



# AWS Microsoft Workloads Competency

## Consulting Partner Validation Checklist

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## Introduction

The goal of the AWS Competency Program is to recognize APN Partners who demonstrate technical proficiency and proven customer success in specialized solution areas. The Competency Partner Validation Checklist is intended for APN Partners who are interested in applying for AWS Competency. This checklist provides the criteria necessary to achieve the designation under the AWS Competency Program. APN Partners undergo an audit of their capabilities upon applying for the specific Competency. AWS leverages in-house expertise and a third-party firm to facilitate the audit. AWS reserves the right to make changes to this document at any time.

## Expectations of Parties

It is expected that APN Partners will review this document in detail before submitting an application for the AWS Competency Program, even if all of the prerequisites are met. If items in this document are unclear and require further explanation, please contact your Partner Development Representative (PDR) or Partner Development Manager (PDM) as the first step. Your PDR/PDM will contact the Program Office if further assistance is required.

When ready to submit a program application, APN Partners should complete the Partner Self-Assessment column of the AWS Competency Program Validation Checklist set forth below in this document.

To submit your application:

1. Log in to the [APN Partner Central](https://partnercentral.awspartner.com/) (<https://partnercentral.awspartner.com/>), as Alliance Lead
2. Select “View My APN Account” from the left side of the page
3. Scroll to “Program Details” section
4. Select “Update” next to AWS Competency you wish to apply for
5. Fill out Program Application and Click “Submit”
6. Email completed Self-Assessment to [competency-checklist@amazon.com](mailto:competency-checklist@amazon.com)

If you have any questions regarding the above instructions, please contact your APN Partner Development Representative/Manager.

AWS will review and aim to respond back with any questions within five (5) business days to initiate scheduling of your audit or to request additional information.

APN Partners should prepare for the audit by reading the Validation Checklist, completing a self-assessment using the checklist, and gathering and organizing objective evidence to share with the auditor on the day of the audit.

AWS recommends that APN Partners have individuals who are able to speak in-depth to the requirements during the audit. The best practice is for the APN Partner to make the following personnel available for the audit: one or more highly technical AWS certified engineers/architects, an operations manager who is responsible for the operations and support elements, and a business development executive to conduct the overview presentation.

# AWS Microsoft Workloads Competency Program Prerequisites

AWS Microsoft Workloads Competency Partners provide services and solutions to help customers migrate, implement, and/or manage solutions and environments on AWS related to Microsoft technology.

Below are the AWS Microsoft Workloads Competency categories that an APN Partner may apply for. Also included are examples of the characteristics a firm would possess to be classified under the respective category.

Category	Work Scope
<b>Application Modernization</b>	Application Modernization Consulting Partners provide solutions to, or have deep experience working with businesses to help them develop .NET applications using Microsoft technologies such as MSSQL, IIS, PowerShell, etc. and run them on AWS cloud. These Competency Partners specialize in migrating and/or building .NET based applications on AWS cloud and modernizing these applications with appropriate AWS services and capabilities.
<b>Database Solutions</b>	Database Solutions Consulting Partners offer applications and database solutions built on the SQL Server platform on AWS around data management and warehousing, business analytics, structured and unstructured data integration and operation, and ensuring a high degree of security and regulatory compliance.
<b>Productivity Solutions</b>	Productivity Solutions Consulting Partners offer customer solutions in one or more of the following areas: <ul style="list-style-type: none"> <li>• Microsoft Exchange solutions on AWS cloud that provide design and administrative control, high availability, optimized communications management, security and access, and help ensure internal and regulatory compliance.</li> <li>• Microsoft SharePoint solutions on AWS cloud that are designed for the unique needs of customers around content access and management, compliance and security, search, and workflows.</li> <li>• Solutions built using Microsoft Windows on the AWS services Amazon WorkSpaces and/or Amazon AppStream 2.0.</li> </ul>

The following items will be validated by the AWS Competency Program Manager; missing or incomplete information must be addressed prior to scheduling of the validation review.

1.0 APN Program Membership		Met Y/N
<b>1.1 Program Guidelines</b>	The APN Partner must read the Program Guidelines and Definitions before applying to the Microsoft Workloads Competency Program. <a href="#">Click here for program details</a>	
<b>1.1 Consulting APN Partner Tier</b>	APN Partner must be Advanced or Premier APN Consulting Partner before applying to the Microsoft Workloads Competency Program.	
2.0 AWS Customer Case Studies		Met Y/N
<b>2.1 Microsoft-Specific Customer Case Studies</b>	<p>APN Partner must have four (4) unique AWS customer case studies specific to completed Microsoft Workloads technology projects within the applicable category; two (2) of these case studies must be publicly referenceable case studies.</p> <p><b>Case studies must be for projects that are in production, rather than in pilot or proof of concept stage. Projects that are still in development stage will not be accepted. Projects should have been executed within the last 2 years and completed within the last year from the date of submission.</b></p> <p>APN Partner must provide the following information for each case study:</p> <ul style="list-style-type: none"> <li>▪ Name of the customer (for public case studies)</li> <li>▪ Solution(s) involved</li> <li>▪ OS platform(s)</li> <li>▪ Before and after infrastructure and architecture details for relevant systems: <ul style="list-style-type: none"> <li>▪ Application Modernization: .NET applications and systems</li> <li>▪ Database Solutions: SQL Server</li> <li>▪ Productivity Solutions: SharePoint and/or Exchange if included in case study</li> </ul> </li> <li>▪ Related third party applications or solutions used</li> <li>▪ If migration of an existing environment, source infrastructure and architecture</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Problem statement/definition</li> <li>▪ What you proposed</li> <li>▪ How AWS services were used as part of the solution</li> <li>▪ Start and end dates of project</li> <li>▪ Outcome(s)/results</li> </ul> <p>This information will be requested as part of the Program Application process in APN Partner Central.</p>	
<b>2.2 Publicly Available Case Studies</b>	<p>2.2.1 Two (2) of the four (4) unique AWS customer case studies <u>must be public</u>; evidence must be in the form of publicly available case studies, white papers, or blog posts.</p> <p>2.2.2 Public case studies must be easily discoverable on the APN Partner’s website, e.g., must be able to navigate to the case study from the APN Partner’s home page. APN Partner must provide links to these case studies.</p> <p>2.2.3 Public case studies must include the following:</p> <ul style="list-style-type: none"> <li>▪ Name of the customer</li> <li>▪ Microsoft technology solution(s) involved</li> <li>▪ OS platform(s) / DB platform(s)</li> <li>▪ If migration of an existing environment, source infrastructure platform and architecture</li> <li>▪ Problem statement/definition</li> <li>▪ What you proposed</li> <li>▪ How AWS services were used as part of the solution</li> <li>▪ Third party applications or solutions used</li> <li>▪ Start and end dates of project</li> <li>▪ Outcome(s)/results</li> </ul> <p><i><b>Note:</b> Public case studies are used by AWS upon approval into the Competency to showcase the APN Partner’s demonstrated success in the practice area and provide customers with confidence that APN Partner has the experience and knowledge needed to develop and deliver solutions to meet their objectives.</i></p> <p><i>For best practice on how to write an accepted Public Case Study <a href="#">See Here</a></i></p>	
<b>3.0 AWS Microsoft Practice and Focus</b>		<b>Met Y/N</b>
<b>3.1 AWS Certified Staff</b>  <b>(Application Modernization category only)</b>	<p>In addition to the certification/training requirements for APN tier compliance, for the Application Modernization Solutions category, the APN Partner must have:</p> <ul style="list-style-type: none"> <li>▪ ≥ 4 AWS Certified Developer – Associate or AWS Certified SysOps Administrator – Associate</li> <li>▪ ≥ 4 AWS Certified DevOps Engineer – Professional</li> </ul>	
<b>3.2 APN Partner Practice Landing Page</b>	<p>AWS customers are looking for experience and expertise in implementing, migrating, and managing Microsoft Workloads solutions on the AWS Cloud; an APN Partner’s internet presence specific to their AWS Microsoft Workloads practice provides customers with confidence about the Partner’s Microsoft Workloads technology capabilities and experience on AWS.</p> <p>APN Partner must have a landing page that describes their AWS Microsoft Workloads practice, AWS Microsoft Workloads technology service and solutions offerings, links to related customer case studies, and any other relevant information supporting the APN Partner’s expertise related to Microsoft Workloads technologies and highlighting the partnership with AWS.</p> <p>A practice page specific to Microsoft Workloads on AWS must be accessible from APN Partner home page. Home page is not acceptable as a practice page unless APN Partner is a dedicated Microsoft Workloads consulting company and home page reflects Partner’s concentration on Microsoft workloads on AWS.</p> <p><i><b>Note:</b> For best practice on how to build an accepted APN Partner Practice Landing Page <a href="#">See Here</a></i></p>	
<b>3.3 AWS and Microsoft Thought Leadership</b>	<p>AWS Microsoft Workloads Competency Partners are viewed as having deep domain expertise in Microsoft Workloads technologies and workloads, having developed innovative solutions that leverage AWS services.</p>	

	APN Partner must have public-facing materials (e.g., blog posts, press articles, videos, etc.) showcasing the APN Partner’s focus on and expertise in Microsoft technology. Links must be provided to examples of materials published within the last 12 months.	
<b>4.0 APN Partner Self-Assessment</b>		<b>Met Y/N</b>
<b>4.1 AWS Competency Partner Program Validation Checklist Self-Assessment</b>	<p>APN Partner must conduct a self-assessment of their compliance to the requirements of the AWS Microsoft Workloads Consulting Partner Validation Checklist.</p> <ul style="list-style-type: none"> <li>▪ APN Partner must complete all sections of the checklist.</li> <li>▪ Completed self-assessment must be emailed to <a href="mailto:competency-checklist@amazon.com">competency-checklist@amazon.com</a>, using the following convention for the email subject line: “[APN Partner Name], Microsoft Workloads Competency Consulting Partner Completed Self-Assessment.”</li> <li>▪ It is recommended that APN Partner has their Solutions Architect or Partner Development Manager (PDM) review the completed self-assessment before submitting to AWS. The purpose of this is to ensure the Partner’s AWS team is engaged and working to provide recommendations prior to the audit and to help ensure a positive audit experience.</li> </ul>	

# AWS Microsoft Workloads Consulting Partner Validation Checklist

In preparation for the validation process, APN Partner should become familiar with the items outlined in this checklist and prepare objective evidence, including but not limited to: prepared demonstration to show capabilities, process documentation, and/or actual customer examples. APN Partners are not limited to the four (4) case studies submitted as part of the prerequisite process but should be prepared to describe how each new case study meets the minimum acceptable criteria for an AWS Microsoft case study if being used during the validation.

The AWS Competency Program is guided by [AWS best practices](#) and [Well Architected Framework](#).

1.0 Microsoft Practice Overview		Met Y/N
<b>1.1 Customer Presentation</b>	<p>APN Partner has a company overview presentation that sets the stage for customer conversations about their AWS Microsoft Workloads capabilities and showcases Partner’s demonstration capabilities.</p> <p>Presentation contains information about the APN Partner’s AWS Microsoft Workloads capabilities, including AWS-specific differentiators, e.g., what is unique about the APN Partner’s practice that can only be accomplished leveraging AWS.</p> <p>Overview presentations contain:</p> <ul style="list-style-type: none"> <li>▪ Company history</li> <li>▪ Office locations</li> <li>▪ Number of employees</li> <li>▪ Customer profile, including number and size of customers, including industry</li> <li>▪ Overview of philosophy, practices, and tools related to AWS and Microsoft Workloads</li> </ul> <p>Evidence must be in the form of a presentation delivered by a business development executive at the beginning of the validation session and should be limited to 15 minutes.</p>	
<b>1.2 AWS Services Leveraged</b>	<p>AWS customers seeking specialized assistance with Microsoft workloads on AWS view AWS Microsoft Workloads Competency Partners as the go-to experts in the field. Potential customers often ask for examples of solutions built for other customers when choosing an APN Partner and want confidence that consultants are up to date on AWS services. APN Partner must have at least two (2) public case studies to showcase the Partner’s expertise with Microsoft Workloads on AWS. These case studies should highlight related AWS services such as but not limited to Amazon CloudWatch, Amazon EC2, Amazon EBS, Amazon RDS, Amazon S3, Amazon Lambda, AWS IAM, and others.</p>	
<b>1.3 Maintaining AWS Expertise</b>	<p>APN Partner can describe how they stay current on Microsoft-related technologies and related AWS services/tools.</p> <p>Evidence must be in the form of a verbal description on enablement materials leveraged by APN Partner to stay current on AWS services and features.</p>	
<b>1.4 Microsoft Solution Selling</b>	<p>APN Partner can describe how Microsoft Workloads opportunities are identified, how their sellers are trained to identify and sell those opportunities, and specific demand generation/lead generation efforts associated to their AWS Microsoft Workloads practice.</p> <p>Evidence must be in the form of a verbal description how APN Partners engage with customers, their internal sellers, and AWS sellers if applicable.</p>	
<b>1.5 AWS Sales Engagement</b>	<p>APN Partner can describe how and when they engage with AWS sellers and AWS Solutions Architects.</p> <p>Evidence must be in the form of a verbal description for how and when they engage AWS sellers or Solutions Architects on an opportunity or in the form of a demonstration of the <a href="#">AWS Opportunity Management tool</a> with sales qualified opportunities submitted (sales qualified = budget, authority, need, timeline, and competition fields completed).</p>	

2.0 Operational Excellence		Met Y/N	Notes
<p>The operational excellence pillar focuses on running and monitoring systems to deliver business value, and continually improving processes and procedures. Key topics include managing and automating changes, responding to events, and defining standards to successfully manage daily operations.</p>			
<b>APN Partner Delivery Model</b>			
<b>2.1 MSP Program Participation and Microsoft-Specific Differences</b>	<p>Approved MSP Partners are subject to a rigorous onsite audit covering the full customer engagement lifecycle and are therefore eligible for waiver of a number of requirements in the following sections.</p>		N/A
	<p>If APN Partner manages workloads and is an approved AWS MSP Partner, APN Partner must describe any differences in their practice as it pertains to supporting Microsoft Workloads on an ongoing basis.</p>		
	<p>Evidence must be in the form of a document listing unique considerations for managing Microsoft Workloads environments.</p> <p>Note: Compliance with this requirement allows APN Partner to claim a waiver for all requirements listed in this Checklist as "Waived if APN Partner is approved AWS MSP."</p>		
<b>2.2 Microsoft-Specific Monitoring Considerations</b>	<p>APN Partner demonstrates their processes and tools for monitoring Microsoft Workloads environments on AWS.</p>		Not Eligible for Waiver
	<p>Evidence must be in the form of Partner description of their approach to project scoping.</p>		
<b>2.3 Next Generation Managed Services / Automation</b>	<p>APN Partner demonstrates how their managed services for Microsoft Workloads on AWS are different from managed services for similar workloads on traditional / on-premises infrastructure with emphasis on automation.</p>		Not Eligible for Waiver
	<p>Evidence must be in the form of at least four (4) examples of public facing materials (case studies, websites, blog posts, press articles, videos, etc.) containing information about next generation cloud managed services published within the last 12 months.</p>		

3.0 Security		Met Y/N	Notes
<p>The security pillar focuses on protecting information and systems. Key topics include confidentiality and integrity of data, identifying and managing who can do what with privilege management, protecting systems, and establishing controls to detect security events.</p>			
<p>For engagements where the customer will have responsibility for managing their own Amazon EC2 instances, APN Partner must provide evidence of guidance that was provided to the customer to enable them to meet their objectives.</p>			
<p>For engagements where the Partner will be managing the customer's Amazon EC2 instances, the preferred method of providing evidence is a demonstration of what is in place to enable the customer to meet their objectives.</p>			
<b>User Security Best Practices</b>			
<b>3.1 Identity and Access Management</b>	<p>APN Partner has a documented Access Management Strategy, including but not limited to: AWS Identity and Access Management (IAM) users, symmetric access keys, asymmetric X.509 certificates, console passwords, and hardware or virtual multi-factor authentication (MFA) devices.</p>		Waived if APN Partner is approved AWS MSP
	<p>Evidence must be in the form of a technology demonstration, process documentation that addresses the above, and one customer example.</p>		
<b>3.2 Protection of Root Account Credentials</b>	<p>APN Partner does not administrate AWS accounts by use of root account credentials.</p>		Waived if APN Partner is approved AWS MSP
	<p>Evidence must be in the form of a technology demonstration.</p>		

<b>3.3 Least Privilege Principle</b>	<p>APN Partner has a system in place that provides access to customer resources to customer engineers (and partner engineers for managed systems) based on the principle of least privilege. A process for defining and maintaining the appropriate level of access is in place. Access to critical or sensitive data (as defined by the customer) is further controlled by multi-factor or quorum authentication with access-based alerts.</p> <p>Evidence must be in the form of a demonstration of internal capabilities and processes for maintaining least privilege access policies.</p>		Waived if APN Partner is approved AWS MSP
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### Monitoring and Detection

<b>3.4 Detective Controls</b>	<p>Activity is monitored appropriately, including by maintenance of logs for capturing performance and security event data, e.g., CloudWatch logs, events, VPC Flow Logs, ELB logs, S3 bucket logs, etc. Logs are retained per customer-agreed retention periods.</p> <p>Evidence must be in the form of an example of logs maintained, including demonstration that logs are retained per customer-agreed retention periods.</p>		Waived if APN Partner is approved AWS MSP
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### Infrastructure and Data Protection

<b>3.5 Protection of Customer Systems from Attacks</b>	<p>APN Partner has implemented security policies and procedures to protect its customers' systems from attacks.</p> <p>Evidence must be in the form of security policies and procedures; may also be in the form of industry certification related to information security management (e.g., ISO 27001).</p>		Waived if APN Partner is approved AWS MSP
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<b>3.6 Data Protection</b>	<p>APN Partner has security policies and procedures to protect its customers' data (e.g., data at rest / data in transit / encryption).</p> <p>Evidence must be in the form of documentation about Partner's security policies and procedures provided to their customers (e.g., Statement of Work document).</p>		Waived if APN Partner is approved AWS MSP
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## 4.0 Reliability

The reliability pillar focuses on the ability to prevent, and quickly recover from failures to meet business and customer demand. Key topics include foundational elements around setup, cross project requirements, recovery planning, and how we handle change.

For engagements where the customer will have responsibility for managing their own Amazon EC2 instances, provide evidence of guidance that was provided to the customer to enable them to meet their objectives.

For engagements where the partner will be managing the customer's Amazon EC2 instances, the preferred method of providing evidence is a demonstration of what is in place to enable the customer to meet their objectives.

<b>4.1 Backup and Recovery</b>	<p>APN Partner demonstrates how they design and deliver a backup and recovery architecture to meet customer's requirements aligned with Microsoft and AWS best practices.</p> <p>Evidence must include the results of a recovery test.</p>		Not Eligible for Waiver
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<b>4.2 High Availability</b>	<p>APN Partner demonstrates how they design and deliver a high availability architecture to meet customer's requirements that is aligned with Microsoft and AWS best practices.</p> <p>Evidence must include the results of a failover test.</p>		Not Eligible for Waiver
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<b>4.3 Disaster Recovery</b>	<p>APN Partner designs disaster recovery architecture for Microsoft Workloads according to customer requirements (RPO/RTO) and aligned with Microsoft and AWS best practices.</p> <p>Evidence must include the results of a failover test.</p>		Not Eligible for Waiver
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## 5.0 Performance Efficiency

The performance efficiency pillar focuses on using IT and computing resources efficiently. Key topics include selecting the right resource types and sizes based on workload requirements, monitoring performance, and making informed decisions to maintain efficiency as business needs evolve.

### Selection

<b>5.1 Sizing</b>	<p>APN Partner demonstrates their process for sizing and architecting Microsoft Workloads solution(s) on AWS based on customer's requirements.</p> <p>APN Partner must provide evidence of how they:</p> <ul style="list-style-type: none"> <li>▪ Collect customer sizing and performance requirements</li> <li>▪ Translate customer's sizing and performance requirements into AWS infrastructure resources: <ul style="list-style-type: none"> <li>○ EC2 instance types and sizes</li> <li>○ EBS volume types, sizes, and number of volumes</li> <li>○ VPC network connection type and speed</li> </ul> </li> </ul> <p>Evidence must be provided in the form of verbal description as it relates to (2) of the four (4) submitted customer case studies.</p>		Not Eligible for Waiver
<b>5.2 Performance Monitoring</b>	<p>APN Partner describes how their implemented processes and tools are used to monitor Microsoft Workloads system performance on AWS.</p> <p>Evidence must be provided in the form of verbal description as it relates to (2) of the four (4) submitted customer case studies.</p>		Not Eligible for Waiver

<b>6.0 Cost Optimization</b>	<b>Met Y/N</b>	<b>Notes</b>	
<p>Cost Optimization focuses on avoiding un-needed costs. Key topics include understanding and controlling where money is being spent, selecting the most appropriate and right number of resource types, analyzing spend over time, and scaling to meet business needs without overspending.</p>			
<b>Cost-Effective Resources</b>			
<b>6.1 Cost Optimized Architecture</b>	<p>APN Partner can describe the guidance provided to customers to make cost-effective choices, including:</p> <ul style="list-style-type: none"> <li>▪ EC2 Instance Type selection and rightsizing</li> <li>▪ EC2 Purchasing Options selection</li> <li>▪ Backup and Recovery Architecture considerations related to cost</li> <li>▪ High Availability Architecture considerations related to cost</li> <li>▪ Disaster Recovery Architecture considerations related to cost</li> </ul> <p>Evidence must be in the form of submitted case studies addressing the above.</p>		Not Eligible for Waiver

## AWS Resources

<b>Title</b>	<b>Description</b>
<a href="#">How to Build a Practice Landing Page</a>	Provides guidance how to build a Practice/solution page that will meet the prerequisites of the Program.
<a href="#">How to write a Public Case Study</a>	Provides guidance how to build a Public Customer Case Study that will meet the prerequisites of the Program.
<a href="#">How to build an Architecture Diagram</a>	Provides guidance how to build a architecture diagrams that will meet the prerequisites of the Program.
<a href="#">Partner Readiness Doc</a>	Provides guidance and best practice examples of the Program perquisites.

[AWS Microsoft Site](#)

Learn more about MSFT Workloads on AWS.

*AWS reserves the right to make changes to the AWS Competency Program at any time and has sole discretion over whether APN Partners qualify for the Program.*