

10002993 Premesh Dave

Employee Name : Premesh DaveManager's Name : Anand Kasturi

Goalsheet Approval Date : 04-May-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
Completion of Debt Module	Text			.	.	By Dec_16	.	.	Achieved	Debt module was complete in Sept 2016. This helps the team to get the details outstanding debt from the system any time.
IDP Sheet	Text			Done	As per separate IDP sheet enclosed

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
1 Reviewing APR/FLA	Text			.	.	Timely filing with AD Banks	.	.	Yes done on time	All APR and FLA have been filed before due date
2 Monitoring foreign remittances - Investment (ODI)/ Advance payment / other outward remittances	Text			.	.	Ensure timely filing of all the certificates with AD Bank	.	.	Achieved	All outward remittances have been duly monitored as to the RBI compliances. Not only APR/FLA filing, we have able to close all compliance reporting of old transaction since 2002 and also corrected the RBI portal of all loan s and equity for all Joint venture / WOS abroad. Also as per additional compliances requirement from RBI, we have during the year reported all cross subsidiary reporting since 2002 along with its documentary evidence. Reporting is done of all our Investments / Disinvestment made during the year in company's immediate wholly owned subsidiary / Joint Ventures within the timelines given under RBI regulation
3 Banking Compliances	Text			.	.	As per Bank Loan sanction letters	.	.	Banking compliances have been \	All Banking terms are monitored on monthly basis for its due compliances post Nov 16 when the loan is disbursed.
4 Monitoring	Text			.	.	Within 1 month of	.	.	Yes e-BRC are	e-BRC filing with

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
Timely filing of e-BRC and Bill of entry						shipment received for Import and within 1 month of export proceed received for export			filed with few instances of delay. Bill of entire are filed on time	dena bank is delayed by more than 3 months in few instances due to heavy export volume being routed through only one bank since June 2016 onwards.

KRA Category : Process
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	Appraiser comment on actual achievement
Ensure accounting of all expenses in SAP including review of bank reconciliation and monthly MIS	Text			.	.	by 3rd working day of next month	.	.	Done	There are few month where the accounting entries are delayed due to diversion of manpower to other critical activity related to banks disbursement
Annual Closing of Treasury Entries and Schedules	Text			.	.	20 working days from the year end.	.	.	Done	All Annual closing schedule is provided with 14 days of year end.
Monitoring Import/Local LC opening - Dealing with Bank - Resolving Issues / LC discounting	Text			.	.	Immediately	.	.	Done	Beyond normal import/Local LC, we have explored and initiated alternate route of various structure LC financing which helps the company to manage the working capital.
Monitoring Export Documentation - Customer collection - resolving Issues etc	Text			.	.	Immediately	.	.	OK	Close monitoring was done during the year in managing the export documentation compliances. In spite of banking constraint we have able to route the export volume of almost Rs.350 crs with one bank during the year. This includes timely despatch of documents, Inward realisation, Bill closure and e-BRC issuance for claiming the export benefit.

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	Appraiser comment on actual achievement
Proposal follow up with bank as per CAP for Rs.300 crs	Text			.	.	All the bank proposal is put up to respective bank committee for sanction at the earliest.	.	.	Achieved	Timely follow up is done with all consortium member bank. Met all their information requirement. Ensure that proposal is meeting the deadline for putting up for approval at Individual's bank committee.
Sanction / Documentation of WCTL	Text			.	.	Disbursement of the WCTL Limits within 30 days from the date of Sanction	.	.	Have able to achieve the sanction of Rs.225 Crs	Successfully achieved the sanction of Rs.225 Crs. All documentation is executed on time to ensure that disbursement is done. Also strategically explore to execute the documents at other location to save heavy amount of stamp duty. We have able to save almost Rs.1.125 crs on account of stamp duty by executing documents at different location
Additional Funding proposal of upto Rs.50 crs	Text			.	.	Approach NBFCs/FIs for the aforesaid Funding.	.	.	Rs.19 crs of loan from STCI and Rs.55 Crs of EPBG renewal from Cargill	This was exceptional achievement of getting the sanction and disbursement on Navsari property for an amount of Rs.19 Crs. Also we have able to do the unexpected renewal of EPBG loan of Rs.55 Crs from cargill which if not done would have resulted into outflow of similar amount from the system.
Documentation and security creation	Text			.	.	Close Documentation within 2 months from receipt of all Banks Sanction	.	.	All security and documentation done on time	All documents have been executed with individual/ Joint lenders. Security is created with the banks to ensure the timely disbursement.
Finance Cost Reduction	Text			.	.	Reduce Interest Cost by Rs.3 Cr	.	.	Total saving of Rs.3.15 crs achieved.	1. Have manage to take PCFC/EPC and also RBI interest subvention of additional 3% which result into saving of Rs.2.75 crs of Interest cost. 2. Negotiated LC discounting advisory charges from 0.075% p.a. earlier to cap of Rs.35000. This results into overall saving of fees by Rs.10 to 15 lacs for the year 3. On structure funding we have able to negotiate the price from earlier 1.20% to 0.90% i.e. saving of Rs.0.30% on the total domestic turnover of Rs.100 Crs which is Rs.30 lacs saving of cost.

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Rating Of Qualitative Goals

1. I feel my goals were very challenging and stretched because:

Answer:-In spite of consistent losses in the balance sheet, company is able to achieve the CAP proposal of Rs.225 Crs and its

<p>disbursement. Additionally we have able to achieve the renewal of Rs.55 crs of EPBG facility inspite of poor rating from the rating agency. During the year from June 2016 onwards company had able manage its entire exports from only one bank which again was a challenging activity due to heavy volume to one small branch with limited resources. Also during the year one of the team mate was on sick leave for almost more than one month, I have able to adjust within the team to ensure that treasury commitment towards organisation ABP shall not be delayed or lapsed.</p>
<p>2. I have gone the extra mile to help my colleagues/team/organization by:</p> <p>Answer:-During the year I have gone extra mile to help my organisation to meet its target to achieve the overall financial restructuring in terms of corrective action plan of Rs.225 Crs wherein disbursement helps the organisation to increase its repayment capabilities for the next 3 years.</p>
<p>3. I have lived the VVF values (Openness, Integrity, Respect, Trust, Innovation, Agility) in an exemplary fashion in the following way:</p> <p>Example1:-Openness : Because if this values, i have able to explore an alternative source of structure financing which has helped company to manage the working capital during this critical period</p> <p>Example2:-</p>
<p>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:</p> <p>Example1:-Result Oriented : I have ensure that the subordinate tasks are completed on time so as to get the disbursement on time from the bank. We have been able to get the disbursement of Rs.235 crs during the year and a renewal of EPBG loan of Rs.55 Crs.</p> <p>Example2:-</p>

Employee Name	Premesh Dave	Manager's name	Anand Kasturi
Employee Code	10002993	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	Manage the Work Flow Better	No	I was working on one critical bank proposal due to which i could not attend this program. I will attend this in my next IDP.
4	Inspirational Leadership (only AGM & above)	Charles Carvalho	2	For self development and team building	Yes	Have gain a few clicks of leadership skill like values and self awareness. This two clicks have help me in improving my self confidence in the professional life as well as personal human behaviour.
5	Advanced Excel (only AGM & above)		2			
6	Environment Health and Safety *	EHS Team	1			
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5			
8	Training on ISO 9001 & 22000	ASHOKR AO PATIL	0.5			
9	Good Ma	ASHOKR	0.5			

	nufacturin g Practices (GMP +) and cGMP **	AO PATIL				
10	Influencin g 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	Gajendra Palo	2	31/Mar/2017	Yes	Functional Input received
2	Coaching through leader in own function for functional inputs	S Kannan	2	31/Mar/2017	Yes	Behaviour input received

Part C: Development through action learning projects

Project Title	Debt MIS through SAP
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Review date	30th Sept 2016
Target end date	31/Dec/2016
Project scope	- Automation of Debt outstanding report through SAP - Automation of Debt repayment schedule
Project exclusions	Interest Calculation is not included because of manual interventions.
Project deliverables (Target at rating 3: good solid performance)	Debt MIS from System (SAP)
What is the employee expected to learn from this project	<ul style="list-style-type: none"> • Will save time on preparing and compiling Debt MIS data • It will ensure the accuracy of the Debt MIS data • Save time on review of the Debt MIS data
Reviewer(s) name	Mr. Anand Kasturi
Project Status	Completed
Project Status Comments	Debt module was over by Sept 2016.