| **Department: LMD-Lab Year: Oct 2020- Dec 2021 Last Updated on: OCT 8th, 2020** | | | | |  |  |
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| **Obj. No** | **Objectives** | **Key Actions** | **Responsible** | **Target Date** | **Recourse**  **(If any)** | **Status** |
| 1. | To consume rejected lot of carbon black in PT series, 25% of total 29 Tones and 25 % of the overall rejected raw material of 4 ton of DPM series. | * Understanding compatibility of carbon black with current raw materials in use. * Understanding of the formulations and processing of the rejected lots in current products. * Testing of the rejected material to identify properties when relevant grade production will plan. * Revise the recipe after testing to include rejected lots. * Production according to revised recipe. | Manager R&D | Dec 2021 | Nil | In Progress |
| 2. | Utilization of 10% hold stock of 10 ton of finished goods. | * That material will be worked off in the next batch with proper testing and adjustments in lab. | Manager R&D | Dec  2021 | Nil | In progress |
| 3. | To control and minimize product complaints of all grades and maintain a log of all the complaints received from sales team for complaint analysis. | * In-house analysis on complaints and corrective action plan after proper investigation. * QC of raw material and semi finish of all grades as per QC plans before final mixing. | Assistant Manager QC | Dec 2021 | Nil | In Progress |
| 4. | To develop alternate sources of raw material in order to get economical products and to develop alternate sources as well. | * Demand to be sent to the Central R&D (CRD) or they will arrange alternate raw materials against existing grades which are cost effective or better in quality. * CRD arrange samples from suppliers and sent to R&D for test and evaluation. * Sample received by R&D team will be evaluated in respective product line. * Results will be shared with CRD in material evaluation report form. * Approved material with benefit of cost or quality will be arranged by CRD for production trial. | Deputy Manager R&D | Dec 2021 | Manager Central R&D | In Progress |
| 5. | To develop new products as per requirement. | * New development form with standard sample (if provided) from sales team will be received. * Standard product is evaluated against nearest product from existing range. * Sample will be prepared against new development by selecting suitable raw materials from inventory. * New developed or modified sample will be evaluated against standard. * Sample quantity as required by customer will be packed and dispatched to concerned sales person for customer evaluation. * Feedback of provided samples will be shared by sales team through email. | Manager R&D | Dec 2021 | Sales team | In progress |

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