Northwind ERP Modernisation

Monthly delivery report

Prepared for
Northwind Retail Group

Reporting period
March 2026

Prepared by
Delivery Office

Delivery snapshot

Overall status	Milestones	Budget used
On track	14 / 16	61%

Completed this month

- Finance and procurement workflows released
- Cutover rehearsal completed in staging
- Support playbooks handed to operations
- Role-based access review signed off

Upcoming milestones

15 Apr	Warehouse pilot go-live	Planned
29 Apr	Finance close on new platform	Planned
06 May	Executive readiness review	Booked
20 May	National rollout decision	Pending

Executive summary

Delivery remains on track for the phased May rollout.

The largest remaining dependency is supplier onboarding for the warehouse pilot.

No material scope changes were approved during the reporting period.

The team recommends staying with the current deployment window.

Operational detail

Delivery risks, next steps, and implementation decisions

Risk register

ID	Issue	Impact	Owner
R-14	Warehouse supplier data quality	Medium	PMO
R-19	Finance user training attendance	Medium	Training
R-22	Cutover checklist sign-off timing	Low	Ops
R-27	Legacy integration timeout spikes	Low	Platform

Next 30 days

1. Run the warehouse pilot readiness review.
2. Lock migration payloads for finance close.
3. Complete support handover with service desk.
4. Confirm rollout communications with business leads.

Architecture decisions

- Adopt queue-based inventory sync to isolate branch outages.
- Keep reporting workloads on the existing analytics store until phase two.
- Use signed PDF delivery packs for rollout approvals and audit trails.
- Preserve incremental history only for internal review copies.

Approvals and contacts

Programme Director
Alicia Chen

Delivery Lead
Marcus Patel

PMO Contact
delivery-office@northwind.example