

## Key Result Area (KRA)

|                        |                   |                        |                         |                         |                              |
|------------------------|-------------------|------------------------|-------------------------|-------------------------|------------------------------|
| <b>Employee Code</b>   | 00631376          | <b>Employee Name</b>   | Ms. Aditi Harish Sharma | <b>Band</b>             | III                          |
| <b>Designation</b>     | Senior Consultant | <b>Department</b>      | Delivery - Prime        | <b>Project/Location</b> | SRC Infra Developers Pvt Ltd |
| <b>Period</b>          | 2023-24           | <b>From Date</b>       | 01-04-2023              | <b>To Date</b>          | 31-03-2024                   |
| <b>KRA Submittd On</b> | 18-03-2024        | <b>KRA Approved On</b> | 18-03-2024              |                         |                              |

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

|                                     |                                    |                                    |
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| <b>REVIEWEE</b>                     | <b>REVIEWER</b>                    | <b>FINAL REVIEWER</b>              |
| <b>Name</b> Ms. Aditi Harish Sharma | <b>Name</b> Mr. Vijaykumar Patil   | <b>Name</b> Mr. Kaustav Das        |
| <b>Date</b> 18-03-2024 10:30:11 AM  | <b>Date</b> 18-03-2024 10:30:11 AM | <b>Date</b> 18-03-2024 10:30:11 AM |

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| <b>Period</b> 2023-24                | <b>From Date</b> 01-04-2023                  | <b>To Date</b> 31-03-2024                            |
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| 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 |

|                                     |                                    |                                    |
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## Key Result Area (KRA)

Employee Code 00631376 Employee Name Ms. Aditi Harish Sharma Band III

Designation Senior Consultant Department Delivery - Prime Project/Location SRC Infra Developers Pvt Ltd

Period 2023-24 From Date 01-04-2023 To Date 31-03-2024

KRA Submittd On 18-03-2024 KRA Approved On 18-03-2024

| Sr.No | Goal Title   | Weightage | Measurement Details  | Unit | Quantity |
|-------|--|-----------|--|------|----------|
| 2     | A) Implementation: Project Governance<br><br>1. Adherence to standard templates- plans, review trackers, reports (weekly, fortnightly, daily etc) on time and as directed by Project manager<br>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.<br>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.<br>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<br><br>2) No Escalation during the Project Exceution. Floor 1, Target 0 | No's | 0        |

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| <b>REVIEWEE</b><br><br><b>Name</b> Ms. Aditi Harish Sharma<br><b>Date</b> 18-03-2024 10:30:11 AM | <b>REVIEWER</b><br><br><b>Name</b> Mr. Vijaykumar Patil<br><b>Date</b> 18-03-2024 10:30:11 AM | <b>FINAL REVIEWER</b><br><br><b>Name</b> Mr. Kaustav Das<br><b>Date</b> 18-03-2024 10:30:11 AM |
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|-------|---|-----------|--|-------------------------|-----------|
| 5     | A) Implementation: Customer acceptance<br>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<br><br>2. No rejection by customer on deployment to the project<br><br>>=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<br><br>1. Adherence to standard templates- plans, review trackers, reports (weekly, fortnightly, daily etc) on time and as directed by Project manager<br>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<br><br>Enhancing knowledge on the existing /new product / Domain Knowledge   | 7.50      | - No rejection by prospective customer on account of technical incompetency during interview / presentation<br><br>- No rejection by customer on deployment to the project | No's | >=4      |
|       | Total  | 100.00    |  |      |          |

| REVIEWEE |                         | REVIEWER |                        | FINAL REVIEWER |                        |
|----------|-------------------------|----------|------------------------|----------------|------------------------|
| Name     | Ms. Aditi Harish Sharma | Name     | Mr. Vijaykumar Patil   | Name           | Mr. Kaustav Das        |
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