

10000750 Alap Dabre

Employee Name : Alap DabreManager's Name : Anant Pednekar

Goalsheet Approval Date : 21-Apr-2017

**KRA Category : Process**

**KRA Weightage : 40 \_**

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	Actual achievement of year end	Appraisee comment on actual achievement
Renewal of AMCs / Contracts	Text			Not Available	Not Available	APP	Reduction in expenditure by 10% FY 2015_16	Not Available	Price keep same as per last year	With the help of Purchase team we negotiated rates of AMCs at same price without increase.
Maintenance of Building and Plants	Text			Not Available	Not Available	APP	Reduction in expenditure by 10% FY 2015_16	Not Available	Achieved 7% reduction.	Due to unplanned request of Water purifier and Chars, i was able to save 7% cost otherwise it would be 13%
*Reduction in Civil Maintenance Cost	Text			Not Available	Not Available	10% reduction w.r.t. FY 2015_16	15% reduction w.r.t. FY 2015_16	Not Available	Almost same exp. for routine civil maint.	Rs. 9.23 lakhs extra unplanned exp due to Tank Farm business at Sion
Attending complaints from User ,log the complaint to the respective vender , follow up with vender for the status of complaint till the resolve of the complaint	Text			Not Available	Attended after 2 working days	Attend within 2 working hrs	Attended and resolved within 1 day	Not Available	Attended 121 complaints.	Avg time to attend complaints was 24-36 hrs and avg closure time was 48 to 72 hrs
Civil Work at Locations like Kutch, Daman, Taloja and other places in Mumbai	Text			Not Available	Not Available	APP	NIL complaints	Not Available	All work completed as per Schedule	Followed timeline and completed work on time.

**KRA Category : Customer**

**KRA Weightage : 30 \_**

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	Actual achievement of year end	Appraisee comment on actual achievement
Co- ordination with contractor / Vender for work & Material , Getting site inventory	Text			Not Available	Not Available	Finalisation of work and commencement within customer expectations	Finalisation of work and commencement within 10 days	Not Available	No delay in closure of complaints	All complaints are resolved within 48 to 72 hrs.
Maintenance of Plant area	Text			Not Available	Not Available	Monthly plan approval by Manager	Fortnightly plan approval by Manager	Not Available	Increase due to Tankfarm work	Attended all Sion Tank farm activities which are unplanned. Approx. Rs. 9.23 lakhs used for Sion Tank Farm Business
Payments to Vendors	Text			Not Available	Not Available	As per PO	Not Available	Not Available	100% complied	All payments to vendors are made on time.
Internal customer complaints	Text			Not Available	Not Available	Redressal within 3 days	Redressal same day	Not Available	Solved the complaints on time	Avg. time of closure is 48 to 72 hrs
Internal customer delite	Text			Not Available	Not Available	2 initiatives PM	3 initiatives PM	Not Available	NA	NA

**KRA Category : Business**  
**KRA Weightage : 15 \_**

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	Actual achievement of year end	Appraisee comment on actual achievement
Cost savings in Budget	Text			Not Available	Not Available	10% w.r.t. FY 2015_16	15% w.r.t. FY 2015_16	Not Available	100% utilised	Managed few unplanned work within budget.
Budget submission	Text			Not Available	Not Available	by 15.01.2017	by 01.01.2017	Not Available	Followed Timelines as instructed	Submitted budget on time without any reminders.

**KRA Category : People**  
**KRA Weightage : 15 \_**

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	Actual achievement of year end	Appraisee comment on actual achievement
IDP Completion of Self	Text			Not Available	Not Available	100% completion by 31.12.2016	Not Available	Not Available	100% completed	All training attended as per IDP