SOW – in Unilever UK Central Resources

STATEMENT OF WORK

This Statement of Work, dated as of 24th May 2021, is entered into by and between Unilever UK Central Resources ("Unilever") & Areteans Technology Solutions Pvt Ltd ("Areteans") For IFRS16 application development extension and Pega 8.6 upgrade support.

("Areteans"), pursuant to, and is governed by the terms and conditions stated in the Services Agreement Framework dated as of 29th July 2019 by and between Areteans Technology Solutions Pvt Ltd. and Unilever Business and Marketing Support AG.

1) Statement of Work:
Client: Unilever **Project Name**: IFRS 16 and Pega 8.6 upgrade Contracts Extension -2021 **SOW Number:** UKCR 0126 **Statement of Work**: 17-May-2021 – 02-Jul-2021 **MSA/UPA Agreement#**: **Project Code:**

2) Project Background:
This Project is a strategic initiative to automate the current manual process for managing lease contracts as per IFRS16 regulatory accounting standards. Currently Unilever Finance team is using a tool called 'Plasma' for IFRS 16 Accounting Purpose. The process of contract creation and contract modification in Plasma is manually driven where the country finance manually fills data for contract creation and modifications in excel templates and sends it to 3PSP team. The 3PSP team manually creates SDI templates for new contracts and for modifications they change the relevant fields in Plasma manually for each contract. Pegasystem has been selected as platform to achieve the same. Areteans Technology Solutions is being onboarded to work with Unilever as the Delivery Partner.

3) Overall Project Scope:
The project in scope is **IFRS 16 contract creation and modification** Process. This contract is an extension of the IFRS16 pega development in 2021 and also Pega 8.6 upgrade support for IFRS16 application.

4) Geographical Scope:

N/A

5) Functional Scope:

The proposed solution will orchestrate the entire lease contract process end to end including contract creation, renewal, adjustment/modification, approvals, master data setup, migration of historical contracts and upload data to Plasma.

Though Functional scope is identified but this contract is based on T&M model.

6) Systems Scope:
This shall be decided as per project requirements.

7) Technical Scope:
This shall be decided as per project requirements.

8) Project Approach:
This will be a T&M project with responsibilities of the requirement gathering, design, development & unit testing. The delivery timelines and schedule will be mutually agreed between Areteans & Unilever.

9) Project Timelines:
7 Weeks is the initial timeline given on a time & material project basis. Further extension shall be mutually agreed between Areteans & Unilever.

10) Project Team Structure:

The over-all team structure from Areteans for the project is as follows:

Role
1 LSA (Leas Systems Architect)
1 SSA (Senior Systems Architect)
I UI SSA (Senior Systems Architect)
1 SSA (Senior Systems Architect)
1 SQA(Senior Quality Analyst)

The roles and responsibilities of each team member, will be described in the next section named "**Team Scope, Deliverables and Key Activities**":

11) Overall Project Assumptions:
.
The following assumptions have been made by Areteans based on discussions with key stakeholders of Unilever. These assumptions are critical elements of the functional, schedule, staffing & pricing aspects of this proposal**.**

Many of these assumptions embody an agile implementation philosophy, where the initial implementation is often continuously improved at a frequent pace, based on changes in actual experience.

Delivery Related

1. User Acceptance Test (UAT) will be owned and performed by Unilever resources. The Areteans team will only be involved on a supporting role (e.g. bug fixing) as a result of those tests as part of the Transition phase.
2. Unilever will provide the necessary accesses to Areteans Personnel to different environments.
3. Areteans will be provided with a detailed walk through of the incumbent systems and processes that are being used or already developed for which Unilever will have to arrange for the resources from their side.
4. Traceability Matrix will be jointly maintained to ensure that there is no scope creep.
5. Unilever will introduce their project team who will be authorized to provide signoffs as expected in the various stages of delivery.
6. The Unilever SME representatives will be empowered to make decisions on behalf of their department.

SOW – in Unilever UK Central Resources

General assumptions

1. It is assumed that that any rework or delay based on non-availability of proper sign-offs or lack of clarity of requirements or non-availability of integration API's may introduce risk to the completion of the project and may lead to a change request to the project scope & timelines as agreed in this proposal.

Team Scope, Deliverables and Key Activities

12) Team Scope:

This document covers the roles and responsibilities of the following teams, within the scope of the overall team structure.

a) Roles & Responsibilities

Role	Responsibilities
LSA (Lead Systems Architect)	• Facilitate Solution Architecture & design line with Enterprise wide Architecture Guidelines. • Conducting Technical Design Reviews & Code Reviews • Preparing HLD's • Provide support for Elaboration, SIT and UAT.
SSA (Senior Systems Architect)	• Construction & Unit Testing the application • Preparing Unit Test Cases • Provide support for Elaboration, SIT and UAT • Participate in building of the stories as part of the sprint
UI SSA(UI Senior Systems Architect)	• Focus on Fixing issues on UI/UX during Pega 8.4 to 8.6 platform upgrade. • Focus on building UI based on UX guidelines & Wireframes.
SQA	• Identify the scope of the testing required for a release based on the requirements document. • Put out the test plan and have it Reviewed by Respective members • Initiate the test planning activities for test case design and encourage the team to hold review meetings, • Ensure the review comments are incorporated. • Create test cases and execute the same. • Reporting the Bugs and participate in the Defect triage calls

b) Unilever Responsibilities

- Unilever to support the appropriate Change management.
- Unilever to ensure all the requirements are captured in detail in the user stories to avoid ambiguity.
- Access to the Unilever Environment [Including access To PEGA Dev and QA Env, Unilever Shared folder Access if Any, PDC Access (for TL & SSA), Agile Studio Access].

c) Involvement of Third Parties in the Overall Solution
NA

13) Deliverables:

SOW – in Unilever UK Central Resources

> Areteans will perform all architecture, design and development activities in compliance with Pega's best practices and the standards set up Pega with UI, data storage, framework, test cases, code management, user/role management and configuration.
>
> As per the mutual discussion & agreement between Unilever & Areteans, the deliverables shall be discussed & worked upon post the commencement of the project.

Commercial Impact

14) Commercial Details: -

Resource Role	FTEs	Total	Billing Rate/Day 9 hours/day		Total Cost as per (Total Days)	
		Days	INR	EURO	INR	EURO
LSA	1	15	28000	**323**	420,000.00	4,845.00
SSA	1	25	17500	202	437,500.00	5,050.00
SSA	1	12.5	17500	202	218,750.00	2,525.00
SSA	1	30	17500	202	525,000.00	6,060.00
SQA	1	30	12000	139	360,000.00	4,170.00
			Grand Total		1,961,250.00	22,650.00

IMP Note*:
- The above rates are exclusive of Taxes & any applicable statutory charges.
- Mandatory to attach procurement approved quotation.
- Time sheets to be shared with Unilever project lead for approval before submitting invoices.
- Monthly billing be on actual number of resources working days and not to exceed 22 days in a month.
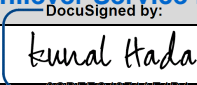- The services will be performed offsite at Supplier premises.

15) The Commercials:

The estimated project cost would be **22,650.00 Euros** for a period of **this SOW**.

Fixed Cost Project	NO
Time & Material	YES

16) Payment Schedule:

Monthly billing based on submission of time sheets to be paid within 90 days from the date of invoice.

Approval By: Unilever Service Line Manager		Supplier name: Areteans Technology Solutions Pvt Ltd	
Approval By:	*Kunal Hada* 8CDFFC4371AF4D4...	Approval By:	BD9BC450F2BC4CA...
Name:	Kunal Hada	Name:	Sanjeev Singh
Title:	Manager - IFRS16 IT	Title:	EVP Technology
Date:	5/28/2021	Date:	5/25/2021