

Employee Name : Sandip Kundu
 Manager's Name : Pramath Sanghavi
 Goalsheet Of Year: 2017-2018

KRA Category : People
KRA Weightage : 15
KRA Description : Team performance improvement

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
Team training is complied to the plan in IDP	Percentage	30		80	90	95	98	100
Conduct and organise training for project and plant team	Text	30		2 hrs/1 training	4 hrs/ 2 training	6 hrs/ 3 training	8 hrs/ 4 training	10 hrs/ 5 training
Complete project on VVF model for "Process cycle reduction"	Date	40		31/Mar/2018	15/Mar/2018	28/Feb/2018	15/Feb/2018	01/Feb/2018

KRA Category : Business
KRA Weightage : 20
KRA Description : Execution of PCP and other projects except Oleo Chemical across all location

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
Bitumen Storage facility expansion at Sewree on time	Date	20		30/Sep/2017	22/Sep/2017	15/Sep/2017	07/Sep/2017	01/Sep/2017
Bitumen Storage facility expansion at Sewree on cost	Text	20		10% more on budgeted cost	5% more on budgeted cost	Equal to Budgeted cost	5% less on budgeted cost	10% less on budgeted cost
Soap Noodle manufacturing at Taloja on cost	Text	20		10% more on budgeted cost	5% more on budgeted cost	Equal to Budgeted cost	5% less on budgeted cost	10% less on budgeted cost
Soap Noodle manufacturing at Taloja on time	Text	20		7 months	6.5 months	6 months	5.5 months	4.5 months
Estimation and costing of PCP and other projects	Days	20		21	18	15	12	7

KRA Category : Process
KRA Weightage : 15
KRA Description : Project and Program Improvement

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
Technical Specification preparation/ Standardization of various project activities	Text	20		1	2	3	4	5
Develop of QAP/ Standarization of QAP of regular/ new items/services	Percentage	20		50	60	75	90	100
Prepared excel based software for Mechanical project costing	Date	20		16/Oct/2017	30/Sep/2017	15/Sep/2017	31/Aug/2017	31/Jul/2017
P&ID develop on Caddison tools and implementation on new project	Text	20		.	.	Team and self training	Implementation in any one project	Implementation in all future projects and existing P&ID conversion to new tools
Implementation of New concept/ Technology to get incremental benefits maintenance/ operation	Text	20		.	.	1	2	3

KRA Category : Business

KRA Weightage : 30

KRA Description : Execution of Oleo Projects across all location

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
03D3 column modification - on cost	Text	20		10% more on budgeted cost	5% more on budgeted cost	Equal to budgeted cost	5% less than budgeted cost	10% less than budgeted cost
03D3 column modification - on time	Date	20		15/May/2017	10/May/2017	04/May/2017	30/Apr/2017	25/Apr/2017
VEGA ESI65 manufacturing on time	Date	20		31/Oct/2017	15/Oct/2017	03/Oct/2017	15/Sep/2017	16/Aug/2017
VEGA ESI65 manufacturing at taloja - on cost	Text	20		10% more on budgeted cost	5% more on budgeted cost	Equal to budgeted cost	5% less than budgeted cost	10% less than budgeted cost
Estimation and costing of Oleo projects	Days	20		21	18	15	12	7

KRA Category : Customer

KRA Weightage : 20

KRA Description : Cost saving/Monitory benefit/ Quality improvement/ Safety standard follow

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 saving on In-house engineering and material inspection	Value	25	5	< 3.45	3.5 to 4.75	4.8 to 5.25	5.3 to 6.45	6.95
cost saving by Inventory controlling on each project valuewise	Percentage	25		10	7	4	3	1
Cost saving by using existing stock/reducing store inventory/plant machinery and material	Value	25	10	< 6.9	7 to 9.5	9.6 to 10.5	10.6 to 12.9	13.9
Quality job work during execution to minimise equipment failure	Percentage	15		75	80	90	95	100
Ensuring zero reportable accident	Text	10		.	.	100% compliance	.	.

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

Employee Name	Manager's name	Employee ID	Year
Sandip Kundu	Pramath Sanghavi	10000177	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	

*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	MS Project	2	External Faculty

2	Presentation skill	2	pramath.sanghavi@vvfltd.com ?Pramath Sanghavi
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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	Pramath Sanghavi	10	31/Mar/2018		
2	Coaching through leader in own function for functional inputs	Sunil Katekari	2	31/Dec/2017		

Part C: Development through action learning projects

Project Title	VVF model for "Cycle time reduction"
Review date	31/Jan/2018
Target end date	31/Mar/2018
Project scope	Study existing cycle time of all oleo products and cut NVA's and reduce cycle time
Project exclusions	In case there is any short run due to critical business need then same will not be considered
Project deliverables (Target at rating 3: good solid performance)	Mapping existing product cycle from RM to finish good. Improve cycle time by 10% from Oct'17 (based on Apr'17 to Sept'17 data)
What is the employee expected to learn from this project	Understanding current data Data Analysis Optimization of cost and maximization of returns
Reviewer(s) name	Vilas Kakade, Pragnesh Buch
Project Status	

Project Status Comments	
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