

## STATEMENT OF WORK

### Between Unilever & Thoucentric Technology Limited for Finance initiatives Tax and treasury Projects Year 2021

This statement of work should be read in conjunction with Unilever Purchasing Agreement or Master Service Agreement (Vendor Code: 50489332) executed on August 11th, 2015 between Unilever Industries Private Limited and Thoucentric Technology Private Limited. All the terms and condition in the above stated Unilever Purchasing Agreement are applicable to this Statement of Work. This Statement of work ("SOW") has an effective date ("Effective Date") of 23<sup>rd</sup> Aug 2021 and describes the services to be performed by supplier name Thoucentric Technology Private Limited for Unilever Industries Private Limited.

#### 1) Statement of Work:

Client: Unilever (UEIT)  
 Project Name: Total Tax Collected & VAT Reporting  
 Statement of Work: - 23<sup>rd</sup> Aug 2021  
 Vendor Code: Vendor Code: 50540063  
 Supplier VAT Number: GB 247173892  
 Unilever Delivery Address: Unilever House, 100 Victoria Embankment, London EC4Y 0DY, United Kingdom  
 Supplier Address: Thoucentric Ltd.- 950 Profile West, Great West Road, Brentford, England, TW89ES

#### 2) Project Background:

Enable delivery of projects and operational activities for the Global Finance Platform – Tax & Treasury team through project & stakeholder management. The workstreams are dynamically defined based on the requirements of the line manager that require immediate attention and are bound to change from time to time. Local Tax & Statutory procedures are in place and there some local tools but not consistent. Currently, there is no central visibility on the local tax and statutory reporting and compliance. The aim of this project is to put in place some standard processes and improve central reporting. Taxes – Tax procedures, how it maps to pricing procedures, workings of Tax codes etc How do different types of Taxes get configured in SAP, especially indirect taxes

Total Tax Collection (TTC) data is consumed by stakeholders via **excel spreadsheets**. This makes process prone to errors. Data is sourced from **4 landscapes** (SIRIUS, CORDILLERA, U2K2 and Fusion) & extract from i-finance (in Azure storage). Unilever has already created a UDL where data is getting ingested and now wants to automate the process of report generation by leveraging integration of UDL with a processing & a reporting layer. Overall **2 dashboards (Direct tax & Indirect tax)** need to be created on PowerBI. Each dashboard will have 5 pages

#### 3) Overall Project Scope:

Effective Communication and Project planning  
 Provide SME  
 Resource Location: Bangalore, India for efficient delivery and project synergies. Travel may be required.

#### 4) Geographical Scope: Unilever worldwide

#### 5) Functional Scope:

1. Refresh will be on a **monthly** level
2. Historical data (past **2 years**, rolling) has to be shown in dashboard
3. Country level access to be configured. **Global users** to get full access
4. SAP Data to be **directly pulled from UDL** (no ingestion needed)
5. 1-2 additional data files (flat files) will be shared in Sharepoint and we will ingest it in UDL
6. Dashboard to support usage by **~250 users** (not concurrent)

**Systems Scope:** SME

**Technical Scope:** NA

#### 6) Project Approach:

Consultants from Thoucentric to work closely with Total Tax Collected & VAT Reporting for agreed 24 weeks starting from 23<sup>rd</sup> Aug 2021

**7) Project Timelines:** Start Date: 23<sup>rd</sup> Aug 2021. Ongoing requirement.

**8) Project Team Structure:** Consultants from Thoucentric will work with Unilever Mgrs. for this project.

**9) Overall Project Assumptions:**

Key Assumption: Thoucentric team to work closely with Unilever finance Projects.

Thoucentric team will provide program management support as an extension of the Unilever team.

Thoucentric team will not provide technical implementation and software development services.

**Team Scope, Deliverables and Key Activities**

**12 Team Scope:**

Vendor Responsibilities

- **Overall Program Management**
  - Ensure timely and effective delivery of the ongoing Finance Total Tax Collected & VAT Reporting effective project planning and execution
  - Collaborate with the various stakeholders and team members to ensure that the project is executed as required.
  - As part of project management, ensure the deliverables, milestones and templates are defined clearly; Flag risks to the project as and when they come up.
  - Manage the business stakeholders in the (planning and execution team) – to ensure their interests and directions are taken care of
  - Ensure business requirements are delivered through the IT solutions being delivered, to ensure value from the IT investment
  - There is one month of Notice for all our resources placed in the project.
- **Effective communication**
  - Ensure necessary program progress reports are created on an ongoing basis (Executive reports, project reports and other reporting as required)
  - Stakeholder/Steering committee updates and meetings are conducted effectively
- **Subject Matter Expert**
  - Provide subject matter expertise in Approach for setting up automated TTC reporting using PowerBI
  - Provide overall direction to the project

**Unilever Responsibilities**

- UIPL Director / managers will monitor quality standards of deliverables, evaluate whether SLA objectives are being met and enable project management. Supplier is fully accountable for deliverables and UIPL is only responsible for tracking their performance.

**13) Deliverables**

Deliverables Description	Target Date	Acceptance Criteria
Program Delivery,	Ongoing	Accuracy and on time
Reporting and regular communication	Ongoing	Accuracy and on time

**Commercial Impact**

**14) Commercial details: -**

Resource Categorization	Monthly FTEs	Billing Rate based on aligned Milestone	Total Resource Amount
		Euro	
Project (Total Tax Collected & VAT Reporting)	1	25000	Euro 25000
			Euro 25000

**The Commercials:** The overall commercial for the project would be **Euro 25000/-**. The billing would be done monthly based on timesheets. Time sheets to be approved by respective stakeholder.

**Payment Schedule:** Monthly billing, based on submission of time sheets to be paid within thirty days from the date of invoice.

Approval By: Unilever IT Procurement Team	Supplier name (Thoucentric Technology Pvt Ltd)
Approval By:	Approval By: <div>DocuSigned by: Bharat Kumar D0B5BC2DA88140F...</div>
Name:	Name: BHARAT KUMAR
Title:	Title: DIRECTOR
Date:	Date:

Service line has reviewed the scope (except commercials)

Sign:

DocuSigned by:

Utkarsh Saraswat

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(UTKARSH SARASWAT)

DocuSigned by:

Romil Gahlaut

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