

# Cloud Migration Readiness Assessment

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*SERVICE DEFINITION DOCUMENT - VERSION 1.0*

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# 1. Detailed Service Description

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## 1.1 Overview

GlobalLogic's Cloud Migration Readiness Assessment (MRA) provides public sector organisations with a comprehensive validation of their cloud migration feasibility before committing to execution. This service delivers a detailed analysis of your application portfolio using the "7 Rs" methodology, assesses organisational maturity, and builds a robust TCO business case. It identifies technical risks, licensing constraints, and skills gaps, providing a clear, evidence-based roadmap for a successful transition to the target environment.

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## 1.2 Scope of the Service

This service is strictly focused on the **assessment and planning** phase of the cloud journey. The scope includes:

- **Discovery:** Automated and manual discovery of the existing IT estate (infrastructure, applications, and dependencies).
  - **Portfolio Assessment:** Categorisation of workloads using the 7 Rs (Retain, Retire, Relocate, Rehost, Repurchase, Replatform, Refactor).
  - **Business Case Development:** TCO analysis comparing current on-premise costs, including staffing and asset depreciation, with projected cloud consumption.
  - **Maturity Assessment:** Evaluation of current skills, processes, and security posture against cloud best practices.
  - **Strategy & Roadmap:** Definition of the target operating model and a phased migration plan.
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## 1.3 Delivery Approach

We deliver the MRA using a structured "Sprint 0" Rapid Discovery approach:

1. **Kick-off:** Stakeholder alignment and toolset deployment (e.g., migration evaluators).
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2. **Data Collection:** Scanning infrastructure to build a high-fidelity inventory.
  3. **Workshops:** Sessions with application owners to validate dependencies and business criticality.
  4. **Analysis:** Application of the 7 Rs logic to determine the optimal path for each workload.
  5. **Reporting:** Presentation of the Readiness Report, TCO model, and Migration Roadmap.
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## 1.4 Tools, Methods & Standards

- **Methodology:** AWS Migration Acceleration Program (MAP) framework and GlobalLogic's "Sprint 0" Rapid Discovery.
  - **Tools:** AWS Migration Evaluator, Cloudamize, or native provider assessment tools.
  - **Standards:** Aligned to the AWS Well-Architected Framework and FinOps Foundation principles.
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## 1.5 Deliverables

- **Migration Readiness Report:** A detailed executive summary of cloud feasibility.
  - **Application Portfolio Matrix:** 7 Rs classification for all in-scope workloads.
  - **TCO & Business Case:** Financial modelling of move groups and projected run costs.
  - **Migration Roadmap:** Phased project plan including dependency mapping and resource requirements.
  - **Gap Analysis:** Identification of skills, security, and process gaps requiring remediation.
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## 1.6 Dependencies & Constraints

- **Access:** We require read-only access to the current infrastructure to deploy discovery agents/tools.
  - **Availability:** Availability of application owners and technical SMEs for workshops is critical.
  - **Scope:** This service delivers a report and plan, not a deployed cloud environment.
  - **Data Accuracy:** The quality of TCO outputs relies on accurate cost data provided by the customer.
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## 1.7 Customer Responsibilities

- Provide timely access to CMDBs, architectural diagrams, and licensing data.
  - Install discovery appliances or agents within the on-premise environment (if required).
  - Nominate a single point of contact (SPOC) for data gathering coordination.
  - Validate the application inventory and business criticality ratings.
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## 1.8 Quality Assurance & Governance

- **Review:** All outputs are peer-reviewed by a Principal Architect before submission.
  - **Alignment:** We ensure all recommendations align with the customer's broader IT strategy and GDS standards.
  - **Feedback:** Regular checkpoints during the assessment to ensure findings are validated iteratively.
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## 1.9 Security, Data Protection & Compliance

- **Data Handling:** All discovery data is encrypted in transit and at rest. We do not access payload data (PII) within applications, only metadata (performance, specs).
  - **Clearance:** Staff hold BPSS as standard, with SC and DV cleared resources available for sensitive environments.
  - **Compliance:** Our assessment process aligns with NCSC Cloud Security Principles, ensuring proposed architectures will be secure by design.
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## 2. Onboarding & Offboarding

### 2.1 Onboarding

Onboarding is initiated via a kick-off workshop to confirm scope, stakeholders, and access requirements. We will agree on the discovery tooling strategy and schedule the assessment workshops. A Project Initiation Document (PID) will be shared within 5 working days.

### 2.2 Offboarding

Upon completion of the assessment, we conduct a final presentation to executive stakeholders. All raw data collected during discovery is securely destroyed or handed over to the customer. We provide a "Next Steps" pack to support the transition into the Mobilise/Migrate phase.

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## 3. Pricing & Commercials

This service is typically delivered as a **Fixed Price** work package based on the size of the estate (e.g., number of servers/applications) or on a **Time & Materials** basis using the G-Cloud Rate Card. Please refer to the separate Pricing Document for full details.

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# 4. About GlobalLogic & Why We're the Right Partner

## 4.1 About GlobalLogic

GlobalLogic, a Hitachi Group Company, is a leader in digital product engineering. We helped create some of the most innovative and widely used digital products and experiences. We integrate experience design, complex engineering and AI & data expertise to help public sector organisations and commercial enterprises accelerate their transition into digital-first businesses.

Unlike traditional systems integrators that focus on maintaining legacy IT, we focus on **building the new**. We combine a "chip-to-cloud" software engineering mindset with user-centric design to create digital products that citizens and employees want to use.

- **Global Scale, Local Delivery:** We employ over 32,000 professionals across 23 countries. In the UK & Ireland, we operate major engineering and design hubs in London, Manchester, Edinburgh, and Newry.
- **The Hitachi Advantage:** Acquired by Hitachi in 2021, we bring the agility of a Silicon Valley digital native backed by the financial stability, R&D depth and 110-year heritage of a global industrial giant.
- **Core Capabilities:** Our services span the full digital lifecycle, including Digital Advisory, Experience Design (via our Method design arm), Software Engineering, Data & AI, and Cloud Platform development.

## 4.2 Why GlobalLogic

We bridge the gap between strategic intent and technical execution. For public sector buyers, we offer a distinct alternative to incumbent providers by focusing on **delivery velocity** and **engineering rigour**.

- **We Build, We Don't Just Advise:** Our roots are in product engineering. We apply the same rigorous standards used to build life-critical medical devices and global banking platforms to public sector challenges. We deliver working software, not just slide decks delivering >2000 product releases per annum.
- **Velocity AI – Accelerating Impact:** We do not just build AI; we engineer ecosystems where intelligence is orchestrated across the business. Using our Velocity AI strategy, we typically



achieve a **30% increase in productivity** and a **25% reduction in time-to-market** for new digital services.

- **User-Centric, Security-First:** We align with GDS (Government Digital Service) standards by default, ensuring services are accessible and intuitive. Crucially, we embed security into the engineering lifecycle (Secure-by-Design), aligning with NCSC principles to manage data and risk effectively.
- **Proven in Regulated Environments:** We have two decades of experience delivering in highly regulated sectors, including Life Sciences, Healthcare, and Financial Services. We understand how to navigate complex compliance landscapes without sacrificing the pace of innovation and hold (amongst others) **ISO 13485 certification** and follow **IEC 62304 compliant** software development lifecycles.

## 4.3 Social Value & Ethical Impact

We believe that social innovation is as critical as technical innovation. GlobalLogic, as part of the Hitachi Group, operates with a deep commitment to creating positive impact for people and the planet. Our approach is grounded in measurable outcomes and global ethical standards.

- **World-Class Ethical Leadership:** In 2025, Hitachi was named one of the **World's Most Ethical Companies** by Ethisphere. This recognition reflects our commitment to integrity, compliance and high standards of governance in every public sector engagement.
- **Commitment to Diversity and Inclusion:** We are a signatory of the **CEO Action for Diversity and Inclusion**. We achieved the Hitachi Group 2030 goal of having **30% women in our workforce** in 2023, seven years ahead of schedule.
- **Sustainable Operations:** GlobalLogic holds an **EcoVadis Silver Rating**, placing us in the **top 15%** of companies assessed for sustainability in our sector. We report our own Scope I, II and III emissions and are fully aligned with Hitachi's target to achieve carbon neutrality at all business sites by 2030.
- **Proven Supply Chain Integrity:** Our **NQC Supplier Assurance** score exceeds the industry average by **25%**. This ensures that our delivery models are as responsible as they are resilient.
- **Talent Development and Wellbeing:** GlobalLogic is recognized as a global leader in talent development, receiving the **ATD Best Award in 2025**. This ensures our public sector teams are continuously upskilled in the latest technologies, including responsible AI and secure engineering practices.

## 5. Contact Details

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