

10000714 Mohan Sonar

Employee Name : Mohan SonarManager's Name : Ramesh Doraiswami

Goalsheet Approval Date : 10-May-2017

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
Work with CFO and MD of VVF India to conceptualise a more efficient financial /corporate structure for the company(Weightage 10%)	Text			.	Mar_17	Feb_17	Jan_17	Dec_16	Participated in conceptualization of VVF Limited financial restructuring and successfully completed the same before 31.3.2017. This helped VVF India for its business.	The corporate structuring of VVF India postponed to FY 17-18. The financial structuring of VVF Limited helped VVF India in meeting its goals.
Attending promoters legal matters, Group companies legal matters and assist in land and other property related issues.(Weightage 10%)	Text			.	.	"On time" response on matters	On time response on matters+ Settlement of atleast 1 major issues	On time response on matters+ Settlement of atleast 2 major issues	Two new promoters cases filed during current FY. In one case received order on 9.3.17 for expediting the hearing.One old case of VVF Limited related to 1% and 2% dispute on octrio matter for Navsari factory petition was disposed of in our favour during this month. One old case with respect to Gavan land in appeal closed.Around 160 agreements are vetted/drafted by dept.	Attended all the promoters matter and also legal matters of group companies on time.

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
Succession Planning for VVF India	Text			.	.	Execute by March 17	Execute by Feb 17	Execute by Dec 2016	As a part of succession plan Trust deed was executed on 20th December, 2016 and Registered on 29th December, 2016.	In spite of lot of discussion and interruptions the succession planning was done by forming Trust in December, 2016.
Staff development / succession planning for department	Text			.	.	Execute by March 17	Execute by Feb 17	Execute by Dec 2016	Encouraged all staff members to attend the IDP's on time as per KRA. As desire by management and as a part of succession planning for department a new person was identified by February,2017	Staff development and succession planning was done as planned.

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
Defend all litigations, disputes for and against the company/group in India and abroad in a cost effective and beneficial manner(Weightage 15%)	Text			.	.	No instance of setback to litigation due to delay in response	No instance of setback to litigation due to delayed response+ Closure of atleast 1 major litigation to business advantage	No instance of setback to litigation due to delayed response+ Closure of atleast 2 major litigation to business advantage	No instances of setback due to delayed response in India as well as abroad..There was one suit filed by supplier named Alcodis against group company in Belgium court which was settled and we recovered the loss/ damaged paid by GPI to Customer i.e. J & J from supplier. In India out of four petition one of the petition filed against JLL was disposed off with few benefits to the Company.	Defended all litigation and disputes for and against company in a cost effective and beneficial manner.
Registration of new IPR in India and abroad, Renewal of existing IPR and defending IPR related litigations for Company /Group/Associates. (Weightage 5%)	Text			.	.	* Nil * IPR Violation or infringement by VVF	.	.	Registration and Renewal of all IPR of Company and group companies were done on time and also defended through advocate.on time.	A Lot of new IPR were registered during 16-17 in India and abroad..

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
Ensure " on time" submission with "No" misses for filing for VVF India and VVF Group companies excluding delays due technical or unless otherwise decided (Weightage 10%).	Text			.	.	2 timeline miss < 2 days delay	1 timeline miss < 2 days delay	All timelines met 100%	On time submission of all forms and returns under the Companies Act, 2013 for VVF and 14 indianGroup Companies with No misses. Delay in .filing consolidated financial statement of VVF India due to delay by the accounts and auditor in finalising consolidation and XBRL conversion technical problem on corporate ministry filling website. Full support on secretarial compliance of foreign group companies, formation of new companies in India and abroad and change of structure and complinaces.	A weekly checking system was put in place to check on time submission and misses. Due to this all forms and returns were filled on time without any misses for VVF and all 14 group companies. Formation of new companies in India and abroad. full secretarial support on compliance and corporate affairs,
Put in place a strong system to monitor which new compliances need to be adhered to.	Text			2 Major+ 3 Minor	1Major+ 3 minor	Zero Major+ 2 Minor	Zero Major + 1 Minor	Zero major+ Zero minor	No any new notice from Government received for new non-compliance matters post	It is always endeavor to update new compliance and 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	Actual achievement of year end	Appraiser comment on actual achievement
Prompt the department where compliances have not been met and have quarterly presentations to highlight non compliances. Reduce no. of "new " non_ compliances effective from October,2016 (Major non compliance _ impact > Rs. 5 million Minor non_compliance_ impact Rs.1 million_ Rs. 4.99 mln) New Non_Compliance to be measured by notices received from Government or other regulatory authorities. (Excluding Notices related to EXIM, Direct and Indirect Taxes and Matters reported to management Under Compliance Report)									1,10.2016 to the best of my knowledge for period till 31.3.2017.	mechanism in reporting system for quarterly reports. Due to constant follow ups and audits, compare to previous year now employees also become more vigilant for compliance and understood the responsibilities.

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Rating Of Qualitative Goals

1. I feel my goals were very challenging and stretched because:
Answer:-
2. I have gone the extra mile to help my colleagues/team/organization by:
Answer:-
3. I have lived the VVF values (Openness, Integrity, Respect, Trust, Innovation, Agility) in an exemplary fashion in the following way:
Example1:- I always discuss new amendments/ changes/work with my staff to understand their ideas, openness on acceptability for implementation and innovations for system improvement.
Example2:- I always trust my colleague / staff members when I assign any work to them and ask for their feedback.
4. I have demonstrated the VVF leadership competencies (Teamwork, Customer Orientation, Result Orientation, Developing self and team, Strategic thinking, Ownership and accountability) in the following way:
Example1:- successfully coordinated the work with accounts, marketing and IT and outsiders for filling evidences in one legal Suit in India and abroad.
Example2:-

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

Employee Name	Mohan Sonar	Manager's name	Ramesh Doraiswami
Employee Code	10000714	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			
6	Environment Health and Safety *	EHS Team	1	Ok	Yes	NA
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5	Ok	Yes	
8	Training on ISO 9001 & 22000	ASHOKR AO PATIL	0.5			
9	Good Manufacturing Practices (GMP +) and cGMP	ASHOKR AO PATIL	0.5	Ok	Yes	

	**					
10	Influencing skills	Internal TBD	2			
11	Strengths based team building	Charles Carvalho	1			
12	The Super Manager	Amit Sanas	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					
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	Not Applicable
Project Status Comments	