



OKR Sheet

Period: Q1 2023  
Employee: Pham Huu Tai

Department: Software Development  
Max. Quarterly Bonus: 12,000,000 VND

No.	Key Result	Confidence Level	Weight in %	Result/Progress Score %	Achieve-ment %	last updated	Barriers to remove/ Red flag*	Actions to be taken/ must win battles next week*	
Company Objective 1 Meet Company Financial Performance									
Key Result 1a	Achieve Revenue Target (min. 90%)	5	55.0%	50%	0.0%	insert date			
Objective 2	Deliver high-quality software development that meets customer requirements								
Key Result 2a	Complete at least 90% of assigned development tasks on time	5	5.0%	100%	5.0%	insert date		Find attachments: 2a3a_Velocity Chart_Q1_Date of Sprints.png 2a3a_Velocity_chart.png Because of the Christmas, New Year and Lunar New Year holidays, the total story point at those times was lower than the other times of a year. Confident to make this by the end of Q2. Find attachments: 2a3a_Velocity Chart_Q1_Date of Sprints.png 2a3a_Velocity_chart.png In development process, bugs can happen is also known as normal, that's why we need QAs to reduce errors and qualify the output.	
Key Result 2b	Achieve a quarterly target of 60 story points to deliver high-quality software features on time	4	5.0%	80%	4.0%	insert date			
Key Result 2c	Ensure release quality with max. 01 bug issue created by PO per quarter	3	5.0%	60%	0.0%	insert date			
Objective 3	Bring in your own ideas and walk the extra mile								
Key Result 3a	Achieve average sprint velocity of 25 per quarter	5	5.0%	100%	5.0%	insert date		Find attachments: 2a3a_Velocity Chart_Q1_Date of Sprints.png 2a3a_Velocity_chart.png  Ask Team Leader to open Bitbucket to check every code line to check, but cannot export the rate. Find attachments: 3c_suggestion.png 3c_Miro_discussion.txt	
Key Result 3b	Achieve code approval rate of 80% or higher	4	5.0%	0%	0.0%	insert date			
Key Result 3c	Identify at least 03 technical debt items per month and inform PM	5	5.0%	100%	5.0%	insert date			
Objective 4	Learn new skills and technologies that are relevant to software development								
Key Result 4a	Decide on at least one online course or certification program for Q2 in a new technology or skill relevant to software development per quarter (for example: Professional Scrum Master, AWS Certified Developer Associate, Certified Associate in Python Programming, C/C++, C#, etc.)	5	7.5%	100%	7.5%	insert date		Find attachments: 4a_IFC_js.png 4a_BIM.png	
Key Result 4b	Share knowledge and expertise with team members by conducting at least one presentation or leading one training session for all team members	2	7.5%	40%	0.0%	insert date			
			100.0%	26.5%					
Total Bonus Payment:				3,180,000 VND					
*OKR CHECK-IN COMMENTS									
- to be used as preparation for team meetings or 1:1's (overwrite old comments)									

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Explanations	Note
Confidence Level:	
1-2	not confident to make it until end of Q
3	generally on track, but with uncertainties
4-5	very confident to make it until end of Q
Progress Score Company Objective 1:	
0 - 89%	current % of achievement from base line to target number No Bonus
>90%	current % of achievement from base line to target number Bonus progressive
Progress Score Objective 2-4:	
0 - 39%	current % of achievement from base line to target number No Bonus
40%-74%	current % of achievement from base line to target number No Bonus
75%-100%	current % of achievement from base line to target number Bonus progressive
Notes/ Particular Conditions	

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

Employee Name, Signature

HR Manager

GM/ Director