

Employee Name : Wayne Soares
 Manager's Name : Jaijee Varghese
 Goalsheet Of Year: 2017-2018

KRA Category : Process

KRA Weightage : 15

KRA Description : Product Development and Launches

Key Performance Indicator (KPI) description	Unit	KPI Weightage	Value	(1) Unsatisfactory Performance	(2) Needs Improvement	(3) Good Solid Performance	(4) Superior Performance	(5) Outstanding Performance
Complete Relaunch of JO Soap Packaging	Text			End Nov 17	Early Nov 17	End Oct 17	Mid Oct 17	Early Oct 17
Launching the complete range of Mystia Soap and Talc	Text			Early Oct 17	End Sep 17	Mid Sep 17	Early Sep 17	End Aug 17
Launch / Revamp of New / Existing Perfumes in JO Fresh / White and Sandal	Text			End Nov 17	Early Nov 17	End Oct 17	Mid Oct 17	Early Oct 17

KRA Category : Customer

KRA Weightage : 15

KRA Description : Corporate Communications and Corporate Social Responsibility

Key Performance Indicator (KPI) description	Unit	KPI Weightage	Value	(1) Unsatisfactory Performance	(2) Needs Improvement	(3) Good Solid Performance	(4) Superior Performance	(5) Outstanding Performance
Implementing complete CSR activities for years 2016-17 and 2017-18	Text			25% Budget by March 31st 2018	50% Budget by March 31st 2018	Activity Completion by March 31st 2018	Activity Completion by Mar 15th 2018	Activity Completion by Feb 28th 2018
Launch of Quarterly Rumble Issues	Text			Launch 2 Rumble Editions	Launch 3 Rumble Editions	Launch 4 Rumble Editions by (July, Oct, Dec, Mar)	Send out a PDF Document along with the Launch of each Rumble Edition	Send out a digital flyer a month after the launch of the Rumble and PDF to drive awareness
Launch of the Children for Change Video and Website including AMC	Date			31/Mar/2018	28/Feb/2018	31/Jan/2018	31/Dec/2017	30/Nov/2017
Achieving Increased Efficiency in reaching the cost per child – better than previous year	Text			Negative Efficiency	No Efficiency	5% Better Efficiency	10%Better Efficiency	15% Better Efficiency
Internal Communication and Engagement for CSR Activity	Text			No Activities Executed	1 Engaging Activities with Employees Executed	2 Engaging Activities with Employees Executed	3 Engaging Activities with Employees Executed	4 Engaging Activities with Employees Executed

KRA Category : Process

KRA Weightage : 15

KRA Description : Market and Consumer Insights

Key Performance Indicator (KPI) description	Unit	KPI Weightage	Value	(1) Unsatisfactory Performance	(2) Needs Improvement	(3) Good Solid Performance	(4) Superior Performance	(5) Outstanding Performance
Provision of Insights basis Market working and Consumer Connect	Text			1 Actionable Insight in 5 months	1 Actionable Insight in 4 months	1 Actionable Insight in a Quarter	1 Actionable Insight in 2 months	1 Actionable Insight in a month
Provision of Inputs basis Household Study and Sales Data	Text			To be presented by 20th of every month	Presented by 17th of every month	To be presented by 15th of every month	To be presented by 12th of every month	To be presented by 10th of every month
Development of Mystia Range in a Select state	Percentage			.25	.5	1	1.5	2

KRA Category : People
KRA Weightage : 15
KRA Description : Shared Goals

Key Performance Indicator (KPI) description	Unit	KPI Weightage	Value	(1) Unsatisfactory Performance	(2) Needs Improvement	(3) Good Solid Performance	(4) Superior Performance	(5) Outstanding Performance
Cost Improvement of 30g and Launch of 12g	Text			Mid Dec 17	Early Dec 17	End Nov 17	Mid Nov 17	Early Nov 17
IDP	Text			Feb 17	Jan 17	Dec 17	Nov 17	Oct 17

KRA Category : Business
KRA Weightage : 40
KRA Description : Organisational Effectiveness by enhancing development of employees

Key Performance Indicator (KPI) description	Unit	KPI Weightage	Value	(1) Unsatisfactory Performance	(2) Needs Improvement	(3) Good Solid Performance	(4) Superior Performance	(5) Outstanding Performance
Achieve Rs. 175.82 Cr Value Sales in JO	Value		175.82	< 121.32	123.07 to 167.03	168.79 to 184.61	186.37 to 226.81	244.39
Achieve Rs. 2.85 Cr Value Sales in Mystia Soap	Value		2.85	< 1.97	2 to 2.71	2.74 to 2.99	3.02 to 3.68	3.96
Achieve Rs. 2.96 Cr Value Sales in Mystia Talc	Value		2.96	< 2.04	2.07 to 2.81	2.84 to 3.11	3.14 to 3.82	4.11

vvf57e264fd8d3ef

Individual Development Plan (WI.CHR.03 F.NO. 1)

Employee Name	Manager's name	Employee ID	Year
Wayne Soares	Jaijee Varghese	10003556	2017-2018

Please discuss your strengths and work related weaknesses with your manager and identify your training needs. Your development will happen through the following ways:

Part A: Development through Instructor led training in Classroom

No	Name of program	Faculty	Days	Please explain why the training is needed
1	Training on ISO 9001 & 15000 **	ASHOKRAO PATIL	1	This is mandatory
2	Environment Health and Safety *	Sunil Katekari	1	This is mandatory
3	Prevention of Sexual Harassment *		1	This is mandatory
4	Effective Communication Skills	Charles Carvalho	2	
5	The Super Manager	Amit Sanas	2	It will be important to understand how to be a better manager
6	Six Thinking Hats		1	
7	Art of Charm	Anant Pednekar	1	

*Mandatory for all employees to attend this program

**Mandatory for employees working at locations covered by the certifications

If you need a program that is not mentioned above, please use the space below. Please note this program may be offered if at least 20 people request for it.

No	Topics required	No. of Days	Internal faculty name
1			
2			

Note: Part B and Part C are to be filled by only AGM and above employees.

Part B: Development through developmental relationships

No	Relationship	Name of leader	Number of Meetings planned	Target date	Program Completed	Reviews
1	Coaching through leader in own function for functional inputs					

2	Coaching through leader in own function for functional inputs					
---	---	--	--	--	--	--

Part C: Development through action learning projects

Project Title	Product Development (POC) upto Product Launch
Review date	11/Jan/2018
Target end date	15/Dec/2017
Project scope	To Provide Specimen Template of PDF to R&D with challenge tests to be considered for each scenario
Project exclusions	No direct involvement in actual Product Development
Project deliverables (Target at rating 3: good solid performance)	1. Product Quality 2. Elimination of Obvious Defects 3. Avoid Rework after Launch
What is the employee expected to learn from this project	Development Process with Challenges
Reviewer(s) name	Sudhakar D
Project Status	
Project Status Comments	