Performance Assessment Form 2024 for Kapil Kumar Gupta

Employee Information

Last Name	Gupta	First Name	Kapil Kumar
Title	Senior Architect	Department	SDPON PS (SDPON PS)
Hire Date	08/03/2020	Job Code	Software Engineer, Sr Architect (IND179)
Manager	Prakash Sivasubramanian	Location	Bangalore Office (Bangalore)

Performance Goals

Individual Goals   50.0% of total score

1.1 We deliver: DT A4 Edge cloud platform bringup and lifecycle Automation   Completed

1. MS5 and MS6 with >= 95% goal attainment
2. on-time delivery for PI planning, preparation, and EPIC briefing
3. Create, Review, freeze the design
4. Resolve design and execution dependency with other teams
5. PI objectives page is upated every week
6. Ensure that end to end design is available for EPICs one PI in advance
7. Drive all the EPIC demos, prepare the slide content, own the setup and readiness of the demo and conduct a dry run to FPO and team before showing the PI demos to the ART
8. Trigger change request to FPO/CPO if there is a scope creep in a proper format
9. Own a feature (without delegating) including exploration and LLD in a PI

Details

Goal Name*	We deliver: DT A4 Edge cloud platform bringup and lifecycle Automation	Metric	1. MS5 and MS6 with >= 95% goal attainment 2. on-time delivery for PI planning, preparation, and EPIC briefing 3. Create, Review, freeze the design 4. Resolve design and execution dependency with other teams 5. PI objectives page is upated every week 6. Ensure that end to end design is available for EPICs one PI in advance 7. Drive all the EPIC demos, prepare the slide content, own the setup and readiness of the demo and conduct a dry run to FPO and team before showing

the PI demos to the ART
8. Trigger change request to
FPO/CPO if there is a scope
creep in a proper format
9. Own a feature (without
delegating) including exploration
and LLD in a PI

Start Date	01/01/2024	Due Date	12/31/2024
Weight	50.0%	Status	Completed

Other Details

Sub Goals

Goal Name	MS5 and MS6 with >= 95% goal attainment	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Create, Review, freeze the design	weight	10.0%
Actual Value (should be equal or lesser than weight)	10	Validation Check	10
Achievement	10		

Goal Name	Resolve design and execution dependency with other teams	weight	10.0%
Actual Value (should be equal or lesser than weight)	10	Validation Check	10
Achievement	10		

Goal Name	PI objectives page is upated every week	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Ensure that end to end design is available for EPICs one PI in advance	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Drive all the EPIC demos, prepare Drive all the EPIC demos, prepare the slide content, own the setup and readiness of the demo and conduct a dry run to FPO and team before showing the PI demos to the ARThe slide content, own the setup and readiness of the demo and conduct a dry run	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Trigger change request to FPO/CPO if there is a scope creep in a proper format	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Own a feature (without delegating) including exploration and LLD in a PI	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	on-time delivery for PI planning, preparation, and EPIC briefing	weight	50.0%
Actual Value (should be equal or	50	Validation Check	50

lesser than
weight)

Achievement   50

Individual Goals   20.0% of total score

1.2 We create value by delivery of ECP features with <40% support bandwidth

Completed

Deliver PI's V, W, X, Y with <40% of Support B/W
ECP features delivery and release planning
Sync up and coordination with DT and SUSE
DODs followed at user story, EPIC, sprint and PI level - compliance clearly documented and links shared
0 user stories having incomplete/no acceptance criteria. Acceptance criteria should act as test cases which SIT/TAV
will execute to validate the EPIC
Product documentation for each EPIC before it is closed. Create a user story for each EPIC for the same
Sync up and coordination with DT and SUSE

Details

Goal Name*	We create value by delivery of ECP features with <40% support bandwidth	Metric	Deliver PI's V, W, X, Y with <40% of Support B/W ECP features delivery and release planning Sync up and coordination with DT and SUSE DODs followed at user story, EPIC, sprint and PI level - compliance clearly documented and links shared 0 user stories having incomplete/no acceptance criteria. Acceptance criteria should act as test cases which SIT/TAV will execute to validate the EPIC Product documentation for each EPIC before it is closed. Create a user story for each EPIC for the same Sync up and coordination with DT and SUSE
Start Date	01/01/2024	Due Date	12/31/2024
Weight	20.0%	Status	Completed

Other Details

Sub Goals

Goal Name	Deliver PI's V, W, X, Y with <40% of Support B/W	weight	40.0%
Actual Value (should be equal or lesser than weight)	40	Validation Check	40

Achievement	40		

Goal Name	ECP features delivery and release planning	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Goal Name	Sync up and coordination with DT and SUSE	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Goal Name	DODs followed at user story, EPIC, sprint and PI level - compliance clearly documented and links shared	weight	10.0%
Actual Value (should be equal or lesser than weight)	10	Validation Check	10
Achievement	10		

Goal Name	0 user stories having incomplete/no acceptance criteria. Acceptance criteria should act as test cases which SIT/TAV will execute to validate the EPIC	weight	5.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	Product documentation for each EPIC before it is closed. Create a user story for each EPIC for the same	weight	5.0%
Actual Value (should be equal or	5	Validation Check	5

lesser than
weight)

Achievement	5

Individual Goals

1.3 We help businesses grow by participating in RFI, demos, Codethone, new Initiatives

10.0% of total score

Completed

Submit at least 2 ideas for Codeathon
At least one demo to TAC team per PI
At least one demo to DT Ops team per PI during the workshop
Writing a technical article in a public forum
Initiatives/POC around AI/ML or new technologies
Support new initiatives / CMB with 10-15% of available B/W

Details

Goal Name*	We help businesses grow by participating in RFI, demos, Codethone, new Initiatives	Metric	Submit at least 2 ideas for Codeathon At least one demo to TAC team per PI At least one demo to DT Ops team per PI during the workshop Writing a technical article in a public forum Initiatives/POC around AI/ML or new technologies Support new initiatives / CMB with 10-15% of available B/W
Start Date	01/01/2024	Due Date	12/31/2024
Weight	10.0%	Status	Completed

Other Details

Sub Goals

Goal Name	Submit at least 2 ideas for Codeathon	weight	10.0%
Actual Value (should be equal or lesser than weight)	5	Validation Check	5
Achievement	5		

Goal Name	At least one demo to TAC team per PI	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Goal Name	At least one demo to DT Ops team per PI during the workshop	weight	10.0%
Actual Value (should be equal or lesser than weight)	10	Validation Check	10
Achievement	10		

Goal Name	Writing a technical article in a public forum	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Goal Name	Initiatives/POC around AI/ML or new technologies	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Goal Name	Support new initiatives / CMB with 10-15% of available B/W	weight	20.0%
Actual Value (should be equal or lesser than weight)	20	Validation Check	20
Achievement	20		

Individual Goals

1.4 Look after team

10.0% of total score

Completed

Mentor at least 2 members in the team directly
Send 2 appreciation/kudos e-mails to team members every sprint
Hold Team to < 20% annual attrition and plan required backups
"introducing an efficiency method, such as-
•Productivity efficiency process or tools
•Application of machine learning in log optimization, analytics, assurance systems
•Application of generative-AI, like Copilot
•Auto generation of code, docs, test cases, etc"
Build team competence

Details

Goal Name*	Look after team	Metric	Mentor at least 2 members in the team directly Send 2 appreciation/kudos e-mails to team members every sprint Hold Team to < 20% annual attrition and plan required backups "introducing an efficiency method, such as- •Productivity efficiency process or tools •Application of machine learning in log optimization, analytics, assurance systems •Application of generative-AI, like Copilot •Auto generation of code, docs, test cases, etc" Build team competence
Start Date	01/01/2024	Due Date	12/31/2024
Weight	10.0%	Status	Completed

Other Details

Sub Goals

Goal Name	Mentor at least 2 members in the team directly	weight	15.0%
Actual Value (should be equal or lesser than weight)	15	Validation Check	15
Achievement	15		

Goal Name	Send 2 appreciation/kudos e-mails to team members every sprint	weight	20.0%
Actual Value (should be equal or lesser than weight)	15	Validation Check	15
Achievement	15		

Goal Name	Hold Team to < 20% annual attrition and plan required backups	weight	15.0%
Actual Value (should be equal or	15	Validation Check	15

lesser than weight)	
Achievement	15

Goal Name	"introducing an efficiency method	weight	15.0%
Actual Value (should be equal or lesser than weight)	15	Validation Check	15
Achievement	15		

Goal Name	Build team competence	weight	35.0%
Actual Value (should be equal or lesser than weight)	35	Validation Check	35
Achievement	35		

Individual Goals   10.0% of total score

1.5 learn new technology and use cases

Completed

learn new technology and use cases (Clarity and AI platform tools and selction of technology)
Collaborate with other teams on a common problem
Groom a junior who can do your work

Details

Goal Name*	learn new technology and use cases	Metric	learn new technology and use cases (Clarity and AI platform tools and selction of technology) Collaborate with other teams on a common problem Groom a junior who can do your work
Start Date	01/01/2024	Due Date	12/31/2024
Weight	10.0%	Status	Completed

Other Details

Sub Goals

Goal Name	Learning the new technology	weight	30.0%
Actual Value (should be equal or lesser than weight)	30	Validation Check	30
Achievement	30		

Goal Name	Collaborate with other teams on a common problem	weight	30.0%
Actual Value (should be equal or lesser than weight)	30	Validation Check	30
Achievement	30		

Goal Name	Groom a junior who can do your work	weight	40.0%
Actual Value (should be equal or lesser than weight)	35	Validation Check	35
Achievement	35		

Overall Comments on Performance Goal Achievement

Employee's Comments

This year has been advantageous, with the team achieving milestones showcasing our dedication and collaboration. Here's a breakdown of how we aligned with our goals and delivered results.

1. **Achieving MS5 and MS6 with Outstanding Goal Attainment**

   - We successfully delivered critical features like the PODserver firmware upgrade, SUSE alarms, and BOR lifecycle automation for tasks such as replacements, artifact upgrades, and monitoring.
   - Our high delivery rate, support bandwidth < 40%, and low bug count reflect the team's commitment to excellence.

2. **On-Time Delivery for PI Planning and EPIC Briefings**

   - All EPIC briefings and PI planning sessions were delivered on schedule.
   - I ensured weekly updates to the PI objectives page for transparency and team alignment

3. **Design Ownership and Collaboration**

   - This year, I fully owned and delivered features like BOR Metrics, Alarms, Reachability, and Artefact Upgrades, PODserver firmware upgrade, Multi DNS support and diving deep into their design and implementation. These efforts were closely aligned with the broader product vision and goals
   - Collaborating closely with cross-functional teams and SUSE, we ensured that designs were reviewed, refined, and finalized on time.

4. **Addressing Dependencies for Seamless Execution**

   - One of the highlights this year was actively working with other teams to resolve design and execution dependencies. These collaborations ensured that projects stayed on track and aligned with the overall roadmap.

5. **Driving Demos with Precision**

   - Delivered all EPIC demos on time, managing setup, readiness, and content.
   - Conducted dry runs to ensure smooth, impactful presentations.
   - Received senior management appreciation for the PODserver NE reachability demo and seamless IT coordination

6. **Managing Scope Changes Effectively**

- Whenever there was a scope change, I ensured clear communication with the FPO/RT-PO. This helped us stay aligned with the broader goals without compromising timelines.

7. **Building a Positive Team Culture**

   - Recognizing the team's efforts every sprint, I acknowledge their hard work during retrospectives using Kudos.
   - The team's morale and engagement have been exceptional, which is evident from the fact that we had 0% attrition this year.

8. **Personal Growth and Thought Leadership**

   - I contributed to the industry conversation by publishing articles on key topics like Maximizing Revenue with 5G Edge Cloud & AI and Edge Computing and Multi-Access Edge.
   - To stay ahead, I earned the following certifications. These helped me bring fresh perspectives and enhanced skills to the team.

     1. **AI Platform and Operational Fundamentals** by NVIDIA (Certificate).
     2. **Software Process and Agile Practices** by Coursera (Certificate).

   - Introduced tools like ChatGPT and Copilot to improve productivity, automate routine tasks, and enhance code and documentation quality.

9. **Mentoring and Growing the Team**

   - I mentored team members like Vishwa, Gourav, and Tej, empowering them to take on end-to-end responsibilities with confidence. Their growth has been inspiring to see.
   - Deepak has also stepped up to own BOR features independently.

10. **Supporting New Initiatives**

Despite a packed schedule, we started new initiatives like building the CMB platform. We have identified key components and test cases and now the team is ready to take on more in the upcoming PI.

Development Goal

Development Goals

Completed

1. Learn about the product management and AI platforms

Details

Development Goal	1. Learn about the product management and AI platforms	Development Goal Description	1. Learn about the product management and AI platform
Due Date	12/31/2024	Status	Completed
Action Steps	Try to learn to apply these techniques 1. product management 2. AI platform	Purpose	Develop in Current Role

Overall Comments on Development Goal Achievement

Employee's Comments

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  - I contributed to the industry conversation by publishing articles on key topics like Maximizing Revenue with 5G Edge Cloud & AI and Edge Computing and Multi-Access Edge.

- To stay ahead, I earned the following certifications. These helped me bring fresh perspectives and enhanced skills to the team.

  1. **AI Platform and Operational Fundamentals** by NVIDIA ([Certificate](#)).
  2. **Software Process and Agile Practices** by Coursera ([Certificate](#)).

- Introduced tools like ChatGPT and Copilot to improve productivity, automate routine tasks, and enhance code and documentation quality..
- Showcase the use case on GEN AI in Telco

Strengths

Strength 1:

Achievement-Oriented Delivery

- Successfully delivered high-quality features like PODserver firmware upgrade, SUSE alarms, and BOR lifecycle automation with minimal bugs.
- Consistent on-time delivery for EPIC briefings and PI planning reflects strong organizational and time management skills.

Thought Leadership

- Published insightful articles on 5G Edge Cloud and Edge Computing, showcasing expertise and contributing to industry discussions.
- Demonstrated initiative in staying updated with trends and sharing knowledge externally.

Strength 2:

Leadership and Ownership

- Demonstrated strong ownership by leading designs for multiple features (e.g., BOR Metrics, Alarms, and Artifact Upgrades).
- Effective in resolving design and execution dependencies by collaborating across teams, ensuring seamless delivery.

Strength 3:

Team Motivation and Retention

- Recognized and celebrated team efforts with regular Kudos, fostering a positive work culture.
- Achieved 0% attrition, indicating strong team morale and leadership.

Mentorship and Team Development

- Successfully mentored team members, empowering them to take on end-to-end responsibilities.
- Built team competence in new areas like BOR switching and SUSE_CM deployment.

Employee's Overall Comments

Employee's overall Comments | Looking back, I'm proud of how we've grown as a team and as individuals. By focusing on collaboration, meticulous planning, and continuous learning, we have not only met our goals but also set ourselves up for even greater success in the future. This year wasn't just about hitting targets but it is also about creating a culture of excellence, adaptability, and shared ownership.

Further, I want to participate in the Radisys initiative in AI & 6G and improve myself under your guidance.