

Key Result Area (KRA)

Employee Code 00006110	Employee Name Mr. Mahesh Babu Bayya	Band VII
Designation Senior Project Manager	Department Delivery - Prime	Project/Location HCC-Mumbai
Period 2023-24	From Date 01-04-2023	To Date 31-03-2024
KRA Submittd On 14-08-2023	KRA Approved On 14-08-2023	

Sr.No	Goal Title	Weightage	Measurement Details	Unit	Quantity
1	Customer satisfaction 1. Ensure timely and good quality roll out of SAP . Roll out means adequate training, correct uploading of data (trial balance, stock), creation of masters, inclusion of all scenarios for smooth functioning of operations. 2. Streamlining of Budget Template, enhancements for functionality gaps/New requirements development for FY23-24 and ensure proper implementation & support. 3. Ensure to upload FY22-23 Budgets in SAP on time to get Budget Vs Actual MIS 4. Ensure smooth operations and timely issue resolution of SAP & PMIS @ Costal Road	20.00	Feedback rating from relevant Customers / HOD's >=4 on a scale of 1 to 5.	No's	>=4

REVIEWEE	REVIEWER	FINAL REVIEWER
Name Mr. Mahesh Babu Bayya	Name Mr. Kaustav Das	Name Mr. Kaustav Das
Date 14-08-2023 10:30:11 AM	Date 14-08-2023 10:30:11 AM	Date 14-08-2023 10:30:11 AM

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2	<p>New Process/system implementation or Existing process</p> <p>Optimization including Key MIS Reports & institutionalize across organization</p> <p>Development of new process /report or change in the existing process/ report in SAP for obtaining the results as desired by management. Some of the processes / reports include Dashboards for Top management (Liner progress Monitoring & Fuel consumption dashboards), Major Material Reconciliation, Quantity Reconciliation, Workflow based approval note system, Implementation of Document Management System with workflows for all departments across organization, PO & WO controls, Direct Cost Control etc., Departmental Expenditure MIS for CEO, Perpetual Inventory Verification (PIV), Daily Material Receipts system - Gate Entry(DMR), Financial MIS as per NEW CEO, HEMS Process improvements etc. .</p>	50.00	<p>Feedback from relevant customers / HOD's on usage effectiveness and value creation</p> <p>>=4 on a scale of 1 to 5</p>	No's	>=4

REVIEWEE Name Mr. Mahesh Babu Bayya Date 14-08-2023 10:30:11 AM	REVIEWER Name Mr. Kaustav Das Date 14-08-2023 10:30:11 AM	FINAL REVIEWER Name Mr. Kaustav Das Date 14-08-2023 10:30:11 AM
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3	HCC SAP & Non SAP Applications Process Manuals documentation/update Ensure all important process documents and manuals to be updated as and when required. i.e. PS/QM/Budget//HCMS/HEMS/HAMS/App Note System/ MRS and any new systems etc.	10.00	As when required	Adherence to Completion	As agreed
4	Additional Assignment -1 Any other assignment given by the Management from time to time	10.00	1. Implementation of Strategic initiative 2. Implementation of Internal process improvisation as identified by management As per metrics defined for measurement	Adherence to Completion	As agreed
5	Additional Assignment -2 Any other assignment given by the Management from time to time	10.00	1. Support to Ext Delivery & Sales / Presales team for : Solutioning, Pre-Sales presentation etc. (some of the areas can be in DocLife, Easybid, Budget template, etc.) > = 4 on a scale of 1 to 5	No's	> = 4
	Total	100.00			

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