

## Key Result Area (KRA)

Employee Code	00631282	Employee Name	Ms. Archana Kailas Hire	Band	II
Designation	Consultant	Department	Delivery - Prime	Project/Location	IndAMC - Functional
Period	2024-2025	From Date	01-04-2024	To Date	31-03-2025
KRA Submittd On	29-07-2024	KRA Approved On	29-07-2024		

Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
1	A) Implementation:  1.For implementation projects - timely and good quality implementation of SAP at client locations adhering to the project plans.  Implementation includes design, configuration, testing, training, correct uploading of Master data & Cutover data for smooth functioning  2.For Post implementation support projects - support to be provided as per the contract with the customer.  3.For other projects - executing the project as per the scope agreed in the contract with the customer.	22.50	For Implementation Project - - Timely Sign off of Blueprint document by customer - Timely Sign off - of RGS from CTM - Timely submission of FS for developments - Timely development sign off by customer - Timely acceptance of UAT ( SIT) by customer	Adherence to Completion	As agreed
			- Timely acceptance of UAT ( SIT) by customer - Go-live as scheduled Go-live on schedule - 100% Go-live delay 1 month - 25% Go-live delay 2month & more - NIL	Adherence to Completion	As agreed
			- Timely document handover for project closure & tiemly issue resolution during post go-live support - Enable Project manager for timely raising of invoice by completing all the milestones & tasks as per project plan.	Adherence to Completion	As agreed

REVIEWEE		REVIEWER		FINAL REVIEWER	
Name	Ms. Archana Kailas Hire	Name	Mr. Abhishek Pravin Godse	Name	Mr. Sunil Manohar Pachgade
Date	29-07-2024 07:30:57 AM	Date	29-07-2024 07:30:57 AM	Date	29-07-2024 07:30:57 AM

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<b>Designation</b> Consultant	<b>Department</b> Delivery - Prime	<b>Project/Location</b> IndAMC - Functional
<b>Period</b> 2024-2025	<b>From Date</b> 01-04-2024	<b>To Date</b> 31-03-2025
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Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
1	<p>A) Implementation:</p> <p>1.For implementation projects - timely and good quality implementation of SAP at client locations adhering to the project plans.</p> <p>Implementation includes design, configuration, testing, training, correct uploading of Master data &amp; Cutover data for smooth functioning</p> <p>2.For Post implementation support projects - support to be provided as per the contract with the customer.</p> <p>3.For other projects - executing the project as per the scope agreed in the contract with the customer.</p>	22.50	<p>- Rating based on qualitative aspects of BPD</p> <p>BPD sign off in 1 iteration -100%</p> <p>BPD sign off in 2 iterations - 50%</p> <p>BPD sign off in 3 iterations - 25%</p> <p>BPD sign off in &gt; 3 iterations - 0%</p> <p>- FS - Rating Based on feedback from Technical head</p> <p>- Development acceptance by CTM with Less than 5% of variation</p> <p>- UAT (SIT) acceptance by customer</p> <p>No of issues in module not exceeding &gt;10 - 100%</p> <p>No of issues in module from 11-20 - 50%</p> <p>No of issues in module from 21-30 - 25%</p> <p>No of issues in module more than 30 - 0%</p>	Adherence to Completion	As agreed

<b>REVIEWEE</b>	<b>REVIEWER</b>	<b>FINAL REVIEWER</b>
<b>Name</b> Ms. Archana Kailas Hire	<b>Name</b> Mr. Abhishek Pravin Godse	<b>Name</b> Mr. Sunil Manohar Pachgade
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Period 2024-2025 From Date 01-04-2024 To Date 31-03-2025

KRA Submittd On 29-07-2024 KRA Approved On 29-07-2024

Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
2	A) Implementation: Project Governance  1. Adherence to standard templates- plans, review trackers, reports (weekly, fortnightly, daily etc) on time and as directed by Project manager 2. Record of all the meetings , discussions and interactions with customer for all functional and technical points leading to contractual compliance for projects - MOM's, signoffs, reports, letters, mails etc on time. 3. Overall rating by manger and reviewer.	7.50	No of times deviations found out each template/ tracker wise during reviews should not exceed by>10%=0	No's	>10%=0
			Deviations on number of instances found should not exceed by>10%	%	>10%=0
			Rating on a scale of 1 to 5	No's	<4=0
3	A) Implementation: Projects Delivery Execution	7.50	Comprehensive solutioning of all the business processes: Ensure solution fitment as per best pratice & meeting customer requirement. Floor: 80%, Target 100%.	%	100
4	A) Implementation: Project quality improvement	7.50	1) Quality of deliverables : No escalation from customer on quality of deliverables submitted. Floor 1, Target 0  2) No Escalation during the Project Exceution. Floor 1, Target 0	No's	0

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Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
5	A) Implementation: Customer acceptance Enhancing knowledge on the existing /new product / Domain Knowledge	5.00	1. No rejection by prospective customer on account of technical incompetency during interview / presentation  2. No rejection by customer on deployment to the project  >=4 on a scale of 1to5	No's	>=4
6	B) Support: SLA Adherence	15.00	For support projects acceptance by customer within agreed SLA	Adherence to Completion	As agreed
7	B) Support: Quality of Solutioning	7.50	Acceptance by the client with SLA	Adherence to Completion	As agreed
			Rating by Manager >=4 on a scale of 1 to 5	No's	>=4
			Comprehensive solutioning of all the business processes: Ensure solution fitment as per best pratice & meeting customer requirement. Floor: 80%, Target 100%.	%	100

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8	B) Support: Project Governance  1. Adherence to standard templates- plans, review trackers, reports (weekly, fortnightly, daily etc) on time and as directed by Project manager 2. Record of all the meetings , discussions and interactions with customer for all functional and technical points leading to contractual compliance for projects - MOM's, signoffs, reports, letters, mails etc on time.	7.50	No of times deviations found out each template/ tracker wise during reviews should not exceed by>10%	%	>10%=0
			Deviations on number of instances found should not exceed by>10%	%	>10%=0
			Rating on a scale of 1 to 5	No's	<4=0
9	B) Support: Projects Delivery execution	7.50	Comprehensive solutioning of all the business processes: Ensure solution fitment meeting customer for enahcnement / new requirement. Floor: 80%, Target 100%.	%	100
10	B) Support: Project quality improvement	5.00	Quality of deliverables : No escalation from customer on quality of deliverables submitted. Floor 1, Target 0	No's	0
11	B) Support: Customer acceptance  Enhancing knowledge on the existing /new product / Domain Knowledge	7.50	- No rejection by prospective customer on account of technical incompetency during interview / presentation  - No rejection by customer on deployment to the project	No's	>=4
	Total	100.00			

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Date 29-07-2024 07:30:57 AM	Date 29-07-2024 07:30:57 AM	Date 29-07-2024 07:30:57 AM