Warehouse System Upgrade

Project status report · Week of October 5, 2026 · Report SR-12

Project manager **Hana Weber** Sponsor **Marcus Lindgren, Director of Operations**

STATUS

Off track

The project is behind plan because of slow stock data cleanup. A recovery plan is needed to protect the December 18, 2026 target date.

KEY FIGURES

Progress	**56%**	planned 65%
Budget used	**72%**	458,800.00 of 640,000.00 USD
Next milestone	**Devices deployed**	October 2, 2026
Target finish	**December 18, 2026**	70 days left

SUMMARY

56% of the work is complete against a plan of 65%, and the requirements and system configuration workstreams are finished. The main risk is that inaccurate stock records delay data migration sign-off. Spend is at 72% of the budget, and the forecast is 9.1% over budget.

HEALTH

AREA	STATUS	COMMENT
Schedule	**Off track**	Slow stock data cleanup has put the schedule off track. A recovery plan is needed.
Budget	**Off track**	Forecast is 9.1% over the approved budget, above the 5% tolerance.
Scope	**On track**	No approved changes this period. One request is under review.
Quality	**On track**	Reviews and tests passed for the work completed so far.

WORKSTREAMS

WORKSTREAM	PROGRESS	DONE	LEAD
Requirements	■■■■■■■■■■	**100%**	Hana Weber
System configuration	■■■■■■■■■■	**100%**	Marek Novak
Scanner and device rollout	■■■■■■□□□□	**62%**	Ibrahim Diallo
Data migration	■■■□□□□□□□	**33%**	Sofia Marin
Training and cutover	□□□□□□□□□□	**0%**	Hana Weber

THIS PERIOD

Completed

- ✓ Finished the requirements workstream
- ✓ Finished the system configuration workstream
- ✓ Moved scanner and device rollout to 62% complete
- ✓ Moved data migration to 33% complete

Planned next

- → Start training and cutover
- → Move data migration from 33% to 53%
- → Move scanner and device rollout from 62% to 82%
- → Close out system configuration and archive the documentation

MILESTONES

June 26, 2026	● **Requirements approved** Done Completed on time
August 14, 2026	● **Configuration complete** Done Completed on time
October 2, 2026	● **Devices deployed** At risk Depends on the stock data cleanup
November 13, 2026	● **Data migration sign-off** On track On plan
December 18, 2026	● **Go-live** On track Holds if the next milestone is met

BUDGET

All amounts are in USD.

Approved budget	**640,000.00**
Spent to date	**458,800.00**
Forecast at completion	**698,000.00**
Variance	**-58,000.00**

RISKS

RISK OR ISSUE	IMPACT	OWNER	MITIGATION
Inaccurate stock records delay data migration sign-off	**High**	Sofia Marin	Add two analysts to the cleanup and agree a daily progress check
Scanner delivery delayed by the supplier	**Medium**	Ibrahim Diallo	Order spares and confirm the delivery date weekly
Staff availability for training in the peak season	**Low**	Hana Weber	Offer extra sessions on night shifts

DECISIONS

Needed from the steering group:

- ✓ Approve up to $18,000 for temporary data cleanup staff
- ✓ Confirm whether the second warehouse can go live a week later