Warehouse System Upgrade

Project status report · Week of November 23, 2026 · Report SR-16

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

STATUS

At risk

The project is slightly behind plan because of slow stock data cleanup. The target date holds if go-live is met by December 18, 2026.

KEY FIGURES

Progress	**88%**	planned 92%
Budget used	**92%**	591,400.00 of 640,000.00 USD
Next milestone	**Go-live**	December 18, 2026
Target finish	**December 18, 2026**	21 days left

SUMMARY

88% of the work is complete against a plan of 92%, and the requirements and system configuration and scanner and device rollout workstreams are finished. The main risk is that inaccurate stock records delay data migration sign-off. Spend is at 92% of the budget, and the forecast is 2.5% over budget.

HEALTH

AREA	STATUS	COMMENT
Schedule	**At risk**	Slow stock data cleanup puts the schedule at risk. Launch dates are unchanged for now.
Budget	**On track**	Forecast is 2.5% over the approved budget, within 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	■■■■■■■■■■	**100%**	Ibrahim Diallo
Data migration	■■■■■■■■■□	**90%**	Sofia Marin
Training and cutover	■■■■■□□□□□	**52%**	Hana Weber

THIS PERIOD

Completed

- ✓ Finished the requirements workstream
- ✓ Finished the system configuration workstream
- ✓ Finished the scanner and device rollout workstream
- ✓ Moved data migration to 90% complete

Planned next

- → Move training and cutover from 52% to 72%
- → Move data migration from 90% to 100%
- → Close out scanner and device rollout and archive the documentation
- → 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** Done Completed on time
November 13, 2026	● **Data migration sign-off** Done Completed on time
December 18, 2026	● **Go-live** At risk Depends on the stock data cleanup

BUDGET

All amounts are in USD.

Approved budget	**640,000.00**
Spent to date	**591,400.00**
Forecast at completion	**656,000.00**
Variance	**-16,000.00**

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