EPAM STATEMENT OF WORK TEMPLATE

Template Version: 1.0

Document Type: EPAM-Specific Statement of Work

Vendor: EPAM Systems

Effective Date: [EFFECTIVE DATE]

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METADATA TABLE

Contract Type: Statement of Work (SOW)

Vendor: EPAM Systems

Effective Date: [DATE]

Client: [CLIENT NAME]

Project Code: [PROJECT CODE]

EPAM Engagement Number: [EPAM\_ENGAGEMENT\_NUMBER]

Document Version: 1.0

Last Updated: [LAST UPDATED DATE]

Prepared By: [PREPARER NAME]

Approved By: [APPROVER NAME]

EPAM Account Director: [EPAM\_AD\_NAME]

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1. PROJECT OVERVIEW

This Statement of Work ("SOW") sets forth the terms and conditions under which EPAM Systems, Inc. ("EPAM") will provide software engineering and digital transformation services to [CLIENT NAME] ("Client") for the [PROJECT NAME] project. This SOW is governed by the Master Services Agreement between EPAM and Client dated [MSA DATE] and incorporates all terms and conditions contained therein.

EPAM shall leverage its proven engineering excellence, agile methodologies, and global delivery capabilities to provide [PROJECT OBJECTIVE DESCRIPTION]. This engagement will utilize EPAM's expertise in modern software development practices, cloud technologies, and digital innovation to deliver high-quality solutions that meet the Client's business objectives.

The project objective is to [PROJECT OBJECTIVE DESCRIPTION] utilizing EPAM's expertise in [EPAM\_EXPERTISE\_AREA]. EPAM shall provide professional services including but not limited to [SERVICE DESCRIPTION] in accordance with EPAM's engineering best practices, agile methodologies, and the specifications outlined in this document.

This engagement is expected to commence on [START DATE] and conclude on [END DATE], subject to the terms and conditions set forth herein. The total estimated value of this engagement is [TOTAL VALUE] as detailed in the payment terms section. EPAM's delivery will follow its established engineering practices and quality assurance frameworks.

2. SCOPE OF WORK

EPAM shall perform the following services and activities utilizing its global engineering capabilities and proven methodologies:

2.1 Primary Services

EPAM shall provide [PRIMARY SERVICE DESCRIPTION] including but not limited to:

- [SERVICE ITEM 1] using EPAM's engineering best practices and modern development tools

- [SERVICE ITEM 2] leveraging EPAM's agile delivery methodologies and DevOps practices

- [SERVICE ITEM 3] utilizing EPAM's cloud-native development expertise and platforms

- [SERVICE ITEM 4] applying EPAM's proven software engineering and quality assurance processes

2.2 EPAM Value-Added Services

In addition to primary services, EPAM shall provide:

- Access to EPAM's engineering knowledge base and best practices

- Utilization of EPAM's proprietary development accelerators and frameworks

- Application of EPAM's industry-specific solutions and patterns

- Leverage of EPAM's global engineering talent and delivery centers

2.3 Delivery Model

EPAM shall utilize its distributed delivery model including:

- Dedicated development teams with EPAM's proven team structures

- Agile development practices with continuous integration and deployment

- Cross-functional teams including engineering, design, and quality assurance

- Flexible scaling capabilities based on project needs

2.4 Technology and Innovation Focus

EPAM shall apply its expertise in:

- Modern software development technologies and frameworks

- Cloud-native architecture and microservices patterns

- DevOps practices and automation tools

- User experience design and digital innovation

2.5 Exclusions

The following items are specifically excluded from this SOW:

- [EXCLUSION 1]

- [EXCLUSION 2]

- [EXCLUSION 3]

- Services not explicitly covered by EPAM's standard engineering capabilities

Any services not explicitly included in this SOW shall require a separate written agreement or change order as outlined in Section 9.

3. DELIVERABLES

EPAM shall provide the following deliverables according to the specified timeline and EPAM's engineering standards:

3.1 Phase 1 Deliverables - Discovery and Planning

- [DELIVERABLE 1]: Technical Architecture Document using EPAM's architecture frameworks - Due: [DUE DATE 1]

- [DELIVERABLE 2]: Development Plan with EPAM's agile methodology - Due: [DUE DATE 2]

- [DELIVERABLE 3]: Project Setup and Environment Configuration using EPAM's DevOps practices - Due: [DUE DATE 3]

3.2 Phase 2 Deliverables - Development and Implementation

- [DELIVERABLE 4]: Core Application Development using EPAM's engineering practices - Due: [DUE DATE 4]

- [DELIVERABLE 5]: Quality Assurance and Testing using EPAM's QA frameworks - Due: [DUE DATE 5]

3.3 Final Deliverables - Deployment and Handover

- [FINAL DELIVERABLE 1]: Production Deployment with EPAM's deployment automation - Due: [FINAL DUE DATE 1]

- [FINAL DELIVERABLE 2]: Knowledge Transfer and Documentation using EPAM's standards - Due: [FINAL DUE DATE 2]

All deliverables shall be provided using EPAM's standard engineering practices and shall meet both Client requirements and EPAM's quality standards as outlined in Section 6.

4. PROJECT TIMELINE

EPAM shall execute the project according to the following timeline using its proven agile delivery methodology:

Phase 1: Discovery and Planning ([START DATE] - [PHASE 1 END DATE])

- Week 1-2: EPAM project kickoff and technical discovery using standard frameworks

- Week 3-4: Architecture design and planning using EPAM's proven methodologies

- Week 5-6: [PHASE 1 ACTIVITIES] applying EPAM's engineering best practices

Phase 2: Development and Implementation ([PHASE 2 START DATE] - [PHASE 2 END DATE])

- Week 7-10: [PHASE 2 ACTIVITIES] utilizing EPAM's agile development practices

- Week 11-12: Testing and quality assurance using EPAM's QA frameworks

- Week 13-14: Integration and performance optimization using EPAM's engineering expertise

Phase 3: Deployment and Handover ([PHASE 3 START DATE] - [PROJECT END DATE])

- Week 15-16: Production deployment using EPAM's DevOps automation

- Week 17-18: Knowledge transfer and project closure using EPAM's handover methodology

Key milestones aligned with EPAM's delivery framework:

- [MILESTONE 1]: [MILESTONE 1 DATE] - EPAM Architecture Review

- [MILESTONE 2]: [MILESTONE 2 DATE] - EPAM Development Milestone

- [MILESTONE 3]: [MILESTONE 3 DATE] - EPAM Production Readiness

5. RESOURCE ALLOCATION

5.1 EPAM Resources

EPAM shall assign the following certified resources to this project:

- EPAM Delivery Manager: [DM NAME] - [HOURS PER WEEK] hours/week

- EPAM Technical Lead/Architect: [TECH\_LEAD NAME] - [HOURS PER WEEK] hours/week

- EPAM Senior Software Engineers: [ENGINEER\_NAMES] - [HOURS PER WEEK] hours/week each

- EPAM Quality Assurance Engineer: [QA\_NAME] - [HOURS PER WEEK] hours/week

5.2 EPAM Resource Standards

All EPAM resources shall meet the following standards:

- Certified in relevant technologies and EPAM's engineering practices

- Minimum [EXPERIENCE YEARS] years of experience in similar technology projects

- Completed EPAM's mandatory training and certification programs

- Adherence to EPAM's engineering standards and code of conduct

5.3 Client Resources

The Client shall provide the following resources to support EPAM's delivery:

- Product Owner: [PO NAME]

- Business Analyst: [BA NAME]

- Technical Contact: [TECH CONTACT NAME]

- End User Representatives: [USER REP NAMES]

5.4 Resource Management

EPAM shall ensure adequate resource availability throughout the project duration and shall notify the Client immediately of any resource changes. All resource substitutions shall maintain equivalent or higher skill levels and shall be approved by the Client.

6. ACCEPTANCE CRITERIA

6.1 EPAM Quality Standards

Each deliverable shall meet both Client requirements and EPAM's engineering quality standards before submission. EPAM shall conduct internal quality reviews using its established engineering review processes.

6.2 Acceptance Process

- EPAM submits deliverable with completion notice and quality certification

- Client reviews deliverable against specified criteria within [REVIEW PERIOD] business days

- Client provides written acceptance or rejection with detailed feedback

- If rejected, EPAM has [CORRECTION PERIOD] business days to address issues

- Process repeats until deliverable meets both Client and EPAM standards

6.3 Acceptance Criteria Standards

All deliverables must meet the following minimum standards:

- Completeness according to specifications and EPAM's engineering practices

- Quality standards as defined in project requirements and EPAM's quality framework

- Compliance with applicable regulations, standards, and EPAM's security policies

- Documentation requirements as specified using EPAM's standard formats

7. ASSUMPTIONS AND DEPENDENCIES

7.1 Assumptions

This SOW is based on the following assumptions:

- [ASSUMPTION 1]

- [ASSUMPTION 2]

- [ASSUMPTION 3]

- Client will provide necessary access to systems and environments for EPAM team

- EPAM's standard development tools and methodologies are acceptable to Client

- Required technology platforms and licenses will be available

7.2 Dependencies

Project success is dependent upon:

- Timely provision of Client resources and business requirements

- Access to required development and testing environments for EPAM team

- [DEPENDENCY 1]

- [DEPENDENCY 2]

- [DEPENDENCY 3]

- Availability of EPAM's engineering infrastructure and tools

7.3 Risk Mitigation

EPAM shall apply its standard risk management framework to identify, assess, and mitigate project risks. The parties acknowledge that changes to assumptions or dependencies may impact project scope, timeline, or cost and agree to address such changes through the change management process outlined in Section 9.

8. PAYMENT TERMS

8.1 Total Contract Value

The total value of this engagement is [TOTAL AMOUNT] payable according to EPAM's standard payment schedule below.

8.2 Payment Schedule

- Phase 1 Completion: [PHASE 1 AMOUNT] due within 30 days of EPAM deliverable acceptance

- Phase 2 Completion: [PHASE 2 AMOUNT] due within 30 days of EPAM deliverable acceptance

- Final Deliverables: [FINAL AMOUNT] due within 30 days of project completion and EPAM handover

8.3 Invoicing

EPAM shall submit invoices monthly for work completed according to its standard invoicing process. All invoices shall include:

- Detailed description of engineering work performed by EPAM resources

- Hours worked by resource type and development activity

- Deliverables completed with EPAM quality certification

- Project code reference: [PROJECT CODE]

- EPAM engagement number: [EPAM\_ENGAGEMENT\_NUMBER]

Payment terms are Net 30 days from receipt of properly submitted EPAM invoice.

8.4 Expenses

Pre-approved expenses shall be reimbursed at cost with appropriate documentation according to EPAM's expense policy. Travel expenses require prior written approval from the Client and shall follow EPAM's travel guidelines.

9. CHANGE MANAGEMENT

9.1 EPAM Change Request Process

Any changes to this SOW must be documented through EPAM's formal change request process including:

- Written description of proposed change using EPAM's change request template

- Impact analysis on scope, timeline, and cost conducted by EPAM engineering team

- Client approval before implementation

- Updated SOW documentation following EPAM standards

9.2 Change Authorization

Changes exceeding [CHANGE THRESHOLD] require written approval from [APPROVAL AUTHORITY] and EPAM account management. Minor changes may be approved by the designated EPAM delivery manager.

9.3 Change Implementation

Approved changes shall be implemented according to revised timeline and specifications using EPAM's agile change management methodology. No work on changes shall commence without proper authorization from both parties.

10. TERMS AND CONDITIONS

10.1 Governing Agreement

This SOW is governed by the Master Services Agreement between EPAM and Client dated [MSA DATE]. In case of conflict, the MSA shall take precedence.

10.2 Confidentiality

Both parties acknowledge that confidential information may be exchanged during this engagement and agree to maintain strict confidentiality according to the terms of the MSA and EPAM's information security policies.

10.3 Intellectual Property

All work product created under this SOW shall be owned by the Client upon full payment. EPAM retains rights to its proprietary methodologies, frameworks, tools, and general know-how developed prior to or independently of this engagement.

10.4 Limitation of Liability

EPAM's liability under this SOW shall not exceed the total value of the contract. Neither party shall be liable for indirect, consequential, or punitive damages, subject to the limitations set forth in the MSA.

10.5 Termination

Either party may terminate this SOW with [TERMINATION NOTICE] days written notice. Upon termination, EPAM shall be compensated for work completed and accepted, and shall provide transition assistance according to its standard procedures.

10.6 Force Majeure

Neither party shall be liable for delays or failures due to circumstances beyond their reasonable control including but not limited to acts of God, government actions, or natural disasters affecting EPAM's delivery capabilities.

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SIGNATURE BLOCK

CLIENT: [CLIENT NAME]

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Name: [CLIENT SIGNATORY NAME]

Title: [CLIENT SIGNATORY TITLE]

EPAM: EPAM Systems, Inc.

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Name: [EPAM\_SIGNATORY\_NAME]

Title: [EPAM\_SIGNATORY\_TITLE]

Account Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Name: [EPAM\_AD\_NAME]

Title: Account Director

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Document Control:

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