

Key Result Area (KRA)

Employee Code

00631076

Employee Name

Mr. Sateesh Lunavathu

Band

II

Designation

Consultant - Basis

Department

Delivery - Prime

Project/Location

Prime-Basis-L1(Technical)

Period

2022-2023

From Date

01-04-2022

To Date

31-03-2023

KRA Submittd On

21-06-2022

KRA Approved On

Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
1	1A. Quality & timely delivery of Basis administration services for All SAP Products To internal & external customers with high customer satisfaction Ensure timely installation / setup / support / upgrade of all SAP landscapes & versions and the quality of the same to be very high. 1. Timely installtion/setup/upgrade/support of all SAP landscapes 2. No errors / dumps / issues should be reported in systems due to Basis parameters in all SAP landscapes	40.00	Adherence to 90% of the committed deadlines for the Basis administration activities for assigned projects	%	90

REVIEWEE

Name

Mr. Sateesh Lunavathu

Date

21-06-2022 11:48:42 AM

REVIEWER

Name

Mr. Abdul Gani

Date

27-06-2022 02:26:59 PM

FINAL REVIEWER

Name

Mr. Aniket Anil Bhagwat

Date

27-06-2022 02:25:27 PM

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Employee Code	00631076	Employee Name	Mr. Sateesh Lunavathu	Band	II
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2	1B. Quality and timely delivery of Basis administration services for All SAP Products To internal & external customers with high customer satisfaction. Ensure timely installation / setup / support / upgrade of all SAP landscapes & versions and the quality of the same to be very high. 1. Timely installation/setup/upgrade/support of all SAP landscapes 2. No errors / dumps / issues should be reported in systems due to Basis parameters in all SAP landscapes	15.00	Not more than 10% of the systems should be reported for errors / dumps / issues due to basis configurations / parameter settings.	%	<=10
3	1C. Quality and timely delivery of Basis administration services for All SAP Products To internal & external customers with high customer satisfaction. Ensure timely installation/setup / support / upgrade of all SAP landscapes & versions and the quality of the same to be very high. 1. Timely installtion/setup/upgrade/support of all SAP landscapes 2. No errors / dumps / issues should be reported in systems due to Basis parameters in all SAP landscapes	10.00	Customer escalations should be Nil. Feedback from Project manager & Program manager <=2 nos = 5 >2 nos = 0	No's	0

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4	Technical documentations for Basis administration As agreed, technical documentation to be done for all assigned Basis tasks.	10.00	Adherence to 80% of technical documentation of identified & assigned tasks / objects.	%	80
5	Self-Learning & team grooming As agreed, learning new technologies during the year	25.00	BASIS Installation,configuration and documentation of atleast 1 new product (5 marks) Identify 1 team member as a backup SPOC of the current project and ensure proper KT and support (5 marks) Gaining Expertise in HANA Administration, installation & patching (5 marks) Carry out any certification as suggsted by PDTO/Team Lead (5 marks) Implementing EDD actions for self and for team (5 marks)	Adherence to Completion	As agreed
	Total	100.00			

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