sufficient time for refactoring without compromising quality.

##### **3. Stakeholder Preferences**

- Stakeholders have expressed a preference for modernization, indicating a willingness to invest in optimizing the application for cloud-native functionality.

##### **4. Technical Constraints and Capabilities**

- **Application Ownership:** Frank, the application owner, is identified as a key stakeholder, ensuring accountability and alignment during the migration process.

- **Security Requirements:** The application requires two-factor authentication, Redis caching for OTPs, and Postgres for user data storage. Refactoring will enable integration with Azure services such as Azure Active Directory (AAD), Azure Cache for Redis, and Azure Database for PostgreSQL to meet these requirements.

##### **5. Risk Tolerance and Transformation Goals**

- **Risk Tolerance:** The low complexity and readiness of the environment minimize migration risks, making modernization a viable and low-risk option.

- **Transformation Goals:** Modernization aligns with the goal of leveraging cloud-native services to enhance security, scalability, and operational efficiency.

---

#### **Specific Recommendations for Server Migration**

##### **Server Category: Single Server (Low Complexity)**

- **Migration Approach:** Modernize (Refactor)

- **Recommended Actions:**

- Refactor the application to integrate with Azure-native services:

- **Authentication:** Implement Azure Active Directory (AAD) for two-factor authentication.

- **Caching:** Use Azure Cache for Redis to manage OTP caching and expiration.

- **Database:** Migrate user data to Azure Database for PostgreSQL for enhanced scalability and security.

- Optimize the application for cloud-native performance by leveraging Azure App Services or Azure Kubernetes Service (AKS), depending on the application architecture.

- Conduct thorough testing post-migration to ensure security, functionality, and performance meet enterprise standards.

##### **Security Enhancements:**

- Implement Azure Security Center to monitor and manage security across the migrated environment.

- Enable Azure Key Vault for secure management of sensitive data, such as OTP secrets and database credentials.

---

#### **Implementation Plan**

##### **Phase 1: Planning and Assessment**

- Confirm application architecture and dependencies with Frank, the application owner.

- Define modernization goals and success criteria.

- Develop a detailed migration timeline and resource allocation plan.

##### **Phase 2: Refactoring and Migration**

- Refactor the application to integrate with Azure-native services (AAD, Redis, PostgreSQL).

- Migrate the server to Azure using Azure Migrate tools.

- Configure security and compliance settings, including two-factor authentication and data encryption.

##### **Phase 3: Testing and Validation**

- Conduct functional, security, and performance testing to validate the migrated application.

- Address any issues identified during testing.

##### **Phase 4: Go-Live and Optimization**

- Transition the application to production in Azure.

- Monitor performance and security using Azure Monitor and Azure Security Center.

- Optimize resource utilization and costs based on post-migration insights.

---

#### **Conclusion**

The recommended **Modernize (Refactor)** approach ensures the single server environment is optimized for Azure, meeting security requirements, stakeholder preferences, and future scalability needs. This strategy minimizes risks while enabling the organization to fully leverage cloud-native capabilities.

Your Organization is committed to providing expert guidance and support throughout the migration process to ensure a successful transition to Azure.

---

**Prepared by:** [Your Name]

**Title:** Azure Migration Consultant

**Contact Information:** [Your Contact Details]

## 4.2 Migration Waves Overview

The migration is structured into 1 waves to minimize risk and ensure systematic progression from pilot to production systems.

### Wave 1: Pilot Migration - Low Complexity Systems

Description: Migration of ready servers with low complexity to validate processes and tools  
Duration: 4 weeks  
Servers: 1  
Risk Level: Low  
Estimated Cost: $0.00

# 5. Migration Timeline and Waves

## 5.1 Timeline Overview

Total project duration: 2 months  
Number of migration waves: 1

## 5.2 Key Milestones

|  |  |  |
| --- | --- | --- |
| Milestone | Date | Description |
| Project Initiation | Week 0 | Project kickoff and team mobilization |
| Azure Environment Setup | Week 2 | Azure subscription and base infrastructure setup |
| Migration Tools Setup | Week 3 | Migration tooling configuration and testing |
| Pilot Migration - Low Complexity Systems Start | Week 4 | Begin Pilot Migration - Low Complexity Systems |
| Pilot Migration - Low Complexity Systems Complete | Week 8 | Complete Pilot Migration - Low Complexity Systems |
| Project Closure | Week 10 | Project closure and knowledge transfer |

## 5.3 Resource Requirements

• Project Manager: 1 FTE for entire duration

• Azure Architect: 1 FTE for setup phase, 0.5 FTE ongoing

• Migration Engineer: 2-3 FTE during active migration phases

• Application Owner: 0.5 FTE per application during migration

• Security Specialist: 0.5 FTE for setup and validation

• Network Engineer: 1 FTE for setup phase, on-call during migration

# 6. Risk Assessment

## 6.1 Risk Overview

A total of 2 risks have been identified and assessed for this migration project. Each risk includes mitigation strategies and assigned ownership for tracking and resolution.

## 6.2 Risk Register

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Risk ID | Description | Impact | Probability | Mitigation | Owner |
| SEC-001 | Data exposure during migration process | Critical | Low | Implement encryption in transit and at rest, conduct security assessments | Security Team |
| OPS-001 | Skills gap in Azure technologies | Medium | Medium | Conduct comprehensive training program and engage Azure consulting partners | Operations Manager |

## 6.3 Assumptions

• # Infrastructure and Technical Assumptions

• "The migration will include the deployment of Nginx as a load balancer in front of the web layer, Redis for caching OTP-related information, and Postgres for storing user information, as per the current infrastructure design.",

• "Azure Kubernetes Service (AKS) will be used to host Kubernetes pods running Nginx, Django-based web applications, Redis, and Postgres within namespaces such as Contoso and Watman.",

• "The existing Redis and Postgres configurations will be migrated with minimal changes to ensure compatibility with Azure services.",

• "The application will maintain its current architecture, including two-factor authentication and OTP caching mechanisms, during and after the migration.",

• "All DNS configurations and networking components will be updated to reflect the new Azure environment, ensuring seamless traffic redirection post-migration.",

• "The migration will assume that all current application dependencies, including libraries and frameworks, are compatible with the Azure environment.",

• "The current Postgres database schema and data will be migrated to an Azure Database for PostgreSQL instance with no significant modifications.",

• "Redis will be migrated to Azure Cache for Redis, ensuring high availability and performance in the new environment.",

• "The application will be tested in a staging environment on Azure before production cutover to validate functionality and performance.",

## 6.4 Constraints

• # Business and Operational Constraints

• "The migration must ensure minimal disruption to the Contoso application, which is critical to business operations.",

• "Frank, as the application owner, must be available for decision-making and approvals throughout the migration process.",

• "Operational dependencies on existing workflows and integrations with other systems must be maintained during and after the migration.",

• "The migration must align with existing business continuity plans to avoid service downtime during peak business hours.",

• # Technical and System Constraints

• "The Contoso application is currently deployed using Kubernetes pods running Nginx, Django-based web applications, Redis, and Postgres, and these components must be migrated without altering their functionality.",

• "Redis is used for caching OTP-related information, and Postgres is used for storing user data; these systems must be migrated with data integrity and minimal downtime.",

• "The current three-tier architecture (web layer, app layer, and database layer) must be preserved in the Azure environment.",

• "Nginx is used as a load balancer, and its configuration must be replicated in the Azure environment to ensure consistent traffic management.",

# 7. Cost Analysis

## 7.1 Cost Overview

Total migration investment: $43,100.00  
Expected annual savings: $8,400.00  
Return on investment: 61.6 months

## 7.2 Cost Breakdown

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Current Monthly | Azure Monthly | Migration Cost | Annual Savings |
| Compute | $0.00 | $0.00 | $500.00 | $0.00 |
| Storage | $0.00 | $0.00 | $0.00 | $0.00 |
| Network | $2,000.00 | $1,500.00 | $10,000.00 | $6,000.00 |
| Management | $1,000.00 | $800.00 | $5,000.00 | $2,400.00 |

# 8. Implementation Plan

## 8.1 Resource Plan

### Project Manager

Role: Project Manager  
Duration: Full project duration  
Responsibilities:  
• Overall project coordination  
• Stakeholder management  
• Risk management

### Azure Architect

Role: Azure Solution Architect  
Duration: Full project duration  
Responsibilities:  
• Architecture design  
• Azure best practices  
• Technical governance

### Migration Engineers

Role: Migration Engineers  
Count: 1  
Duration: Active migration phases  
Responsibilities:  
• Server migration execution  
• Testing and validation  
• Issue resolution

## 8.2 Training Plan

### Azure Fundamentals

Target Audience: All project team members

Duration: 2 days

Delivery: Instructor-led or online

Content: ['Azure basics', 'Core services', 'Pricing and support']

Prerequisites: Basic IT infrastructure knowledge

Certification: Azure Fundamentals (AZ-900)

### Azure Administration

Target Audience: IT Operations team

Duration: 5 days

Delivery: Hands-on workshop

Content: ['Resource management', 'Monitoring and alerts', 'Security configuration']

Prerequisites: Azure Fundamentals completion

Certification: Azure Administrator Associate (AZ-104)

### Migration Specific

Target Audience: Migration team

Duration: 3 days

Delivery: Hands-on workshop

Content: ['Azure Migrate tools', 'Migration best practices', 'Troubleshooting']

Prerequisites: Azure administration basics

Certification: Hands-on migration certification

### Service Specific

Target Audience: Technical specialists

Duration: Variable based on services

Delivery: Targeted workshops

Content: ['Training for Azure Virtual Machines', 'Training for Azure Virtual Network', 'Training for Azure Storage', 'Training for Azure Backup']

Prerequisites: Service-specific knowledge

Certification: Service-specific certifications

### Ongoing Enablement

Description: Monthly knowledge sharing sessions

Duration: 2 hours per month

Content: New Azure features, lessons learned, best practices

Target Audience: All technical team members

Delivery: Virtual sessions

## 8.3 Communication Plan

### Executive Updates

Frequency: Monthly

Audience: Executive sponsors

Content: High-level progress, risks, budget status

### Project Team Meetings

Frequency: Weekly

Audience: Core project team

Content: Detailed progress, technical issues, next steps

### Business Updates

Frequency: Bi-weekly

Audience: Business stakeholders

Content: Impact on business operations, upcoming changes

# 9. Governance and Compliance

## 9.1 Security Requirements

• Implement Azure Security Center for continuous security monitoring

• Enable Azure AD for identity and access management

• Configure Network Security Groups for network segmentation

• Implement Azure Key Vault for secrets management

• Enable encryption at rest and in transit for all data

• Configure Azure Backup for data protection

• Implement Azure Monitor for security event logging

• Conduct security assessment post-migration

• The security requirements include two-factor authentication, authorization, and caching OTP information in Redis to ensure proper authentication and expiration of OTPs. Additionally, user information is stored in Postgres.

• Compliance requirements are not explicitly addressed in the transcript.

## 9.2 Compliance Requirements

• Maintain data residency requirements

• Implement audit logging for compliance reporting

• Configure data retention policies

• Ensure GDPR compliance for EU data

• Implement proper access controls and segregation of duties

• Compliance requirements are not explicitly addressed in the transcript.

## 9.3 Governance Model

• Steering Committee: Executive oversight and decision making

• Project Management Office: Project coordination and reporting

• Technical Working Group: Technical decisions and standards

• Business Working Group: Business requirements and validation

# 10. Success Metrics

## 10.1 Key Performance Indicators

|  |  |  |  |
| --- | --- | --- | --- |
| KPI | Target | Measurement | Frequency |
| Migration Success Rate | 99% | Percentage of servers successfully migrated | Per migration wave |
| Downtime per Server | <4 hours | Average downtime during migration | Per server migration |
| Cost Optimization | 20% reduction | Monthly infrastructure cost reduction | Monthly post-migration |
| Performance Baseline | Meet or exceed | Application performance vs. baseline | Post-migration validation |
| Security Posture | Zero critical findings | Security assessment results | Post-migration security scan |

## 10.2 Success Criteria

• All in-scope servers successfully migrated to Azure

• No data loss during migration process

• Application performance meets or exceeds baseline

• Security and compliance requirements fully implemented

• Total project delivered within approved budget and timeline

• Team successfully trained on Azure operations

• Business operations continue without significant disruption

• Pilot Migration - Low Complexity Systems: All pilot servers migrated successfully

• Pilot Migration - Low Complexity Systems: Performance baselines met or exceeded

• Pilot Migration - Low Complexity Systems: No data loss during migration

• Pilot Migration - Low Complexity Systems: Rollback procedures validated

# 11. Appendices

## 11.1 Technical Specifications

### Network Architecture

Virtual Networks: 1

Subnets: 3

Security Groups: 1

### Compute Specifications

Total Servers: 1

Total Cpu Cores: 0

Total Memory Gb: 8.0

Total Storage Gb: 0.0

### Migration Tools

Azure Migrate: Primary assessment and migration tool

Azure Site Recovery: Replication and failover

Azure Database Migration Service: Database migrations

Azure Data Box: Large data transfers if needed

## 11.2 Vendor Requirements

• Azure support plan (Professional Direct or Premier recommended)

• Azure Migrate licensing for assessment tools

• Network service provider for ExpressRoute or VPN connectivity

• Microsoft Azure subscription with appropriate service limits

• Third-party backup tool migration planning