

Monthly Project Milestone Planner

Project Meridian — Nimbus Core Platform Migration

Nexa Technologies · Client: Vertex Retail Group · Delivery Partner: Synapse Consulting · PMO: Apex Program Office

Reporting period: August–October 2026 · Program owner: Priya Nandakumar

-  **How to use this planner**

 - Each month spans one page: calendar on the left, deadline cards on the right.
 - Shaded calendar cells with coloured text mark a scheduled milestone; the colour is its status.
 - Deadline cards repeat the same milestones with owner and a full-width status tag.
 - Page 4 rolls the quarter up into a milestone log and an open risk register.

 **Status legend**

Complete

On Track

At Risk

Blocked

Key Milestone

August 2026

Sprint focus: foundations & environment readiness

 4 milestones this month

2 Complete

1 On Track

1 Blocked

Mon	Tue	Wed	Thu	Fri	Sat	Sun
					1	2
3	4	5	6	7 Kickoff workshop complete	8	9
10	11	12	13	14 Requirements sign-off	15	16
17	18	19	20	21 Environment provisioning complete	22	23
24	25	26	27	28 Data migration dry-run #1 – blocked	29	30
31						

Deadlines — Aug

Fri, Aug 7

Complete

Kickoff workshop complete

Owner: Priya Nandakumar

Fri, Aug 14

Complete

Requirements sign-off

Owner: Owen Castellanos

Fri, Aug 21

On Track

Environment provisioning complete

Owner: Marta Lindqvist

Fri, Aug 28

Blocked

Data migration dry-run #1

Owner: Felix Adeyemi

Every Mon, 09:00

Recurring

Steering sync – Nexa / Vertex / Synapse

Owner: Priya Nandakumar

Note: Dry-run #1 blocked by legacy schema inconsistencies in the Vertex Retail order-history tables; see Risk R1 on page 4 for mitigation and revised date.

Program timeline

Day 31 of 92 – 34% elapsed

Weekly focus breakdown

Week	Dates	Focus	Deliverable	Status
Week 1	Aug 1–2	Program setup and kickoff preparation	Kickoff workshop complete	Complete
Week 2	Aug 3–9	Requirements workshops with Vertex Retail stakeholders	Requirements sign-off	Complete
Week 3	Aug 10–16	Nimbus environment build-out by Synapse Consulting	Environment provisioning (in progress)	On Track
Week 4	Aug 17–23	Environment hardening and access review	Environment provisioning complete	On Track
Week 5	Aug 24–31	Migration dry-run scoping and execution	Data migration dry-run #1	Blocked

September 2026

Sprint focus: integration, testing & UAT preparation

📅 5 milestones this month

1 Complete

3 On Track

1 At Risk

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	3	4 Security review checkpoint	5	6
7	8	9	10	11 Integration testing begins	12	13
14	15	16	17	18 UAT script freeze	19	20
21	22	23	24	25 Data migration dry-run #2 – retry	26	27
28	29	30 Go/no-go readiness review				

Deadlines — Sep

Fri, Sep 4

Complete

Security review checkpoint

Owner: Priya Nandakumar

Fri, Sep 11

On Track

Integration testing begins

Owner: Marta Lindqvist

Fri, Sep 18

On Track

UAT script freeze

Owner: Owen Castellanos

Fri, Sep 25

At Risk

Data migration dry-run #2

Owner: Felix Adeyemi

Wed, Sep 30

On Track

Go/no-go readiness review

Owner: Priya Nandakumar

Note: Dry-run #2 re-runs the migration against the reconciled schema from R1; result feeds directly into the Sep 30 go/no-go review.

Program timeline Day 61 of 92 – 66% elapsed

👥 Weekly focus breakdown

Week	Dates	Focus	Deliverable	Status
Week 1	Sep 1–6	Security and compliance review with Apex PMO	Security review checkpoint	Complete
Week 2	Sep 7–13	Integration test environment stand-up	Integration testing begins	On Track
Week 3	Sep 14–20	UAT test-script authoring with Vertex Retail	UAT script freeze	On Track
Week 4	Sep 21–27	Migration re-run against reconciled schema	Data migration dry-run #2	At Risk
Week 5	Sep 28–30	Cross-team readiness assessment	Go/no-go readiness review	On Track

October 2026

Sprint focus: UAT, cutover rehearsal & go-live

5 milestones this month

3 On Track

1 Key Milestone

1 Complete

Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2 UAT begins	3	4
5	6	7	8	9 UAT sign-off deadline	10	11
12	13	14	15	16 Production cutover rehearsal	17	18
19	20	21	22	23 GO-LIVE – production cutover	24	25
26	27	28	29	30 Hypercare exit / project close	31	

Deadlines — Oct

Fri, Oct 2

On Track

UAT begins

Owner: Owen Castellanos

Fri, Oct 9

On Track

UAT sign-off deadline

Owner: Owen Castellanos

Fri, Oct 16

On Track

Production cutover rehearsal

Owner: Marta Lindqvist

Fri, Oct 23

Key Milestone

GO-LIVE – production cutover

Owner: Felix Adeyemi

Fri, Oct 30

Planned

Hypercare exit / project close

Owner: Priya Nandakumar

Note: Two-week hypercare window runs Oct 23–30 with Apex PMO and Synapse on elevated on-call before formal project close.

Program timeline Day 92 of 92 – 100% elapsed

Weekly focus breakdown

Week	Dates	Focus	Deliverable	Status
Week 1	Oct 1–4	UAT kickoff with Vertex Retail test leads	UAT begins	On Track
Week 2	Oct 5–11	UAT execution and defect triage	UAT sign-off deadline	On Track
Week 3	Oct 12–18	Cutover rehearsal and rollback drill	Production cutover rehearsal	On Track
Week 4	Oct 19–25	Production cutover weekend	GO-LIVE – production cutover	Key Milestone
Week 5	Oct 26–31	Hypercare monitoring and stabilization	Hypercare exit / project close	Planned

Quarter Roll-up

August–October 2026 milestone log and open risk register

 Milestone log

Date	Milestone	Owner	Status
Aug 7	Kickoff workshop complete	Priya Nandakumar	Complete
Aug 14	Requirements sign-off	Owen Castellanos	Complete
Aug 21	Environment provisioning complete	Marta Lindqvist	On Track
Aug 28	Data migration dry-run #1	Felix Adeyemi	Blocked
Sep 4	Security review checkpoint	Priya Nandakumar	Complete
Sep 11	Integration testing begins	Marta Lindqvist	On Track
Sep 18	UAT script freeze	Owen Castellanos	On Track
Sep 25	Data migration dry-run #2	Felix Adeyemi	At Risk
Sep 30	Go/no-go readiness review	Priya Nandakumar	On Track
Oct 2	UAT begins	Owen Castellanos	On Track
Oct 9	UAT sign-off deadline	Owen Castellanos	On Track
Oct 16	Production cutover rehearsal	Marta Lindqvist	On Track
Oct 23	GO-LIVE – production cutover	Felix Adeyemi	Key Milestone
Oct 30	Hypercare exit / project close	Priya Nandakumar	Planned

 Open risk register

ID	Risk	Impact	Owner	Mitigation	Status
R1	Legacy schema inconsistencies in Vertex order-history delayed dry-run #1	High	Felix Adeyemi	Reconciled schema with Synapse data team; retry scheduled as dry-run #2 on Sep 25	Retry
R2	Vertex Retail stakeholder availability limited during UAT window	Medium	Owen Castellanos	UAT sessions pre-booked two weeks ahead; async test scripts provided as backup	At Risk
R3	Nimbus environment capacity limits under peak-load simulation	Medium	Marta Lindqvist	Burst-capacity tier provisioned; load test scheduled ahead of cutover rehearsal	On Track
R4	Cutover rollback plan not yet validated end-to-end	High	Priya Nandakumar	Rollback drill scheduled before Oct 16 rehearsal; sign-off required from all three parties	On Track

 Sign-off

Reviewed at each go/no-go checkpoint

Program Owner (Nexa): Priya Nandakumar _____ Client Sponsor (Vertex Retail): Owen Castellanos _____