

Employee Name : Bipin Badlani
 Manager's Name : Ajay Kumbhar
 Goalsheet Of Year: 2017-2018

KRA Category : People
KRA Weightage : 15
KRA Description : Training & ISO documentation

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
*1) Attaining 60 % of training mention in Part A of IDP. A) Trainig Program name : The super manager B) Training on ISO 9001 & 15000. "	Text			31st March'18	31st March'18	31st March'18	31st March'18	31st March'18
*2) To meet IDP completion. A) Training need identification B) Completion of Training need"	Text			*A) TNI = 100% B) Training completion < 50% "	*A) TNI = 100% B) Training completion <70% "	*A) TNI = 100% B) Training completion > 90% "	*A) TNI = 100% B) Training completion > 90% "	*A) TNI = 100% B) Training completion > 100% "
3)On job training for GET's & new joiners.	Text			31st March'18	31st March'18	31st March'18	31st March'18	31st March'18
4) ISO 14000:18000 - Maintaining & updating of documents for the audit and audit compliance in current year.	Text			90% completion	95% completion	100% completion	<100% completion	105% completion

KRA Category : Process
KRA Weightage : 15
KRA Description : Improvement Initiatives for capacity enhancement of distillation section

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
*1. Product quality a. Daily montiring of plant parameters and conditions b. Ensure proper sampling procedure to be followed c. Ensure proper tank isolation to avoid cross contamination d. Ensure nitrogen blanketing to finished product tanks e. Use of QC approved tanks for finished and semi-finished products"" "	Text			Daily basis	Daily basis	Daily basis	Daily basis	Daily basis
*2. MP steam condensate recovery A)study of MP steam network in loop reactor and modify same network B) vertical and horizontal condensate line modification work to C303 condensate receiving tank"	Text			Before 31st March'18	Before 31st March'18	Before 31st March'18	Before 31st March'18	Before 31st March'18
3. Preparing running shutdown list of Section-3 & C303, Loop reactor, Flaker, Beads & also maintenaning maintenance and instrument job sheet	Text			As & When required	As & When required	As & When required	As & When required	As & When required
*4. Monitoring on utility of plant a) DM water consumption , Raw water consumption , steam	Text			Daily basis	Daily basis	Daily basis	Daily basis	Daily basis

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
consumption b) heat load of specific run"								
"5.Checking & Signing of Operator Checklist with proper remarks if required a) checking all checklist in flaker and beads like hydrgine recors, clening checklist, needle breakage record etc b) Checking & Signing of Operator Checklist of C303 , C301 ,C302 , loop reactor and flaker."	Text			Daily basis	Daily basis	Daily basis	Daily basis	Daily basis

KRA Category : Business

KRA Weightage : 40

KRA Description : To meet SNOP targets > 90% for distillation,hydrogenation,esterification,flaker and Bader plant

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
"1 Plant reliability a. Replacement frequent leakage line of SCH 10 of C-303 PAC loop by SCH 40 SS316L b. Identification and replacement of damaged column internal.Required Internals for C-301 & C-401 will be brought from Sion. c.Indirect cooling tower frequent leakage line replacement work. d. Flaker tankfarm feed line modification to reduced changeover downtime and for safe field operation e. C401,C302,C-303 Bed cleaining and internal checking.Replacement of damaged internals(if found) f.Regular follow up of PM of critical pumps in loop (P-705A/B) and in distillation section "	Text			Achieving >50% SNOP target	Achieving >70% SNOP target	Achieving >90% SNOP target	Achieving >100% SNOP target	Achieving >110% SNOP target
2 Yield as per BOM	Text			"1. Erucic 90 35%(for fine and export grade) & 35%(for Upcity special grade) 2. DFA 1214 55% (SPKO) & 60% from DFA C1218 3. Oleic K 48% 4. Palmitic Acid 40% 5. Superflex 55%"	"1. Erucic 90 39%(for fine and export grade) & 38%(for Upcity special grade) 2. DFA 1214 58% (SPKO) & 65% from DFA C1218 3. Oleic K 50% 4. Palmitic Acid 41% 5. Superflex 58%"	"1. Erucic 90 42%(for fine and export grade) & 41%(for Upcity special grade) 2. DFA 1214 61% (SPKO) & 67.5% from DFA C1218 3. Oleic K 53% 4. Palmitic Acid 42% 5. Superflex 61%"	"1. Erucic 90 42.5%(for fine and export grade) & 41.5%(for Upcity special grade) 2. DFA 1214 62% (SPKO) & 68% from DFA C1218 3. Oleic K 54% 4. Palmitic Acid 43% 5. Superflex 62%"	"1. Erucic 90 43%(for fine and export grade) & 42%(for Upcity special grade) 2. DFA 1214 63% (SPKO) & 69% from DFA C1218 3. Oleic K 55% 4. Palmitic Acid 44% 5. Superflex 63%"
3. Specific consumption as per BOM	Text			Greater than BOM	Greater than BOM	As per BOM	Less than BOM	Less than BOM
4.Volume as per SNOP on monthly basis	Text			Achieving >50% monthly SNOP target	Achieving >70% monthly SNOP target	Achieving >90% monthly SNOP target	Achieving >100% monthly SNOP target	Achieving >110% monthly SNOP target

KRA Category : Business

KRA Weightage : 15

KRA Description : Cost saving

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
1. Saving due to yield improvement over BOM of distillation products like superflex,oleic-K,DFA C8C10,C1698%,DLGMFA	Text			Rs 50 lakh for balance period	Rs 1 Cr for balance period	Rs 1.5 Cr for balance period	Rs 1.75 Cr for balance period	Rs 2 Cr for balance period
2. Utility Saving over BOM & due to enhancement of production rate a. Cost saving by optimising standard runs for C1214. b. Preparing MOC for column optimization by changing column series combination. c. Preparing PFD for various column series combination(C401-New SPD, C401-C303, C401-C303-C402, C302-C402) *	Text			Rs 5 Lakh per Annum	Rs 10 Lakh per Annum	Rs 20 Lakh per Annum	Rs 25 Lakh per Annum	Rs 30 Lakh per Annum
3. POWER SAVINGS BY VARIOUS MEASURES 1. Flaker Production increasing to 25 MT for Flaker-1 & 45 MT for Flaker-2. 2. Studying the Overall Pump details of Sec 3 & C303, Providing VFD's to the required pumps	Text			Rs 5 Lakh per Annum	Rs 10 Lakh per Annum	Rs 15 Lakh per Annum	Rs 20 Lakh per Annum	Rs 25 Lakh per Annum
4. C-303 THIRD FLOOR & BELOW THIRD FLOOR CONDENSATE COLLECTING NETWORK TO BE DIVERTED TO COMMON CONDENSATE COLLECTING TANK	Text			Rs 1 Lakh per Annum	Rs 3 Lakh per Annum	Rs 5 Lakh per Annum	Rs 7 Lakh per Annum	Rs 10 Lakh per Annum

KRA Category : Customer

KRA Weightage : 15

KRA Description : Customer & EHS

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
"1) Accidents & Fire Incidences in Plant - a) Usage of PPE's b) Risk assessment in specific activity (other than routine) c) Follow-up of work permit system Class A & Class B & its closure with proper records"	Text			"30% reduction in accidents over 2016 2017 & Zero major fire incidences which can affected plant operation. a) 100% PPE usage b) 100% Risk assessment c)100%"	"25% reduction in accidents over 2016 2017 & Zero major fire incidences which can affected plant operation. a) 100% PPE usage b) 100% Risk assessment c)100% "	"20% reduction in accidents over 2016 2017 & Zero major fire incidences which can affected plant operation. a) 100% PPE usage b) 100% Risk assessment c)100% "	"15% reduction in accidents over 2016 2017 & Zero major fire incidences which can affected plant operation. a) 100% PPE usage b) 100% Risk assessment c)100% "	"10% reduction in accidents over 2016 2017 & Zero major fire incidences which can affected plant operation. a) 100% PPE usage b) 100% Risk assessment c)100% "
"2.Safety Improvement Measures in DFA Plant A.Cable tray re-routing at DFA ground floor as it is passing through Hot zone area. B.Relocation of seal pot of Splitting & C-401 surface condensor from 3rd floor to 2nd floor to avoid material spillage on Hot process lines. C.Creating awareness about safety in plant & safety issues identification & rectification by continuous follow ups (GHK Rating > 8) "	Text			" A.By July .17 End. B.By August.17 End. C.By March.18 End. D.By June.17 End "	" A.By July .17 End. B.By August.17 End. C.By March.18 End. D.By June.17 End "	" A.By July .17 End. B.By August.17 End. C.By March.18 End. D.By June.17 End "	" A.By July .17 End. B.By August.17 End. C.By March.18 End. D.By June.17 End "	" A.By July .17 End. B.By August.17 End. C.By March.18 End. D.By June.17 End "
"3.Improvement in Effluent System A) Maintaing targeted Effluent generation(40 m3/day) for FY-2017/18 B) Transfer of pit oil	Text			" A) By March.18 end. B) 60 m3 per day"	" A) By March.18 end. B) 50 m3 per day"	" A) By March.18 end. B) 40 m3 per day"	" A) By March.18 end. B) 35 m3 per day"	" A) By March.18 end. B) 30 m3 per day"

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
when required. C) No oil in Last compartment oil Oil Pit *								
4. Compliance to the Customer, Quality (ISO 9001:2015) & Safety(ISO 14001,18001) audits and closure of audit findings	Text			80% compliance and Closure of finding within agreed time.	90% compliance and Closure of finding within agreed time.	100% compliance and Closure of finding within agreed time.	100% compliance and Closure of finding within agreed time.	100% compliance and Closure of finding within agreed time.

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

Employee Name	Manager's name	Employee ID	Year
Bipin Badlani	Ajay Kumbhar	10003573	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	