21-Point VMware Migration Assessment Checklist

A fast, evidence-based checklist to get off the VMware assessment treadmill

A. Discovery and data fidelity (1-6)

Mark status and capture evidence. If you cannot produce evidence, mark "No".

Q1 OF 21

Do you have a complete, current inventory of every VM in scope — including recently created VMs — with owner, environment, OS, vCPU/RAM/storage, and tags?

Evidence: Inventory export from vCenter + reconciliation report; ownership and tagging coverage.

☐ Yes
☐ Partial
☐ No
☐ N/A

Q2 OF 21

Is your inventory automated (agentless where possible) and refreshed on a cadence so it does not become a static snapshot?

Evidence: Evidence of scheduled discovery refresh and drift reporting.

☐ Yes
☐ Partial
☐ No
☐ N/A

Q3 OF 21

Do you have utilization/performance profiles over a representative period (CPU, memory, disk, network) to enable rightsizing (not just allocated resources)?

Evidence: Time-series utilization report; peak/avg and sizing recommendation basis.

☐ Yes
☐ Partial
☐ No
☐ N/A

Q4 OF 21

Have you captured the full stack supporting the workloads — physical servers, appliances, cloud instances, shared platforms — not only VMware VMs?

Evidence: System-of-record list showing non-VMware components and owners.

☐ Yes
☐ Partial
☐ No
☐ N/A

Q5 OF 21

For each workload, do you have business context: criticality/SLA, RTO/RPO, data classification/residency, and approved change windows?

Evidence: App catalog fields populated; RTO/RPO and data classification approvals.

☐ Yes
☐ Partial
☐ No
☐ N/A

Q6 OF 21

Do you have a commercial baseline and deadlines: renewal dates, support milestones, and procurement constraints that impact the migration timeline?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Renewal calendar; contract constraints summary; decision deadline and risk.

B. Dependency mapping and risk (7-11)
Mark status and capture evidence. If you cannot produce evidence, mark "No".

Q7 OF 21

Can you map application dependencies from observed network traffic (east-west flows), including ports and directionality — not just interviews or documentation?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Dependency map from traffic observation; top talkers and critical ports documented.

Q8 OF 21

Have you captured shared-service dependencies (AD/DNS/NTP/PKI, monitoring, backup, logging, load balancers, file shares) for each dependency group?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Shared services matrix; per-wave prerequisite checklist.

Q9 OF 21

Have you identified data and storage dependencies (datastores, SAN/NAS/vSAN, replication, snapshots, data growth) per workload?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Storage topology diagram; replication and snapshot dependencies list.

Q10 OF 21

Have you identified external integrations (partners, third-party SaaS, APIs) and validated connectivity and security requirements for the target cloud?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Integration inventory; firewall/VPN requirements; security review notes.

Q11 OF 21

Have you converted dependency findings into a quantified risk score and used it to define dependency groups and wave order?

☐ Yes
☐ Partial
☐ No
☐ N/A

Evidence: Wave plan showing dependency groups, risk scoring method, and results.

C. TCO, strategy, and funding (12-16)

Mark status and capture evidence. If you cannot produce evidence, mark "No".

Q12 OF 21

Do you have workload-level TCO projections based on actual utilization (rightsized), not estimates, across your considered destinations?

Evidence: Cost model workbook or tool output; rightsizing assumptions; pricing date noted.

- ☐ Yes
- ☐ Partial
- ☐ No
- ☐ N/A

Q13 OF 21

Have you modelled your current VMware run-rate cost (licensing, support, hardware, data centre) to establish a credible baseline for comparison?

Evidence: Current-state cost breakdown; VMware licensing cost and renewal exposure.

- ☐ Yes
- ☐ Partial
- ☐ No
- ☐ N/A

Q14 OF 21

Have you mapped each workload to a migration strategy (6Rs) with data-driven rationale covering business priority, feasibility, and cost/benefit?

Evidence: 6R classification report; rationale fields completed and reviewed.

- ☐ Yes
- ☐ Partial
- ☐ No
- ☐ N/A

Q15 OF 21

Have you identified quick wins: workloads to retire or repurchase, and low-risk rehosts that unblock renewal pressure?

Evidence: Retire/repurchase candidate list; quick-win wave with impact estimate.

- ☐ Yes
- ☐ Partial
- ☐ No
- ☐ N/A

Q16 OF 21

Do you have a funding and incentives plan (eligibility, required artifacts, timeline) to offset migration costs where possible?

Evidence: MAP/incentives checklist; required documentation list; cloud provider contacts.

- ☐ Yes
- ☐ Partial
- ☐ No
- ☐ N/A

D. Readiness, execution, and Day 2 operations (17–21)

Mark status and capture evidence. If you cannot produce evidence, mark "No".

Q17 OF 21

Is your cloud foundation/landing zone ready — accounts, networking, IAM, logging/monitoring, guardrails — and validated for compliance needs?

Evidence: Landing zone architecture and controls; security and compliance sign-off evidence.

- [ ] Yes
- [ ] Partial
- [ ] No
- [ ] N/A

Q18 OF 21

Do you have a migration factory operating model (runbooks, automation, throughput target, governance) that supports parallel waves?

Evidence: Factory plan; RACI; throughput goals; governance cadence.

- [ ] Yes
- [ ] Partial
- [ ] No
- [ ] N/A

Q19 OF 21

For each wave, do you have a cutover approach that meets downtime objectives, including replication/sync, rehearsals, rollback, and go/no-go gates?

Evidence: Cutover runbook; rehearsal results; rollback criteria.

- [ ] Yes
- [ ] Partial
- [ ] No
- [ ] N/A

Q20 OF 21

Do you have automated validation built into the process — functional tests, performance baselines, security checks, data integrity — with clear sign-offs?

Evidence: Validation checklist; test evidence; sign-off template.

- [ ] Yes
- [ ] Partial
- [ ] No
- [ ] N/A

Q21 OF 21

Do you have a Day-2 operating model (monitoring, patching, backup/DR, incident response) plus FinOps governance to prevent cost creep?

Evidence: Ops handbook; DR/backup policy; tagging and cost allocation standards.

- [ ] Yes
- [ ] Partial
- [ ] No
- [ ] N/A

Enter Your Readiness Score: _____

17–21
Execution Ready

Assessment is solid. Focus shifts to wave sequencing, risk controls, and cutover rehearsals.

12–16
Assessment Gaps Remain

Workable baseline, but dependency mapping, wave planning, and landing zone readiness need attention before wave 1.

0–11
Still on the Treadmill

Re-baseline with automated discovery and observed dependency mapping before wave planning begins.

Get from assessment to execution in 2–4 weeks

We run accelerated assessments combining agentless discovery, observed dependency mapping, and automated wave planning — so there's no translation gap between analysis and execution.