



# Apsis

Your digital & innovation partner

# Agenda

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# Project Summary and Objective

BAT Performance Management System for SE



Currently there are number challenges faced BATB Operations Team, specially shop floor team which are

- The process is too manual & difficult to co-ordinate
- Not easy to establish the line of sight
- Difficult to track the KPI at individual level or shift level
- Too many hard copies
- Data validation process is too cumbersome
- Finally, no dashboard view for tracking and take necessary steps when required

Therefore BATB is looking for a digitally enabled Performance Appraisal solution which will deliver

- End to end user friendly performance appraisal solution offer excellent collaboration
- Automated performance objective/KPI settings while still keeping face to face interaction to review
- KPIs to track at individual level and shift level
- Automated notification and digital signature capability
- Finally, dashboard view for tracking and take necessary actions where needed



# Project Deliverables



BAT Performance Management System for SE

# Project Deliverables



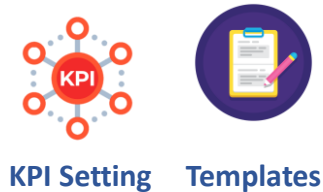
## User Definition:



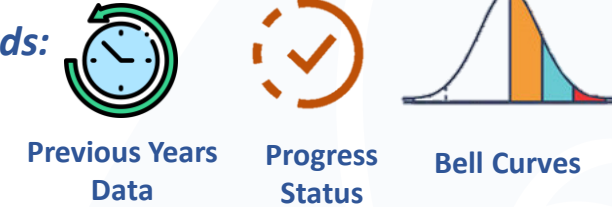
## User Interface:



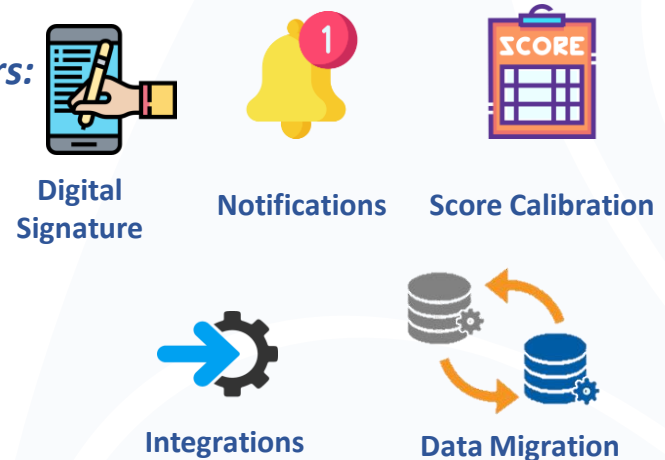
## KPI and Objectives:



## Live Dashboards:



## Others:



# SUGESSTED PROJECT TEAM



Apsis believes in team work, which includes both Apsis & its client. Thus, we are recommending following key project members:

Team Member	Role	Responsibility
TBA	Project Sponsor	The key stakeholder of the project
A N M Golam Ahsanul Kabir	Senior Supplier	Strategic decision making & escalation point
TBA	Technical POC	POC for all technical clarification & cooperation
TBA	Functional POC	POC for all functional clarification & cooperation
TBA	Project Manager	Single point of contact who can be either of the above two
Numera Nazneen	Delivery Manager	Deliver the quality product within timeline and ensure customer satisfaction
Md. Shahadat Hossain	Project Manager	To oversee and manage project deliverables on due timeline
Saiful Islam	System Analyst	Analyse current and supporting systems and design proposed system
Rehman Shawon	Team Lead	Solution design and guide the Development Team throughout the project
Ahmed Jubair	UI/UX Designer	UI design to maximize user experience

BAT member

Apsis member

# OTHER PROJECT MEMBERS

Following are the role wise headcount for other roles:

Backend developer	1
Frontend developer	1
QA Engineer	1
Infrastructure Engineer	1
Business Analyst	1

5 Key resources and 5 other resources  
comprise of a **10** members team for  
this project.



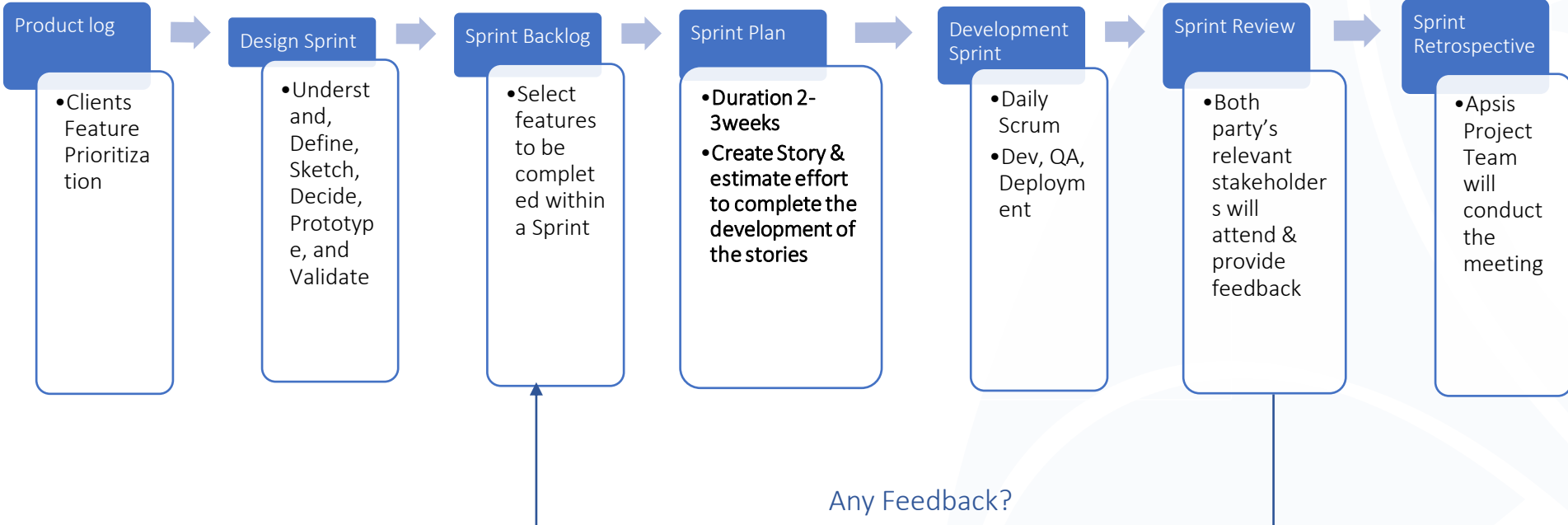
# PROJECT GOVERNANCE

We are recommending a Project governance body who will review the project status on regular interval and give valuable inputs for better execution.

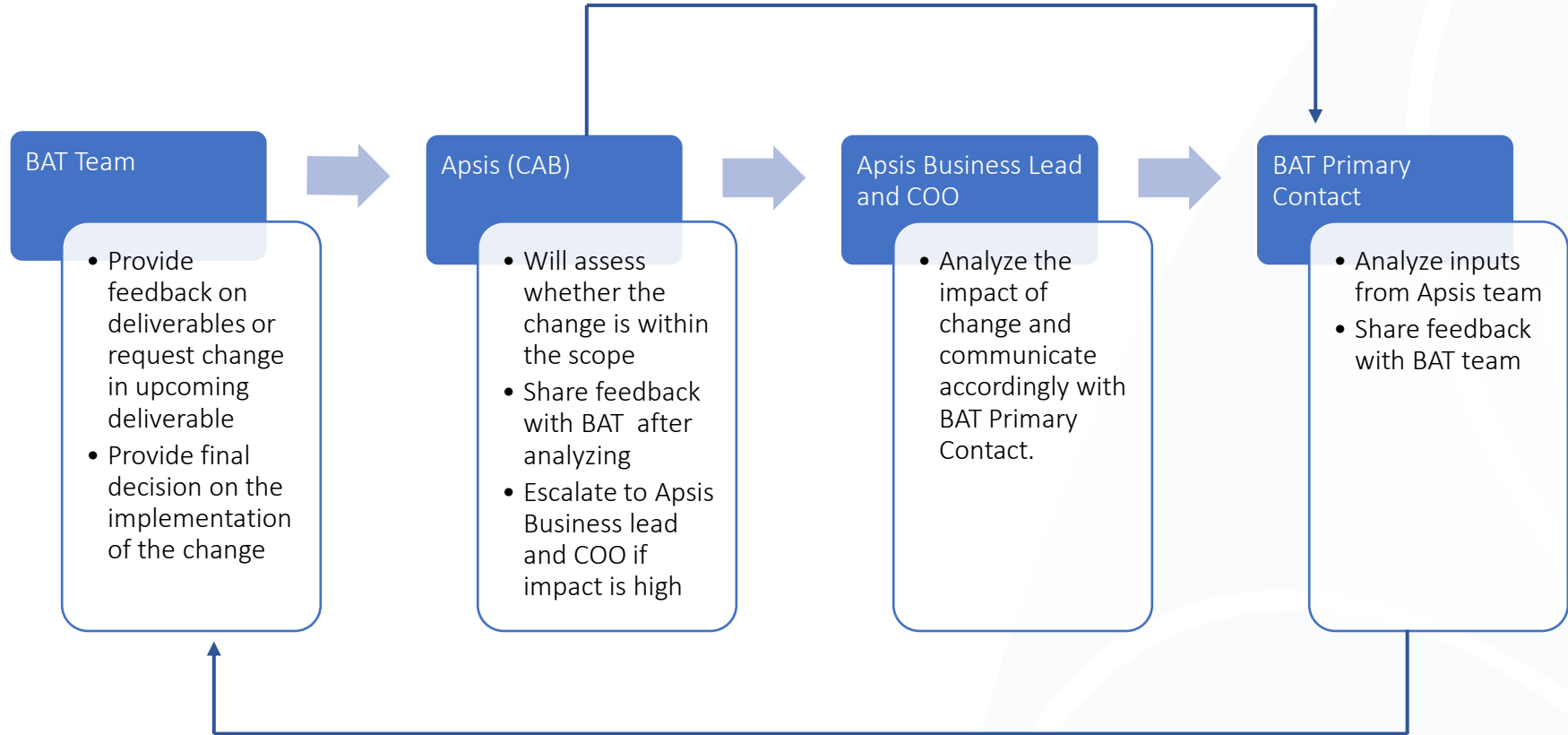
Frequency	Monthly
Members	<ul style="list-style-type: none"><li>• Project Sponsor</li><li>• Senior users</li><li>• Senior Suppliers</li><li>• Project Manager</li><li>• IT Project Lead (Supplier)</li><li>• Technical Lead</li></ul>
Conducted By	<ul style="list-style-type: none"><li>• Project Manager</li></ul>
Objective	<ul style="list-style-type: none"><li>• Key governance body to review project status, timeline , budget and risks</li><li>• Provide direction to project</li><li>• Escalation points for project risk and issue</li></ul>

# PROJECT METHODOLOGY

First of all, there will be few sessions to document & finalize the requirement. After requirement sign-off, we will follow **Agile Methodology** for the development of the projects.



# CHANGE MANAGEMENT



# RISK & CONSTRAINTS



- We need the list of appropriate stakeholders for document approval and sign-off. In case of emergency backup stakeholders with proper authority will also be required.
- During Requirement and Gap analysis we need information with details clarification. Any sort of information gap will place the project at risk.
- Integration with 3<sup>rd</sup> party application
- Data Migration challenges during data preparation, collection and accuracy.

THANK YOU