

## INFORMATION FOR EVALUATION

- Provide a response to each item/question in this section. Prospective Contractor may expand the space under each item/question to provide a complete response.
- **Do not** include additional information if not pertinent to the itemized request.

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### E.1 MINIMUM QUALIFICATIONS

1. Describe your company’s experience providing services such as those described in this RFP and how that experience meets or exceeds the Contractor Minimum Qualifications set forth in Section 2.4. Include details on your company’s status as an SAP Partner Center of Expertise.

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**ANSWER:**

Formed in 2002, our firm is a Houston-based Certified SAP Public Services Partner that brings its expertise in almost all technology domains of SAP. We work collaboratively with SAP experts to deliver solutions which leverage the best of both offerings.

Our company empowers organizations to maximize profitability and drive sustainable growth through effective use of investments in:

- SAP Contract & Lease Management (GASB 87/ ASC842 / IFRS16)
- Qualtrics XM portfolio with X+O Integration
- Business Intelligence & SAC Analytics
- Central Finance expertise for S/4 migrations
- ECC to S/4 Cloud Transformations to Azure
- Remote Project Management
- Remote Portfolio Management
- Capital Project Management
- Outcome Based Budgeting

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### Experience and Expertise on Contract and Lease Management

Our company has positioned itself as the Number 1 Implementation Partner in Lease Administration, helping customers comply with the U.S. GAAP ASC842, IFRS16, Local GAAP and GASB 87 lease accounting standards. Our company is a globally recognized leader with deep expertise in Data Integration and Analytics leading to Systems and Process Transformation.






Our innovative solutions give the best competitive advantage through Automation, Acceleration and X+O Integration. These three guiding principles air out customers to rapidly gain measurable operational efficiencies. We make it simple, by providing service in two parts: we supplement SAP RE-FX with proprietary automation tools and accelerators that speed implementation and reduce cost; and each project we undertake is afforded a comprehensive approach that is battle-tested. Our customers include:



**Public Sector Projects in the last 5 Years**

The table below lists some of our government clients **in the last 5 years**:

	California Public Utilities Commission		City of Dallas Water Utilities		City of Houston
	City of Palo Alto		Clark County		Colorado Dept of Transportation
	Commonwealth of Kentucky		Defense Logistics Agency		Defense Health Agency
	Defense Privacy and Civil Liberties Office		Department of Information Resources, TX		Inland Empire Utilities Agency
	Metropolitan Transit Authority of Houston		Municipality of Anchorage		New York Power Authority
	National Institutes of Health		New York State Education Department		New York State Energy Research and Development Authority
	Oklahoma Gas & Electric		Port of San Diego		Sacramento Municipal Utility District

	State of Michigan		Tarrant County, TX		Texas Department of Insurance
	United Nations		US Food Drug and Administration		

**How Our Firm Meets or Exceeds the Contractor Minimum Qualifications**

Our firm possesses that following qualifications which meet/exceed the requirements of the State of Arkansas:

1. As a company that has extensive expertise in SAP HANA, the technical staff we will propose for this project shall be appropriately certified in the necessary software and/or specializations needed in the implementation of our proposed solution.
2. Our firm has executed numerous SAP CLM implementations. In the Public Sector, our organization has been involved in 10 projects/implementations.
3. We have included 3 project references which are of similar size, complexity, and scope to this engagement. All of these have either been completed within the last five (5) years or are active projects.
4. Our firm is a certified SAP Public Services Partner and our proposed staff possess the necessary certificates, experience, and skills to successfully implement our proposed solution. Our company has won an award for SAP S/4 HANA Financial, Data and Analytics solutions. We have reinvented IFRS16 and Leasing Management Solutions for SAP S/4 HANA.

Our organization also possesses the following qualifications which sets us apart:

1. Our firm has extensive experience in the delivery of Contract and Lease Management solutions for organizations that need to meet ASC842, IFRS16, and GASB87 reporting without delay or error.
2. We are proud of our proven success stories in SAP Contract and Lease Management solution implementations from several industry verticals which include:
  - a. Public Sector
  - b. Oil & Gas
  - c. Energy
  - d. Auto Mobile Manufacturing
  - e. High-Tech
  - f. Chemical and Agricultural
  - g. CPG
  - h. Discrete industries and mill products (DIMP)
3. Our firm is a leader in SAP Reporting, Business Intelligence and Analytics space. With this base, we help identify customer requirements and tailor reporting needs by making custom disclosure reports.
4. Our firm makes the implementation journey simple, by providing service in two parts:
  - a. First, we supplement SAP RE-FX with proprietary automation tools and accelerators that speed implementation and reduce cost
  - b. Second, the project we undertake is afforded a comprehensive approach that is battle-tested.
5. Customized Set-Up: Based on Business and Functional Requirements, our team helps define, align, upload, and digitize contract and lease assets in a few simple clicks.
6. We possess excellent training materials and user manuals to make the customer user experience easy to use

7. We have a wide range of readymade test scripts for Unit test, System Integration Testing and User Acceptance Testing. These test scripts are one of the real accelerators of implementation. IT and Business Users will become self-sufficient with navigation and transaction processing
  8. Our firm just does not understand the current lease accounting developments. We connect the dots with older accounting standards (IAS17, ASC840 etc.) map the rules and design the system accordingly. That clears the ambiguity in terms of data mapping and loading.
  9. Our contract mock upload activity ideally starts at the end of UAT and before Go-Live. However, our firm includes this activity from Sandbox unit testing onwards, which is too early in the game. This gives the visibility of amortization schedules and postings to auditors and the lease accounting team.
  10. We have unparalleled expertise in ECC, S4 and SaaS kinds of deployments
  11. ROI from an overall support and maintenance – there is no need for extra resources to support
  12. We are proficient in implementing Lease-In and Lease-Out types of lease contracts
  13. The initial discovery of all the leases can be a significant task depending on the number, locations, and variety of leases; whether they exist electronically or on paper; and other factors. With our firm, however, our proven methodology, combined with our proprietary accelerator tools, allows us to efficiently identify and capture all data from leases globally within a Short time.
  14. Our firm is a leader in financial and business process optimization, and our SAP visualization technical experts can support reporting requirements of any complexity
  15. Even during the Covid-19 pandemic that shut down most industries and business activities in the US and all over the world, our firm has been able to take four (4) customers live in complete remote execution mode.
  16. Though the timelines for adoption of the new lease accounting standard are firm, and companies increasingly are becoming aware that the complexity is higher than expected, our company can provide project management expertise and the required compliance, financial and systems implementation knowledge to successfully assist companies in meeting the deadlines.
2. Provide names, contact information, and contract details for at a least three (3) government entities in the United States for whom you have successfully provided services of a similar size, complexity, and scope to this engagement, that have either been completed within the last five (5) years or are active projects. At minimum, one (1) of the references provided **must** be for an SAP CLM implementation. Each reference chosen should clearly demonstrate the Prospective Contractor’s ability to perform the Scope of Work described in the RFP.

**ANSWER:**

Reference No. 1	
Name of Firm	City of Houston
Contact Person	Susan Stone
Phone Number	(832) 393-0143   C: (218) 693-9056
E-Mail Address	Susan.Stone@houston.tx.gov
Duration/Period of Performance	03/30/2020 to 09/11/2020
Number of Projects/Site Staff Invoiced	06
Project Description	Our firm was the partner of choice for City of Houston to provide subject matter experts for implementing GASB87 Lease Accounting Standards around the following key areas: 1) SAP Fixed Assets 2) SAP REFX Contract Lease Management (CLM) 3) SAP Security (with roles and authorizations)

	<p>4) BASIS Advisory for Support Pack Upgrade process                      5) Technical Accounting – Data Load Process                      6) SAP PSM-FM and related components for CLM and Disclosures</p> <p>Our highly experienced solution architects and subject matter experts worked with the process owners and stakeholders to identify business processes and interface requirements. Some of the services provided include:</p> <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Blueprinting and Business Process Analysis and Design</li> <li>▪ Configuration and Customization</li> <li>▪ Test Scripts and User Manuals</li> <li>▪ Data Upload Templates and Mock Upload Process</li> <li>▪ Assistance with Initial Upload activity</li> <li>▪ Go-Live and Cutover Activities</li> <li>▪ Custom Disclosure Reports</li> </ul>
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Reference No. 2	
Name of Firm	Commonwealth of Kentucky
Contact Person	Robbie S. Perkins, CPM
Phone Number	(502) 564-5127 / (502) 229-7523
E-Mail Address	<a href="mailto:robbies.perkins@ky.gov">robbies.perkins@ky.gov</a>
Cost of Project	US \$28 Million
Duration/Period of Performance	2/2008 – Till Date
Number of Projects/Site Staff Invoiced	22
Project Description	<p>Our firm was the partner of choice for the Commonwealth to provide subject matter experts for implementing SAP functionality around the following key areas: 1) SAP FI/CO, 2) SAP Financial Supply Chain Management (FSCM) – Biller Direct, 3) SAP HCM, 4) Personnel Administration/Personnel Development, 5) Organizational Management, 6) Time/Payroll/Benefits, 7) Training &amp; Events Management, 8) Enterprise Portal ESS/MSS, 9) E-recruitment/Evaluations, and 10) SAP Environment, Health &amp; Safety (EH&amp;S).</p> <p>Our highly experienced solution architects and subject matter experts worked with the process owners and stakeholders to identify business processes and interface requirements. Some of the services provided include:</p> <ul style="list-style-type: none"> <li>• Project Management</li> <li>• Blueprinting and Business Process Analysis and Design</li> <li>• Configuration and Customization</li> <li>• Design and implementation of custom Workflows</li> <li>• Design and implementation of Enterprise Portal ESS/MSS</li> </ul> <p>Our firm continues to provide quality Project Management and subject matter expertise to the Commonwealth of Kentucky. Our firm has been repeatedly awarded extension to this engagement since inception.</p>

Reference No. 3	
Name of Firm	NY Housing Financing Agency (HFA)
Contact Person	Victor Maldonado, Infrastructure Manager (SAP Support)
Phone Number	(212) 872-0706
E-Mail Address	<a href="mailto:victor.maldonado@nyshcr.org">victor.maldonado@nyshcr.org</a>
Duration/Period of Performance	Oct 24, 2020 - Ongoing

Number of Projects/Site Staff Invoiced	25+
Project Description	S/4 AMS Support Solution Manager – Development and Infrastructure SAP Enhancements and Improvements

**E.2 DESIGN**

1. Provide examples of Project Design work products. The examples should demonstrate the Prospective Contractor has a thorough understanding of all activities required to seamlessly design the proposed solution.

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**ANSWER:**

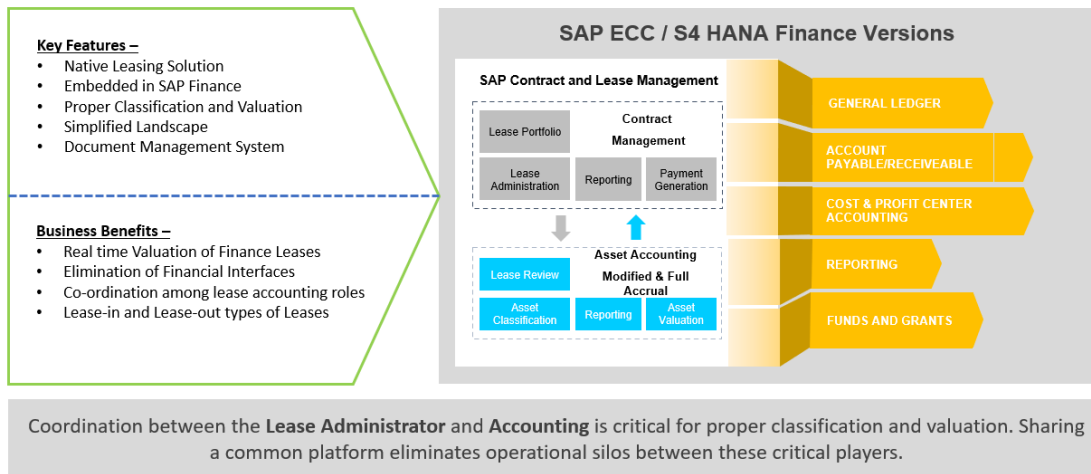
The proposed solution is SAP CLM accelerated by our own intellectual property tool called **Canopy**. SAP CLM is the perfect solution for Lease Administration, combined with our Canopy has a unique and unparalleled advantage, which no other solution in the world has. CLM solution is part of SAP RE-FX, which is natively integrated with all other related SAP modules like Accounts Payable, Accounts Receivable, Fixed Assets, General Ledger, Cost Accounting and Funds/Grants Management.

CLM is a complete integrated solution for GASB-87. Our firm has successfully implemented SAP-GLM for the City of Houston (COH), Texas. CLM can handle both **lessee** and **lessor** accounting, CLM can handle all types of asset classes like Land, Building, vehicles, Plant and Machinery, field, and office equipment.

CLM is a future proof solution, it works perfectly well with SAP ECC and S4 HANA, it is also compatible with New GL, Classic GL, New Asset Accounting, Classical Accounting, CLM also works well with Parallel currencies, multiple depreciation areas and various fiscal calendars like 445.

CLM supports both **Modified** and **Full Accrual** accounting postings. It is basically dependent on the way asset depreciation areas designed/configured (Real time Vs Periodic postings)

**SAP Contract and Lease Management (CLM) – GASB 87**



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CLM supports many Leasing scenarios. Some of them are as follow:

SL#	Scenario
1	Lease-In
2	Lease-Out
3	Free Rent
4	Lease/Cash Incentive
5	Lease Renewal
6	Evergreen

7	Payment Increase/Decrease
8	Lease Term Increase/Decrease
10	Early termination/Casualty of an asset
11	Normal Retirement/Normal closure of contract
12	Embedded Lease
13	Multiple Assets
14	Asset Replacement
15	Short Term
16	Low Value
17	Off-Hire Contracts
18	Penalty
19	Escalating Base Rent
20	Contract Valuation Reversal
21	Valuation posting reversal
22	Asset deactivation
23	Cost Center change
24	Business Partner (Lessor/Lessee) change
25	Mid-month contracts
26	Document Management (Attach Lease related soft copies)
27	Transaction/Posting Log/Audit trail
28	Real-time postings to Fixed Assets and GL
29	Role based authorizations
30	Contract cashflow valuation and posting - Simulation

**CLM Integration with Assets and Feasibility Matrix:**

SAP Contract & Lease Management (SAP CLM)

**Integration with SAP Fixed Asset Accounting**

**Platform Compatibility Matrix to Implement SAP CLM Module in ECC System**

**Assumption -:**

- Arkansas SAP system is at the right levels of the System Application requirements.
- Core Functionality is compatible between ECC and S/4 – **ensuring future proofing** of the solution

**Releases:**  
The functionality is available for releases EHP6 upwards and S/4HANA (see SAP notes [2224077](#) and [2255555](#))  
First delivery is by support package for each component:

**EA\_APP**  
606 SP 17  
616 SP 10

**SAC\_FIS**  
616 SP 03  
720 SP 06  
730 SP 04

**EA-FIS**  
617 SP 12  
700 SP 06  
S4CORE 100 SP 3

Follow-up enhancements and corrections will be made on basis of the first delivery support package.

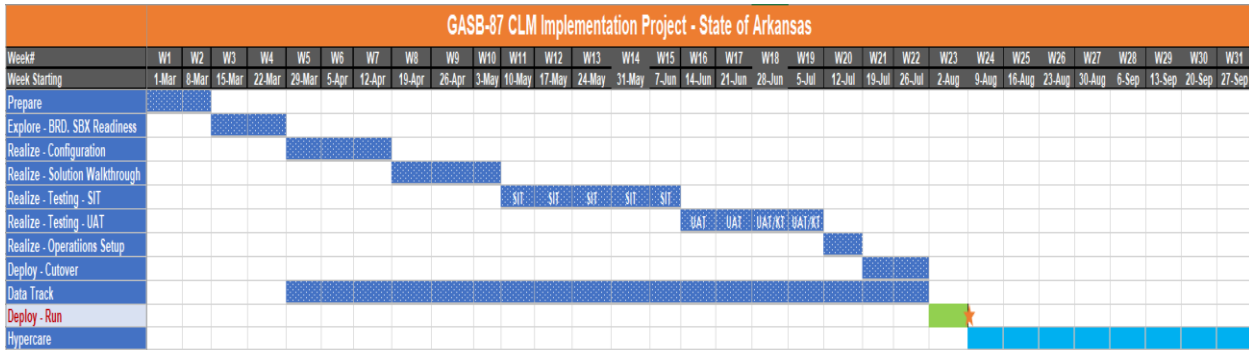
**E.3 IMPLEMENTATION**

1. Provide an Implementation Plan. The Implementation Plan should demonstrate that the Prospective Contractor has a thorough understanding of all activities required to seamlessly implement the proposed system. The proposed Implementation Plan must address and meet or exceed all requirements set forth in Section 2.8 of the RFP. If proposing an alternative approach, please include at a minimum, a detailed

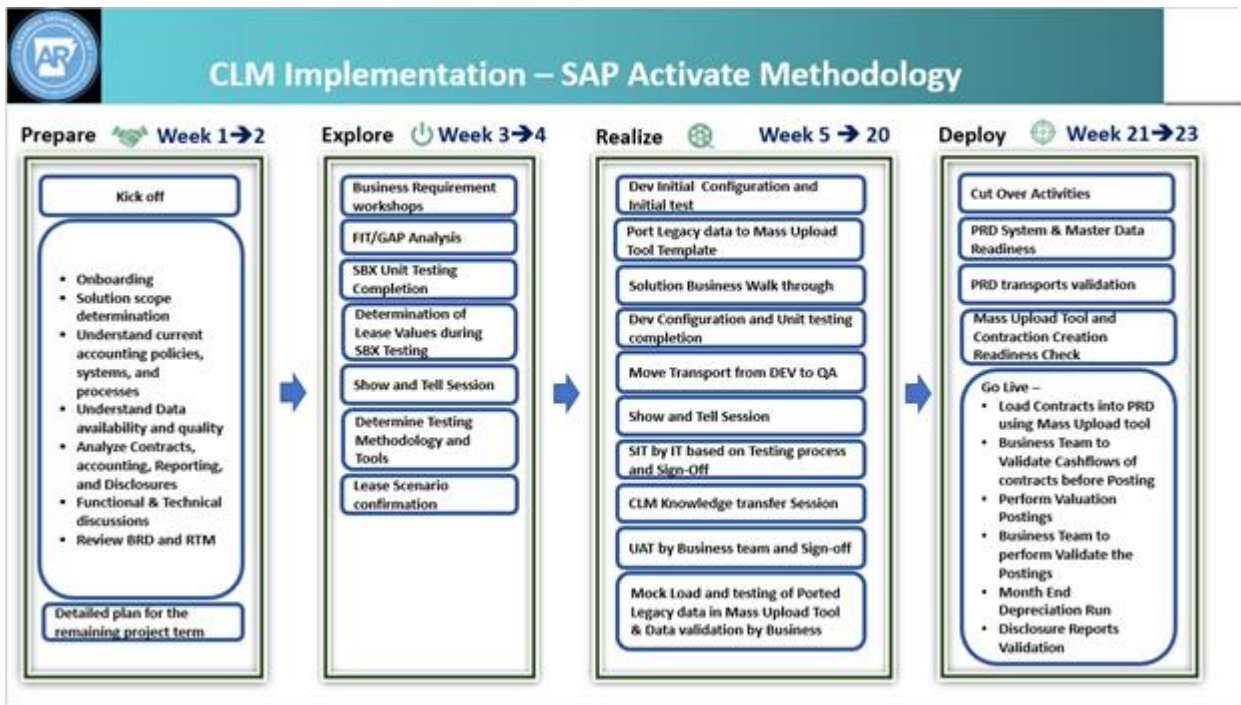
description of the approach, pros/cons and expected outcomes of utilizing the alternative approach.

**ANSWER:**

**Implementation Plan:** Our firm will adopt SAP Activate methodology for CLM Implementation. Here is the high-level project plan. Detailed project plan shall be submitted upon award.



Following is the proposed approach for CLM Implementation (Activate Methodology)



**Performance Standards:**

Service Criteria	Acceptable Performance	Key Requirements/Assumptions
<p><b>On Time Delivery of Project Milestones</b> The Contractor shall deliver each project milestone by the date mutually agreed upon after Contract Award.</p>	<p>Each project milestone completed by mutually agreed upon date.</p>	<ul style="list-style-type: none"> <li>The above high-level project plan is for standard/out-of-the box solution</li> <li>Business requirements MUST be frozen before SIT starts</li> <li>DFA SAP team to identify all the possible <b>impacted</b> areas and perform regression testing accordingly. Upon Functional team validation and green</li> </ul>



		<p>signal, CLM transports would be promoted to higher environments</p> <ul style="list-style-type: none"> <li>▪ CLM needs Business Partner (Vendor and Customer) functionality. Hope IT and Business is flexible to accept BP (Business Partner) functionality and help with required configuration and testing</li> <li>▪ Lease Accounting team would freeze all the Lease scenarios (Lease-In and Lease-Out) before configuration starts</li> <li>▪ Testing methodology and Quality tools should be identified at initial stages of the project. This would help preparing/modifying the scripts and user manuals accordingly.</li> <li>▪ Project Team should be aware of parallel projects and their impacts</li> <li>▪ Key stakeholders' availability for review and sign-off</li> <li>▪ Configuration Disparities between clients (Dev, Quality and Production)</li> </ul>
<p><b>Zero Downtime for Go-Live</b> The State requires no downtime for Go-Live. Contractor shall implement over a weekend.</p>	<p>Go-Live conducted over a weekend. State experiences no system downtime.</p>	<p>Availability of all the key personnel during weekend for validation and approval</p>
<p><b>Testing</b> The Contractor shall perform all required performance testing and address and fix all deficiencies identified during testing prior to Go-Live as set forth in RFP Section 2.9.E.</p>	<p>Corrective Action Plan (CAP) submitted within 15 business days, and deficiency corrected within allotted timeframe as stated in the approved CAP.</p>	<ul style="list-style-type: none"> <li>▪ Asset classes and GL accounts details should be frozen before DEV Configuration</li> <li>▪ Lease Accounting to provide the ACTUAL master data (GL, BP, Cost Center, Profit Center, etc..) before SIT. This would avoid testing with dummy and surprises with actual data later</li> <li>▪ Lease Accounting Team to work with Auditors and provide the accurate values of Lease data. This would help validating and reconciling with CLM valuation cash flow.</li> <li>▪</li> </ul>
<p><b>Post Go-Live Support</b></p>	<p>High – 4 Hours Medium – 12 Hours Low – 24 Hours</p>	<ul style="list-style-type: none"> <li>▪ BASIS to be available to move the transports in timely manner</li> <li>▪ DFA SAP Team to perform/validate the required testing and results before promoting to higher environment</li> <li>▪ New requirements to follow Change Order process</li> </ul>

**Cutover Plan:** Below is the cutover plan template for Go-Live. This comprises detailed level of activities during Go-Live

SOAR - CLM Cut Over Plan Sheet							
Task No.#	Task Description	Resource Names	Start	Finish	Status	Dependency?	Comment
1	<b>User Acceptance Testing - Quality</b>						
1.1	Validate REFX Business Functions activation	Project Team			Open		
1.2	Move ChaRM request for transport below to Quality	Project Team			Open		
1.3	Cost Centers and Profit Centers Availability	Project Team			Open		
1.4	Validate BP Availability to company codes	Project Team			Open		
1.5	Update BP role validity date to the required date	Project Team			Open		
1.6	Mass upload of contracts into Quality	Project Team			Open		
1.7	Validate uploaded contracts vs. Technical Accounting Amortization Schedule details	Project Team and Technical Accounting			Open		
1.8	Check discount/interest rates are applied properly	Project Team and Technical Accounting			Open		
1.9	Valuation Posting by company code	Project Team and Technical Accounting			Open		
1.10	Check G/L accounts postings by asset class	Project Team and Technical Accounting			Open		
1.1.1	Run Reports and Validate the data	Project Team and Technical Accounting			Open		
1.1.2	Resolve if there are any show-stopper defects	Project Team			Open		
1.1.3	Pre-implementation review and sign-off	Steering Committee			Open		
1.1.4	UAT sign-off	Business			Open		
2	<b>Deploy - Production</b>						
2.1	Asset FY Close and Open	Business/SAP IT			Open		
2.4	Open FI posting periods OB52	Business/SAP IT			Open		
2.5	Move ChaRM requests for transports to Production	BASIS			Open		
2.6	Migrate CLM Correction or OSS Notes transports applied	BASIS			Open		
2.7	Migrate IMKEY configuration to move Contract number onto Asset Time Dependent Data	BASIS			Open		
2.8	Migrate CLM Configuration Transports to Production	BASIS			Open		
2.9	Migrate the Custom Mass Upload Tool to Production	BASIS			Open		
2.1.1	Validate Exchange Rate Table - TCURR	Project Team			Open		
2.1.2	Validate REFX Business Functions activation	Project Team			Open		
2.1.3	Migrate Transport for User Roles and Authorizations	BASIS			Open		
2.1.4	Validate user roles and authorizations	Project Team			Open		
2.1.5	Validate transports - CLM Config	Project Team			Open		
2.1.6	Validate transports - the mass upload tool	Project Team			Open		
2.1.7	Validate mass upload tool mapping rule table	Project Team			Open		
2.1.8	BP mass creation and setup	Master data team			Open		
2.1.9	Cost centers availability	Project Team			Open		

2.1.10	GL Accounts availability	Project Team			Open		
2.2.1	Expense GL accounts to cost element extension	Project Team			Open		
2.2.2	Maintain GL Accounts - extend to all required company codes	Project Team			Open		
2.2.3	Activate SICF services for mass upload tool	BASIS			Open		
2.2.4	Increase system buffer	BASIS			Open		If Required
2.2.5	Maintain asset number range (AS08)	Project Team - FFID			Open		Upon asset class availability
2.2.6	Contract number range creation for 49 company codes	Project Team - FFID			Open		Need authorization for FOIX_NR
2.2.7	Accounting document number range AA and JE	Project Team - FFID			Open		AA - 00100000 to 00199999 JE - 01800000 to 01899999
2.2.8	Maintain number range for document type AF	Project Team - FFID			Open		If Required
2.2.9	Open System for Manual Configuration	BASIS			Open		
2.2.10	Close System for Manual Configuration	BASIS			Open		
2.3.1	Turn on Batch Jobs for Periodic Posting	BASIS			Open		If Required
3	<b>Run</b>						
3.1	Ticket to request SuperUser firefighter role	Security			Open		
3.2	Mass upload of contracts into Production	Business and Project Team			Open		
3.3	Validate uploaded contracts vs. UAT and Technical Accounting Schedules	Business and Project Team			Open		
3.4	Check discount rates are applied properly	Business and Project Team			Open		
3.5	Run Reports and Validate the data	Business and Project Team			Open		
4	<b>Hypercare - Production</b>						
4.1	Lessons Learned	Our Team					
4.2	Monitor Production and Fix issues if any	Our Team					

**E.4 TESTING**

1. Provide a proposed Testing Plan. The Testing Plan should demonstrate that the Prospective Contractor has a thorough understanding of all activities required to effectively test the proposed system. Testing Plan must at meet or exceed all requirements set forth in Section 2.9 of the RFP.

**ANSWER:**

Here is the detailed test plan for sit and uat, covering:

- Key Points To Consider For Test Cycle

- User Availability Schedule
- List Of Users For Sit And Uat
- User Roles And Authorizations
- In Scope Scenarios (Lease-In And Lease-Out)
- Test Cycle Dashboard
- Test Cycle Defect Tracker – This Is Additional To Hp Alm/Jira/Solman Etc.,

**1. Sample Test Plan for CLM:**

**1.1 Key Points**

SL#	Item	Details	Action Item
1	SIT Schedule		
2	UAT Schedule		
3	Access to Q System	Business will confirm the list of users	Business to confirm the roles and authorizations - who needs what kind of authorization. Based on this Security will assign the CLM role accordingly
4	Initial Load and Mock Cut Over	Mock cutover will be performed by using Mass Upload Tool	Required authorization needs to be given before the activity - This is FFID kind of access Our firm to share the user manual for Mass Upload Tool
5	Users availability and Duration	FYE activities are ON. However, mentioned users will be available intermittently. Agreed to be available 3 hours per day during UAT cycle	Dept A and Finance will confirm the slots as whether they are available first half or second half for 3 hours
6	Training	XXXX will be the main trainer to the Business. However, our team will be present in all the sessions to answer if any questions	Our team to complete Train-The-Trainer during SIT
7	UAT documentation	Business will refer the test scripts and user manuals for UAT completion and sign-off UAT scripts User Manuals for scripts and Mass upload tool	Our company to share the UAT scripts and manuals before hand. Upload to relevant Teams channel
8	Execution strategy and Sign-off	Business will execute all the scripts (prefixed UAT) and provide the sign-off Business will provide the sign-off based on amortization schedule and desired posting results	Business leads will assign the users against scripts. Thus, all the users will not need to execute all the scripts
9	Depreciation Posting	Currently Finance team is performing depreciation execution	Finance team need access to AFAB to run depreciation in Q
10	Reporting	Separate scripts are provided for Custom Disclosure Reports	

**1.2 SIT Users**

First Name	Last Name	Department	User ID	Lease-In	Lease-Out
XXXX	XXXX	ERP IT		X	X


**1.3 Team Availability**

Team Availability Schedule			
Las Name	First Name	Date	Time
			07:30 to 9:00
			07:30 to 9:30
			07:30 to 9:30
			07:30 to 9:00
			07:30 to 9:30
			07:30 to 9:30
			07:30 to 9:30
			07:30 to 9:30
			07:30 to 9:00
			07:30 to 9:30

**1.4 Lease-In Script Assignment**

Script ID	Script Name - Lease-IN	User	Start Date	Stop Date	Contract #	Status	Test Result	Remarks
SIT-LI-001	Evergreen Leases		10/05/2021	11/06/2020				
SIT-LI-002	Lease Renewal		10/05/2021	11/06/2020				
SIT-LI-003	Early Termination Contract (Asset/Casualty of an Asset)		10/05/2021	11/06/2020				
SIT-LI-004	Non-Lease Component		10/05/2021	11/06/2020				
SIT-LI-005	Free Rent		10/05/2021	11/06/2020				
SIT-LI-006	Off hire		10/05/2021	11/06/2020				
SIT-LI-007	Variable Payments		10/05/2021	11/06/2020				
SIT-LI-008	Residual Value Guarantee (RVG/GRV)		10/05/2021	11/06/2020				
SIT-LI-009	IDC(Initial Direct Costs)		10/05/2021	11/06/2020				
SIT-LI-010	Lease Term Extension/Increase		10/05/2021	11/06/2020				
SIT-LI-011	Lease Term Reduction/Decrease		10/05/2021	11/06/2020				
SIT-LI-012	Asset Replacement		10/05/2021	11/06/2020				
SIT-LI-013	Lease Payment Increase (Modification)		10/05/2021	11/06/2020				
SIT-LI-014	Lease Payment Reduction (Modification)		10/05/2021	11/06/2020				
SIT-LI-015	Payment Supplemental		10/05/2021	11/06/2020				
SIT-LI-016	Cash Incentives		10/05/2021	11/06/2020				
SIT-LI-017	Lease-End / Normal Closure		10/05/2021	11/06/2020				
SIT-LI-018	Update Cost Center		10/05/2021	11/06/2020				
SIT-LI-019	Payment In Arrears		10/05/2021	11/06/2020				
SIT-LI-020	Payment In Advance		10/05/2021	11/06/2020				

SIT-LI-021	30 days a month Payment		10/05/2021	11/06/2020				
			1	0				
SIT-LI-022	Payment by Exact Days in a Month		10/05/2021	11/06/2020				
			1	0				
SIT-LI-023	Contract Starts Mid Month		10/05/2021	11/06/2020				
			1	0				
SIT-LI-024	Monthly Payment		10/05/2021	11/06/2020				
			1	0				
SIT-LI-025	Yearly Payment		10/05/2021	11/06/2020				
			1	0				
SIT-LI-026	Quarterly Payment		10/05/2021	11/06/2020				
			1	0				
SIT-LI-027	Semi Annually Payment		10/05/2021	11/06/2020				
			1	0				
SIT-LI-028	Multiple Assets		10/05/2021	11/06/2020				
			1	0				
SIT-LI-029	Prepaid		10/05/2021	11/06/2020				
			1	0				
SIT-LI-030	Embedded Lease		10/05/2021	11/06/2020				
			1	0				
SIT-LI-031	Early Buyout / Purchase		10/05/2021	11/06/2020				
			1	0				
SIT-LI-032	Penalty		10/05/2021	11/06/2020				
			1	0				
SIT-LI-033	Business Partner Change		10/05/2021	11/06/2020				
			1	0				
SIT-LI-034	Escalating Base Rent		10/05/2021	11/06/2020				
			1	0				
SIT-LI-035	Interest Rate Increase		10/05/2021	11/06/2020				
			1	0				
SIT-LI-036	Interest Rate Decrease		10/05/2021	11/06/2020				
			1	0				
SIT-LI-037	Contract Deactivation		10/05/2021	11/06/2020				
			1	0				
SIT-LI-038	Cancel/Delete Valuation of contracts		10/05/2021	11/06/2020				
			1	0				
SIT-LI-039	Reverse Contract Valuation Posting		10/05/2021	11/06/2020				
			1	0				
SIT-LI-040	Contract Creation through Mass Upload		10/05/2021	11/06/2020				
			1	0				

**1.5 Lease-Out Script Assignment**

Script ID	Script Name - Lease-OUT	Trainee	Start Date	Stop Date	Contract #	Test Result	Remarks
SIT-LO-001	Lease Renewal		10/05/2021	11/06/2020			
SIT-LO-002	Lease Payment Increase		10/05/2021	11/06/2020			
SIT-LO-003	Lease Payment Decrease		10/05/2021	11/06/2020			
SIT-LO-004	Lease Term Increase		10/05/2021	11/06/2020			
SIT-LO-005	Lease Term Decrease		10/05/2021	11/06/2020			
SIT-LO-006	Interest Rate Increase		10/05/2021	11/06/2020			
SIT-LO-007	Interest Rate Decrease		10/05/2021	11/06/2020			
SIT-LO-008	Early Termination of Contract		10/05/2021	11/06/2020			
SIT-LO-009	Normal Closure of the Contract		10/05/2021	11/06/2020			
SIT-LO-010	Cancel/Delete Valuation of contracts		10/05/2021	11/06/2020			
SIT-LO-011	Reverse Contract Valuation Posting		10/05/2021	11/06/2020			
SIT-LO-012	Contract Creation through Mass Upload		10/05/2021	11/06/2020			

**1.6 SIT Dashboard**

Script ID	Script Name - Lease-IN	Status	Result (Pass/Fail)	Contract#	Notes
UAT-LI-001	Evergreen Leases	Not Started			
UAT-LI-002	Lease Renewal	Not Started			
UAT-LI-003	Early Termination Contract (Asset/Casualty of an Asset)	Not Started			
UAT-LI-004	Non-Lease Component	Not Started			
UAT-LI-005	Free Rent	Not Started			
UAT-LI-006	Off hire	Not Started			
UAT-LI-007	Variable Payments	Not Started			
UAT-LI-008	Residual Value Guarantee (RVG/GRV)	Not Started			
UAT-LI-009	IDC(Initial Direct Costs)	Not Started			
UAT-LI-010	Lease Term Extension/Increase	Not Started			
UAT-LI-011	Lease Term Reduction/Decrease	Not Started			
UAT-LI-012	Asset Replacement	Not Started			
UAT-LI-013	Lease Payment Increase (Modification)	Not Started			
UAT-LI-014	Lease Payment Reduction (Modification)	Not Started			
UAT-LI-015	Payment Supplemental	Not Started			
UAT-LI-016	Cash Incentives	Not Started			
UAT-LI-017	Lease-End / Normal Closure	Not Started			
UAT-LI-018	Update Cost Center	Not Started			
UAT-LI-019	Payment In Arrears	Not Started			
UAT-LI-020	Payment In Advance	Not Started			
UAT-LI-021	30 days a month Payment	Not Started			
UAT-LI-022	Payment by Exact Days in a Month	Not Started			
UAT-LI-023	Contract Starts Mid Month	Not Started			
UAT-LI-024	Monthly Payment	Not Started			
UAT-LI-025	Yearly Payment	Not Started			
UAT-LI-026	Quarterly Payment	Not Started			
UAT-LI-027	Semi Annually Payment	Not Started			
UAT-LI-028	Multiple Assets	Not Started			
UAT-LI-029	Prepaid	Not Started			
UAT-LI-030	Embedded Lease	Not Started			
UAT-LI-031	Penalty	Not Started			
UAT-LI-032	Escalating Base Rent	Not Started			
UAT-LI-033	Interest Rate Increase	Not Started			
UAT-LI-034	Interest Rate Decrease	Not Started			
UAT-LI-035	Contract Deactivation	Not Started			
UAT-LI-036	Cancel/Delete Valuation of contracts	Not Started			
UAT-LI-037	Reverse Contract Valuation Posting	Not Started			

Complete

In Progress

Script ID	Script Name - Lease-OUT	Status	Result (Pass/Fail)	Contract#	Notes
UAT-LO-001	Lease Renewal	Not Started			
UAT-LO-002	Lease Payment Increase	Not Started			
UAT-LO-003	Lease Payment Decrease	Not Started			
UAT-LO-004	Lease Term Increase	Not Started			
UAT-LO-005	Lease Term Decrease	Not Started			
UAT-LO-006	Early Termination of Contract	Not Started			
UAT-LO-007	Normal Closure of the Contract	Not Started			
UAT-LO-008	Cancel/Delete Valuation of contracts	Not Started			
UAT-LO-009	Reverse Contract Valuation Posting	Not Started			

Complete
In Progress

**1.7 In Scope Scenarios**

SL#	Scenario	Dept A	Dept B	Dept
		In-Scope (Yes/No)	In-Scope (Yes/No)	In-Scope (Yes/No)
1	Free Rent	Yes	No	No
2	Lease Renewal	Yes	Yes	Yes
3	Payment Increase/Decrease	Yes	Yes	Yes
4	Term Increase/Decrease	Yes	Yes	Yes
5	Early Termination of the Asset/Early termination of Contract	Yes	Yes	Yes
6	Asset Casualty	Yes	Yes	Yes
7	Normal Asset Retirement/Normal Closure of the Contract	Yes	Yes	No
8	Embedded Lease	Yes	No	No
9	Asset Replacement	Yes	Yes	Yes
10	Contract deactivation	Yes	Yes	Yes
11	Short Term	No	Yes	No
12	Penalty	Yes	Yes	Yes
13	Evergreen Leases	Yes	Yes	No
14	Increase Interest Rate during term	Yes	Yes	Yes
15	Escalating Base Rent	Yes	Yes	Yes
16	Multiple Assets in a contract	Yes	Yes	Yes
17	Contract Valuation Reversal Posting	Yes	Yes	Yes
18	Depreciation Posting	Yes	Yes	Yes

These scenarios are updated during workshops



1.8 Q Master Data

BP-Vendor	BP-Customer	Business Area	Cost Center	Fund	Fund Center	Grant
101255		6500	6500010001	1000	6500010001	
107215		6000	6000010001		6000010001	
117703		2500	2500010001		2500010001	
135229		3800	3800010001		3800010001	
135637		6800	6800010001		6800010001	
117174		3400			2800010001	
131140						
106845						
107031						

Note: This will be provided in UAT scripts. Just the additional information

1.9 SIT Defect Tracker

SIT Defect ID	Error Message	Resolution	Type of Fix	Status
CLM-SIT-001	Account 173320 does not exist in company code XXXX. Same with the following other GL accounts, 173310, 173340, 173350	Maintained GL account for company code XXXX in FS00	Master data	Closed
CLM-SIT-002	Account 173320 in company code COH1 cannot be directly posted to same with 173310, 173330 and 173350	This GL has been created as recon account, which we can directly post.	Master data	Closed
CLM-SIT-003	Commitment item 572320 does not exist	Maintained commitment item 572320	Master data	Closed
CLM-SIT-004	Annual budget exceeded by 949.97 (FM PB Availability Control) for document item 00002	Maintained the budget for required commitment items	Master data	Closed
CLM-SIT-005	Account 'Acc.dep.account for ordinary depreciation not be found for area 01	Maintain required GL account in AO90	Configuration	Closed
CLM-SIT-006	APC posting not updated depreciation area 20			Closed
CLM-SIT-007				
CLM-SIT-008				
CLM-SIT-009				
CLM-SIT-010				
CLM-SIT-011				
				Open


2. SAMPLE TEST SCRIPT:

**THE FOLLOWING IS THE SAMPLE TEST SCRIPT, THAT WILL BE USED DURING SIT AND UAT TEST CYCLES:**

Test Phase	Test Type	Test Case Name	Tab Name	Step No.	Description (Design Steps) / Test Data	Expected Result (Design Steps)
SIT Testing	Manual	LI-029 Payment Increase	<b>SAP Logon</b>	Step 1	Log onto the SAP launchpad	User Logs in successfully
SIT Testing	Manual	LI-029 Payment Increase	<b>T code: RECN</b>	Step 2	Create Contract in T-code RECN	The "Contract" screen displays.
SIT Testing	Manual	LI-029 Payment Increase	<b>Contract</b>	Step 3	Enter the Company code and click on Create Object to open create contract screen.	The "Create Contract" screen pops up.
SIT Testing	Manual	LI-029 Payment Increase	<b>Create Contract</b>	Step 4	Choose the appropriate Contract Type and company code and Click Continue/Enter.	The "Contract <NEW> Create" screen displays with the "General Data with Fast Entry" tab displaying.
SIT Testing	Manual	LI-029 Payment Increase	<b>General Data with Fast Entry</b>	Step 5	In this tab enter all the required fields from every vertical contexts tabs which are listed below. 1. Identification 2. Object/Partner 3. Term/Organizational Assignment/Conditions: a. Contract Start: provide the contract start date (which will be auto populated to Term tab) b. End date: provide the contract end date (which will be auto populated to Term tab) c. Business Area: Specify the Business Area 4. Contract: a. Contract name: Specify the name of contract	All required General Data with Fast Entry data is entered.

					<p>b. Contract Currency: The currency used by the contract(default Company code currency)</p> <p>c. Old Contract Number: Specify legacy contract identification number (optional)</p> <p>5. Authorization Group:Specify the responsible department (Same as Business Area)</p>	
SIT Testing	Manual	LI-029 Payment Increase	<b>Partners</b>	Step 6	<p>In the Partner's tab based on the BP role, Business Partner's vendor account will be <b>automatically</b> updated.</p> <p>1. BP Role: TRO604 Autopopulated</p> <p>2. Business Partner: Data is inherited from general data tab</p> <p>3. Vendor: Autopopulated</p> <p>Start and end of relationship dates are optional which are automatically determined based on Contract Start and Contract End date.</p> <p>Note: Click on the Assign button to assign new vendors during the contract period.</p>	Partner data is visible and the information is validated as correct.
SIT Testing	Manual	LI-029 Payment Increase	<b>Term</b>	Step 7	<p>In the Terms tab you will find a context Term tab where check all the populated dates for the following:</p> <p>1. Contact Start Date: Start Date of Contract</p> <p>2. Cash Flow From: Start Date of Contract</p> <p>3. 1st Contract End: Contract End Date</p> <p>4. First Posting From: Posting start date</p> <p>5. Term in months: Duration of Contract in months(rounded)</p> <p>6. Term information: current status</p>	All data is entered successfully.
SIT Testing	Manual	LI-029 Payment	<b>Objects</b>	Step 8	<p>In the Objects tab, you can assign objects to</p>	An Object Description table should

		Increase			contracts by clicking in the Assign button	appear below the table header.
SIT Testing	Manual	LI-029 Payment Increase	<b>Object</b>	Step 9	Enter all the required fields which are mentioned below following: 1. Contract Object Name: Name of the Object (name of the Asset) 2. Relationship Valid From: Contract Start Date (Object valid from date Optional) 3. Relationship Valid To: Contract End Date (Object Valid to Date optional ) 4. Object Type: Asset Class ( Check Scenario Status sheet ) 5. Account Assignment: Cost Center	All data is entered successfully and the Object line item in the table should populate.
SIT Testing	Manual	LI-029 Payment Increase	<b>Posting Parameters-&gt;Postings</b>	Step 10	In the Postings context tab, Check the following fields listed below: 1. Partner: Partner Address (All the remaining fields are used to if the Banking transaction needs to be done)	All data is entered successfully into the Postings context tab within the Posting Parameters tab.
SIT Testing	Manual	LI-029 Payment Increase	<b>Posting Parameters-&gt;Frequency</b>	Step 11	In the Frequency context tab, adjust all the following fields which will be used for calculating and posting of the payments. 1. Frequency: The payment paid per annum, quarterly or monthly is specified. 2. Frequency Start: Start of Calendar year (standard), Start of Condition, Custom 3. Amount Reference: Specify the format the amount is paid. 4. Calculation Method: if it is 30 days for every month or exact days 5. Payment Form: Payments posting is specified, if in advance, middle or end of the month.	All data is entered successfully into the Frequency context tab within the Posting Parameters tab.

SIT Testing	Manual	LI-029 Payment Increase	<b>Posting Parameters-&gt;Organizational Assignment</b>	Step 12	In the Organizational Assignment tab, specify all the required fields and Business area is automatically imported from the previous tabs. 1. Fund 2. Funds Center 3. Commitment Item 4. Functional Area 5. Grant 6. Funded Program	All data is entered successfully into the Organizational Assignment context tab within the Posting Parameters tab.
SIT Testing	Manual	LI-029 Payment Increase	<b>Conditions</b>	Step 13	In the Conditions tab, Click on the Add Condition button.	The Conditions tab is opened and the Condition Type screen pops up.
SIT Testing	Manual	LI-029 Payment Increase	<b>Conditions</b>	Step 14	From the list of Condition Types choose to insert V100 Credit side base rent condition	The Condition Type is selected, the pop up screen disappears and the Condition details view is displayed on the screen.
SIT Testing	Manual	LI-029 Payment Increase	<b>Condition</b>	Step 15	Enter all the required fields for the added condition which are listed below: 1. Condition Purpose: Type of rent. 2. Valid from: Payment start date. 3. Valid to: Payment end date 4. Formula: Type of Amount. (default - fixed amount) 5. Unit Price: Price of the unit per month. 6. Currency: Payment currency.	All data is entered successfully into the newly added Condition.
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation Parameters</b>	Step 16	In the Valuation Parameters, click on Create Term and choose Lease Classification (usually starts with J4) from the list and add it.	A Valuation Parameter is created for the Lease Classification and the details view is displayed on the screen.
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation Parameters-&gt;Valuation</b>	Step 17	Enter all the required fields mentioned below following: 1. Star of Consideration: Start date of Contract. 2. 1st Posting: Posting Start date. 3. Interest rate:	All data is entered successfully into the Valuation Parameter.

SIT Testing	Manual	LI-029 Payment Increase	Valuation Parameters	Step 18	Click on the Valuation rule to complete the maintenance. Click on activate then save the contract which will activate, generates an ROU asset & a contract number and saves the contract	The Valuation Rules are completed in the contract.
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 19	First Click on Perform valuation and click on single/multiple selection and in the Valuation Context tab, Click on Continue.	Perform valuation is completed.
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 20	1. Here you can find Asset Capitalization value. To check Depreciation calculation monthly click on Depreciation	Able to view Asset Capitalization Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 21	2. Here you can find Depreciation Calculation by monthly. To check Clearing calculation monthly click on Clearing.	Able to view Depreciation Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 22	3. Below is payment calculation by monthly. To check interest calculation monthly click on Interest.	Able to view Clearing Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 23	4. Here you can find Interest Calculation monthly. Click on save to complete Post valuation.	Able to view Interest Values and able to save the valuation
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 24	Now in the Valuation rule, you can find valuation rule and valuation status as flagged which means the valuation performed successfully and now click on the Post Valuation to post the payments.	Able to access the Post Valuation button
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 25	Now enter values of the following 1. Month for Posting Run 2. Year for Posting Run 3. Due date 4. Posting Date 5. Document Date 6. Posting Run Mode: Simulation or Update Run. and click on execute.	Able to enter the values to the fields
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 26	Below you can find the Posting done.	Able to perform Postings
SIT Testing	Manual	LI-029 Payment Increase	Valuation Parameters	Step 27	In the Valuation Parameters, you can find the Asset generated for the contract, double click	Able to navigate to Asset Master

					on the asset number to check the postings of the asset.	
SIT Testing	Manual	LI-029 Payment Increase	<b>Asset Master</b>	Step 28	Here you can find the postings of the asset in Currency and can view the documents by double-clicking on the Capitalized asset in the transactions	Able to access Asset Explorer for further details
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation Parameters</b>	Step 29	In the Valuation Parameters, click on show time dependence button. Click in Display<-> Change button to move to change mode from display and click on new button	Insert Time slot window pops up.
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation Parameters</b>	Step 30	Enter the following details: 1. Valid from: Next date to posting done. 2. Consideration start: 3. interest rate: New interest rate from the current posting period (optional) 4. Note: Maintain the change you are performing the field	All data is entered successfully into the Valuation Parameter.
SIT Testing	Manual	LI-029 Payment Increase	<b>Conditions</b>	Step 31	From the list of Condition Types choose <b>Z101</b> to Credit Side Service	The Condition Type is selected, the pop up screen disappears and the Condition details view is displayed on the screen.
SIT Testing	Manual	LI-029 Payment Increase	<b>Condition</b>	Step 32	Enter all the required fields for the added condition which are listed below: 1. Condition Purpose: Type of rent. 2. Valid from: Payment start date. 3. Valid to: Payment end date 4. Formula: Type of Amount. 5. Unit Price: Price of the unit per month. 6. Currency: Payment currency.	All data is entered successfully into the newly added Condition.
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation Parameter</b>	Step 33	Click on the Rule complete and click on save the contract and you can view a new asset is been generated	Valuation rule is completed
SIT Testing	Manual	LI-029 Payment Increase	<b>Valuation</b>	Step 34	First Click on Perform valuation and click on single/multiple selection and in the Valuation Context tab, Click on Continue.	Perform valuation is completed.

SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 35	First Click on Perform valuation and click on single/multiple selection and in the Valuation Context tab, Click on Continue.	Perform valuation is completed.
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 36	1. Here you can find Asset Capitalization value. To check Depreciation calculation monthly click on Depreciation	Able to view Asset Capitalization Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 37	2. Here you can find Depreciation Calculation by monthly. To check Clearing calculation monthly click on Clearing.	Able to view Depreciation Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 38	3. Below is payment calculation by monthly. To check interest calculation monthly click on Interest.	Able to view Clearing Values
SIT Testing	Manual	LI-029 Payment Increase	Valuation	Step 39	4. Here you can find Interest Calculation monthly. Click on save to complete Post valuation.	Able to view Interest Values and able to save the valuation
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 40	Now in the Valuation rule, you can find valuation rule and valuation status as flagged which means the valuation performed successfully and now click on the Post Valuation to post the payments.	Able to access the Post Valuation button
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 41	Now enter values of the following 1. Month for Posting Run 2. Year for Posting Run 3. Due date 4. Posting Date 5. Document Date 6. Posting Run Mode: Simulation or Update Run. and click on execute.	Able to enter the values to the fields
SIT Testing	Manual	LI-029 Payment Increase	Valuation -> Postings	Step 42	Below you can find the Posting done.	Able to perform Postings
SIT Testing	Manual	LI-029 Payment Increase	Valuation Parameters	Step 43	In the Valuation Parameters, you can find the Asset generated for the contract, double click on the asset number to check the postings of the asset.	Able to navigate to Asset Master
SIT Testing	Manual	LI-029 Payment Increase	Asset Master	Step 44	Here you can find the postings of the asset in Currecy and can view the documents by double-clicking on	Able to access Asset Explorer for further details



					the Capitalized asset in the transactions	
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**3. Sample User Manual:**

Here is the Sample User Manual with screen shots, that will be used during SIT and UAT test cycles. *Please note that these are SAP GUI screen shots. Our firm also has experience with CLM Fiori Apps. Therefore, no knowledge/experience gap on this aspect.*

**Preface**

The objective of the GASB87 Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments 'financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.

This document provides you a step – by – step procedure in creation of a contract in RE-FX Contract Lease Management component. This is an integration with Fixed Assets, FI-CO modules within the SAP ECC component.

**Version control**

Version	Date	Author	Change Description
1.0			

Scenario:

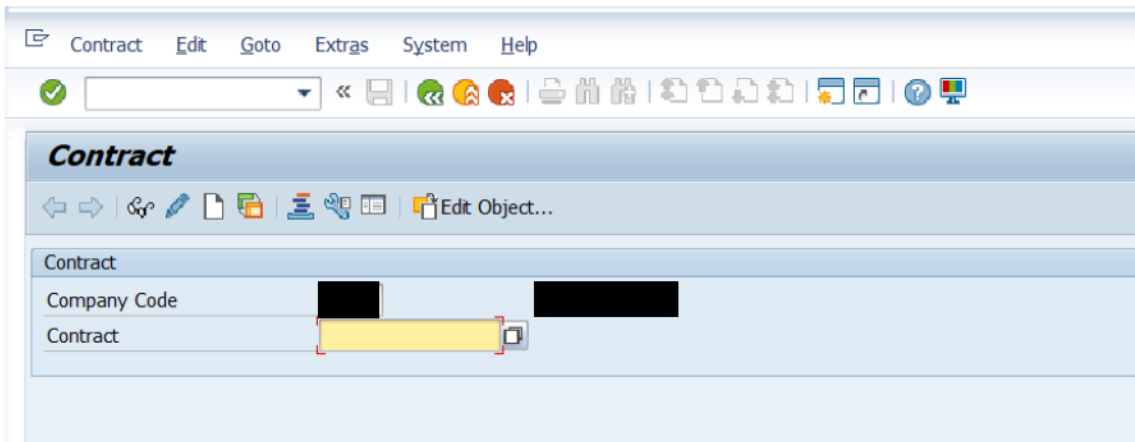
Real Estate Contract	Unit Testing - Evergreen Lease Contract- REF_TS016
Create Contract	
Contract Type	Lease-In Lease Accounting
Company Code	
General Data with Fast Entry	
Identification	
Contract	
Object / Partner	
Partner with a Vendor Account	988
Term/Organizational Assignment/Conditions	
Contract Start	02/01/2020
Contract End	12/31/2022
Profit Center	
Business Area	3400
Contract	
Contract Name	UAT-LI-027 Payment Increase - Supplemental
Contract Currency	USD
Partners	
BP Role	TR0604
Business Partner	988
Start Relationship	
End of Relationship	
Vendor	159610
Term	
Term	
Contract Start Date	02/01/2020
Cash Flow From	02/01/2020
1st Contract End	12/31/2022
First Posting From	
Term in months	35
End of Term	12/31/2022
Current Status	Fixed -Term (Without Renewal)
Objects	J4- Contract Object
Object	
Contract Object	10

Contract Object Name	UAT-LI-027 Payment Increase - Supplemental
Relationship Valid From	
Relationship Valid to	
Object Type(Asset Class)	BLDING
Account Assignment(Cost Center)	
Posting Parameters	
Postings	
Postings	
Payment Method	
Payment Block (Payment Block Key)	
Payment Terms	
Account Determination Value	
Currency Translation Rule	
Tax Type	
TAX Group	
Partner	
Frequency	
Frequency	1 in Months
Frequency Start	Start of Calendar Year
Prorated	Never Pro Rata
Amount Reference	Monthly Amount
Calculation Method	30 Days for Every Month
Payment Form	In Advance
Due Dates (=/-)	Standard
Start /End	Move Due Dates at Start and at End
Organizational Assignment	
Business Area	3400
Profit Center	
Fund	1000
Fund Center	3400010001
Commitment Item	100030
Functional Area	0000-00-00000000
Grant	NOT_RELEVANT
Funded Program	NONE
Conditions	
Calculation Object	J4 0010
Condition Type	V100 Credit Side Basic Rent
Condition Purpose	Actual Rent
Valid Form	02/01/2020
Valid To	12/31/2022
1st Posting	
Formula	Fixed Amount
Unit Price	1,000.00

Currency	USD
Valuation Parameters	
GASB 87 - Finance Lease In	UAT-LI-027 Payment Increase - Supplemental
Asset	
Start of Consideration	02/01/2020
1st Posting	
End of Usage ROU	
Probable End	
Absolute End	12/31/2022
Interest Rate	3.662
Frequency Term	Standard
Valuation Behavior	New Start
Account Assignment (Cost Center)	
Memo	

### 1. Access RECN Transaction code:

**Step 1 :** Create contract with in T-code RECN . Enter company code and click on Create Object



**Step 2 :** Choose the appropriate Contract Type (CU05 Lease-In Lease Accounting), company code [redacted] and Click Enter.

Field Name	Field Type	Remarks
Contract Type	Drop-down List	Type of contract you are trying to create.
Continue	Button	Consent to create new Contract Entry form

## 2. Contract Creation Form:

### 2.1 General Data with Fast Entry:

**Step 1:** In this tab enter all the required fields from every vertical context tab which are listed below.

**1. Identification**

**2. Object/Partner**

**3. Term/Organizational Assignment/Conditions:**

- a. Contract Start: provide the contract start date (which will be auto populated to Term tab)
- b. End date: provide the contract end date (which will be auto populated to Term tab)
- c. Business Area: Specify the Business Area

**4. Contract:**

- a. Contract name: Specify the name of contract
- b. Contract Currency: The currency used by the contract (default Company code currency)
- c. Old Contract Number: Specify legacy contract identification number (optional)

**5. Authorization Group:** Specify the responsible department (Same as Business Area)

Note: Partner Info, Contract start date, end date, Contract name, contract currency and Authorization group fields are mandatory

The screenshot shows the SAP 'Contract <NEW> Create: General Data with Fast Entry' form. The 'Authorization Group' field is highlighted with a yellow box and contains the value '3400'. Other visible fields include 'Contract Type' (CU05 Lease-In Lease Accounting), 'Contract Start' (02/01/2020), 'End of Term' (12/31/2022), and 'Contract name' (UAT-LI-027 Payment Increase - Supplemental).

Field Name	Field Type	Remarks
Company Code	Text field (Max Length 4)	Enter the Company code related to the contract

<b>Partner with a Vendor</b>	Text field	Enter the Business partner with Vendor account for this contract if known or click on F4 to search from the list
<b>Business Area</b>	Text field	Enter Business Area Number
<b>Contract start</b>	Date field	Start date of the contract
<b>To</b>	Date field	End date of the contract
<b>Contract Name</b>	Text field	Enter the contract name
<b>Contract currency</b>	Text field (Max length 3)	Enter the currency in which valuations of the contract are calculated
<b>Authorization Group</b>	Text Field	Enter the same as Business Area

## 2.2 Partners:

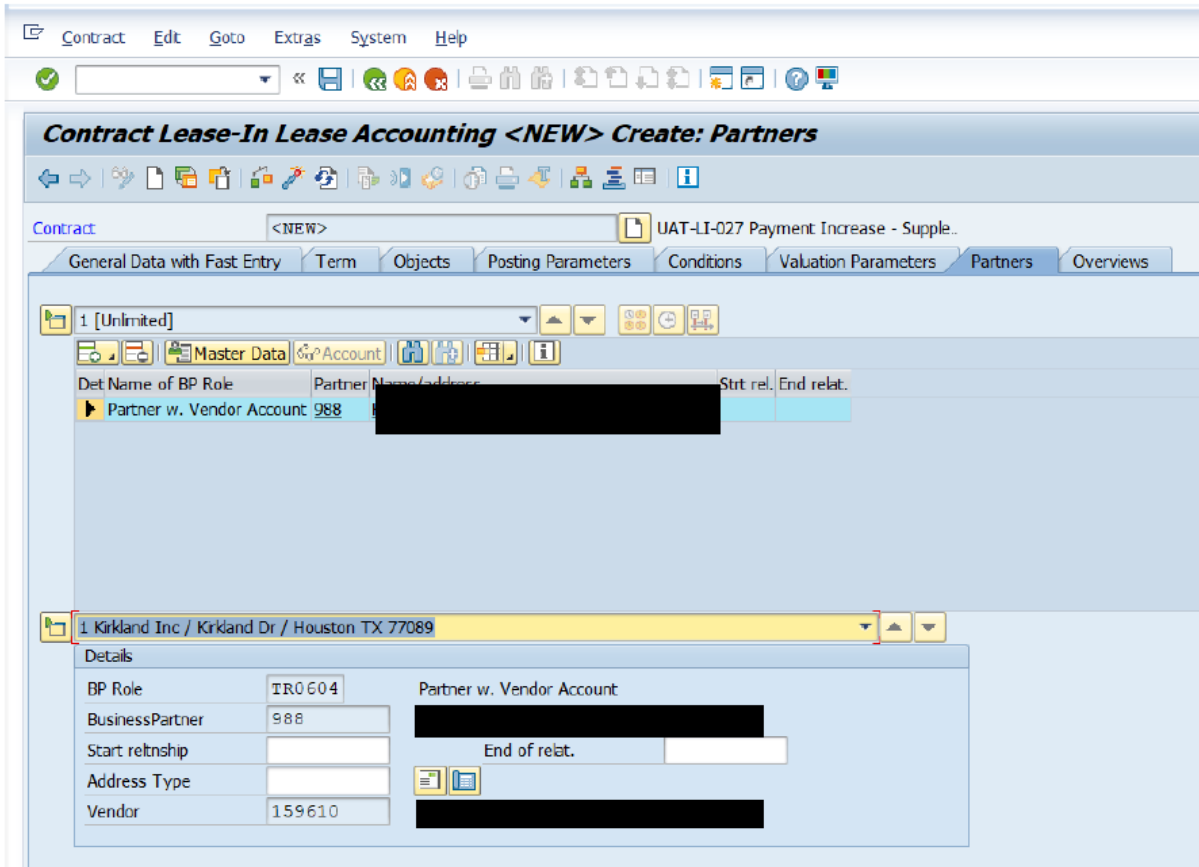
**Step 1:** 'In the Partner's tab based on the BP role, Business Partner's vendor account will be automatically updated.

1. BP Role: TRO604 Autopopulated
2. Business Partner: Data is inherited from general data tab
3. Vendor: Autopopulated

Start relationship date and end is optional which are automatically determined based on Contract Start and Contract End date.

**Note:** Click on the Assign button to assign new vendors during the contract period.

*Note: You can add new partners by clicking on the " + "sign button*



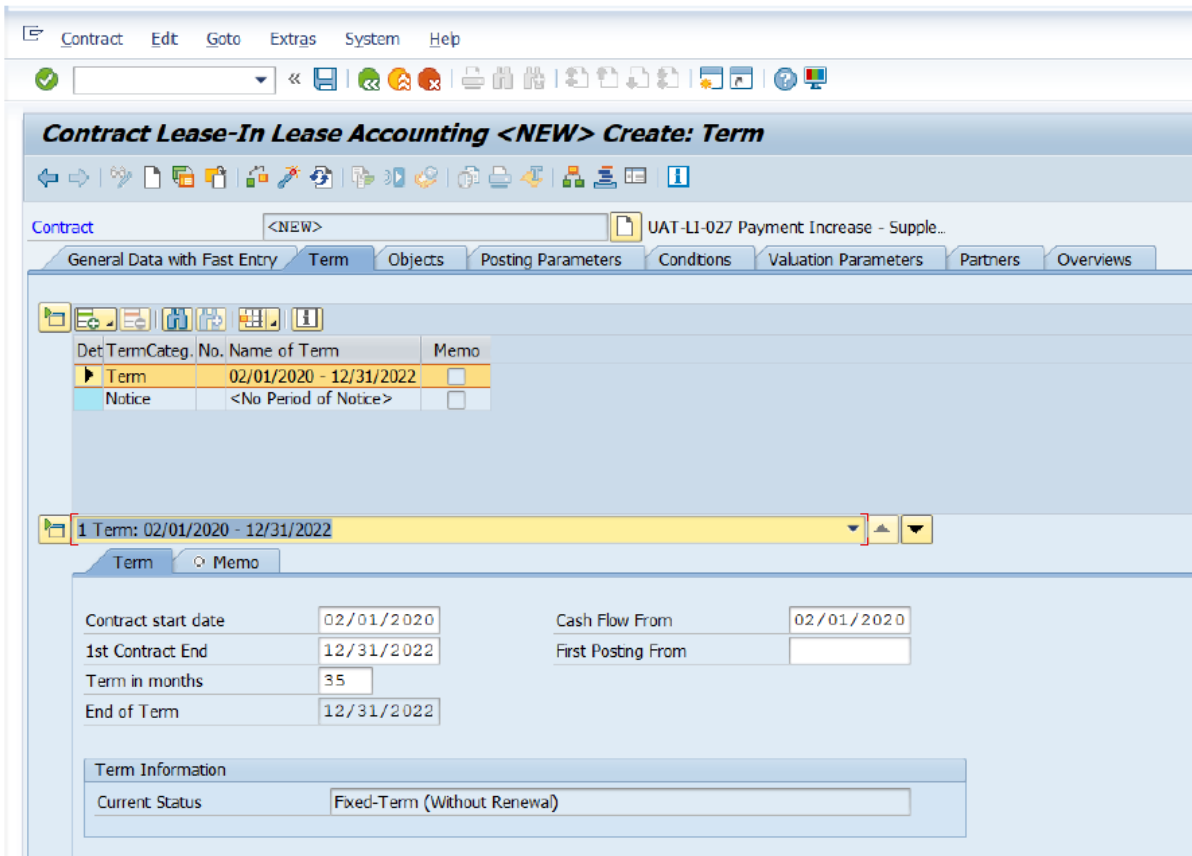
Field Name	Field Type	Remarks
Assign	List Button	Click on the Assign button to assign new vendors during the contract period.

### 2.3 Term:

**Step 1:** In the Terms tab you will find a context Term tab where check all the populated dates for the following:

1. Contact Start Date: Start Date of Contract
2. Cash Flow From: Start Date of Contract
3. 1st Contract End: Contract End Date
4. First Posting From: Posting start date
5. Term in months: Duration of Contract in months(rounded)
6. Term information: current status (Autopopulated)





Field Name	Field Type	Remarks
Term	Tab	Click on the Term tab to navigate to the Terms of the contract page
Contract start date	Date field	This field is auto populated based on the contract general data entry tab and adjust the start date of the contract if needed
1 <sup>st</sup> Contract End	Date field	This field is auto populated based on the contract general data entry tab and adjust the end date of the contract if needed
Term in months	Number field (Max length 4)	This field is auto populated based on start and end date of the contract
Cash Flow from	Date field	Enter the start of cash flow during the contract
First Posting from	Date Field	Enter the posting start date of the contract
Current Status	Status Indicator	This is status field auto generated based on the state of the contract.

**4. CAP: Corrective Action Plan Template**

Here is the attached template for “Corrective Action Plan”

CAP: CORRECTIVE ACTION PLAN								
Phase	Issue#	Issue Description	Action Taken	Resolution Status	Resources	Planned Completion Date	Actual Completion Date	Review
Unit Testing								
SIT								
UAT								
Cutover								

**E.5 TRAINING & KNOWLEDGE TRANSFER**

1. Provide a proposed Training & Knowledge Transfer Plan that meets or exceed requirements set forth in Section 2.10 of the RFP. The Training Plan should demonstrate that the Prospective Contractor has a thorough understanding of all activities required to effectively train staff. Include sample training materials that have been used in past implementations of similar size and scope to the one described in the RFP

5

**ANSWER:**

SIT (System Integration Testing) phase is intended to have a detailed testing and training to cover from technology standpoint. Ideally, IT Team will be part of this cycle and they will get equipped with the above mentioned “test scripts” and “user manuals”.

In addition to this, we have planned two weeks of KT planned before cutover. Idea is to fill the gaps that are generated from SIT to Production cutover time frame. However, this is all depend on respective resource availability. Hypercare time also will be leveraged for Knowledge Transition activity.

**CLM KT Plan (Draft):** Below is the KT plan

CLM Knowledge Transfer/Training Plan							
No	Item	Trainer	Trainee	From Date	To Date	Status	Comment
1	ABAP Dev Objects	Our firm	DFA SAP ABAP Analyst				
2	CLM Month End Task Sheet	Our firm	DFA SAP Functional Analyst				
3	CLM Fixed Assets Configuration Rationale	Our firm	DFA SAP Functional Analyst				
4	CLM Configuration Rationale	Our firm	DFA SAP Functional Analyst				
5	Mass Upload Template	Our firm	DFA SAP Functional Analyst				

6	Mass Upload Tool-User Manual	Our firm	DFA SAP Functional Analyst				
7	New Asset Class addition Configuration	Our firm	DFA SAP Functional Analyst				
8	Post Upload Activities-User Manuals	Our firm	DFA SAP Functional Analyst				
9	CAP Review	Our firm	DFA SAP Technical/Functional				
10	Trasport Register	Our firm	DFA SAP Functional Analyst				
11	Payment In Arrears	Our firm	DFA SAP Functional Analyst				
12	Payment In Advance	Our firm	DFA SAP Functional Analyst				
13	30 days a month Payment	Our firm	DFA SAP Functional Analyst				
14	Payment by Exact Days in a Month	Our firm	DFA SAP Functional Analyst				
15	Contract Starts Mid Month	Our firm	DFA SAP Functional Analyst				
16	Monthly Payment	Our firm	DFA SAP Functional Analyst				
17	Yearly Payment	Our firm	DFA SAP Functional Analyst				
18	Quaterly Payment	Our firm	DFA SAP Functional Analyst				
19	Semi Annually Payment	Our firm	DFA SAP Functional Analyst				
20	Cancel/Delete Valuation of contracts	Our firm	DFA SAP Functional Analyst				
21	Reverse Contract Valuation Posting	Our firm	DFA SAP Functional Analyst				
22	Contract Creation through Mass Upload	Our firm	DFA SAP Functional Analyst				
23	Non-Lease Component	Our firm	DFA SAP Functional Analyst				
24	Free Rent	Our firm	DFA SAP Functional Analyst				
25	Off hire	Our firm	DFA SAP Functional Analyst				
26	Variable Payments	Our firm	DFA SAP Functional Analyst				
27	Residual Value Guarantee (RVG/GRV)	Our firm	DFA SAP Functional Analyst				
28	IDC(Initial Direct Costs)	Our firm	DFA SAP Functional Analyst				
29	Cash Incentives	Our firm	DFA SAP Functional Analyst				
30	Prepaid	Our firm	DFA SAP Functional Analyst				
31	Evergreen Leases	Our firm	DFA SAP Functional Analyst				
32	Lease Renewal	Our firm	DFA SAP Functional Analyst				
33	Multiple Assets	Our firm	DFA SAP Functional Analyst				
34	Interest Rate Increase	Our firm	DFA SAP Functional Analyst				
35	Interest Rate Decrease	Our firm	DFA SAP Functional Analyst				
36	Early Termination Contract (Asset/Casualty of an Asset)	Our firm	DFA SAP Functional Analyst				
37	Lease Term Extension/Increase	Our firm	DFA SAP Functional Analyst				
38	Lease Term Reduction/Decrease	Our firm	DFA SAP Functional Analyst				
39	Lease Payment Increase (Modification)	Our firm	DFA SAP Functional Analyst				
40	Lease Payment Reduction (Modification)	Our firm	DFA SAP Functional Analyst				

41	Payment Supplemental	Our firm	DFA SAP Functional Analyst				
42	Asset Replacement	Our firm	DFA SAP Functional Analyst				
43	Lease-End / Normal Closure	Our firm	DFA SAP Functional Analyst				
44	Update Cost Center	Our firm	DFA SAP Functional Analyst				
45	Embedded Lease	Our firm	DFA SAP Functional Analyst				
46	Early Buyout / Purchase	Our firm	DFA SAP Functional Analyst				
47	Penalty	Our firm	DFA SAP Functional Analyst				
48	Escalating Base Rent	Our firm	DFA SAP Functional Analyst				
49	Contract Deactivation	Our firm	DFA SAP Functional Analyst				

**Glossary**

BRD	Business Requirement Document
CLM	Contract Lease Management
CVI	Customer-Vendor Integration
FI_AA	Financial Asset Accounting
FRD	Functional Requirement Document
SIT	System Integration Testing
UAT	User Acceptance Testing

**E.6 POST GO-LIVE SUPPORT**

1. Provide a proposed Post Go-Live Support Plan detailing your Company’s approach to Post Go-Live Support that meets or exceeds the requirements set forth in Section 2.11 of the RFP.

5

**ANSWER:**

Our firm provides hyper care support covering at least one-month end posting and reporting

Hypercare/Production Support Plan			
Task#	Activity	Details	Priority & Response Times (Low < 24hrs, Medium < 12 hrs, High < 4hrs)
1	Resolve production issues	Issues encountered during and after go-live	
2	Configuration update	Correct/Update configuration as needed	
3	Testing (Delta)	Perform Unit, SIT and User acceptance testing before moving to production	
4	OSS Note Implementation	Implement OSS notes as needed	
5	OSS Tickets	Work with SAP as needed	
6	Loading delta contracts	Loading left over contracts (wave 2)after go-live	
7	Resolve if there are any show-stopper defects	Issues encountered during loading the contracts	
8	Update delta documentation	Updating the deliverable documentations if any updates needed	
9	Delta KT to IT Team	Delta KT to IT Team	
10	Update issue log/CAP	Update issue log/CAP	

11	Ensuring lease configuration readiness for future leases	system readiness check for future leases	
12	Delta configuration (New Asset class if needed)	Configuration and E2E testing of new objects	
13	Validate posting documents	Validate posting documents and ensure original configuration is not disrupted	
14	Lessons Learned Sessions	Update Lessons Learned documentation	
15			
16			
17			
18			
19			

**E.7 DOCUMENTATION**

1. Describe the types of documentation provided by the Contractor and how it will meet the requirements set forth in Section 2.12 of the RFP.

5

**ANSWER:**

The following documentation will be provided.

1. Business Requirement Document
2. Requirement Traceability Matrix (RTM)
3. Configuration Rationale Document (CRD)
4. Transport Register
5. SIT and UAT Plan
6. Test scripts
7. User Manuals (Transaction and Reporting)
8. Defect Resolution Document
9. Status Report Template
10. Cut-over Plan
11. Mock-Upload Template (If needed)
12. Event Tracking Document (Production Data Load)
13. Functional Specification Document (Based on customization objects)
14. Technical Specification Document (Based on customization objects)

**Note:** Some of the key documents have already been discussed and shown in this document as sample preview. Remaining will be shared during project duration.

**E.8 CHANGE MANAGEMENT**

1. Describe your organizations approach to change management as it relates to the requirements of the RFP.

5

**ANSWER:**

Our approach to change requests is illustrated by the template below:

Consulting Services Agreement No:  
Service Order No:

Change Management Form

Exhibit A

The parties will manage changes that have cost or schedule impact as contractual changes through a disciplined contracting process. Either Party may submit change requests to this Work Order in writing using this form. The party requesting the change must submit a written request to the other party, and the receiving party shall issue a written response within five (5) business days of the receipt of the request, including whether the receiving party accepts or rejects the request and/or any changes to the Work Order. Changes proposed through this Change Management Form will only be binding once executed by both parties.

CHANGE REQUEST FORM	
Requester Name:	Requester Organization Name:
Change Request Number:	
Date Requested:	Date Response Requested By:
Change Requested:	
Request authorization and budget for further evaluation. Estimated Schedule Impact: Extend technical consultant through <b>End Date</b>	
Price Impact:	
Change Request Received By:	Organization:
Date Received:	Change Request No.:

Agreed and Signed:

	Our Firm
By:	By:
Signature:	Signature:
Date:	

E.9 PROJECT MANAGEMENT

1. Describe your organizations approach in managing this project and how it meets or exceeds the requirements set forth in Section 2.14 of the RFP.

5

ANSWER:

SAP Activate methodology will be adopted. However, our project team is flexible to take few changes per Agency (DFA-OIS) requirements.

Following are some of the artefacts will be provided/used from PMO:

- Project Plan
- Risk Register
- Project Activity Log
- Stake Holder Matrix
- Communication Plan
- RACI Matrix
- KDD Document
- Project Closure Document
- Lessons Learned

E.10 PROJECT STATUS REPORT

1. Provide examples of Project Status Reports. The examples should communicate current activities, issues, risks, resolutions and overall timeline of the project at a minimum. The examples should demonstrate the Prospective Contractor has a thorough understanding of all activities required to manage the project. Reports **must** address and meet or exceed all requirements set forth in Section 2.15 of the RFP.

5

ANSWER:

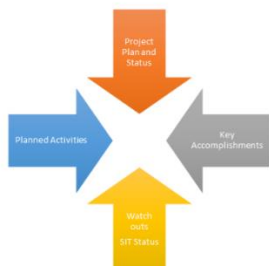
Below is the template that will be used for periodic meetings (Weekly/Bi-Monthly etc.,). Flexible to use DFA's format.

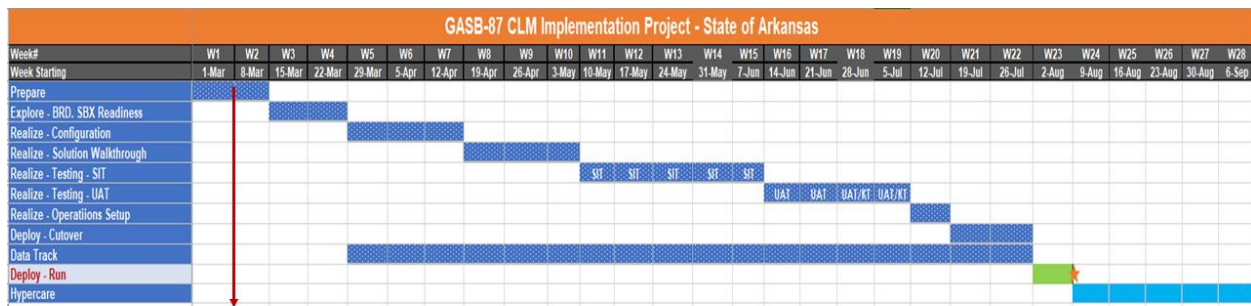


Mar 01st, 2021

DFA-OIS GASB87 Team Weekly Meeting

Agenda





On-Track

Delays

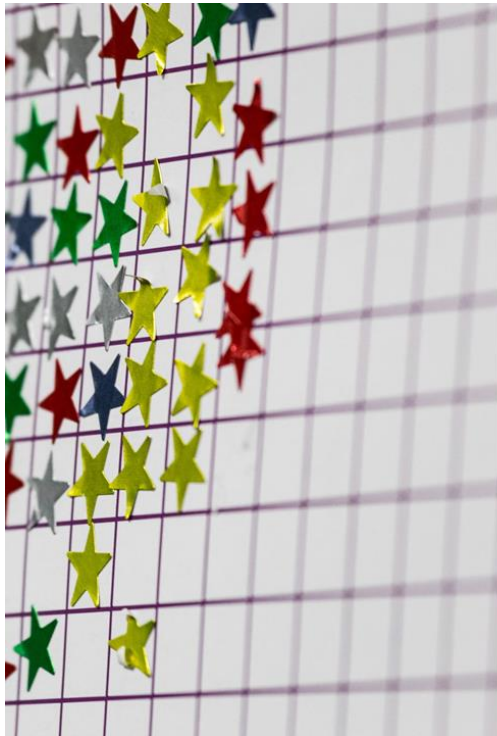


## Accomplishments

06/12/2021 to 06/18/2021

- ✓ Business Area in Custom Disclosure Reports
- ✓ Created Lease-In contracts and shared with Business
- ✓ Lease-In and Lease-Out contracts Unit testing in Quality
- ✓ Lease-In posting schema with Accounting Team
- ✓ BRD Version 1.0 submission





## In-Progress Items

06/12/2021 to 06/18/2021

- ✓ SIT
- ✓ Actual GL accounts update in Account Symbol
- ✓ CLM Security Roles and Authorization Testing
- ✓ Mass Upload files with Business Lease Data
- ✓ SIT defect and resolution documentation
- ✓ Delta Business Partner extension
- ✓ Master data maintenance
- ✓ Configuration Rationale



### Watch out/Risks

- Go-Live Schedule
- E2E Testing in Quality
- BRD sign-off delay



### Issues

- Roles and Authorization testing completion



### Dependencies

- Technical Accounting inputs on lease inventory, GL, postings and reports



Script ID	Script Name - Lease-IN	Status	Result (Pass/Fail)	Contract#	Script ID	Script Name - Lease-OUT	Status	Result (Pass/Fail)	Contract#
SIT-LI-001	Payment In Arrears	Complete	Pass	2000026	SIT-LO-001	Contract Creation	Complete	Pass	3000024
SIT-LI-002	Payment In Advance	Complete	Pass	2000025	SIT-LO-002	Lease Renewal	Complete	Pass	3000032
SIT-LI-003	30 days a month Payment	Complete	Pass	2000027	SIT-LO-003	Lease Payment Increase	Complete	Pass	3000024
SIT-LI-004	Payment by Exact Days in a Month	Complete	Pass	2000031	SIT-LO-004	Lease Payment Decrease	Complete	Pass	3000025
SIT-LI-005	Contract Starts Mid Month	Complete	Pass	2000032	SIT-LO-005	Lease Term Increase	Complete	Pass	3000032
SIT-LI-006	Monthly Payment	Complete	Pass	2000025	SIT-LO-006	Lease Term Decrease	Complete	Pass	3000033
SIT-LI-007	Yearly Payment	Complete	Pass	2000033	SIT-LO-007	Interest Rate Increase	Complete	Pass	3000020
SIT-LI-008	Quarterly Payment	Complete	Pass	2000034	SIT-LO-008	Interest Rate Decrease	Complete	Pass	3000021
SIT-LI-009	Semi Annually Payment	Complete	Pass	2000035	SIT-LO-009	Early Termination of Contract	Complete	Pass	3000034
SIT-LI-010	Cancel/Delete Valuation of contracts	Complete	Pass	2000036	SIT-LO-010	Normal Closure of the Contract	Complete	Pass	3000035
SIT-LI-011	Reverse Contract Valuation Posting	Complete	Pass	2000037	SIT-LO-011	Cancel/Delete Valuation of contracts	Complete	Pass	3000026
SIT-LI-012	Contract Creation through Mass Upload	In Progress			SIT-LO-012	Reverse Contract Valuation Posting	Complete	Pass	3000026
SIT-LI-013	Non-Lease Component	Complete	Pass	2000038	SIT-LO-013	Contract Creation through Mass Upload	In Progress		
SIT-LI-014	Free Rent	Complete	Pass	2000039					
SIT-LI-015	Off hire	Complete	Pass	2000040					
SIT-LI-016	Variable Payments	Complete	Pass	2000042					
SIT-LI-017	Residual Value Guarantee (RVG/GRV)	Complete	Pass	2000043					
SIT-LI-018	IDC(Initial Direct Costs)	Complete	Pass	2000044					
SIT-LI-019	Cash Incentives	Complete	Pass	2000045					
SIT-LI-020	Prepaid	Not Started							
SIT-LI-021	Evergreen Leases	Complete	Pass	2000060					
SIT-LI-022	Lease Renewal	Not Started							
SIT-LI-023	Multiple Assets	Complete	Pass	2000046					
SIT-LI-024	Interest Rate Increase	Complete	Pass	2000047					
SIT-LI-025	Interest Rate Decrease	Complete	Pass	2000048					
SIT-LI-026	Early Termination Contract (Asset/Casualty of an	In Progress							
SIT-LI-027	Lease Term Extension/Increase	Complete	Pass	2000050					
SIT-LI-028	Lease Term Reduction/Decrease	Complete	Pass	2000051					
SIT-LI-029	Lease Payment Increase /Supplemental	Complete	Pass	2000052					
SIT-LI-030	Lease Payment Reduction (Modification)	Complete	Pass	2000053					
SIT-LI-031	Payment Supplemental	Not Started							
SIT-LI-032	Asset Replacement	In Progress							
SIT-LI-033	Lease-End / Normal Closure	Complete	Pass	2000055					
SIT-LI-034	Embedded Lease	In Progress							
SIT-LI-035	Early Buyout / Purchase	Not Started							
SIT-LI-036	Penalty	Not Started							
SIT-LI-037	Escalating Base Rent	Complete	Pass	2000057					
SIT-LI-038	Contract Deactivation	Complete	Pass	2000055					

Status	Scenario Count	% of Completion
Complete	41	80.39%
In Progress	5	9.80%
Not Started	5	9.80%
Total	51	100.00%

SL#	Report Name	T Code	Trainee	Start Date	Stop Date	Lease-In Status	Result	Lease-Out Status	Result
1	CLM Weighted Average Term Report	/SIRA/CLM_WEI_TE_COH - CLM	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
2	CLM Maturity Report	/SIRA/CLM_MAT_COH	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
3	CLM Active Listing Report	/SIRA/CLM_ACTCON_COH	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
4	CLM Asset Roll Forward Report	/SIRA/CLM_ASSET_COH	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
5	CLM Weighted Average Rate Report	/SIRA/CLM_WEI_RA_COH	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
6	CLM Liability Roll Forward Report	/SIRA/CLM_LIA_COH	Ron	6/17/2020	6/17/2020	In Progress		In Progress	
7	Display Valuation Balances	RECEISBALANCE	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
8	Display Liability Grading	RECEISLIABGRAD	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
9	Display Cash Flow	REISDCDF	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
10	Display Contract Valuation	RECESH	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
11	Analyze Logs	RECALA	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
12	Conditions for Contracts	REISDCN	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
13	Assets for Contracts	RECEISASSETCN	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
14	Mass Check for Contracts	RECNCHECK	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
15	General Real Estate Posting Log	RERAPL	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass
16	IS: Condition specific valuation rules for Contracts	RECEISCONDRULECN	Ron	6/17/2020	6/17/2020	Complete	Pass	Complete	Pass

Planned Activities

06/19/2021 to 06/25/2021

- Complete SIT
- Depreciation execution for Leased assets
- Kick-off UAT
- Complete SIT defect and resolution document
- Validate postings and reports
- Delta Business Partner Extension
- Complete BRD
- Replace Account Symbols actual GL accounts
- Mock load with Business Data

**E.11 CONTRACTOR PROJECT TEAM**

1. Provide a proposed Staffing Plan. Include key staff members required by Section 2.18 of the RFP and any additional key staff being proposed by the Contractor. Provide resumes for all key staff members. Proposed plan **must** at minimum meet all requirements set forth in Section 2.18 of the RFP.

5

**ANSWER:**

The following are proposed personnel from our firm:

Resource#	Title/Role	Brief Details
1	Project Manager/ & Solution Architect	Project Management/Solution Architecture
2	Senior FICO/CLM/Fixed Assets Consultant	System Assessment, Configuration and Troubleshooting
3	SAP FICO/CLM Consultant	Test Scripts, User Manual preparation Execute Test Cycles
4	Technical Architect (ABAP)	Technical Architecture Install Sierra Tools (Mass Upload Tool and Custom Disclosure Reports) Technical Debugging Roles and Authorizations
5	Senior BASIS Architect (Part Time)	System Assessment Support Pack Upgrade assessment (if needed) OSS notes evaluation

## PROJECT MANAGER & SOLUTION ARCHITECT

### Professional Summary:

Subject has over 16 years of SAP solution strategy, design, execution and managerial with total of 20 years. Certified in SAP FI and S4 HANA Finance, and has excellent working exposure to S/4 HANA Finance and Central Finance. He has extensive experience in SAP REFX-CLM (Contract & Lease Management) and SAP Lease administration by Nakisa (SLAN) as business process and technology integrator. Additionally, has extensive hands-on SAP FI/CO and integration of SD, MM, DBM, PM, LE, PS, CLM, FM, ABAP, BI and FSCM modules. Certified ITIL professional. In a lead/solution senior consultant/architect/project manager role executed and managed multiple full life cycle SAP implementations, upgrade, roll out, enhancement and production support (AMS).

### Education & Certification:

- Master of Business Administration – 2006
- Master of Commerce – 2004
- S4 HANA Finance 1809 certified
- SAP FI Certified (Certification ID: 0010442310)
- ITIL V3 Certified
- **PMI Member (PDU) - 2267896**

### Software Skills:

ERP	: SAP R/3 – FI/CO, FM, REFX-CLM, MM, SD, DBM, PM, and ABAP
S/4 HANA	: S/4 HANA Finance, Central Finance, Fiori, Lumira, GR/IR tool, IBP
Lease Accounting Software	: SAP Lease Administration by Nakisa (SLAN) and SAP REFX CLM
Operating System	: Windows NT/2000/98/Vista/XP/7/8/10
UNIX	: HP-UX
Batch Job Scheduler	: Maestro, Tidal and Redwood
Testing Tools	: Mercury and HPQC (ALM)
GIMS	: Project management tool
Reporting Tools	: Impromptu, SAP BW, BPC, Hyperion, IBP
Interfaces	: MS-Dynamics (NAV)
Tax Interfaces	: SABRIX and Tax ware
Transport Management	: ChaRM and Solman

### Professional Profile:

- Involved in pre-sales activities – RFP, Prototype and Proof of Concept for product demonstration
- Involved in SAP REFX-CLM E2E implementation project on S4 platform
- Worked extensively on new lease accounting standards – ASC842, IFRS16, GASB87 and local GAAP
- Excellent understanding and working knowledge in Fiori integration and App configuration
- Experience in S/4 HANA/Fiori/Lumira integration, reports, and predictive analysis
- Involved in multiple SAP FI/CO, S4, CLM and SLAN implementations with experience in configuration, analysis and design and project management
- Experienced in global tax configuration for regions like APAC, EMEA, NA and Latin America (Brazil)
- FI/SD - Credit Management/Risk Management
- Worked across several industry verticals like Public Sector (IS-PSM), IS-Utilities, Automobile, CPG, Chemical, Oil and Gas, Airlines, DBM, AFS, Shipping, Steel IS-Retail and Media.
- Excellent expertise of SAP R/3 FICO versions from 3.1i to ECC 6.0 and S/4 HANA Finance
- Very good working knowledge in current accounting standards old (IAS17 and ASC840), Current accounting standards (IFRS16, GASB87 and ASC842), local GAAP and GASB96

- Experience in managing projects and modules planning, executing, monitoring, and effectively tracking project progress, deliverables, and issues; and providing adequate updates to project stakeholders including senior management.
- Understand ABAP program and can debug at intermediate level
- Worked with BPO/BPDO process users/owners while defining the business process, testing and report development.
- Experience in designing functional specifications, customized reports and working experience with LSMW for conversion and transfer of master and transactional data from legacy to SAP systems
- Extensive knowledge of SAP integration methodologies like EDI, Idoc, RFC, and ALE
- Well-experienced in documenting existing process, analyzing client requirements, re-engineering, and design business processes.
- Strong analytical abilities, good communication skills (oral and written), an effective team player and a team builder.

**State of New York Housing Community Renewal**

**Oct'20 to Present**

**S4 HANA Finance Lead PTR (Plan to Report)**

**Project Type: Implementation and AMS**

- Participate controlled restart sessions
- Understanding the data mapping between Legacy and SAP S4
- Master data maintenance – GL, Cost Center, Profit Center, Fund etc.,
- Interface execution in test environment
- Production support tickets review and update KT plan

**Elanco Inc – S4 HANA Global Transformation**

**Apr'20 to Present**

**S4 HANA Finance Lead/RTR-CLM**

**Project Type: Implementation**

- Participation in product design sessions
- System Configuration
- Delivered quality assurance and approval of all configuration changes in development systems
- Working with CCB (Change Control Board) for transport change request approval
- Understanding the data mapping between Legacy SAP and S4
- Project plan review and updates as needed
- Training material review and workshops participation
- Strategize test execution cycles
- Associated with Corporate Accounting and Reporting team on posting and reporting needs

**City of Houston -SAP ERP Public Sector**

**Mar'20 to Sep'20**

**SAP FICO/FA/FM Architect/Project Manager**

**Project Type: Implementation, Hypercare and Production Support**

- Configured the system per GASB 87 accounting standards
- Led design exploration workshops to align client requirements with system functionality
- Created GL accounts and commitment items
- Allocated the budget to the commitment items
- FM (Funds Management)/GM (Grants Management) configuration changes in Sandbox and Development systems
- Provided guidance in the execution of month end and year-end close in the production system
- Authored comprehensive, cross-functional system user manuals and business process design documents
- Managed the FM/GM implementation team, including onshore personnel and off-site resources
- Participated in application enhancement activities - change request, upgrades, and rollouts
- Led the team for SP24 support pack upgrade
- Setting up derivation rules to integrate FI account assignment objects with FM objects.
- Designed and customized reports for CAFR

- Post Go Live Production support for different departments

**Honda Motors/SAP America**

**Feb'20 to Mar'20**

**SAP Architect**

- Solution Strategy
- System Landscape Optimization
- Go-live strategy
- Proof of Concept

**CHS Inc**

**Jun'19 to Jan'2020**

**REFX-CLM (SAP ECC and S4 HANA Finance) and Fixed Assets Solution Architect**

**Project Type: Implementation, Hypercare and AMS**

**System: ECC and S4**

- Solution Strategy
- Business requirement gathering
- Application design
- Interface design
- REFX-CLM configuration – SAP ECC and S4 HANA Finance
- Classic Asset Accounting and New Asset Accounting
- System Integration Testing
- User Acceptance Testing
- Production cutover activities
- SAP REFX CLM Roles and Authorizations
- Process optimization
- Go-Live and Hypercare
- Assistance with Internal Audit (security roles)
- Advised senior client leadership on the organizational change management impact, including that related to SAP security roles, of the proposed functionality
- Orchestrated and facilitated design workshops with client departmental business process owners to develop comprehensive for customized solution

**Toyota Motors North America (TMNA), TX**

**Oct'18 to May'19**

**S4 HANA Finance/REFX-CLM Solution Architect**

**Project Type: S4 Global Transformation, and AMS**

- Prototype REFX-CLM Solution and demonstrate to customer in sandbox environment
- Business requirement gathering
- Application design
- Interface design
- SAP Integration with Peoplesoft
- Fiori tiles for CLM processes
- REFX-CLM configuration
- SIT and UAT execution
- Month end closure activities
- Legacy data conversion and data load in pre-prod
- Cutover activities
- Go-live and hyper care
- Production support ticket resolution

**Apache Corporation / PwC**

**Sep'18 to Oct'18**

**Project Type: Go-Live and Hypercare**

**SAP Fixed Assets and SLAN Solution Architect**

- Solution design
- UAT and Sign-off

- Cutover activities
- Data Load and error correction
- Go-Live and Hypercare
- Knowledge Transfer
- Documentation

**ConocoPhillips / SAP America SI**

**Jan'18 to Sep'18**

**Project Type: Implementation**

**SAP Fixed Assets and SLAN Architect**

- Reviewing business requirements and blueprint documents
- Involved in system setup and connectivity
- Prototyped customer key scenarios
- Designed SAP Fixed leased assets environment
- SAP-SLAN side of configuration
- Prepared SAP Config cookbook
- Participated in system downtime activities
- Technical issues troubleshooting with Tomcat, ES and DB

**Baker Hughes / PWC SI**

**Sep'17 to Sep'18**

**Project Type: Implementation and Hypercare**

**SLAN and SAP Fixed Assets Solution Consultant**

- Solution design and configuration
- UAT and Cutover activities
- Data Load and Error Correction
- Go-Live and Hypercare
- Involved in business requirement sessions
- Prepared SLAN functional process document
- Configured SAP Fixed Assets and extended the integration with SLAN
- Configured Accounting standards (ASC842, IFRS16, ASC840 and IAS17), transaction types and classification types.
- Involved in Integration testing with Business and IT user community
- Prepared the test cases and imparted SLAN functionality and the integration touch points of SAP
- Prototyped business use cases in the solution and demonstrated to the customer
- Prepared SLAN config upload templates based on SAP configuration and requirements
- Involved in product issues trouble shooting and worked with Nakisa product development team
- Technical issues troubleshooting with Tomcat, ES and DB

**Walmart / SAP America SI**

**Aug'17 to Aug'17**

**Project Type: Implementation**

**SLAN and SAP Solution Consultant**

- Kick-Off
- Participated in Business Requirement workshops
- Prepared BRD first cut

**Kraton Corporation / Our Firm**

**Jul'17 to Oct'17**

**Project Type: Implementation**

**SLAN and SAP Solution Architect**

- Pre-sales and POC
- Business Blueprint workshop material
- As-Is and To-Be sessions
- Participated in project status update meeting
- Troubleshoot the technical issues with Tomcat, ES and DB at intermediate level

**ExxonMobil / SAP America SI, TX**

**Jan'17 to Jun'17**

**Project Type: Implementation**

**SAP Fixed Assets Solution Consultant**

- Prototyped sanitized data test cases in the system and made POC (Proof of Concept)
- Business Blueprint workshops
- Prepared blueprint workshop material and executed workshop sessions
- Prepared work products manifest and presented to customer
- Involved in As-Is workshops and To-Be sessions
- Worked with Lease procurement and Asset teams to determine the future state of Lease process
- Worked SLAN 3.1 and 4.0 builds

**Our Firm**

**Oct'16 to Mar'17**

**S/4 HANA Finance/Central Finance Solution Consultant**

- Cost element features testing in S4 HANA Finance
- New asset accounting configuration and relevant Apps on Fiori
- Integrated Business Planning enablement options and successful in completing the integration (OLAP+OLTP)
- Worked on SAP Nakisa lease administration deployment and enablement
- Involved in product development and testing activities
- Integration issue fixing related to SAP FI, PM, AA, FI-GL, and FI-CO
- Worked on ASC842 and IFRS16 reports presentation
- Involved in POC and Demo activities for prospective customers
- Able to understand and troubleshoot the technical issues with Tomcat, ES and DB at intermediate level

**WME|IMG /SAP America SI**

**Apr'16 to Sep'16**

**Project Type: Implementation**

**S/4 HANA Finance (Central Finance) Solution Consultant**

- Solution Architecture setup for interfacing between various source and target (CFIN) systems
- AIF monitor tool set up, configuration and trouble shooting
- Data retrieval through SLT (System Landscape Transformation)
- SAP and Non-SAP data to Central Finance environment
- GL data posting from MS Dynamics NAV to S4 environment
- Data staging table definition and configuration
- Initial load and replication from various source systems
- MDG value and key mapping configuration and trouble shooting
- Interacted with product owners (SAP AG) and reported the issues
- Implemented the OSS notes to fix product bugs
- Fields mapping between source and target systems
- Identifying required SAP notes and apply them as needed
- AIF Error Handling and data load into SAP CFIN environment
- Monitoring data load through SLT and trouble shooting
- Period end activities through cockpit and integration in Smart Business cockpit in Fiori
- Worked with SAP America to win S4 HANA proposals
- SME to develop prototypes and demo to potential clients

**Our Firm, TX**

**Apr'15 to Mar'16**

**S/4 HANA Finance Consultant**

- Deep exposure to S/4 HANA Finance architecture and functionalities
- SAP REFX related developments
- Central Finance - where heterogeneous systems (SAP/Non-SAP) involved



- OData Services with technical names and tying Fiori tiles, catalogs, and groups
- Integrated Business Planning Scenarios – Cost Center and P&L Planning workbooks
- Reports generation in Lumira, and predictive analysis through story boards
- Bank Accounting Management and activated relevant Apps in Fiori
- Configured Cash Management functionalities in SAP and Apps in Fiori
- S/4 HANA deep dive record of achievement

**Velocity Technology Solutions:**

**HA International Inc. IL**

**Sep'13 to Mar'15**

**FICO Sr. Consultant/Functional Lead**

**Project Type: Production Support/AMS**

- COPA reports developed through Report painter and Report writer
- End user training
- Credit management configuration and testing
- Product Cost Planning: Configuration of costing sheet for overhead calculation, cost component structure for cost of goods manufactured, creation of costing variants and valuation variants for standard cost estimate
- Internal Order: Internal Order Type, Settlement Profile, Order Budget and maintain internal orders with settlement rules to settle the costs respective valid receivers like cost centers, Internal orders or AUC
- Maintain files and documentation thoroughly and accurately, in accordance with company policy and accepted accounting practices
- Supports Assistant Controller in annual year-end financial audit
- Designed and reviewed Functional and Technical Specifications with complex development work with RICEFW objects -Reports, Interfaces (Inbound/Outbound), Conversions (BDC), ALE, EDI/IDOC, LSMW, Enhancements, SAP Test Scripts, and smart forms
- Worked with finance and CO controller for process definition, documentation, and configuration
- Tax procedure, determination, code configuration in SAP and interface trouble shooting
- Designed Lock Box functionality and part of trouble shooting activity.
- CO Configuration as per the design document approved by the client viz. Creation of controlling area, operating concern, setting for controlling area, Maintaining version and number ranges. Standard hierarchy for cost centers and profit centers etc.
- Third party sales scenario and third-party transportation design and implementation activities
- Lockbox process setup and trouble shooting
- FSCM concepts – Dispute management, In-house cash, and credit management
- P2P and O2C cycle development and issue resolution
- Invoice analysis from invoice cockpit and issue resolution related to workflow
- EBS Configuration and support issues and developments

**RUSH Enterprises Inc. TX**

**Mar'12 to Aug'13**

**Project Type: Enhancement and Production Support (AMS)**

**FICO/DBM Sr. Consultant**

- Change requests and production support issues
- CO-PC (Cost Object Controlling) configured period ending activities such as WIP Calculations, Variance Calculations and Settlements.
- Tax configuration and troubleshooting with Sabrix
- Repair order entry, revenue recognition,
- Branch roll-out activities and warranty related issues
- Labor and lease accounting
- Forms creation, reports using report painter
- Designed reports in BI and BPC
- VMS module – vehicle creation, transfer, and settlement

**DTDC Corporation**

**Sep'11 to Feb'12**

**Project Type: Implementation and Production Support (AMS)**

**FICO Sr. Consultant/SPOC**

- Interaction with Business users for the expected results about the reports.
- Involved in preparing process improvement plans as a part of process development
- Imparted training to co-consultants and process owners
- Configured new internal order types, settlement profiles, and allocation structures as required by business.
- Resolved issues with releasing billing document to FI errors, by assigning the appropriate costing key so that cost component split is transferred to COPA.
- Preparation of reports like General Ledger transaction statements, customer transaction statements and vendor transaction statements
- Configured tax code master data and process for service invoice
- Mapped new SD rebate condition types to COPA value fields.
- Maintain operating concern and settings for costing-based CO-PA, finalization and creation of characteristics and value fields, valuation strategy for getting COGM break up, map newly defined SD condition types to appropriate COPA value fields,
- Customization settings for flow of actual values to COPA from different sources and define custom reports using KE30 as per business requirement.
- Developed Customer ageing and Vendor ageing reports
- Ticket resolution. Primary contact and responsible for solving all priority tickets of FICO like critical, high, medium, and low priority within the SLA time limit
- Providing immediate solutions to the queries and problems by users in FI/CO module Resolved MM and SD tickets suggesting configuration changes and required corrections as and when required
- Primary contact and responsible for solving all priority tickets like major and minor in maintenance and enhancement work
- Resolved end user issues in FI, GL, AR, and AP and CO
- Prepared test document and performed unit, integration and UAT

**FirePro**

**Jul'10 to Aug'11**

**SAP FICO Consultant**

**Project Type: Implementation**

- Gathered business requirements and map them as per client needs
- Worked on some of the PS module objects
- Allocating the support/development tickets to support consultants
- Check Management
- Participated in unit testing, string testing, integration testing with SAP CRM, transfer to GL from SAP IS-U to SAP FI
- Configuration of account balance display, account determination, collection agencies
- Configuration and testing interdepartmental billing, disconnections, and reconnections
- Liaising with ABAP developers for full functioning of customized development per business requirements
- Cash flow report configuration using report painter
- Profitability reports using report painter, project profitability reports using report painter
- Performed business process testing
- Procurement, vendor management and material management
- Creating AUC using source structure from project and internal order, budgeting for WBS element and internal order using investment profile and investment program.
- Inter branch fund transfer configuration - In-house cash and credit management.
- Controlling area settings and Cost element accounting configuration
- Cost center accounting and Internal order configuration
- Asset Management configuration

**Client: Ethiopian Airlines**

**Apr'10 to Jul'10**

**Project Type: Implementation**

**SAP FI Sr. Consultant**

- Analyzed business requirements, determined organizational structure, and classified business units/locations as company codes, business areas, cost centers and profit centers
- Conducted workshops with the business process owners
- Prepared business blueprint document
- functional specifications for the interface development by closely working with PI module
- Prepared document for revenue recognition process – accrued/earned revenue

**Hewlett Packard Projects:**

**Client: Scitex Corporation**

**Jul'09 to Apr'10**

**Project Type: Enhancement**

**FICO Consultant/SPOC**

- Fixed Assets configuration
- Defined screen layout for asset master data and asset depreciation area
- Configured Depreciation areas & Depreciation keys
- Preparation of chart of accounts, posting period variant, field status variant
- Customer master data, vendor master data and general ledger
- Primary and secondary cost elements, cost center accounting
- Involved and played a major role in Unit Testing, Integration Testing, UAT and Mock Cutover (build test cases, perform tests, and make changes to configuration or processes using HP quality center testing tools)
- Profitability Analysis (CO-PA) configured operating concern for costing-based Profitability analysis, maintained CO version, defined characteristics, value fields and attributes, Assignment of relevant value fields to SD condition types for online transfer of billing documents data to COPA,
- configured the derivation structure and rule for characteristics and created reports as per client requirements
- Assessment and Distribution
- Internal Order Accounting (CO-IOA)

**Client: RVC (Regional Value Center)**

**Feb'09 to Jun'09**

**Project Type: Enhancement**

**FICO Consultant**

- Simplification of European IT environment
- Participated in design work shops
- Align with gERP strategy
- Toll manufacturing model setup
- Creation of company code, GL accounts and mapping in final financial reporting system
- Setting up tax procedure and determination, VAT tax codes and GL account assignment process
- Managed tax implications for the new location
- Developed self-billing invoice process for new company code
- Extensively used HPQC testing tool for business transaction testing
- Invoice layout preparation
- Executing test cases in Quality center
- Co-ordinate India and Malaysia centers deliverables

**Velocity NE**

**Oct'07 to Jan'09**

**Project Type: Production Support (AMS) and Enhancement**

**FICO Consultant/IT Ops Analyst**

- Configuration of enterprise and global settings
- Worked with BPO users as second/third level point of contact in terms of configuration and testing

- Communicate across multiple stakeholders, especially category managers, requestors, inventory control
- Projects packaged into releases, regression tested together and released to production on weekly and monthly cycles
- Configured and executed the Automatic Payment Program (APP) and worked exclusively on payment methods like ACH processing and check runs
- Ensure that new projects do not destabilize the existing platforms
- Ticket resolution. Primary contact and responsible for solving all priority tickets of FICO like critical, high, medium, and low priority within the SLA time limit
- Worked on Nota fiscal invoice issue troubleshooting
- Sales and Use tax configuration and issue resolution
- Balance platform availability and new functionality
- Configured workflow and resolved process related issues
- Worked with BPDO/BPO (down-stream and up-stream systems) while gathering requirements and preparing financial reports
- Ensure changes to a platform should only be done if it provides value to the business processes supported by the platform without adversely affected
- Worked on ALE-IDOC environment and participated in development
- Assigned the product costing keys and costing variants for material valuation
- Worked on Product Costing/Inventory Valuation, Sales and Distribution, Materials Management
- Used mercury and HPQC testing tool for business scenarios

**Client: Hewlett-Packard IPG SAIL (Image and Printers Group)**

**Sep'05 to Jan'09**

**Project Type: Production Support (AMS)**

**SAP FICO Consultant**

- Maintenance of configuration Settings & transports with respect to FI/CO and SD module.
- Involved in roll up configuration per task basket
- Ticket handling and resolution through a call management tool as part of level 2 support
- Updated exchange rates during month end and foreign currency valuation
- Monitoring batch jobs and scheduled them as per the business requirement
- Involved in release testing and system downtime activities
- Involved in inter-company invoice creation and reconciliation process
- Prepared Issue database based on the business criticality and issue complexity
- Interaction with Business users for the expected results about the reports.
- Involved in preparing process improvement plans as a part of process development
- Worked with BPDO/BPO while gathering requirements and preparing financial reports
- Imparted training to co-consultants and process owners
- Tax code configuration, trouble shooting and process documentation
- Involved in month end and year end process from preparation of the sheet to finishing the entire process
- Involved in sox audit related activities
- Configured the system, including documenting the configuration
- Involved in data center consolidation project (DCC) and got awarded for the key contribution

## SENIOR FICO/CLM/FIXED ASSETS CONSULTANT

### Professional Summary

A highly motivated SAP Functional Consultant with good knowledge on complete project life cycle implementation. Experienced working with reputed companies in SAP domain

- Experience in executing BC sets and configuration of SAP GASB87 CLM (Contract and Lease Management) such as Activation of Sub-functions, Basic settings for company code, Contract Type, flow types, reference flow types, condition types, condition purpose, condition groups, account symbol and replace account symbols, Valuation rules, Asset Class Mapping, document type and transaction type determination, dialogs, tax types, conversion rules, notices, renewals, lease questionnaire - based on the client requirement
- Experience in SAP Fixed Assets: Configuring Chart of Depreciation, Asset classes, Asset Master Data, maintain custom depreciation keys, assign accounts, maintain depreciation areas, Depreciation Run, Screen Layouts, Field Variants
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups.
- Experience in Accounts Payable: Configuration payment programs, payment blocks using reason codes etc.,
- Experience in AR: Configuration including automatic clearing of receivable, automatic dunning program, customer master record, customer groups, define customer account group, screen layout etc.,
- Experience in Cost Center in creating cost centers, activity types, statistical key figures, cost center standard Hierarchy, cost center categories, maintained default account assignments and automatic account assignments, primary and secondary cost elements and cost element groups
- Experienced in creating profit center, standard hierarchy, profit center master data, maintained default account assignments and automatic account assignments, validations and substitutions, distribution and assessment.
- Managed Asset master data, acquisition, adjustments, open and closing FI & CO periods, periodic processing and valuation
- Maintained configuration for Business Partners for the vendors and customers based on client requirement.
- Experience in Customization of document types and Asset transaction types
- Experience in creating various documents such as FUT documentation, Record to Report (RTR), Virtual Account Team report (VAT) and Configuration Rationale
- Perform conversions from Legacy systems (can be non-R3) using SAP Legacy System Migration Workbench (LSMW)
- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Experience with waterfall, agile, hybrid and SAP activate methodologies
- Research emerging technologies such as Custom Mass Upload Tool and SAP Fiori to decide if by installing can increase the organization's efficiency and effectiveness
- Experience working with all the application and system config templates available in SLAN
- Hands-On experience on **Generally Accepted Accounting Principles (GAAP), International Financial Reporting Standard (IFRS) and Governmental Accounting Standards Board (GASB)**
- Worked with ABAP team in development and testing of custom workflow as per client requirements
- Proficient in Microsoft Office suite. (Word, Excel, PowerPoint, Visio, Outlook)

- Assisted Testing teams in Systems Integration testing (SIT) and User Acceptance Testing (UAT) and provided Zephyr, ALM and manual test scripts during the various phases of the project
- Good with JIRA for requirements, development and defect tracking
- Working with the Tech Team and Security in setting up Upload tools and Fiori systems
- Widely used Requirements Traceability Matrix (RTM) for identifying and tracing the linkages among several connected project artifacts to analyze the impact of a desired change.
- Worked with other team members on client requirements and making project plan
- Tested and analyzed web services and wrote detailed reports for the integration of SAP from SLAN.
- Customization of reports using the Crystal Reports on both SAP and non-SAP systems.
- Generate dashboards using SAP Analytics cloud and SAP Dashboard Designer software.
- Knowledge on various JAVA based web applications.
- Knowledge on object-oriented programming
- Proficient in data extracting from the source system using LO Cockpit and Generic Extractions for logistics data
- He was an expert in info cube maintenance such as Compression, roll-up maintenance for Aggregates
- Team player with good analytical skills

**Technical Skills**

Project Methodologies:	Agile (SCRUM), Waterfall, Hybrid, SAP Activate
Business Modeling Tools	MS Visio, Excel add ins, Visual paradigm, Rational Rose
Languages:	C, Java, R
Databases:	Oracle 12c, MS SQL Server, MY SQL, PostgreSQL, HANA
SAP & Other tools:	SAP Analytics Cloud, SLAN, SAP REFX - CLM, JIRA, service-now, Zephyr, HP ALM(QC), MS Project, SharePoint, MS Office.
Web Technologies:	Java Script, HTML, CSS, XHTML, Servlets, JSP, XML
SAP Modules:	SAP FICO
Operating Systems	Windows 7,8,8.1,10, Linux, iOS 10, UNIX, Solaris

**Professional Experience**

**Our Firm**

**April 2020 –Ongoing**

**SAP CLM Functional**

**Client: Elanco IN, USA**

**Roles & Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents, Functional documents, design documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Involved in the FI configuration such as CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- Responsible for maintenance of SAP CLM Master data consistency across all systems and report the issues to appropriate teams.
- Responsible for configuration of CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in and Lease-out Accounting.
- Assisted in setting up of custom document types specific to CLM accounting documents.
- Responsible for Local GAAP postings setup for Elanco which will be performed simultaneously with USGAAP.

- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups in lower environments.
- Responsible for providing SIT test plan and provided CLM manual test scripts as per client's testing team's request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams
- Involved in setting up of CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to our firm's Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to CLM Leasing scenarios, reports and custom tools as per the business requirements.
- Led Knowledge Transfer to Client's Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.

**Our Firm**

**April 2020 – October 2020**

**SAP CLM Techno Functional**

**Client: Hexion OH, USA**

**Roles & Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Involved in calculations of old and new asset depreciation calculation differences and handling of client existing fixed assets.
- Involved in the FI configuration such as CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- End to End Configuration and creation of Business Partners in all client's systems
- Involved in configuration of CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in and Lease-out Accounting.
- Assisted in setting up of custom document types specific to CLM accounting documents.
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups, budget allocation, commitment item in lower environments.
- Responsible for providing SIT test plan and provided CLM manual test scripts as per client's testing team's request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams
- Responsible for maintenance of SAP CLM Master data consistency across all systems and documentation.
- Assisted in conversion of lease data from SLAN to CLM format for Contract upload tool
- Involved in setting up of CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.

- Responsible for Enhancements to our firm’s Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to CLM Leasing scenarios, reports and custom tools as per the business requirements.
- Led Knowledge Transfer to Client’s Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Assisted and provided documentation needed before proceeding with TCI note implementation in client system.
- Involved in providing support during Hypercare to client.
- Additional support in providing resolutions encountered during and after TCI Implementation

**Our Firm**

**March 2020 – September 2020**

**SAP Functional Consultant**

**Client: City of Houston TX, USA**

**Roles & Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Involved in the FI configuration such as GASB87 CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- End to End Configuration and creation of Business Partners in all client’s systems
- Involved in configuration of GASB87 CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in and Lease-out Accounting.
- Assisted in setting up of custom document types specific to GASB87 accounting documents.
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups, budget allocation, commitment item in lower environments.
- Responsible for providing SIT test plan and provided GASB 87 CLM manual test scripts as per client’s testing team’s request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams
- Responsible for maintenance of SAP GASB87 CLM Master data consistency across all systems and documentation.
- Involved in setting up of GASB87 CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to our firm’s Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to GASB87 CLM Leasing scenarios, reports and custom tools as per the business requirements.
- Led Knowledge Transfer to Client’s Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.



**Our Firm**

**June 2019 – January 2020**

**SAP CLM Techno Functional**

**Client: CHS Inc. MN, USA**

**Roles & Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Involved in the FI configuration such as CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges.
- Involved in configuration of CLM such as BC set activation, account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement
- Responsible for providing SIT test plan and provided CLM Test scripts in HP QC/ALM format as per client's testing team's request which will be used during SIT and UAT.
- Responsible for maintaining version control of documents in SharePoint through Microsoft Teams
- Responsible for providing weekly reports to client.
- Responsible for Maintenance of SAP CLM Master data consistency across all systems and documentation.
- Involved in setting up of CLM workflow and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to our firm's Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all Knowledge transfer documentation related to CLM Leasing scenarios, reports and custom tools as per the business requirements.
- Involved in Knowledge Transfer to Client's Business team and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in evaluation of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.

**Our Firm**

**October 2018 – May 2019**

**SAP CLM Techno Functional**

**Client: Toyota Motors North America, TX, USA**

**Roles & Responsibilities:**

- Collaborate with project manager in understanding and gathering of requirements and preparing project plan based on the requirements.
- Involved in the FI configuration of New Depreciation key for CLM, G/L Accounts, Document types, document number ranges, posting keys, ROU Asset Classes and Asset Number ranges
- Involved in CLM configuration such as executing BC sets, account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement
- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for maintaining and sharing of Record to Report (RTR) internal reporting and Virtual Account Team (VAT) reporting

- Conducted Gap Analysis and created an AS-IS workflow to better understand the mechanics of the existing system
- Provided testing team with Zephyr test scripts and support to testing teams during the SIT (System integration testing) and UIT (User Acceptance Testing).
- Maintained version control for documents through SharePoint
- Handled SDLC lifecycle of the project in building applications i.e. Plan Driven and Change Driven Methodology including Sprint releases through JIRA
- Responsible for keeping track of JIRA by creating user stories classified accordingly through Epics for development and BUGs for tracking defects
- Responsible for maintaining and testing of custom upload tool template to upload data to the SAP system
- Worked closely with the security and tech team for setting up necessary Fiori tiles and authorizations
- Worked closely with ABAP and security team in setting up workflow process
- Responsible for maintaining of Mass Upload Tool and its respective upload templates preparation.

## SAP FICO/CLM CONSULTANT

### Profile Summary

- Around **11 years** of experience in multiple roles in US Organizations including SAP Functional/Testing Consultant, Accounting, & Administrative Support.
- Worked with the business for extracting the data, data cleansing, populate the contract templates for the data upload and fill the gaps in the template.
- Participated in the meetings and worked on the AS-IS business process. Also worked with a team and responsible for designing the TO-BE business process.
- Develop production documentation and training documentation (User manuals, quick-reference guides, and best-practices), Business blueprint document – Process flow, design documents and maintained documentation of the Installation process
- Led User Acceptance Testing, System Integration Testing and Unit Testing including executing test scenarios and scripts, addressing issues, tracking, and reporting test status of delivered functionality, preparing the documentation.
- Led several meetings and demonstrated the end-to-end process in CLM. Also, trained the end users with the application.
- Experienced with SAP active methodology and Hybrid methodology
- Maintained configuration for creation of Business Partners for the existing vendors and customers
- Worked in implementing business strategies and projects related to IFRS16/ASC842/GASB87 and the migration plans.
- Hands on experience on Generally Accepted Accounting Principles (GAAP), International Financial Reporting Standards (IFRS), and Governmental Accounting Standards Board (GASB)
- Tested different scenarios and provided solution in CLM
- Responsible for understanding the various business scenarios and mapping them to CLM
- Managed asset master data, asset transactions, periodic processing, and valuation
- Performed standard and custom reporting and analyzed by the drilldown reporting.
- Supporting in the Installation of the OSS notes required for the CLM (Contract and Lease Management) implementation and make sure that the ECC system is in the minimum requirements for the tool to be installed.
- Helped in the Installation of the Mass upload tool on the Customer's system which involves checking the Systems details, collecting the Transport layer from the Client, transporting FO and Data files to the Client system.
- Involved in evaluation of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.
- Worked on creating Functional and technical specification, development and testing, quality check of the complete object, issue- tracking, and release of the objects.
- Prepared the status report of testing activities
- Required Interactions with customers.
- Updating project manager regularly about the progress of testing activities.
- Read all the documents and understand what needs to be tested and based on the information procured in the above step decide how it is to be tested.
- Informed the test lead about what all resources will be required for software testing.
- Developed test cases and prioritized testing activities and executed all the test case and reported defects, defined severity, and priority for each defect.
- Carried out regression testing every time when changes are made to the code to fix defects.
- Prepared new Test Scripts and validated existing Test Scripts
- Understood the process for which a test script is created and created test data basing on the test script specifications

- Documented the test results and highlighted the failure of the test scripts to the concerned leads
- If any interfaces are connected to SAP, check with the interface owners if the data sent from SAP is received in the correct format.
- Specialized skills in supporting Contracts Management for companies.
- Experienced in delivering well-thought-out solutions on time using proven analytical and problem-solving skills
- Strong oral and written communication skills as a team player and as an individual

**Skills Summary**

Certificate	SAP Certified Application Associate – SAP S/4HANA for Financial Accounting Associate (1709) Pay train regarding payroll system in 2014.
Software Packages	Quick Books PRO, ADP Payroll System, POS (Point of Sale), SAP FICO, SQLSERVER
Software Tools	Microsoft Office (Access, Excel, Word, Power Point, Outlook) SAP Analytics Cloud, SAP REFX, MS Projects, SharePoint
Project Methodologies	Agile (SCRUM), Waterfall, Hybrid, SAP Activate
Business Modelling Tools	MS Visio, Excel add ins,
Data Bases	Oracle 12c, MS SQL Server, HANA,
Operating System	Windows, Linux, IOS, Unix, Solaris,

**Education**

- Bachelor’s degree in mathematics from Sri Venkateshwara University
- Completed Chartered Accountant from the Institute of Chartered Accountants, India

**Professional Experience**

**Our Firm**

**Aug’19 to Till Date**

**SAP Functional/Testing Consultant**

**Houston, TX**

**Client – City of Houston, TX**

**Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Supported in the FI configuration such as GASB87 CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- Supported in End to End Configuration and creation of Business Partners in all client’s systems
- Helped in configuration of GASB87 CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in and Lease-out Accounting.
- Assisted in setting up of custom document types specific to GASB87 accounting documents.
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups, budget allocation, commitment item in lower environments.
- Prepared SIT test plan and provided GASB 87 CLM manual test scripts as per client’s testing team’s request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams

- Responsible for maintenance of SAP GASB87 CLM Master data consistency across all systems and documentation.
- Involved in setting up of CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to Sierra Digital's Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to GASB87 CLM Leasing scenarios, reports, and custom tools as per the business requirements.
- Led Knowledge Transfer to Client's Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.
- Carried out regression testing every time when changes are made to the code to fix defects.
- Prepared new Test Scripts and validated existing Test Scripts
- Understood the process for which a test script is created and created test data basing on the test script specifications
- Documented the test results and highlighted the failure of the test scripts to the concerned leads

**Client – Continental Resources, OK**

**Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Supported in the FI configuration such as CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- Supported in End to End Configuration and creation of Business Partners in all client's systems
- Helped in configuration of CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in Accounting.
- Assisted in setting up of custom document types specific to accounting documents.
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups, budget allocation, commitment item in lower environments.
- Prepared SIT test plan and provided CLM manual test scripts as per client's testing team's request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams
- Responsible for maintenance of SAP CLM Master data consistency across all systems and documentation.
- Involved in setting up of CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to Sierra Digital's Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to CLM Leasing scenarios, reports, and custom tools as per the business requirements.

- Led Knowledge Transfer to Client’s Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.
- Carried out regression testing every time when changes are made to the code to fix defects.
- Prepared new Test Scripts and validated existing Test Scripts
- Understood the process for which a test script is created and created test data basing on the test script specifications
- Documented the test results and highlighted the failure of the test scripts to the concerned leads

**Client – Southern Glazer’s Wine and Spirits, FL**

**Responsibilities:**

- Analyzed the as-is system, involved in interaction with the client to gather business requirements, created business requirement documents, business process documents and Functional specific documents
- Responsible for doing systems check and providing update to the clients in sandbox, development, Quality and Production environments
- Supported in the FI configuration such as CLM specific new depreciation key, G/L Accounts per company code, custom document types and number ranges, ROU asset classes and number ranges, assign GL accounts, maintain depreciation areas.
- Supported in End to End Configuration and creation of Business Partners in all client’s systems
- Helped in configuration of CLM such as BC set activation, Basic Settings for company code, contract types account symbol, replace account symbol, condition types, condition groups, condition purpose, flow types, reference flow types, replace account symbol, Valuation rule, Valuation parameters as per business requirement, asset class mapping provided by client for Lease-in Accounting.
- Assisted in setting up of custom document types specific to accounting documents.
- Experience in General Ledger: Configuration including GL Master record, GL account groups, custom Field status groups, budget allocation, commitment item in lower environments.
- Prepared SIT test plan and provided CLM manual test scripts as per client’s testing team’s request. The test scripts are modified to reflect the system and its master data, testing is performed.
- Responsible for maintaining version control of documents through Microsoft Teams
- Responsible for maintenance of SAP CLM Master data consistency across all systems and documentation.
- Involved in setting up of CLM custom reports and testing & reporting the errors to ABAP teams across all the systems
- Responsible for unit testing in all the systems and providing error resolutions to the client or fixing them.
- Responsible for Enhancements to Sierra Digital’s Mass Upload tool and involved in testing of the tool.
- Provided support to testing team during Systems Integrated testing (SIT).
- Involved in testing of custom disclosure reports.
- Responsible for providing all documentation related to CLM Leasing scenarios, reports, and custom tools as per the business requirements.
- Led Knowledge Transfer to Client’s Business team from different departments and providing support to Business during User Acceptance testing (UAT) phase.
- Involved in conversion of legacy data which was translated to mass upload tool excel format and suggest the necessary changes.
- Involved in providing support during Hypercare to client.
- Carried out regression testing every time when changes are made to the code to fix defects.
- Prepared new Test Scripts and validated existing Test Scripts
- Understood the process for which a test script is created and created test data basing on the test script specifications
- Documented the test results and highlighted the failure of the test scripts to the concerned leads

**Jan'18 to Jul' 19**

**Senior Accountant**

**Houston, TX**

**Responsibilities:**

- Supervised all departments within organization including Payroll, Accounting, Insurance and Benefits.
- Monitored and ensured that periodical tax returns with regard to payroll are filed in time.
- Prepared and executed contracts with employees, vendors and clients.
- Scrutinized the contract documents thoroughly to be filed at each phase so as to avoid future complications.
- Managed day to day processing of accounts receivable and payable using QuickBooks & produced reports.
- Reconciled monthly activity with bank and financial statements.
- Performed daily tasks for operating activities in Accounts Payable, Accounts Receivable and Cash Management.
- Recorded monthly Journal entries for month-end close for sales tax, fixed assets, prepaid accounts and accruals
- Generated year-end reports, and fulfilling tax related requirements and assisted with audits
- Reported financial information to the external auditors.
- Created journal entries for reclassification to proper accounts for year-end-audit.

**Quest IT Solutions, Inc**

**Jan '15 to Dec`17**

**Senior Accountant**

**Houston, TX**

**Responsibilities:**

- Supervised Accounts Receivable staff in reconciling open receivable accounts.
- Administered payroll and employee benefits and organizational insurance benefits.
- Review all invoices for appropriate documentation and approval prior to payment.
- Maintained accurate hours are getting reflected and involved in reconciliation process of hours and payments.
- Monitored and ensured that periodical tax returns with regard to payroll are filed in time.
- Ensure Revenue is recognized in accordance with company policies.
- Scrutinized the contract documents thoroughly to be filed at each phase so as to avoid future complications.
- Managed day to day processing of accounts receivable and payable using QuickBooks & produced reports.
- Responsible for processing monthly payroll.
- Reconciled three bank accounts monthly/ Evaluated reports as needed.
- Reviewed, investigated and corrected errors and inconsistencies in financial entries and reports.
- Worked with the Director and Sr. Managers of Accounting department in the identification and execution of the tasks. Also supported them with various executive & operational reports as needed.

**S&R Professionals, L.P.**

**Jan '10 to Dec '14**

**Accountant**

**Houston, TX**

**Responsibilities:**

- Invoice all billing, check credit limits, apply payments, collections, post payments, research problems on accounts, create credits when applicable on accounts, prepare statements, analyze account status for each customer and vendor.
- Process invoices by coding accounts and entering, select payments to be paid and cut checks.
- Prepared journal entries and accruals for month end financials.
- Assisting Financial Manager in planning and budgeting.
- Coordinated employee timesheets and ensure that it is reconciled with company invoices & payrolls.

- Worked with key employer staff in filing tax returns for multiple years and gained knowledge.
- Managed day to day processing of accounts receivable and payable using QuickBooks & produced reports.
- Reconciled monthly activity with bank and financial statements.
- Prepared monthly, quarterly and annual consolidated financial statements.
- Responsible for processing semi monthly payroll using ADP System and monthly payroll using Quick Books.

**Vijay & Prasad Co.,  
June '93 to May '96  
Accounting Assistant  
Hyderabad, India**

Vijay & Prasad Co., is a prestigious Chartered Accountancy firm in Hyderabad with a very good client base, catering to the accounting needs.

**Responsibilities:**

- Assisted in the filing of Income Tax Returns for the firms periodically
- Scrutinized the accounts as part of auditing
- Involved in reconciliation process of the accounts when needed



## TECHNICAL ARCHITECT (ABAP)

### Summary

- Over 14+ years of experience in **SAP** area as a Team Lead and Technical Consultant (ABAP) which includes all the **RICEFW** components in **ABAP & HR ABAP**
- Experience includes **Standard/Interactive/ALV Reports, Workbench tools** (Menu painter, Screen painter, Function Library, Debugger), **User exits, SAP Scripts, Smart forms, BAPI, BADI, ALE/IDOC, ABAP Query, BDC, LSMW, Logical database, RFC**
- **ABAP Data Dictionary** objects like Structures, tables, Views, Lock Objects, Search Help, Index, Domain, Data Elements
- **OSS Notes** application
- **Object Oriented ABAP** programming
- Configuration and maintenance of **Workflow**
- Deadline monitoring, Sending Email notifications for Work Items, using Business Objects in **Workflow**
- Program Exits in **Workflow**
- Configuring events for **HR/HCM Workflow**
- Have worked in **FICO, MM/MM, SD/OTC, PM, QM, PS** modules which includes –
- Enhancement framework, user exits, BADI and dialog programming/module pool
- Developing forms for invoices, RFO/PO
- Conversions using BAPI, BDC
- Reporting in ALV, Interactive and list
- Analyzing Standard Transactions with Debugging
- Implementing Pricing routine and Procedures in SD module
- ALE/EDI Communication with Legacy Systems
- Experience in Classical Dynpro with Enjoy controls
- Worked with **UI controls and web services**
- Experience in **Adobe Form, Business Workflow, Web Dynpro for ABAP**
- Development of various **Web Dynpro** applications and designing User Interfaces using different UI elements
- Have worked in **HR/HCM** modules with various Info Types

### Areas of Expertise

- **ABAP Tools:** SAP Query, Report Writer, Report Painter, Workflow, Webdynpro ABAP
- **ABAP Data Dictionary:** Domain, Data Elements, Structure, Views, Index, Search Help, Lock Objects
- **Functional areas:** SD/OTC, MM, PP/PI, PM, QM, WM, FICO, HR/HCM, CLM
- **SAP Environment:** SAP ECC 6.0, SAP R/3 4.7, SAP R/3 4.6C, SAP NetWeaver 2004s
- **Reporting:** Classical/Interactive Reports, ALV Reports, Module Pool-Dialog Programming
- **Interfaces:** BAPI, RFC Function Modules
- **Conversions:** BDC, LSMW
- **Enhancements:** User-Exits, CMOD/SMOD Function-Exits, BADI, Enhancement Framework
- **Forms:** SAP Script, Smart forms, Adobe Forms
- **ERP Tools:** Remedy system, HP Quality Center
- **Operating Systems:** Windows, UNIX
- **Database:** Oracle, SQL Server, Hana
- **Languages:** ABAP 7.4 & ABAP/4 (OO ABAP, Module Pool/Dialog Programming, Reporting, BDC, BADI)

### Education / Certifications / Trainings

- **Microsoft Certified Azure Solution Architect 2019**
- Bachelor of Engineering (Computer Science)

- **Microsoft Certified Professional:** Web Applications with Microsoft Visual C# .NET and Microsoft Visual Studio .NET
- Training's attended: APO Technical, SAP ABAP/4, Net Weaver - XI, Web Dynpro with JAVA.
- Published couple of Articles in SAP SCN

**Professional Experience**

**Our Firm**

**[Nov'18- Till Date]**

Our firm is a global, business driven, technology enabled solutions company, committed to help clients succeed by accelerating and optimizing Big Data and providing industry led innovation in predictive analytics. Formed in 2002, our firm is a leading provider of end-to-end solutions in the areas of HCM, Financials, ERP, CRM, SRM, SCM, SEM, BI, and Enterprise Portals with an emphasis on the new and emerging technologies.

**Role: SAP Technical Consultant**

- Designed a **custom workflow for Approval** of Real Estate Contracts created through RECN with Business object Extension
- **Configuring of CLM** for creating REFX Contracts
- **Enhancement** to Display Custom Button for Approval in RECN T-code
- **Addition Custom field** on screen using BDT
- **OSS Note implementation** for various REFX objects
- **BADI implementations for screen enhancements**
- **Explicit Enhancements** in RECN T-code
- **Implicit Enhancements** to pass certain fields from T-code RECN to Asset Master
- **Worked with User Exits**
- **Worked with BAPI** to create and change REFX Contracts and passing Custom fields for Update
- Creating Custom Data **Dictionary Objects** like Tables, Data elements, Domain
- Generating Table Maintenance for Custom Table
- **Performed Substitution** on Asset Master through GGB1 T- code
- **Performed Validations** on Asset Master through GGB0 T- Code
- Creating **Basic Sets** through GS01 for Asset Class and Company Code Validations
- Worked on Customized Web dynpro Application to upload the Contract Data in Mass
- **ALV Reports** showing CLM data and GL Balance data in single report
- Developed **ALV reports** for CLM Disclosure data

**Environment: S4HANA, SAP REFX-CLM, Finance**

**Rowan Companies, Houston TX**

**[May'18 – Oct'18]**

Rowan is a global provider of offshore contract drilling services to the petroleum industry. Found in 1923 and a 50% shareholder of ARO Drilling, an offshore drilling joint venture with Saudi Aramco. The company is incorporated in Europe and Middle East and headquartered in Houston, Texas.

**Role: SAP Technical Consultant**

- Migration from SAP to Workday involved development of **BDC for various Action Types in PA40**
- **Interactive ALV report** to display the Infotypes which are updated or changed on a specified period
- Various Programs to **update the respective Infotypes** using **BAPI** and standard Function Modules
- Custom **ALV Report** to perform the **GL Postings of Payroll like PCP0 using Object Oriented Programming**
- **Custom report** to update a custom table by uploading the file from Application server
- Custom program to replicate the standard program RPCIPE00 - **Posting to Accounting: Create Posting Run**
- Bug fixing for Payroll issues in Production system
- Customization in Web Dynpro ABAP for Pay slip in ESS Portal
- File system management in SAP involved uploading/downloading files from **Application server and Presentation servers**
- **Enhancements** for FSA Pay flex in Benefits

- **Enhancements** for 401K deductions and limits in Benefits
- **BADI implementation** for Pay slip
- **Customized HR Forms** for Pay slip in ESS Portal

**Environment: Netweaver 7.4, SAP HR/HCM**

**Devon Energy Oklahoma City, OK**

**[Oct'16 – Apr'18]**

Devon Energy Corporation is a leading independent oil and natural gas exploration and production company. Devon's operations are focused onshore in the United States and Canada. The company's portfolio of oil and gas properties provides stable, environmentally responsible production and a platform for future growth.

**Role: SAP Technical Consultant**

- The technical role involved development of **RICEF objects and Workflows**.
- Worked on a lot **OSS Notes application in the SAP PRA module**.
- Worked on implementing **FI Validation routine in GGB0**.
- Used **SAP Query for data extraction**
- Worked on **BADIs and user exits** to enhance **PO creation from BAPI**. This included version completion and Overall Limit checks for the PO.
- Created **LSMW to upload Material Group**
- Worked on enhancing **custom Workflows for Material Transfer and MOC workflows**.

- **Monitoring Production workflow and resolving issues**

**Environment: ECC 6.0, FI, SD/OTC, MM, PRA**

**Idhasoft Inc.**

**[Oct'10 – Feb'15]**

**Project 1**

**Quality System Inc. Irvine CA**

**[MAY'14 – FEB'15]**

**Project: Services to QSI NextGen Healthcare**

Quality Systems, Inc. (QSI) and its NextGen Healthcare subsidiary develop and market computer-based practice management and electronic health records solutions as well as revenue cycle management applications and connectivity services for medical and dental group practices and hospitals throughout the U.S.

**Role: SAP Technical Consultant**

- **Enhancement of CAT5** Transaction to create Goods Receipt as per the timesheet entry
- **ALV report** to track the Error logs for the timesheet entries which failed to created GR
- **Enhancement** to send Email notification to the Project Manager at WBS Element level for the following conditions:  
: When Project Manager is changed  
: When Network Activity is completed
- **Enhancement** to send an Email to the Employee when any Time entry is Rejected
- Used **LSMW** to create PR document for customer
- Uploaded Material data using **LSMW**
- Customizing the Purchase Requisition **Workflow** according to the Release strategy
- Sending an **Email through Workflow** for Purchase Requisition Approval
- Sending an **Email through Workflow** to the requisitioner on approval or rejection if Purchase Requisition
- **Deadline monitoring** of Workflow work items
- **Enhancement to Purchase Order** transaction to notify Requisitioner if any PO is created
- **OSS notes** application
- **Extracting SAP documents** in SAP system and saving those files to user's system
- **Created Function Module for data extraction** in BW system
- **Enhance Standard Data** source to be used in BI/BW System
- Enhance Standard **BI/BW Extractor Using BADI**

**Environment: ECC 6.0, SD/OTC, MM, PM, PS, BW 7.0**

**Project 2**

**Quality Bicycle Products Bloomington MN**

**[Aug'13 – Apr'14]**

**Project: QBP SAP Implementation**

The client wanted a way to see the history of materials ordered by the client in the near history while a new sales order is created for their customer. This enhancement should show the quantity of the material ordered in the current year and last two fiscal years, the current sales and purchase price of the material etc.

**Role: SAP Technical Consultant**

- **Enhancement of the Sales Order** transaction VA01 to add a new button in the tool bar
- **Screen enhancement at the Sales Order Header** level to add a new screen in the option "Additional Data B".
- **User Exit for SD Pricing** to populate the custom **Condition Type** in item level
- **Label Printing IN SMARTFORMS**
- **BDC** for creating RMA Orders from an Input File
- **LSMW** to upload Plant Maintenance data
- **OSS notes** application through SNOTE transaction
- Worked on **ABAP Query to extract basic data** text from Material master
- **Workflow enhancements** using Program Exit
- **Instantiating Business object in Workflow**
- **Notification of Work Item of Workflow** to an external Email
- Development of the **screen enhancement with Table Control** to display products as per Material Group. This was an interactive Table control.
- Development of **Web services in SAP** and SOA manager configuration
- Developed the web services to access the Documentum system
- Provided option to add selected material to the Sales Order through a custom button on the screen
- **Enhancement in Work Order** management
- **ALV report** to display the deleted PM Notifications
- **User Exit** to determine planned date info for maintenance plan
- **User Exit** for default values when adding a notification
- **Email notification** when Work Order is changed by user other than Creator

**Environment: ECC 6.0, FICO, SD/OTC, PM**

**Project 3**

**NRG Energy Houston TX**

**[Jun'12 – July'13]**

NRG is a Fortune 300 and S&P 500 Company is one of the country's largest power generation and retail electricity businesses. In addition to the generation assets, NRG owns and operates other subsidiary companies like NRG Energy Services, NRG solar, NRG Thermal, Energy Plus, Petra Nova, and Reliant.

**1: Project: Integration of NRG and GenOn - PURCHASING DOCUMENT APPROVAL**

The approval process for an Outline agreement or Contract is automated through a custom designed workflow. The release strategy is triggered for a new Purchasing document and even for any change in existing Purchasing Document. Multiple levels of Approvals are involved depending on the Amount. Buyers can select the approver from a pop up. Approver can either Approve or Reject the Document. Email notification is sent to the Approver for approving the Purchase Document and if approval is waiting then Reminder email as well. Email is sent to the Creator if the Purchasing document is Approved or Rejected. Rejection Note is mandatory to be maintained by the Rejecter. There is a report which can re-launch the Approval process in case if it is stuck for some reason.

**Role: SAP Workflow and ABAP Consultant**

- Configuration of **Purchasing Document Release strategy in SPRO** which includes editing Characteristics, Class, defining Release group, Release codes, Release indicators and Release strategy.

- Development of **Event based Workflow** to trigger the Purchasing Document Approval process.
- **Custom Business object** is created by inheriting SAP Standard Business object BUS2014. This Business object holds all the custom Attributes, Methods and Events required
- Workflow is triggered for events **RELEASESTEP\_CREATED** and **CHANGED**
- **Exception Handling for the workflow**
- Custom Exits **EXIT\_SAPLEBND\_002** and **EXIT\_SAPMM06E\_012** are used to control the Communication structure
- **Custom Function Modules** are created to pop up Approvers List depending on the Level of Approval
- **Check Function Modules** were created for Workflow
- **Agent determination** through function module
- **Email notification to the Approver** for new work item and reminder for the existing
- **Email notification to the Creator** for Approved or Rejected
- **Job scheduling** for standard report RSWUWFML2 to trigger Emails
- **ABAP Report** is created to re-launch the release procedure
- Implemented **Implicit enhancements** for resetting the release strategy in case of change in Validity End date
- **Custom ABAP data dictionary objects** developed are:
  - : Table
  - : Structure
  - : Domain
  - : Data elements
- **Table maintenance generator** was developed to maintain the custom table for Approvers
- **Custom Transaction codes** are developed for the Table maintenance generator and some Reports

**Environment: ECC 6.0, MM/MM**

**2: Project: Integration of NRG and GenOn**

The integration of NRG and GenOn has come up with some new policies and some change in existing policies. In return there are certain SAP development objects which need to be created and there is change in some existing developments.

**Role: SAP Workflow and ABAP Consultant**

- Display different watermarks in **SAP script** depending on the release status of Purchasing document like PO and Contract
- **New Smart form** created for Supply Chain team to print Purchasing Document which are completely approved
- Change logo from GenOn to NRG in all the **Smart forms**
- Change display fields in **Smart forms** for Goods Receipt and Goods Issue Document
- **Change default filename** for the print outs to NRG from GenOn
- Developed **Transaction variant** to hide Vendor Bank details in **T-code XK03**
- Developed various reports in HR module
- Developed **ALV Reports**
- Duplicating standard transactions by implementing dynpro
- Changed existing **ABAP reports** to comply with NRG policies

**Environment: ECC 6.0, MM/MM, PM, HR/HCM**

**3: Project: FAX TO PAY for NONPO INVOICES**

FAX TO PAY project is meant to design a workflow which will be triggered for the Approval process of Non PO Invoices. The Documentum and Control M jobs are also involved at different stage of the processing. An AP person creates a Parked Document through FV60 and prints the Invoice and send that Invoice to the Documentum server. The Documentum reads the Invoice and sends the data to SAP server in CSV format. Control M jobs works as an intermediate to upload the file to SAP server. There are certain reports also which can be accessed by Accounts Payable depending on the roles and authorizations.

**Role: SAP Workflow and ABAP Consultant**

- Development of **Workflow** to trigger the Approval process. The workflow is triggered programmatically through the Control M jobs which run depending on the File watcher which

looks for the files coming from Documentum. The **function module SAP\_WAPI\_START\_WORKFLOW** is used to trigger the Workflow through a **Custom Report**.

- **Menu exit** is developed to show a **custom Print button** on the screen of **FV60**. The button will appear depending on the authorization
- **Smart form** is used to show the Coversheet of the Invoice which gets printed with the custom button for Print. This includes the **images and bar codes**
- **Smart style** is used for different text format and Bar code
- Created **Implicit enhancements** for the following purpose:
  - : To show the pop up for printing the **Smart form** initially when the document is created through FV60
  - : To print the **Smart form** whenever **custom button** for Print is pressed
- **Custom exits of SAP Enhancement SAPLF051** are implemented to customize the Approval process
- **BADI implementation** for BADI\_FDCB\_SUBBAS04 was designed for showing a **checkbox on the screen of FV60 and FV63**. The checkbox is editable for Approvers only. If this checkbox is selected, then the workflow will be triggered immediately while saving without waiting for the Control M job
- Configuring events for **HR/HCM Workflow**
- **Custom ABAP data dictionary** objects developed are:
  - : Table
  - : Structure
  - : Data elements
- **Custom Function Modules** are created for calling **Smart form**, inserting records in custom table, performing some re-usable processes
- **Update Function Module** is used to update certain tables
- **Table maintenance** created for a custom Table and a custom **Transaction code** for the respective purpose
- Various reports were created for the following purposes:
  - : Report to **upload an Excel Sheet data** to a custom Table
  - : **ALV report** to display some Documents where Document number works as a **hot spot** to navigate to transaction FV60
  - : **ALV report** to purge the Error Log
- Apart from the **Custom Transaction codes** created for each reports, there was a **Custom Transaction Code** created which works as a **Custom Menu** for the user which contains all the relevant transactions for this project

**Environment: ECC 6.0, FICO, AP**

**Project 4**

**NALCO Champion Technologies Houston TX  
[Oct'11 – May'12]**

Champion Technologies is the fastest growing specialty chemical company offering innovative and environmentally acceptable solutions to oil & gas production problems. It engages in the manufacturing, blending, and distribution of specialty chemicals for oil and gas production applications.

**Project: PANGAEA-Providing A New Global Approach Everyone Aligned**

PANGAEA is a SAP implementation project that will complete the alignment of the organization's global operations onto a single business information system using standardized processes. The major goal of this project is to internationalize the business processes and systems across the globe. This would help in improving optimum utilization of resources, attaining efficiencies in procuring and easy access to Champion's financial strength.

**Role: SAP ABAP Consultant**

- Developments for **SD/OTC** includes:
- Development of **smart forms** which includes Commercial Invoice, Pro forma, Packing List, Delivery Note. The output showed the Hazard Goods detail, Serial Number, Unit Size of Package. All the outputs are generated from **Delivery VL02N/VL03N and Sales Order VA02/VA03**. Using standard Function Module LE\_SHP\_DLV\_OUTP\_READ\_PRTDATA to get Delivery Data and RV\_DOCUMENT\_PRINT\_VIEW to get Sales Order Printing Data
- Created **custom Function Module** to calculate the Material Package weight
- **Smart forms** developed for preprinted stationary for Dangerous Goods Note.

- **File Management-Report** developed for Uploading/Downloading the Sales Data to Application Server. File format differs as per the country for which Sales Data is required.
- Developments for **FICO** includes:
- **Smart form** to generate Freight Purchase Order output when the PO is released from **ME29N/ME23N** and the output has to be sent to each Vendor
- Developed **ABAP Query** to show the Debit/Credit values for Accounting Documents i.e. from BSEG and BSIS
- Developed a **Report** to update Delivery Number on Billing Documents for GL Accounts by using the **BDC** for transaction **FB09**. If there are multiple deliveries for a Document then the filed TEXT is updated otherwise the field ASSIGNMENT is updated with the Delivery Number
- Developments for **MM** includes:
- Phantom Inventory Sweep **Report** was developed for removal of Phantom Inventory which can be generated whenever material is ordered in volumetric unit of measure but the SAP base unit of measure is in weight. This impacts materials on both standard cost and moving average Price Control. The report also resets the Moving Average Price. This report uses the **BDC** for transactions **MI10** to update Total Stock and **MR21** to update Moving Average Price.
- Debugging standard Transaction code to emulate the same functionality

**Environment: ECC 6.0, SD/OTC, FICO, MM**

### Project 5

#### Southwest Airlines Dallas TX

[Oct'10 – Sep'11]

Southwest Airlines is the largest airline in the United States, based on domestic passengers. Southwest operates more than 3,400 flights a day, utilizing a fleet of 552 aircraft. Southwest maintains its profitability and low-fare, low-cost business model while being heavily unionized.

#### **Project: Application Maintenance & Support for Business Object Data Services**

Business Object Data Services is a product of SAP which needs to be installed separately. Business Object Data services is an ETL tool which is used for Extracting, Transforming and Loading the data from source to the target system. Batch jobs are scheduled at the Business Object Data Services side which in turn extracts the SAP R/3 data using the ABAP code.

#### **Role: SAP HR/HCM ABAP Consultant**

- Responsible for providing **post-implementation support** of large-scale **SAP HR** application solutions
- Extract HR data from various **Info types** like 0000(Actions), 0001(Org Assignment), 0003(Payroll status), 0008(Basic Pay), 0168(Insurance Plan), 0169(Saving Plan) and many more
- Extracting **Payroll** data by reading RT table from cluster PCL2
- **File handling** in SAP
- Working with Remedy support system for Change Management and Incident Management
- ABAP user exits, BADIs, Smart forms, SAP Scripts, Adobe forms with Output type Configurations, ALE IDOCs extensions, Reports, **Workflow** (creating new workflow and enhancing workflows).
- Development of reports and programs using **Object Oriented ABAP** for updating and posting the same in FI using BAPIs
- Involved code reviews and **performance tuning**.
- Analyzing & Implementing the **OSS notes** for the issues with standard programs.
- Enhanced workflows for AP/AR.
- Upload HR data using **LSMW**
- Worked on maintenance and new development of **SAP Scripts** and **Smart forms** and **Adobe Forms** (both offline, print and interactive forms)
- Creation of custom info types in HR/HCM environment
- Configuring events for **HR/HCM Workflow**
- Maintaining Employee master data in HR/HCM
- Improving and standardizing the process channels for receiving development work.
- Monthly and Weekly status reporting on the work going on and the work handled during a week or month.

- Development of **Interactive ALV Reports**
  - Dealing with **Data dictionary** objects like Structures, Views, Index, Lock Objects, Search Help
- Environment: ECC 6.0, FICO, HR/HCM**

**Larsen & Toubro Infotech**  
**Nov 2004 – Dec 2009**

**Project 1**

**Ingram Micro, Santa Ana, CA**  
**[Oct'09 – Dec'09]**

Ingram Micro Inc. is the world's largest technology distributor and leading technology sales, marketing and Logistics Company. As a vital link in the technology value chain, Ingram Micro creates sales and profitability opportunities for vendors and resellers through unique marketing programs, outsourced logistics services, technical support, financial services and product aggregation and distribution.

**Project: Ingram Micro ABAP Development & Implementation**

Ingram Micro is implementing SAP to run their business. There are certain customizations in the business processes. All the components of RICEFW are involved in this project. Ingram Micro Website is maintained in JAVA and the backend processing is done in SAP R3 environment.

**Role: Enhancement Technical Lead**

- **OSS Notes Analysis** to bug fix in standard transactions and implementation to resolve the issues
- **SAP script** enhancement done into the layout for US01 plant to satisfy condition and print Extra Details in PO
- Development of customized **Data Dictionary Objects**
- Developed functional & technical specifications, designed and customized inbound 810 EDI transaction to create invoices from different customers
- Developed functional & technical specifications, designed and customized outbound 850 EDI transaction to create PO for different vendors
- Creating Invoices in Adobe Forms and Sending Adobe forms as PDF attachment in Email
- Digital Signature in Adobe Form
- Developing complex enhancements by using **Enhancement Points, User Exits, BAdIs**
- Implementing enhancements in a view of a Web dynpro application
- Development of Web dynpro ALV application
- Inserting logo using **Web dynpro ABAP**
- Requirement Analysis and providing Estimation
- Preparing High Level Design
- Co-ordination between Client and Offshore
- Preparing Daily status report of objects to be delivered on current week and upcoming week
- Review the Developments before submission for Functional Acceptance Testing
- Maintaining **Defect Log in HP Quality Center**
- Maintaining Transport Request sequence

**Environment: ECC 6.0, OTC/SD, MM, FI, PP/P**

**Project 2**

**SPX Mumbai India**  
**[Apr'09 – Sept'09]**

The SPX story started in 1911 when two friends in Michigan foresaw the need for a company that could supply parts to the growing automotive industry. It was also cited in Fortune Magazine's Most Admired Companies list in 2008 — considered by many the definitive report card on corporate reputation.

**Project: SPX SEAL (Single ERP for All Legacy System)**

SEAL stands for Single ERP for All Legacy System. SPX has Global business with 8 systems out of which one is with SAP R/3 4.0B, one with SAP R/3 4.6C and rest are non-SAP systems. SPX has come up with a single ERP system with ECC6.03. This project is the data migration to ECC 6.03 system and re-implementation of various business processes.

**Role: ABAP Technical Lead**

- **Smartform** changes done to add required custom checking during print processing and to highlight important quantities for spare parts planning utilized
- Configuring the Adobe Forms to output type



- Sending Adobe Form as PDF in Email
- Migration of SAP smartform to Adobe Form
- **RFC function** module developed to get Product Substitution data into the APO for further processing in SCM.
- Also provided output into the **ALV grid** for analysis purpose to the planner using **Object Oriented ABAP**.
- **Performance analysis** and implementation done in Material Download interface to get data into the flat file.
- **SAP script** driver program modification done to get active customer address information based on control tables
- Enhancements: Implementation of **Enhancements spots and enhancement points** for different scenarios for SD and FI, Implementing User Exits and Screen Enhancements for various fields
- Reports: Developed Object Oriented **ALV**, Interactive and list reports for various reporting in FI, SD, MM etc modules
- Created **Pricing Routines**
- Performance tuning of the existing developments for better execution
- Debugging standard transactions for analysis
- Requirement gathering and analysis with the Functional Consultants
- As a lead allocating to the technical team
- Prepare the weekly status of each object under development
- Reviewing of the technical design and objects

**Environment: ECC 6.0, SD/OTC, MM**

**Project 3**

**Hindustan Colas Ltd Mumbai India**

**[Sept'08 – Mar'09]**

Hindustan Colas Limited is a Joint Venture Company of Hindustan Petroleum Corporation Ltd., With Colas S.A., France. It is one of the significant companies in Oil & Gas Industry. Hindustan Colas is implementing SAP to run their Business. The modules implemented are SD, MM, FICO, PM, PP and QM (Quality Management).

**Project: SAP Implementation**

Hindustan Colas implemented SAP to run their Business. The modules implemented are SD, MM, FI/CO, PM, PP and QM (Quality Management). This implementation project includes development of all RICEFW components.

**Role: ABAP Technical Lead**

- Enhancements: Implementation of **BADI** for different scenarios for SD and FI, Implementing **User Exits** and **Screen Enhancements** for serious fields and enhancement spots, module pool/dialog programming
- **Smart form/SAP Scripts**: Developed forms for Invoices and RFQs/PO etc.
- Reports: Developed **ALV**, Interactive and list reports for various reporting in FI, SD, MM etc. modules using **Object Oriented ABAP**
- **BDC**: Conversion objects, **BAPIs** for various master data and transactional data etc.
- Created **Pricing Routines** and applied **SAP Notes**
- Developed functional & technical specifications, designed and customized inbound 850 EDI transaction to create sales orders
- Data Dictionary Objects: Developing and maintaining **Custom Tables, Structures, Data element, indexes**
- Preceding the developments as per the PMP (Project Management Plan)
- Work allocation to the technical team
- Prepare the weekly status of each object under development
- Reviewing of the technical design and objects
- Maintaining the Issue Log, Change Log
- Planning cut-over activities with Project Manager and Functional Team Lead

**Environment: ECC 6.0, SD/OTC, MM, FICO, PM, PP**

**Project 4**

**Procter & Gamble Mumbai India**

**[May'08 – Sept'08]**

The P&G community which began as a small, family-operated soap and Candle Company now provides products and services of superior quality and value to consumers in over 180 countries. The company has one of the largest and strongest portfolios of trusted brands, including Pampers, Tide, Ariel, Always, Pantene, Bounty, Folgers, Pringles, Charmin, Downy, Crest, and Olay.

**Project: MSA (Migrate support Activity) Reclassification tool**

MSA stands for Migrate Support Activity which is performed by using this Tool which is developed where the front end is portal and back end is SAP R/3. The FI Postings are automated through this tool. This tool even does the Reclassification of the document postings done, i.e. the correction of those postings which are incorrect. FI Postings followed by the various steps of Approval are finally updated in the database.

**Role: Workflow and ABAP Technical Lead**

- Requirement gathering from the Onsite Co coordinator.
- Work assignment to offshore team.
- Review and Testing of the objects before submitting to Onsite.
- Development of **Remote Enabled Function Modules** which act as the interface between the frontend and backend. All the processes of FI such as **document Posting, Validation for approvals** and etc. take place via these Function Modules. Various **BAPIs** are also used for Document Posting and Applying Tax Calculation which includes VAT and with holding Tax.
- **Debugging** standard transaction **FB01** and **FB03** to analyze the FI posting done by these transaction codes
- Configuring **Workflow** for the Approval process of Posting Documents
- Analyzing **Workflow** workload and tune performance of **Workflow** configuration
- Initiate **Workflow** Configuration and maintain and support as **Workflow** administrator

**Environment: ECC 6.0, FICO**

**Project 5**

**Reliant Energy Mumbai India**

**[Sept'07 – Apr'08]**

Reliant Energy, Inc. based in Houston, Texas, provides electricity and energy-related products to approximately 1.8 million retail and wholesale customers in Texas and in the Mid-Atlantic Region.

**Project: IS-U/CCS**

Reliant Energy is using ISU (Industry Specific Solutions for Utilities) system to run their business. All the business scenarios are maintained with ISU processing like, Billing & Invoicing, Device Management, Regional Structure.

**Role: ABAP Technical Consultant**

- Implementation of SAP IS-U and production support for SAP IS-U
- Development of **ABAP reports** which can read the xml files and gather the data to be used in SAP. Reports for creating the line item validations for any customer's contract account.
- **Dialog programming / Module Pool** (simulation of Table maintenance).
- Working with **Print Workbench** (tool used for printing in IS-Utilities) to create standardized outgoing correspondence.
- Implementing **User Exits and BADIs** to satisfy the requirement of the client
- Create a batch program to create an automation process to install/remove/replace meters from CS work order (using BDC and BAPI) and update installation facts, register relationship and security seal code classification
- Develop Dunning disconnection/reconnection **Workflow** to automatically create installation order (Object ISUSMORDER) and wait for **workflow** installation complete event using correlation to determine linked object and update disconnection document (Object Disconnection).

**Environment: SAP R/3 4.7, IS-U/CCS**

**Project 6**

**Larsen & Toubro LTD Mumbai India**

**[May'07 – Aug'07]**

L&T InfoTech is a global IT services and solutions provider with parent company as Larsen & Toubro Ltd. (L&T), a technology, engineering, manufacturing and construction conglomerate, with global operations.

**Project: Technical Development Center**

L&T InfoTech provides services to various industries which run their business with SAP system. Technical Development Center is the team which develops the SAP objects for the clients and partners of L&T InfoTech. The SAP objects included for development are the components of RICEFW.

**Role: ABAP & Workflow Technical Consultant**

- For Technical Consultants in L&T InfoTech, developed the Performance Analysis Report and Project Status Report using **ALV**. The report shows the overall performance of a consultant's week-wise including his/her Utilization, allocation and Productivity.
  - The report is sent as PDF via mail to the concerned Consultants as required. Even it will be referred for the Annual Appraisal of the consultant. Another report shows the overall status of a Project and the mail is sent to the respective Project Managers as an Excel attachment.
- For the client Ultra Tech Cement Ltd developed various **Smart Forms** which included the Invoice, Test Result of Cement Sample, Estimation of raw materials, etc.
  - **ABAP reports** were developed to manage the Project System data by getting the statistics of Project Budget distribution for internal orders, archiving the PS data, etc.
- Provided support to clients EBG and TENGL by modifying and **enhancing ABAP reports** as per the requirement of the client.
- Initiate **workflow** configuration and maintain and support as a workflow administrator
- Configure **Workflow** for performance appraisal
- Development of data dictionary objects

**Environment: ECC 6.0, SAP R/3 4.7, SD, MM, PP, PS**

**Project 7**

**Chevron Corporation, Concord, CA**

**[Nov'04- May'07]**

Chevron Oil & Petroleum Company was established in the year 1879. Chevron Corporation, the second largest US integrated Oil Company has business in more than 180 countries. Chevron has interest in chemicals and power production businesses.

**1: Project: ADM – Application Development & Maintenance**

**Nov'06 – May'07**

Providing Application Development and Maintenance to Chevron SAP/R3 which involved IS Oil Downstream and IS Oil Upstream processes. This includes development of Reports by using ABAP Query, Report Writer/Painter. Maintaining and Updating the Reporting Tree in SAP Area Menu in Chevron SAP Environment including the Transaction Code generation and adding different objects like ABAP Report, SAP Query, and Drilldown report. Performance tuning and debugging for the existing reports which needs to take lesser time of execution and lesser memory consumption.

**Role: Onsite Coordinator**

- Requirement gathering and Analysis
- Interacting with the client and discussing their requirements with the Functional.
- Providing Cost Estimate for any development
- Preparing relevant reports for the **Quality process** like Fortnightly report, Monthly Execution report, SLA and RCA reports
- Reviewing the development before submission to the client.
- Developing the **ABAP Reports, ABAP Query, and Report Writer/Painter** as and when required
- Performance tuning of the existing developments for performance optimization
- Providing Knowledge Distribution to the Offshore
- Dealt with various business processes in IS Oil Downstream and IS Oil Upstream
- Part of the Upgrade of IS OIL Upstream server from **SAP 4.7 to ECC 6.0**
- At the time of Upgrade of the server, did testing using **CATT Script**

**Environment: ECC 6.0, SAP R/3 4.7, SAP R/3 4.6C, SAP R/3 4.6B, SD, FICO, PI**

**2: Project: ADM – Application Development & Maintenance**

**Jan'05 – Oct'06**

Providing Application Development and Maintenance to Chevron SAP/R3 which involved IS Oil Downstream and IS Oil Upstream processes. This includes development of Reports by using ABAP

Query, Report Writer/Painter. Maintaining and Updating the Reporting Tree in SAP Area Menu in Chevron SAP Environment including the Transaction Code generation and adding different objects like ABAP Report, SAP Query, and Drilldown report.

**Role: ABAP Technical consultant**

- Development of **ABAP reports** for different streams of the business of Chevron Corporation, such as, IS Oil Upstream, IS-Oil Downstream and IS Oil Services.
- Dialog programs with **Module Pool**
- ABAP Development Tools like **ABAP Query, Report Writer/Painter** are used for Development. Report development tools are designed to quickly and easily create reports to suit the requirements. Familiarity with the tools can help make the learning process quick and efficient.
- Debugging of standard FICO transaction codes like FB01, FB02, FB65, FBL1, FBL3

**Environment: SAP R/3 4.6, SAP R/3 4.7, SD, FICO**

**3: Project: FACTS- Facility allocation & Cost Tracking System**

**Nov'04 –Jan'05**

The FACTS system calculates how much Chevron Texaco joint venture partners owe to the company or vice-versa by analyzing data master data (cost centers, joint venture, joint venture agreement, and cost allocation percentages) and data entered into the system by financial analysts. Three main functions make up the process of facility cost tracking:

- Determine Capital Recovery
- Facility Balance
- Annual Review.

**Role: ABAP Technical Consultant**

- The FACTS systems are comprised of data extracted from the transactional system, supplemental data, and system calculated values based on the extracted data and supplemental data. Input screens are needed for end users to enter the supplemental data. Similar input screens should be grouped together for a user-friendly system.
- **Module Pool with Table controls and buttons** were used for Development. The objective was to maintain the Facility Allocation Cost Tracking in the customized way. With this project in BW environment, **CHANGE RUN** was executed implicitly to implement the updating in the database.
- **Authorization Objects and Lock Objects** were also implemented
- **Info cubes and Info Objects** were used for data
- Various **Function Modules** were created for each phase like fetching records, updating records, User validations and even to execute Change Run

**Environment: SAP BW 3.5**

## SENIOR BASIS ARCHITECT (PART TIME)

### Summary:

Over 15+ years of IT experience as SAP Basis Administrator and Managed a Team of 5 Members

- Installation and Administration of SAP Hana Installations
- Application Maintenance Services (AMS)• HANA DB Performance Monitoring and Administration
- HANA Sizing/Migration/landscape Setup
- Upgrading HANA database using HDB LCM (HANA Database Life Cycle Management)
- Perform SAP HANA Sizing and OS Preparations
- Create users, setup authorizations and verify security settings
- Execute database migrations to SAP HANA
- Perform SAP HANA backup and recovery
- Perform daily administration tasks
- Installing, upgrading and performing the post-installation task of the SAP HANA database
- Knowledge of the different database administration tools
- Installing and configuring SAP HANA Cockpit
- Knowledge of the SAP HANA system architecture and deployment options
- Configure and manage SAP HANA Scale-out systems
- Set up and manage SAP HANA System Replication
- Proactive Monitoring and troubleshooting of SAP HANA
- Analyze system performance problems using Root Cause Analysis
- Nakisa On Lease Administration 3.1/4.0 Deployment on Tomcat/HCP/Linux
- Nakisa On Lease Administration 3.1 /4.0 Deployment on HCP
- Nakisa Lease Administration Security.
- Installation of Hana Vora (Dev Version) installation on AWS
- S4Hana complete setup and Installation on Linux SLES 12
- SAP S/4 HANA rev. 1503 / 1511 / 1610
- Settings for SAP Screen Personas, Installation and Generation of Mass Data on S4hana system
- BPC 10.0/10.1 setup (Includes Pre installation , Installation and post installation Tasks)
- Installing an ABAP Server Component Support Package
- Acquiring the Planning and Consolidation Installation Components and Support Packages
- Installing the SAP HANA Component for Planning and Consolidation
- Restore and Back up of BPC environments
- BPC Security Considerations and Connection Issues
- Migrating BPC Environments using migration tool
- Upgrade to Planning and Consolidation 10.1 from Version 10.0
- Fiori, Lumira, Simple Finance 1.0, Analysis for Microsoft Office
- Installed SAP Business Objects 4.0/4.1 on both Windows and Linux environment.
- Installed and upgraded BO server.
- Installed and configured all the three environments (DEV/QA/PROD)with Business Objects 4.0/4.1, XIR2/XIR3.2 with Apache and Tomcat as web and app servers on windows and Unix Servers.
- Work in Backup and recovery in Business Objects.
- Extensively work on Central Management Console (CMC) in configuring BO environment.
- Experience in BOBJ Monitoring and Housekeeping activities.
- Experience in Server Monitoring using the BI Support Tool.
- Perform BOE System Administration tasks:
  - Manage BOE servers, admin, intelligence and web servers, services and licenses.
  - Install additional instances of BW/BO.
  - Perform BOE landscape promotion management.
  - Monitor system performance and usage; Auditing; Housekeeping; Tuning
  - Connect BOE to remote systems as required.
- Coordinate with SAP Support for Issue resolution related to BOE system

- Perform basic operating system server administration as required
- Maintain BOE users, including session management and ACL requirements.
- Maintain BOE security across all folders and users.
- Assist in the design, development and testing of SAP BW/BOBJ/HANA components needed to support analytical requirements
- Participate in configuration, testing, and report creation, enhancements and delivery
- Perform BOBJ System upgrades
- BOE license management.
- Installation configuration and administration of NetWeaver 2004s, NetWeaver 2004, ECC 6.0, ECC 5.0 R/3 4.6c, 4.7enterprise and support.
- Experienced SAP Basis Consultant, providing SAP Technical expertise in ERP Applications (R/3, ECC 5.0/6.0, NW04/NW04s, EP7.0).
- Excellent skills in SAP Basis and Security Administration of SAP R/3 4.6C,4.7,ECC5.0/6,0 on various platforms.
- Worked extensively on Kernel Upgrade, installing Add-ons, update Support Packs and Patches, importing plug-ins using SPAM/SAINT. Performance Analysis and Memory Management.
- Extensive experience in configuring TMS (Transport Management System)for the system landscape using STMS, setting up the Transport Routes and releasing/importing transports in the landscape.
- BW Netweaver 7.3 Installation, Pre and Post installation setup for BW system
- Experience with Maintenance optimizer in downloading Support Packs through relevant solutions.
- Experience working in helpdesk and resolved ticketing issues and troubleshooting problems in SAPGUI, transport, backup failure etc.
- Installed and Configured NetWeaver 2004s in High Availability Environment.
- Installed ECC 6 and Implemented Enhancement Pack 2 in High Availability Environment.
- Expertise in development for different functional Industry modules.
- Solution Manager 7.0 and 7.1 Installation and Complete SLD Setup
- SAP Router Installation
- Open Data base applications like:- Pentaho, SpaGobi and R
- Business Objects 4.0 and 4.1 Installation
- BO and Data services Integration
- SSO Connection setup
- Business objects 4.0/4.1 installation and complete post installation steps
- Setting up SLT for Hana
- MDG 6.1 Installation and setup
- MDM Installation and setup.
- BW on Hana complete installation, Applied OSS Notes, Imported BW Support Packages and Upgraded Plug-ins
- Hana Integration with ECC/BW and Data services
- Installed and configured BOBJ 4.0 and BOBJ Data Service

**Technical Skills:**

ERP Packages	ECC 5.0, ECC 6.0, EP 7.0, NetWeaver 04s, NetWeaver 04, BRTools.
Central System	Solution Manager
Relational Databases	Oracle 8i/9i, 10g SQL Server 2000, MSSQL 2005, DB2, MS Access, MAX-DB. Database
Languages	SQL, SQL*Plus, PL/SQL, UNIX shell scripts.
Ms Office	MSword, Excel, Powerpoint, Visio,
Programming Languages	C, C++, Java, VB 6.0, PL/SQL, PERL, MatLab
Operating Systems	Windows NT, Windows XP/2000/2003,VmWare.
Ticketing Tool	REMEDY

**Education:**

- Bachelors of Commerce
- Postgraduate Diploma in Computer Applications.

**Experience:**

**Client:-** City Of Houston March 2020 – Till date

**Role :-** SAP Basis Lead

**Environment: - GASB87 Implementation / Basis Support**

- Updating the Required CLM Components to Required level
- Activating Business function through Transport
- Updating Kernel to Required level for CLM
- SPDD & SPAU Activities while updating CLM Components.

**Our Firm**

**Feb 2014 – Till Date**

**Basis Lead**

- SAP Post Production Support Activities Like :
- Apply latest support pack to components SAP\_BASIS, SAP\_ABAP,
- SAP\_APPL and some other components if it is required.
- Run SGEN to regenerate the objects . In this process SAP keeps all the Required objects access in SAP buffer.
- Follow the kernel, SPAM and support pack application methods
- Table space Administration – c. Free space fragmentation of Table spaces
- SAP Maintenance and support :-
- Good Knowledge on the transport Management system Configuration.
- Monitoring application servers, work processes and their statuses from time to time.
- Maintaining the instances using operation mode and assigning time intervals
- Monitoring the background jobs and their status and Schedule standard background jobs periodically.
- Performing various SAP Market place activities like software downloads, connection maintenance, coordination with SAP with various SAP message.
- Maintaining role & Profiles.
- Monitoring Logged Users locally and globally.
- Client Administration including client copy / export / import / delete.
- User Management like User Creation, deletion of user, users locks.

**S4Hana**

- S/4 HANA Update & Conversion
- SAP S/4 HANA rev. 1503 /1511 / 1610. Created a project plan, direct project members as well as executed successful conversion. It also required upgrading HANA database using HDB LCM (HANA Database Life Cycle Management) to latest revision. In addition, use of Maintenance Planner and SUM (Software Update Manager)sp18 was mandatory.

**Simple Finance as Add on ECC System**

- Settings for SAP Screen Personas, Installation and Generation of Mass Data on S4hana system
- Installing /Maintaining Exchange innovations for S4Hana
- Installing Fiori Apps and their services. Roles and Authorizations.
- Nakisa Lease Administration (SLAN 3/ 4.0)Complete Deployment (Tomcat/HCP/Linux)
- Complete Nakisa Security setup
- Nakisa Lease Administration Configuration with Backend ERP System
- Maintaining Nakisa Roles and Authorizations
- Maintaining the ECC 6.0 EHP6 , BW On Hana and Business Objects 4.1 Servers
- Performed post installation works for BW/BI.
- Trouble shooting system problems by analyzing system log, ABAP dumps.
- Experience working in helpdesk and resolved ticketing issues and troubleshooting problems in SAP GUI, transport, backup failure etc
- Experience in Sap router, applying SNotes.
- Performed maintenance of OSS, open system for SAP to login, etc.
- Updated SPAM and SAINT. Imported Support Packages/Stacks/Enhancement package.
- Imported/upgraded Plug-ins/Add-ons for SAP R/3, BW, SRM components.
- Applied OSS Notes using SNOTE and manually. Imported Kernel patches.

- Performed installation of Languages, supplementation and applied support packages.
- Performed setup of Online and offline backups.
- Installed the Solution Manager 7.0 Landscape. Setup Wily Introscope. Setup Charm for TMS.
- Performed the daily system monitoring the background jobs, update locks, system update errors, work load, logon load, short dumps, system messages, etc
- Setup/configured TMS/CTS with/without workflow
- Solution Manager 7.1 and SLD Maintenance
- Performed SAP Router Administration/SAP License maintenance
- Creating systems and support in solution manager using SMSY
- Hana Server Maintenance, Starting/Stopping server on Suse Linux.
- BPC 10.0 Installation On top of NetWeaver system
- Patch Level Upgrade for BPC 10.0 SP 5 to SP 9
- BO/ Data services Integration
- MDG 6.1 Installation and setup
- BW on Hana complete installation, Applied OSS Notes, Imported BW Support Packages and Upgraded Plug-ins.
- Setup Source Systems. Involved in Performance Monitoring and trouble shooting.
- Support of functional teams with data loads and interfaces.
- Hana 1.0 SP6 installation and Upgrade to SP7
- Hana 1.0 SP9/10 Installations
- Han 2.0 Installations
- Business objects 4.0/4.1 installation and complete post installation steps
- Setting up SLT for Hana

**Client :- Vocera – USA**

**June 2017 – Till date**

**Role : SAP Basis Lead**

**Environment:- B0 4.2/Data Services /Sales force**

- Installed SAP Business Objects 4.0/4.1/4.2 on Windows environment
- Installed and Configured SAP Data Services / Information Steward 4.0/4.1/4.2 on Windows environment
- Installed and Configured SAP Lumira 2.0 and 2.1 Desktop and Server
- Migrated SAP Lumira 1.31 Reports to Lumira 2.0 Reports
- Installed and Configured Design Studio Desktop and Server.
- Installing and upgrading BO server
- Worked extensively on CMC
- Having a Very good experience in Data Migration from Lower Version to Higher Version in Business Objects
- Created HANA Business layer in Information Design tool and worked on HANA Views.
- Extensively worked on Central Management Console (CMC)in configuring BO environment
- Designing, Configuring and Managing Servers and Service properties in SIA, CCM and CMS
- Configured SSO on BW
- Transport Reports, Users, Connections using Various methods in Business Objects
- Worked on Setting CMC Access Levels for different Users
- Configured SAP Analytics Cloud to Business objects 4.2

**Client :- Baker Hughes– USA**

**Role SAP Basis**

**Jan 2015 – Jan 2016**

**Environment:- Nakisa SLAN 4.0**

- Nakisa SLAN 4.0 Implementation
- Nakisa Roles and Authorization Setup
- Nakisa – SAP System Connection

Client: UnitedHealth Group, MN- USA

Jan 2016 – March 2016

**Role: Sr. SAP Basis Admin**



**Environment: BO 4.0/4.1, BW on Hana**

- Business objects 4.0/4.1 installation and complete post installation steps (Windows/Unix).
- Involved in Server Backup for the BOBJ Systems.
- Involved in BOBJ Server sizing discussion
- Monitoring Servers in the CMC.
- Used Upgrade Management Tool to migrate contents from SAP XI 3.1 to SAP BI 4.1
- Involved in BOBJ Server Log Files Clearance and Cache Clearance (Tomcat Cache & Web Intelligence Cache).
- Extensive Experience in transporting BOBJ layer from one Environment to another Environment (Dev to Quality/Production) Using Promotion Management.
- SAP Hana Installation 1.0 SP9, DB performance monitoring and administration and Configured LT Replication
- Hana Server Maintenance, Starting/Stopping server on Suse Linux.
- Installed and configured BOBJ 4.0 and BOBJ Data Service
- Lumira / Predictive Analysis installation

**Client: Grace Kennedy Foods, Jamaica  
Jan 2013 – Jan 2015**

**Industry: Independent Software Vendor**

**Role: Sr. SAP Basis Admin**

**Environment: Upgrade from SAP BI 4.0 to SAP BI 4.1**

- This project involves installations, configuration and maintenance of all the systems for SAP environment in the organization
- Involved in Full life cycle Implementation of SAP Business Objects 4.0 reporting Application.
- Collecting and validating the KPI requirements of the client
- Back up needed for the new servers for Dev, Stage and PRD
- Mobile configuration
- Lumira and Design Studio
- Install Oracle 32bit and 64bit drivers on Application servers
- Post installation configuration
- Install and configuration procedures
- Disaster recovery plan
- SAP Integration setup of STS, SNC and JCO connector
- Post migration-Configuration related activities

**Analec Infotech**

**July 2011 – March 2014**

**SAP Basis Admin**

**Responsibilities:**

- Installed and Configured ECC 6, BW/BI, EP 7.0, PI 7.0, 7.10, and Solution Manager EHP1.
- Performed post installation works for BW/BI.
- Installed SAP Business Objects 4.0/4.1 on both Windows and Linux environment.
- Provided support to resolve client technical issues.
- Work in Backup and recovery in Business Objects
- Configuration of System landscape directory (SLD) with all satellite systems.
- Performed Client Administration Client Creation, Client copy, Client export, Client import, Remote Client Copy and Client Deletion in system landscape.
- Installed Enterprise portal 7.0, CE7.1.
- Experience in installing SAP notes using SNotes.
- Installed SAP Support Packages using SPAM/SAINT and used JSPM for java update and Applying BASIS patches, Cross-Application components patches, Application patches and KERNEL upgrade.
- Performed Spool Administration SPAD.
- Configured Transport Management System and carry out transports from Development server to Quality assurance server.
- Performed Security Administration using SU01, PFCG, and SU10 etc.

- Adding of parameters in the SAP system using RZ10 and also in kernel Level.
- Analysis updates monitoring and locks entries using SM12 and SM13.
- Performed monitoring Batch/Background using SM37 and scheduling jobs via SM36.
- Creating RFC using SM59.

**DELL, India.****Feb 2003 – July 2011.****NetWeaver Admin.****Environment: SAP ECC 5.0, ECC6.0, XI , Oracle 9i, 10g**

- Generate ABAP loads for number of programs using SGEN.
- Performed Client Administration Client Creation, Client copy, Client export, Client import, Remote Client Copy and Client Deletion in system landscape.
- Installed Add-on components.
- Trouble shooting system problems by analyzing system log, ABAP dumps.
- Experience in Saprouter , applying SNotes.
- Installed SAP Support Packages using SPAM/SAINT and used JSPM for java update and Applying BASIS patches, Cross-Application components patches, Application patches and KERNEL upgrade.
- SAP Daily monitoring for SAP system landscapes & generate status reports.
- Performed SAP J2EE administration using ConfigTool and Visual Administrator.
- Central instance installation SID and added more dialog process for load balancing.
- Creating customer systems and support in solution manager using SMSY

**E.12 PAYMENT MILESTONES**

1. The State described the preferred payment milestone schedule in Section 2.21 of the RFP. Please describe your organization's suggested milestone schedule and why you feel it is a better approach.

5

Note: Section 2.21 states that the State **shall not** pay more than 50% prior to Go-Live.

**ANSWER:**

Our firm has read the preferred payment milestone as per Sec 2.21 of the RFP.

# EXCEPTIONS FORM

Prospective Contractor **shall** document all exceptions related to requirements in the RFP Solicitation and terms in the “Standard Services Contract” and “Solicitation Terms and Conditions” located on the OSP website. See Section 1.8 and 1.9 of the RFP Solicitation.

ITEM #	REFERENCE (SECTION, PAGE, PARAGRAPH)	DESCRIPTION	PROPOSED LANGUAGE
1.	None		
2.			
3.			