

Data Migration: Evidence to Ask for at Each Gate

Bring this to each gate review. Check an item only when the team shows you the evidence, not when they say it exists, and don't open the next phase until the current gate is complete.

01 Before Funding

- ☐ A one-sentence statement of the business reason for the migration
- ☐ The budget line for data migration and the name of the person who owns it
- ☐ The profiling report, and the estimate that changed because of it
- ☐ The list of data you're choosing not to migrate, and who approved it

Approved by _____

Date _____

03 Before Each Wave

- ☐ Timing from the last rehearsal, showing it finished inside the cutover window with no manual steps
- ☐ The previous wave's reconciliation report, with every difference explained

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05 Before Decommissioning Legacy

- ☐ Parallel-run results covering a full business cycle, such as a month-end close
- ☐ Proof that archived data is stored per your retention policy and can be retrieved

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02 Before Build

- ☐ The mapping spec, with business-owner sign-off on each transformation rule
- ☐ The reconciliation specification, including pass/fail thresholds
- ☐ Where each applicable compliance requirement shows up in the design
- ☐ Where AI will be used, what it can touch, and which guardrails are in place

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04 Before Cutover

- ☐ The written go/no-go criteria and the name of the person making the call
- ☐ Results from the rollback rehearsal, including how long it took
- ☐ For critical systems, the parallel-run plan: how long it lasts and what counts as a match

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06 When Evaluating a Partner

- ☐ Records migrated, reconciliation error rates, and cutover downtime from past projects
- ☐ References from a data migration of similar size and regulation
- ☐ How many of their engineers have shipped a governed AI agent into production

The red flag: if the team can't produce the evidence for an item, the gate isn't passed. Row counts alone are not reconciliation; ask for totals on the fields the business cares about.