



NetSuite Go-Live Checklist

A **NetSuite Go-Live Checklist** helps ensure everything is ready before switching from old systems to live operations. Below is a practical consulting-style checklist by phase.

1. Master Data Readiness

- Customer master uploaded and validated
- Vendor master uploaded and validated
- Item master verified
- Chart of Accounts finalized
- Subsidiaries, Departments, Classes and Locations configured
- Tax and GST setup validated
- Opening balances verified

2. Data Migration Validation

- Historical data migrated
- Open Sales Orders, Purchase Orders, Invoices and Bills migrated
- Inventory opening balances uploaded
- Fixed Assets data loaded
- Bank balances verified
- Data reconciliation completed

3. Configuration & Customization Readiness

- Forms finalized
- Saved Searches tested
- Reports validated
- Dashboards configured
- Workflows approved
- Approval matrix tested
- Email templates configured
- Custom scripts tested

4. Integration Readiness

- API integrations validated
- Middleware jobs tested
- Bank integrations verified



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- CRM/WMS/E-commerce integrations validated
- Error handling tested

5. Security & Access Management

- Roles and permissions finalized
- SoD reviewed
- User access verified
- MFA enabled
- Production access confirmed

6. Finance Readiness

- Trial Balance matched
- GST reports validated
- Revenue Recognition verified
- Financial statements tested
- Month-end close validated

7. Inventory & Supply Chain Readiness

- Warehouse locations validated
- Inventory valuation verified
- Bin/Lot/Serial setup tested
- Procurement cycle tested

8. UAT Sign-Off

- Business scenarios tested
- Exception handling validated
- User approval obtained
- Sign-off completed

9. Cutover Planning

- Migration plan approved
- Freeze period communicated
- Legacy cutoff confirmed



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- Rollback strategy defined

10. Training & Change Management

- Training completed
- SOPs distributed
- Key users identified
- Support process established

11. Go-Live Day Validation

- User logins verified
- Opening balances validated
- First transactions processed successfully
- Reports generated correctly

12. Hypercare Support

- Issue tracker maintained
- Support team available
- Critical incidents prioritized
- User feedback monitored

Go-Live Exit Criteria

- No P1/P2 defects open
- Data reconciliation accuracy above 99.5%
- UAT sign-off completed
- Business approval received
- Cutover rehearsal completed
- Support team available