

# ProSpend

Spend Analysis and Contract Management

## Contract KPIs

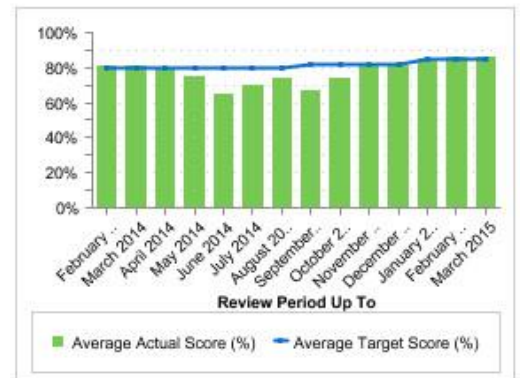
ProSpend allows you to set up KPI criteria for key contracts and record scores on a periodic basis. The average supplier's KPI Average Rating is included in a summary bar for each Contract:



KPI Scores can be reported on using the same interface for reports and dashboards that's used in other ProSpend Modules. Standard reports such as the one shown on the right are pre-loaded and ready for you to use.

You can set up KPI Scoring Criteria for a contract from a template that can be downloaded, developed off-line in a spreadsheet and imported when complete. Each KPI entry is assigned to a scorer who will be prompted to complete the KPI Score at the required frequency (e.g. monthly, quarterly, etc.). Each KPI Criteria can be assigned its own KPI category, scoring criteria, target score, acceptable target score and scoring guidelines.

Contract KPI Scores



Contract KPIs											New Contract KPI	Contract KPIs Help ?
Action	Contract KPI Ref	Record Type	KPI Category	KPI Description	KPI Indicator	Review Period From	Review Period Up To	Reviewed By	Review Date	Actual Score (%)		
Edit   Del	<a href="#">KPI-00000</a>	Active	Quality	Number of correct proofs	🚩	01/01/2014	31/12/2014	JK	16/01/2015	75		
Edit   Del	<a href="#">KPI-00001</a>	Draft	Capacity	Number processed per month	🚩	01/01/2014	31/12/2014	KTE	16/01/2015	93		
Edit   Del	<a href="#">KPI-00004</a>	Active	Quality	Print quality	🚩	01/01/2014	01/02/2014	JK	16/01/2015	80		
Edit   Del	<a href="#">KPI-00005</a>	Active	Capacity	Meeting delivery deadlines	🚩	01/01/2014	01/02/2014	MP	16/01/2015	81		
Edit   Del	<a href="#">KPI-00006</a>	Active	Customer Satisfaction	Responding to enquiries	🚩	01/01/2014	01/02/2014	GG	16/01/2015	81		

Show 5 more » | Go to list (42) »

### Contractor Self-Scoring

Secure ProSpend logins can be assigned to the contractor themselves to self-score their KPIs if required. Contractor users can also be assigned tasks to remind them to complete self-scoring.

### Linking KPI Scores to Service Credits

With a small amount of custom development from Atamis Support, penalty conditions can be applied to KPIs falling below target scores. Please contact us for further details.