Best Practice Guide

HMS

Your Path to a Successful SAS Migration

Our best practice guide compiles valuable insights from successfully completed SAS migration and modernisation projects. It provides practical recommendations – from planning to support – covering setups, processes, and tools. Additionally, the following key aspects highlight important considerations to take into account before starting your project.

However, it does not replace personalised consultancy. Our experienced team is here to support you in ensuring a smooth and successful migration.

1 Project Planning and Budget Control

- [ ] **Return on Investment**
  Calculation of the Total Cost of Ownership (TCO) for migration and operations, compared to current costs.
- [ ] **Establishing Budget Transparency**
  Setting up a transparent system for budget control.
- [ ] **Project Objectives**
  Defining the objectives of the migration (such as cost savings, improved performance, modernisation, etc.).
- [ ] **Ensuring Cost Tracking**
  Continuous tracking of expenses and obtaining change requests for scope modifications.
- [ ] **Creating a Custom Roadmap**
  Clear definition of all project phases and milestones.
- [ ] **Implementing Change Management**
  Documenting changes and outlining their budget impact.

2 Team Composition and Role Allocation

- [ ] **Involving Experienced Team Members**
  Selection of a core team with specific experience in SAS migration projects.
- [ ] **A well-structured team setup for workstreams**
  Division into workstreams such as infrastructure, development, code migration, and data migration.
- [ ] **Clearly defining roles and responsibilities**
  Assigning roles between the client and HMS consultants based on the RACI principle (Responsible, Accountable, Consulted, Informed).
- [ ] **Dynamic team structure for different project phases**
  Deployment of specialised teams in specific project phases to enhance efficiency.

3 Stakeholder Management

- [ ] **Early involvement of all relevant stakeholders**
  Align key project decisions with stakeholders.
- [ ] **Regular stakeholder meetings**
  Ensuring that all stakeholders are consistently informed about the project status and critical decisions.
- [ ] **Documentation of all assumptions and decisions**
  Written documentation of key assumptions to ensure continuous transparency throughout the project.

4 Technical Preparation and Risk Management

- [ ] **Comprehensive technical analysis and planning**
  Preliminary analysis of the target architecture and coordination with IT teams to clearly define technical requirements.
- [ ] **Establishing processes for risk mitigation**
  Identification of common risks (e.g. technical challenges, interface requirements).
- [ ] **Early setup of the infrastructure**
  Ensuring that the infrastructure is available early to facilitate smooth workflows, such as code migration.

5 Test and Quality Management

- [ ] **Defining and implementing test management**
  Planning and execution of tests in collaboration with the client, especially in validated environments.
- [ ] **Thorough documentation of test results**
  Structured documentation of tests and approvals to demonstrate project success.
- [ ] **Clearly define requirements and test roles**
  If necessary, establish specific roles for test management to ensure quality in validated projects.

6 Communication Structure and Meeting Culture

- [ ] **Define communication channels and meeting frequency**
  Establish structured communication pathways (both within and across workstreams) and schedule regular meetings.
- [ ] **Maintain clear meeting minutes**
  Recording agreements and decisions for documentation and tracking purposes.

Foster an open communication culture

Ensure that the team receives all relevant information to minimise transaction costs.

7 Project Completion and Long-Term Support

- [ ] **Documentation and Handover**
  Complete handover of all documentation and training for the long-term support of the project.
- [ ] **Support for long-term operations**
  Provision of support plans and training to ensure the long-term stability of the migration solution.

Ready to successfully execute your SAS migration?

Our best practice guide supports you throughout the entire process – from planning to long-term support. It provides a solid foundation but does not replace personalised consultancy. Our experienced team is here to help you ensure a smooth and successful migration.

For a well-founded preparation, we also recommend our assessment guide for analysing your current SAS infrastructure.

Learn more now

Your Benefits with HMS as Your Partner

With HMS, you benefit from proven expertise and innovative solutions for a successful SAS migration – tailored to your needs and optimised for long-term success.

- **Experience:** Over 6,000 person-days of project expertise in SAS-to-Cloud migrations
- **Innovation:** Automated code migration with GenAI tools such as SAS2Python or SAS2R
- **Customer-Centric Approach:** Tailored solutions to meet your specific requirements
- **Sustainability:** Long-term partnerships with a focus on cost optimisation

With our expertise and as a partner of leading technology providers such as AWS, Microsoft, and SAS, we leverage cutting-edge tools and proven approaches to ensure a smooth and efficient IT transformation.

Schedule a no-obligation consultation with our experts

Your Contact Person

Karsten Wohlgefahrt is available to answer all your questions about your SAS modernisation project. He assembles the right team of experts for you and supports you from planning to successful implementation.

Schedule an appointment now



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Start planning now – we are here to support you!

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