

10000181 AMRESH PATANGE

Employee Name : AMRESH PATANGEManager's Name : ASHOKRAO PATIL

Goalsheet Approval Date : 03-Apr-2017

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
1) To prepare training module for GMP+, ISO22000, ISO 9001 and conduct internal audit	Text			Not Available	Not Available	Not Available	Training module prepared as and when required	Not Available	Training module prepared	Training module completed on time
2) To train transporter , vendors , truck drivers for transportation of bags during different seasons.	Text			Not Available	Not Available	Not Available	100 % compliance	Not Available	It is an ongoing process	It is an ongoing process. Maximum numbers covered
3)Account for near miss complaint and preparation of QA MR as and when required	Text			Not Available	Not Available	Not Available	QA observation report one every week, 4 per month to be included in QA monthly report	Not Available		
4) SDS updation	Text			Not Available	Not Available	Till August 2016 end	Till July 2016 end	Not Available		
5) To conduct Packaging Material trials under HOD's guidance	Text			Not Available	Not Available	80% compliance	100 % compliance	Not Available		

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
1) conduct Internal quality audit for all standards	Text			Not Available	Not Available	80 % compliance	100 % compliance	Not Available	internal audit conducted	
2)follow up & completion of IQA NC and make awareness of ISO system in plant and updation of MR DESK at Talaja, Sion and Sewree	Text			Not Available	Not Available	After each audit with in one and half month	After each audit with in one month	Not Available		
3) Monitor & Complete SOP changes as required for ISO 9001:2015(Own & other departments)	Text			Not Available	Not Available	Jun_17	May_17	Not Available		
4) Documents preparation for ISO 9001:2015, ISO 14001, BS18001	Text			Not Available	Not Available	80 % compliance	100 % compliance	Not Available		

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 Ensure timely completion of complaints and as well as CAPA actions and effectiveness and monthly CAPA Report	Text			Not Available	Not Available	Not Available	Not Available	Not Available		
2)Fill Customer Questionnaire(CQ) as and when required & send sample for analysis as per requirement	Text			Not Available	Not Available	Not Available	Not Available	Not Available		
3) Audit of PM suppliers	Text			Not Available	Not Available	Two Audits per financial year	Three Audits per financial year	Not Available		
4) Handle customer audit and close NC within stipulated time	Text			Not Available	Not Available	80 % compliance	100 % compliance	Not Available		
5) To suggest the methods , check list to eliminate customer complaints	Text			Not Available	Not Available	80 % compliance	100 % compliance	Not Available		

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
EU REACH and K REACH Regulation compliance	Text			Not Available	Not Available	90% compliance	100 % compliance	Not Available		
Make Proposal & data required for EU REACH registration for remaining substances	Text			Not Available	Not Available	90% compliance	100 % compliance	Not Available		
Work related to addition of Fatty Acids in FSSAI License	Text			Not Available	Not Available	90% compliance	100 % compliance	Not Available		
RSPO Regulations.Daily monitoring of RSPO MB dispatch stock.	Text			Not Available	Not Available	90% compliance	100 % compliance	Not Available		

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

Employee Name	AMRESH PATANGE	Manager's name	ASHOKRAO PATIL
Employee Code	10000181	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	It will act like a catalyst for execution of my day to day work	undefined	
4	Inspirational Leadership (only AGM & above)	Charles Carvalho	2			
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	As a core team member of ISO 14001 & OHSAS 18001 it is a mandatory requirement.	undefined	
8	Training on ISO 9001 & 22000	ASHOKRAO PATIL	0.5	As a team member of ISO 9001 & ISO 22000 is a mandatory. Also Lead auditor training for ISO 9001:2015 is required to conduct effective quality audit at Taloja factory.	undefined	
9	Good Manufacturing	ASHOKRAO PATIL	0.5			

	g Practices (GMP +) and cGMP **					
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	ISO 9001:2015 Lead Auditor training	5	ashokrao.patil@vvfltd.com?ASHOKRAO PATIL	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	Select
Project Status Comments	