

10000409 RAMCHANDRA JADHAV

Employee Name : RAMCHANDRA JADHAV Manager's Name : Ramkrishn Sahu

Goalsheet Approval Date : 24-Apr-2017

**KRA Category : Business**

**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	Appraiser comment on actual achievement
To reduce the use of Flexihose usage	Text			.	.	20% reduction in expenditure of flexihose(subject to new scheme approval with budget)	.	.	Expenses cost is reduced 43% less as compared to previous year	Some modification done in TF area
Replacement /Repair of Trolley Pump for Trolley No-2 & 4	Text			.	.	"By end March 2017 ( Provided it approved with budget) "	.	.	Repaired both pump	Both pumps are repaired & now both are in use
4" dia X 2 nos transfer line on top of DFA tank farm to connect tank farm 4/5/6 with our existing lines coming from unloading trolley no-1	Text			.	.	"By end March 2017 ( Provided new scheme approval with budget) "	.	.	NA	Job is expensive so taken in 2017-18 budget
Steam Leak rectification in Tankfarm area	Text			.	.	"End December 2016 "	.	.	Achieved 90%	All steam leakages are attended

**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	Appraiser comment on actual achievement
Collecting data from all tank farm & transit material	Text			.	.	On Daily basis	.	.	Achieved 100%	Continuously working on it & monitored very well
Preparation of Daily/Monthly Report & communication with all concern	Text			.	.	Daily activity for production planning & supply chain requirement & Month end statement for final reconciliation of material	.	.	Achieved 100%	Continuously working on & monitored very well
Collecting data from SAP of inward material & dispatch material	Text			.	.	Weekly basis to compile material balance	.	.	Achieved 100%	Continuously working on & monitored very well

**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) Completion of self IDP a) Learning on Time Management	Text			.	.	a) December 2016	.	.	Completed	Training was very useful for day to day activities
2) Completion of Team IDP a) Completion of Team members IDP/TNI b) Training to Subordinates on N2 Blanketing c) Training on Reduction on usages of Hoses and hence prevention of spillage & leakages	Text			.	.	a) 90% b) December 2016 c) December 2016	.	.	completed	Discussed to both tank farm regarding importance of N2 Blanketing prevention of spillage & leakages time to time

**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
Reduction of Unloading time of Receiving Materials for 1) Tankers (with coil & insulation) 2) ISO (with coil and insulation) and 3) Flexi-Container (with heating pad)	Text			.	.	1_a) 2hrs for PFAD & RBDPS 1_b) 1 hr for CPKO,SPKO,RMO & PKFAD 2) 2hrs for Palmitic 3_a) 2hrs for Berga Acid 3_b) 2hrs for DFA C1214	.	.	Achieved for liquid cargo 90%	After QC report, each tanker unloaded within 1 to 1.5 hour. Operator made alert about Detention cost shortage of vehicles & production loss due to not unloading of tanker within time
Loading of Tankers, ISO and Flexi_Containers	Text			.	.	Activity of loading within two hour from vehicle report at TF after QC_clearance.	.	.	Achieved 100%	Proper instruction Proactive attitude & dedicated lines for loading made and process becomes easy & safe
To make tanks available for Production	Text			.	.	Within 24hrs without N2 Blanketing	.	.	Achieved 100%	Cleaning of tank done within time with proper method . Nothing process delayed due to Tank constraint
Co_ ordination with production, supply chain, strategic procurement. for receipt of raw material, storage & Dispatch	Text			.	.	Fulfillment of 95% of SNOP	.	.	Achieved 90%	Regularly communication done with internal customer/vendor proactively & system made fast
To maintain & make available good quality of product in tanks for dispatch	Text			.	.	No deviation in quality	.	.	Achieved 100%	Monitored Tempt Nitrogen purity in tank on daily basis & Kept FG ready every time without any delay

**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) Accidents: a) Usage of PPE's b) Risk assessment in specific manual activity (other than routine) - As & when specific job is taken up	Text			.	.	*Zero a) 100% PPE usage b) 100% Risk assessment *	.	.	Achieved 100%	No any LTI Taken Tool box talk on month basis on Process & Safety Actively taken part in all safety training & other activity.
House keeping	Text			.	.	GHK rating 6 to 7	.	.	Achieved	House keeping is maintained OTF GHK rating is 7 to 8, NTF GHK rating is 6 to 7
2) Fire Incidences: a) Follow-up of permit system b) To arrest leakages of process material	Text			.	.	*Zero a) 100% compliance b) Immediately after occurrence*	.	.	Achieved 100%	Followed Permit procedure effectively. No any fire incident in TF Area Trapped spilled material from PIT is also monitored very well
4) a) Increase use of Recycle Water, b) No Effluent in Storm Water Drain & c) Reduction in Effluent Generation	Text			.	.	a) 100% in floor cleaning b) 90% c) 10%	.	.	Achieved 100%	Both tank farm Effluent monitored very closely OTF Effluent to ETP is below 5 m3 & from NTF to ETP it is below 20 m3 Pit water is recycled to TF area floor washing & raw water use in TF is very low