

10000645 Vikas Gaikwad

Employee Name : Vikas GaikwadManager's Name : Ranajeet Desai

Goalsheet Approval Date : 11-Apr-2017

**KRA Category : People**

**KRA Weightage : 20 \_**

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
Project - Create a robust database for Inventory Management system systematise Ordering cum Planning process, to bring down inventory levels, improve data collection/cleanup system to represent correct numbers	Text			<.0.5 days	>=0.5 days <1 day	>=1 day<1.5 days	>=1.5 days < 2days	>= 2 days	Overall inventory for PM reduced by 1.1 Days	NA
2. Inspirational Leadership	Text			Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Attended 2days Training workshop	NA

**KRA Category : Business**

**KRA Weightage : 20 \_**

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
1. GST preparedness for Str Proc and Logs. Commercial benefit working, drawing up planned business model, Transition management - Supplier preparedness, Stock controls etc.	Text			na	na	Preparedness by Jan 17	Preparedness by Dec 16	Preparedness by Nov16		NA
2. Readiness for the new business model sourcing in a GST scenario and give feedback with evidence of scenario basis of Raw materials to team leader/team member by showing benefits	Text			na	na	Readiness of 70% sourcing by 1 Apr	Readiness of 80% sourcing by 1 Apr	Readiness of 90% sourcing by 1 Apr	5	NA

**KRA Category : Business**

**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
1. Actual Cost Saving on Packaging Material (7 Lacs)	Text			< 5 L	>=5 L < 6 L	>=6 L <8 L	>=8 L <9 L	>=9 L	13.05 Lacs Saving achieved	NA
2. Achieving 97.5 OTIF with relation to timely deliver of Material	Text			<96	>=96<97	>=97<98	>=98<99	>=99	Overall OTIF Achieved 98.96%	NA

KRA Category : Customer

KRA Weightage : 20 \_

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
Support to Oleo Engineering Purchase.by sharing Past data / explaining its basis / and assisting negotiation where required	Text			1	2	3	4	5	3 Instances 1) For Insulation Work at Sewri 2) Tank Fabrication Work at Sewri 3) Tank Repair at sion	NA

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

<b>Employee Name</b>	Vikas Gaikwad	<b>Manager's name</b>	Ranjeet Desai
<b>Employee Code</b>	10000645	<b>Year</b>	2016-2017

*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	Program completed	Comments
1	Interpersonal skills	Amit Sanas	2			
2	Advanced Communication skills( only AGM & above)	Charles Carvalho	2			
3	Effective time management and execution	Amit Sanas	2			
4	Inspirational Leadership (only AGM & above)	Charles Carvalho	2			
5	Advanced Excel (only AGM & above)		2			
6	Environment Health and Safety *	EHS Team	1	OK	No	Not attended
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5	Ok	No	Not attended
8	Training on ISO 9001 & 22000	ASHOKR AO PATIL	0.5			
9	Good Manufacturing Practices (GMP +) and cGMP	ASHOKR AO PATIL	0.5	OK	No	Not attended

	**					
10	Influencing skills	Internal TBD	2			
11	Strengths based team building	Charles Carvalho	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	Program Completed	Reviews
1				undefined	undefined
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	<b>Coaching</b> through leader in own function for <b>functional</b> inputs	Rayomand Mirzan	3	31/Dec/2016	undefined	
2	<b>Coaching</b> through leader in own function for <b>functional</b> inputs	S. Kannan	3	31/Dec/2016	undefined	

**Part C: Development through action learning projects**

<b>Project Title</b>	Project - 'Group work to systematise Ordering cum Planning process, to bring down inventory levels, improve data collection/cleanup system to represent correct numbers
<b>Review date</b>	Qtly
<b>Target end date</b>	31/Mar/2017

<b>Project scope</b>	Reduction in Inventory Days
<b>Project exclusions</b>	This project is to reduce the Working Capital with effective planning & Purchase process. Minimize Inventory with Just in Time concept/Approach.
<b>Project deliverables</b> (Target at rating 3: good solid performance)	>=1 day<1.5 days
<b>What is the employee expected to learn from this project</b>	Better control of Working Capital.
<b>Reviewer(s) name</b>	Rayomand Mirzan
<b>Project Status</b>	Completed
<b>Project Status Comments</b>	Completed