

VMware Modernisation Readiness Checklist

A practical self-assessment before a renewal, upgrade, consolidation or migration decision.

Record the evidence. Keep important uncertainty visible.

SEVEN READINESS AREAS

01 Decision and timing

02 Estate baseline

03 Platform health and capacity

04 Applications and dependencies

05 Commercial evidence and options

06 Migration readiness

07 Recovery, security and operations

Use the checklist before choosing a route

Work through the prompts with the people who own the platform, important applications and the commercial decision. Record the source behind each answer. Unknowns are useful when they expose the next validation that is needed.

Assessment details

ORGANISATION

ASSESSMENT DATE

SPONSOR

TECHNICAL OWNER

DECISION DEADLINE

ESTATE / SCOPE

Evidence status

 E Evidenced	 P Partly evidenced	 U Unknown	 NR Not relevant
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A practical sequence

- 1 Agree the decision**
Name the commitment, deadline, sponsor, estate boundary and credible options.
- 2 Review the evidence**
Use platform exports, architecture, application, operational and customer commercial records.
- 3 Own the unknowns**
Prioritise gaps that could reverse the direction, block a critical service or make change unsafe.

A NOTE ON SCORES

This checklist does not produce a percentage score or select a platform. One unresolved dependency, support condition or recovery constraint can matter more than many complete answers. Use the record to support judgement, not replace it.

01

Decision and timing

Define the decision, the deadline and the people who can commit the organisation.

01 The decision has a named sponsor and technical owner.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

02 Renewal, hardware, support or data-centre deadlines are recorded.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

03 The required business and operational outcomes are clearer than a preferred product.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

04 Retain, improve, move and mixed options can be considered where credible.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

05 The people who can approve the direction and funding are identified.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date

02

Estate baseline

Establish whether the platform inventory is dependable enough to support a decision.

01 Sites, vCenters, clusters, hosts and failure domains have been reconciled.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

02 ESXi, vCenter and related component versions and builds are known.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

03 Server, storage and network hardware support positions can be checked.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

04 Powered-off VMs, templates, snapshots and unclear workloads remain visible.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

05 NSX, vSAN, VCF, Horizon and other specialist components are explicitly in or out of scope.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date _____

03

Platform health and capacity

Test whether current health, resilience and demand can be separated from assumptions.

01 High availability, DRS, admission control and failure-domain assumptions are understood.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

02 Capacity and performance decisions use representative history, not only a point-in-time inventory.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

03 Patching, certificates, identity, privileged access, monitoring and alerting have owners.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

04 Storage and network dependencies are understood beyond datastore and port-group names.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

05 Consolidation will be validated against resilience, performance and growth requirements.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date

04

Applications and dependencies

Connect infrastructure objects to the services, owners and constraints that matter.

01 VMs and non-VM components are grouped into applications or business services.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

02 Important services have owners, criticality and outage constraints.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

03 Identity, DNS, network, data, certificate, secret and supplier dependencies are recorded.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

04 Application and vendor support can be checked for each credible target.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

05 Data residency, regulatory and security requirements are attached to affected workloads.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date _____

05

Commercial evidence and options

Keep customer evidence, technical quantities and platform trade-offs clearly separated.

01 Current quotations, entitlement records and renewal assumptions have accountable owners.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

02 Deployed host and physical-core quantities reconcile to the agreed technical scope.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

03 Commercial scenarios are separated from legal or licence-compliance conclusions.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

04 Credible targets are compared against the same service, operational and security needs.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

05 Important assumptions have owners and validation actions before commitment.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date _____

06

Migration readiness

Identify what must be true before a platform direction can become an executable move.

01 Target-platform, landing-zone, connectivity and operating-model prerequisites are visible.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

02 Migration methods are matched to application, data, outage and compatibility needs.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

03 Rollback triggers, validation checks and decision authority can be defined.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

04 Shared services can be sequenced before the workloads that rely on them.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

05 A pilot is planned where an assumption could reverse the target decision.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date

07

Recovery, security and operations

Make the transition and target operating model part of the modernisation decision.

01 Backup and DR implications are understood for source, transition and target states.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

02 Recovery targets are not assumed to transfer unchanged to a new platform.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

03 Security controls, administrative access and governance fit the target operating model.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

04 Monitoring, patching, capacity, vendor support and skills have future owners.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

05 Decommissioning, data disposal, configuration records and handover are included.

STATUS ☐ E ☐ P ☐ U ☐ NR

SOURCE / NOTES _____

MOST IMPORTANT UNKNOWN OR CONSTRAINT

Owner / next evidence / date _____

Turn blockers into owned actions

Capture the unknowns and constraints that could materially change the direction, delay a critical workload or make execution unsafe. Keep each next step specific and evidence-led.

PRIORITISE BY DECISION EFFECT

Could reverse direction | Could block a critical service | Could make change unsafe | Could wait for planned improvement

REF	UNKNOWN / ACTION	EVIDENCE NEEDED	OWNER	DUE	DECISION EFFECT
A1					
A2					
A3					
A4					
A5					
A6					

NEXT DECISION POINT Date: _____ Decision owner: _____

What must be known by then? _____

Keep the decision evidence usable

List the material used during the readiness discussion so another person can find it, understand its age and see which assumption or decision it supports.

REF	DOCUMENT / EVIDENCE	OWNER / LOCATION	DATE / VERSION
E1			
E2			
E3			
E4			
E5			
E6			
E7			
E8			

INTERPRETING THE RESULT

This checklist is a starting point, not a platform recommendation. Concentrate on unknowns that could reverse the decision, block a critical workload or make change unsafe. A good next step may be better evidence, vendor confirmation or a focused pilot - not necessarily a migration.

Overall readiness note

NEED AN INDEPENDENT DECISION?

Cygnus VMware Modernisation Assessment

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