



KEY PERFORMANCE INDICATOR (For new hires)

Private and confidential: For internal use only, not for external distribution. **EFFECTIVE IMMEDIATELY!**

To: All Klued Employee

Date: October 23, 2023

Subject: KPI (Key Performance Indicator) FOR NEW HIRES

As our company continues to grow, we feel necessary to provide better, faster, and more reliable standard throughout of our service. In related to this we must make sure to meet the business goal.

Scope

This policy applies to all NEW HIRE employees.

PRODUCTIVITY IN PRODUCTION AREA		
LINE OF BUSINESS	TYPE	TARGET
LINE 4	SINGLE PARCEL	30 PCS/HR
	MULTI PARCEL	18 PCS/HR
LINE 2 /LINE 3	TIKTOK	200 WAYBILL/HR
	LAZADA	100 WAYBILL/ HR

SPECIAL TASK PRODUCTIVITY METRICS	
BUBBLE WRAP	250 PCS/HR
CUTTING OF CARTON	130 PCS/HR
BOX CHECK/CLEANING	200 PCS/HR
PRODUCT BOX PLACING	180 PCS/HR

Anyone who is found negligent may be sanctioned accordingly based on the Employee and Management agreement.

Thank you for continuously showing your unrelenting support for our team.

I acknowledge that I have read and understood the contents of this memo and will comply with the details stated herein.

KLUED SKIN CARE TRADING

By:  CHUA

Name/Title: **MANAGING DIRECTOR**

Date: October 23, 2023

By: _____

Sign over printed name

Date: _____