

Employee Name : Bhavin Malaviya
Manager's Name : Bhavin Malaviya
Goalsheet Approval Date : 15-Dec-2016

KRA Category : Customer
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
1. Procure ment OTIF for DAMAN unit	Text			Less than 91 %	93%	95%	98%	Morethan 98%
2. Achieve RM inventory of 20 days	Text			22	25	20	19	18
3. Achieve PM inventory of 15 days	Text			17	16	15	14	13
To impose stringent control to have a better cost reduction on consumable /Valued items	Text			Reduction Less than 6%	Reduction 8%	Reduction 10%	Reduction 12%	More than 12%

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
Reduction in manpower Utilisation	Text			<5%	6%	8%	10%	12%
Every month After 10 th	Text			Every month before 8 th	Every month before 5 th	Every month before 5 th	Every month before 3 rd	Every month before 2 nd
Timely updation data in system	Text			After 5 Days	After 3 _5 Days	with in 3 days	with in 2 days	1 Day
Ageing Inventory anyalysiof inventory and Liquidation plan	Text			Every month After 15 th	Every month before 12	Every month 10 th	Every month before 8 th	Every month before 5 th

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
Internal and External Audit compliances - EA 2000, CERA	Text			Major Observavion with Duty Impact, otherthan interpretational nature	Major Observavion with Duty Impact, otherthan interpretational nature	Minor observation of other than interpretational duty Impact	Minor Observation	No any observation And No duty impact
External Audit compliances for state Excise (malpani Association)	Text			Major Observavion with Duty Impact, otherthan interpretational nature	Major Observavion with Duty Impact, otherthan interpretational nature	Minor observation of other than interpretational duty Impact	Minor Observation	No any observation And No duty impact
Timely and correct submission of returns to Central Excise and State Excise	Text			-	-	on due date	-	-
Ensure to provide monthly compliance timely	Text			after15 th working days	after10 th working days	before 10 th working days	before 7 th working days	before 5 th working days
update and maintain statutory registers as per Central Excise and State Excise	Text			-	-	-	-	-
timel avilment and utilization of cervat credit	Text			-	-	To avail all eligible credit accrued by 25th within the same month	To avail all eligible credit accrued by 27th within the same month	To avail all eligible credit accrued by 29th within the same month

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
Compliance automation and monitoring State Excise compliance as per the IDP Project.	Text			-	-	As scheduled in IDP	-	-
Ensure timely completion of the teams IDP	Text			-	-	As scheduled in IDP	-	-

KRA Category : Process

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
Guidance and training to team member	Text			-	-	On or before 01 mar 2017	On or before 15 Feb 2017	On or before 1 Feb 2017
to make understand the concept of GST to other dept owner at plant level	Text			-	-	On or before 01 mar 2017	On or before 15 Feb 2017	On or before 1 Feb 2017
Readiness and Implementation of GST	Text			-	-	by 31st Mar 2017	after 31 March 2017	after 31 March 2017