

10001953 Sanjib Sinha

Employee Name : Sanjib SinhaManager's Name : Khushroo Forbes

Goalsheet Approval Date : 12-Apr-2017

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	Actual achievement of year end	Appraisee comment on actual achievement
1 Develop Andhra Pradesh	Text			Feb 2017	Jan 2017	Dec 2016	Nov 2016	Oct 2016	completed	completed on time
2 Increase Doy Transparent volume	Text			18 Tons	20 Tons	25 Tons	27 Tons	28 Tons	16.41	Last year we did 3.61 tons, but taken stiff target of 18 tons .achieved 91%.

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 JO- 46.28 cr	Text		87	31.93 Cr	32.40 Cr	44.43 Cr	49.06 Cr	60.16 Cr	46.62 cr	Manage to achieve targetted number at competitive scenario.
2 DOY- 4.71 cr	Text		9	3.25 Cr	3.30 Cr	4.52 Cr	4.99 Cr	6.12 Cr	3.47 cr	achieved 74%. Due to ITC aggressive marketing we could not achieve target.
3 BS-1.47 cr	Text		1	1.01 Cr	1.03 Cr	1.41 Cr	1.56 Cr	1.91 Cr	1.04 cr	Could achieve only 71% of tgt.
4 BSHW- 0.27	Text		3	0.19 Cr	0.19 Cr	0.26 Cr	0.29 Cr	0.35 Cr	0.12 cr	Could not achieve tgt due to aggressive sales strategy by lg players like dettol, LB etc.
5 DK- 2.53 lac	Text			1.75 Lacs	1.77 Lacs	2.43 Lacs	2.68 Lacs	3.29 Lacs	2.13 lacs	Achieved 85%target against big players like johnson& Johnson
6 DCAVFW- 17.76 lac	Text			0.12 Lacs	0.12 Lacs	0.17 Lacs	0.19 Lacs	0.23 Lacs	0.12 lacs	Achieved 66 %target against big players like Himalays. Also the market leading variant Neem is not with us.
7 Transparent Soap- 18 lacs	Text			0.12 Lacs	0.13 Lacs	0.17 Lacs	0.19 Lacs	0.23 Lacs	0.38lacs	Achieved 38 lacs which is 200% of target.

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	Actual achievement of year end	Appraisee comment on actual achievement
1 JO- 51.45 lacs	Text		58	35.50	38.59	49.39	54.54	66.88	34.70 lacs	Big Bazar could not give sufficient order Quantity.
2 DOY Care - 15.29 lacs	Text		16	10.55	11.47	14.68	16.21	19.88	7.24 lacs	Big Bazar could not give sufficient order Quantity.
3 DOY - 5.06 lacs	Text		6	3.49	3.79	4.86	5.36	6.58	0.65 lacs	Big Bazar could not give sufficient order Quantity.
4 BS- 18.35 lacs	Text		20	12.66	13.76	17.61	19.45	23.85	7.32 lacs	Big Bazar could not give sufficient order Quantity.
5 Fill Rate	Text			60%	65%	70%	75%	80%	75%	We tried to give maximum fill rate to MTO.

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	Actual achievement of year end	Appraisee comment on actual achievement
1.Increase the contribution of products given NC of 10% to 20%--- 20% to 23%	Text			21%	22%	23%	24%	25%	21%	Maintain last year high GC percentage.

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	Actual achievement of year end	Appraisee comment on actual achievement
1 TLSD-58	Text			55	56	58	59	60	50	TLSD dropped due to norm changed.
2 Productivity-37	Text			35%	36%	37%	38%	39%	43%	Productivity increased substantially due to norms changed.
3 Increase DoY Transparent outlets	Text			8000	8500	9800	10500	11000	15551	Could manage to place product in targetted outlet

Employee Name	Sanjib Sinha	Manager's name	Khushroo Forbes
Employee Code	10001953	Year	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	Help analyse and study sales trends	No	Not Completed
6	Environment Health and Safety *	EHS Team	1	NA	No	Not Completed
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5	NA	No	Not Completed
8	Training on ISO 9001 & 22000	ASHOKR AO PATIL	0.5			
9	Good Manufacturing Practices (GMP +) and cGMP	ASHOKR AO PATIL	0.5	NA	No	Not Completed

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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	Coaching through leader in own function for functional inputs	Mr.Khushroo R.forbes	3	31/Dec/2016	Yes	successfully completed by Mr.K.R.Forbes by more than 3 meeting sessions
2	Coaching through leader in own function for functional inputs	-	0	31/Mar/2016	No	Not Completed

Part C: Development through action learning projects

Project Title	Entry Strategy for Andhra Pradesh
Review date	Q2
Target end date	31/Mar/2017

Project scope	To identify brand/ products to enter Andhra market which will give reasonable volume and GC
Project exclusions	na
Project deliverables (Target at rating 3: good solid performance)	1 To come up with a brand/ product idea by Sept 2016 2. To prepare product Development & launch strategy by March 2017. 3. Market launch April to June 2017
What is the employee expected to learn from this project	1. Brand and consumer understanding of Andhra market 2. To understand how to convert an idea into a commercial proposition. 3. Understand how to develop a state focus strategy and come up with a model to replicate in other geographies.
Reviewer(s) name	Mr. Amarjit Mishra
Project Status	Completed
Project Status Comments	completed