

Employee Name : Puranmal Sharma
Manager's Name : Dinesh Kabra
Goalsheet Of Year: 2017-2018

KRA Category : Process
KRA Weightage : 20
KRA Description : Delivery in time

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
Audit status	Text			Red	Amber	Green	Green	Green
Closer of CAPA	Percentage			85	90	95	98	100
Formation of quality circle / small group activity	Text			8	10	12	14	16
Facility up gradation (MRA & RB)	Text			After 06 weeks	After 04 weeks	OTIFQ 100%	Before 01 week	Before 02 week

KRA Category : Customer
KRA Weightage : 40
KRA Description : Services

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
S&OP Plan compliance (weekly basis)	Percentage			70	75	95	98	100
Production OTIF (New product development / trials)	Text			85	95	98	99	100
Quality Level (Over all)	Text			4.5	4.8	5	5.2	5.4
Reduction in Consumer complaints, compaire to last year	Percentage			20	30	40	45	50

KRA Category : People
KRA Weightage : 20
KRA Description : Manpower development

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
Training to improve the level of the person up to proficiency (OC & above)	Text			01 Person	02 Person	03 Person	04 Person	05 Person
Effective closer of identify gap (Gamba walk / Safety / Internal audit)	Percentage			60	70	80	90	100
Training to improve the level of the person up to proficiency (Associate level)	Text			24	36	48 hrs	60	72

KRA Category : Business
KRA Weightage : 20
KRA Description : Achieving EBIDTA target 42Cr.

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
Improvement in Capacity utilization (Potential vs Actual) over current utilization 28%	Percentage			15	20	25	30	35
Monitoring and control of wastages in raw and packing material and plan for reduction by 5% compared to last year achieved figures.	Percentage			3	4	5	6	7
Bulk Yield target on fill volume based, DAL - 99.10, DHS - 98.6, BSHW - 98, DCFW - 97, CCFFW - 98, JBO - 98.50)	Text			Below target 0.2%	Below target 0.1%	Target	Above target 0.1%	Above target 0.2%
Improvement in direct manpower efficiency over last year	Percentage			2	3	5	7	10
New Business of Mebille & HUL	Text			75	85	95	98	100

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

Employee Name	Manager's name	Employee ID	Year
Puranmal Sharma	Dinesh Kabra	10003114	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	
6	Six Thinking Hats		1	
7	Art of Charm	Anant Pednekar	1	To improve knowledge

*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	
Review date	

Target end date	
Project scope	
Project exclusions	
Project deliverables (Target at rating 3: good solid performance)	
What is the employee expected to learn from this project	
Reviewer(s) name	
Project Status	
Project Status Comments	