

Employee Name : S. Sriram
 Manager's Name : Mahesh Kasbekar
 Goalsheet Of Year: 2017-2018

KRA Category : Process

KRA Weightage : 15

KRA Description : Information support to the business

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
Contract wise Profitability with tracking of the by Products price against the actual contractsbooked.	Text			30th of every month	28th of every month	25th of every month	20th of every month	15th of every month
Product Pricing Support in terms of data simulations and recommendations in terms of high margins/Value addition	Text			Within 6 working days	Within 5 working days	Within 3 working days	Within working days	Within 1 working days
Common Goal-Implementation of RBNQA: Collection of existing reports from all departments and ready with one page summary and final matrix for audit	Date			15/Feb/2018	28/Feb/2018	29/Mar/2018	30/Mar/2018	31/Mar/2018

KRA Category : People

KRA Weightage : 15

KRA Description : IDP Completion and Project based work and mentoring the team members

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
Project Achievement-To identify the sucess factors in the long chain business	Date			15/Oct/2017	01/Oct/2017	30/Sep/2017	15/Sep/2017	01/Sep/2017
Regular updates to the Team members for the changes in the external and internal changes	Text			Monthly basis	Fortnightly basis	Weekly basis	two days	daily basis
Completion of the IDP -self and team members	Date			31/Mar/2018	20/Mar/2018	15/Mar/2018	01/Mar/2018	28/Feb/2018

KRA Category : Process

KRA Weightage : 15

KRA Description : Receivables management/GST/Market intelligence data

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
Overdue status- less than	Days			20	15	10	7	1
Supervision of the Monthly Collection Plan with Actuals. Monthly 3 Months cash flow preparation	Text			Plan within 10 working days and monitoring on a Monthly basis	Plan within 7 working days and monitoring on a Fortnightly basis	Plan within 5 working days and monitoring on a weekly basis	Plan within 4 working days and monitoring Twice in a week.	Plan within 3 working days and monitoring on a Daily basis
GST Implementation process support and financial impact	Text			27th Jun	26th Jun	25th Jun	24th Jun	23rd Jun
Market intelligence updates on the import and export data of products (which includes the downstream products as well)	Text			once in three months	once in two months	Monthly import and export data with weekly updates	fortnightly	weekly

KRA Category : Business

KRA Weightage : 40

KRA Description : Achievement of ABP with continuous monitoring

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
Long chain Fatty Alcohols	Value		55	< 37.95	38.5 to 52.25	52.8 to 57.75	58.3 to 70.95	76.45
Overheads lower than budget	Percentage			1	3	5	7	10
Interest	Value		16	< 11.04	11.2 to 15.2	15.36 to 16.8	16.96 to 20.64	22.24

KRA Category : Process

KRA Weightage : 15

KRA Description : Process 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
SNOP Accuracy	Percentage			30	25	20	15	10
Manage the Gross contribution Information support for all the products targets vs actuals.Preparation and information support to the Business team .	Date			31/Aug/2017	15/Aug/2017	31/Jul/2017	30/Jun/2017	15/Jun/2017
Develop and Manage the Monthly Performance dashboards including the Tracking of Product	Days			9	8	7	6	5

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
wise contribution against Last Month with Analysis. Analysis of Product wise and Region wise Contribution trend								
Prepare and Manage the Annual Budgeting Process by Product and Cost Analysis against previous years /Trend Analysis.	Date			31/Mar/2018	30/Mar/2018	29/Mar/2018	15/Mar/2018	01/Mar/2018

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

Employee Name	Manager's name	Employee ID	Year
S. Sriram	Mahesh Kasbekar	10000731	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			
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	