

# Performance Management

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People Prudent Consulting and HR Solutions Private Limited

# Performance Matters !

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Success of the Organization depends upon the team powering it.

Success and Survival of the Organization depends upon the team powering it.

## Reminder - About Us !

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- Establishment of **Top Advice and Implementation Partners FZE** in 2016.
  - SME Clients.
  - HRMS Product.
- Establishment of **People Prudent Consulting and HR Solutions LLC** in 2021, UAE.
  - Established Clients across Industries.
  - Buy out of IP from TAIP FZE.
  - Boarder GCC and MENA Clients.
- Establishment of **People Prudent Consulting and HR Solutions Private Limited** in 2023, India.
  - Centre of Consulting and Software Development Excellence.
  - Capacity Building to fuel growth and build long-term sustainability.

## Our Medium Term Goal

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- To be one of the **top 4 HR Strategic HR Consulting Company** in the GCC by 31-May-2026.
- To be amongst the **top 4 HRMS solutions provider** in GCC by 31-May-2026.

# Performance Management System

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## What type of performance management ?

Monthly Review are opportunities to course correct and build a performance focused culture.

# Performance Management System

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## Six - Parameters

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| • Consistency in tangible progress on deliverables.      | 25% |
| • Quality and Comprehensiveness of Output.               | 25% |
| • Speed of Delivery Conclusion.                          | 15% |
| • Creations, Documentation and Repository Contributions. | 15% |
| • Work Ethic.  | 15% |
| • Organization building (Start-up focus)                 | 05% |

# Performance Parameters

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## 1. Consistency in tangible progress on deliverables.

Daily tangible (creative/creation) progress on assigned work,

without follow-ups,

and without the need of repeat feedbacks.

*Daily tangible (creative/creation) progress/management of assigned work including pro-active initiatives in ones respective area of work, on aspects of ones defined Job and Role Accountabilities, without follow-ups, and without the need of repeat feedbacks. This description is indicative not exhaustive.*

## 2. Quality and Comprehensiveness of Output.

Project/Delivery Management;

Output packaging; presentation;

Wholesomeness and functionality in deliverables/assignments;

including for the ad-hoc deliverables.

*Project/Delivery Management; Output packaging; presentation; wholesomeness and functionality in deliverables / assignments, including the email/summary submissions for the ad-hoc deliverables. This description is indicative not exhaustive.*



## 3. Speed of Delivery Conclusion.

Deliver and conclude promptly when no timelines are assigned;

Deliver within internal and external timelines when timelines assigned without the need of follow-ups;

to manage this within the multi-task and at times ad-hoc tasks environment of a start-up;

*Deliver and conclude promptly when no timelines are assigned; Deliver within internal and external timelines when timelines assigned without the need of follow-ups ; to manage this within the multi-task environment of a start-up. Prioritize based on what's more critical for the business operations and attempt operational closures on the same day. Bias for Action. This description is indicative not exhaustive.*

### 4. Creations, Documentation and Repository Contribution.

As per the job role (as per JD);

For Associates and Above - to close a minimum of two outputs in a month;

Ideally one reviewed publication and one reviewed and indexed submission to Org. Repository;

while balancing the execution of assigned deliveries.

*As per the job role (as per JD). For Associates and Above - to close a minimum of two outputs in a month (Ideally one publication and one indexed submission to Org. Repository) while balancing with the execution of assigned deliveries. For non-consulting or/and Admin Roles - Creation, Implementation and/or Institutionalization of Process/es, System/s, Practices aligned to Company Vision, Mission and Values. For Software Development roles, Best in class documentation and project management. This description is indicative not exhaustive.*

## 5. Work Ethic.

Office Punctuality, Adherence to TED and its spirit;

honoring 40 hours office work/week (both for 5 days and 5.5 days work week employees);

Professional attire and appropriate grooming at work.

Every member a role model.

*Office Punctuality, Culture building, Adherence to TED and its spirit, honoring 40/48 hours office work/week (for 5 days, 5.5 days or 6 Days work week employees); Professional attire and appropriate grooming at work. Living the company values. Compliance to corporate guidelines and a process approach on all assignments/decisions when not already defined. This description is indicative not exhaustive.*

## 6. Organization Building (Start-Up focus)

Living the Start-up mindset; Creative Solutioning; Frugality;

Caring for and building the company brand and Image;

Process & Systems set-up in your/required areas of work and supporting their Institutionalization;

Meaningful and implementable Ideas / efforts contribution.

*Living the 'Start-up' and 'Business Survival First' mindset; Creative Solutioning; Frugality; Caring for and building of the company brand and Image; Process & Systems set-up in your/required areas of work and supporting their Institutionalization; Voluntarily contribute to Organization Building. In 'first-time' process approached decisions/action cases handled by the individual closure of the new 'process definition'. This description is indicative not exhaustive.*

# Monthly Performance Score (MPS)

## Five Point Rating System (*Weightages Differ*)

Assesment Parameter	Description / Demonstrated Behaviour	Weightage	Far Below Expectation (1)	Below Expectation (2)	Meets Expectation (3)	Above Expectation Level (4)	Far Exceeds Expectation (5)	Score for the Month
Consistency in tangible progress on assignment deliveries	follow-ups, and without the need of repeat feedbacks.	25%						0.00
Quality and Comprehensiveness of Output.	in assignments, including for the adhoc deliverables.	15%						0.00
Speed of Delivery Conclusion.	internal and external timelines when timelines assigned without the need of	15%						0.00
Creations and Repository Contributions.	two outputs in a month (Ideally one publication and one indexed submission to	15%						0.00
Work Ethic.	Office Punctuality, Culture building, Adherence to TED and its spirit, honoring 40 h	15%						0.00
Organization building for the Start-Up.	Living the Start-up mindset; Creative Solutioning; Frugality; Caring for and building c	15%						0.00
Overall Rating for the month (Monthly Performance Score, MPS)		100%						0.00

MPS is a monthly score out of 5.0.

# Annual Performance Score (APS)

## Annual Performance Score

Annual Performance Score (APS) is the average of the Monthly Performance Scores (MPS).

Five categories of demonstrated Performance basis the APS are as follows :

APS	Performance Category
< =1.49	Poor Performance.
1.50 -2.69	Below Expectations Performance.
> 2.70 to 3.49	Good Performance that Meets Expectations.
> 3.50 to 4.49	Superior Performance Exceeding Expectations.
> 4.50	Excellent Performance Far Exceeding Expectations.

*Employees growth, compensation changes and variable discretionary rewards are significantly influenced by their APS.*

**People Prudent**

**CONSULTING & HR SOLUTIONS.**

Enabling productive *and happier* organizations

## Performance Management Process - Review and Re-set

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The method, frequency and metrics evolve

The Performance management schemes may differ between roles and are reviewed at periodic intervals. These are revised as appropriate to drive business performance.

These schemes may be modified partly or changed completely at managements discretion if they are not serving the intended purpose of driving superior performance.

End of Slides.