

Pcard Sprint Report 8

Sprint Report

On this page:

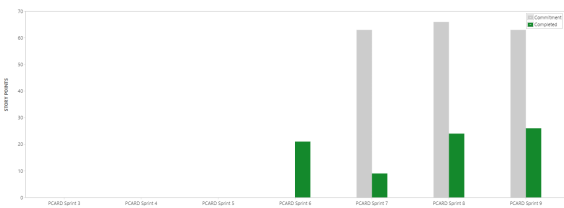
- [Sprint Report](#)
 - [Burndown Chart](#)
 - [Velocity Chart](#)
 - [Issues Status Report](#)

	18 Aug 2022		
Start	12 Jul 2022	End	25 Jul 2022
Sprint Goal (s)			
Completed Story Points	Transfer PA tasks and knowledge to Inga Reach / Promaster stabilization / Close the old program / Audit the full process from expense to payment / Arbitrate on PIN activation / Review SLA requirements between Service and Operations and escalation with card provider		
Summary	<p>In this sprint, the Squad was focused on:</p> <ul style="list-style-type: none"> • knowledge transfer from the former PA (Zlata Zukova) to the new PA (Inga Novorucka) • closing of the old program • review the SLA requirements between Service and Operations 		
Comments	N/A		

Burndown Chart



Velocity Chart



Issues Status Report

Key	Summary	Issue Type	Priority	Status	Story Points (24h)
PCARD-67	Submit unsubstantiated expenses for April and May for the old cards (must be done by 11/07)	Task	Minor	Done	5
PCARD-79	Identify HSBC single point of contact at HSBC	Task	Minor	Done	1
PCARD-87	Confirm with HSBC the code to be used for EMISA (in order to use the 25th as a reference)	Task	Minor	Done	1
PCARD-88	As the new program admin, I want to be able to autonomously manage the program in order to avoid program disruption	Story	Minor	Done	8
PCARD-93	Posting of the expenses into SAP	Task	Minor	Done	2
PCARD-94	Check if we can change the card PIN (smart PIN)	Task	Minor	Done	2