

Employee Name : Pravin Santhoor  
 Manager's Name : Vadiraj Ekkundi  
 Goalsheet Of Year: 2017-2018

**KRA Category : Business**  
**KRA Weightage : 20**  
**KRA Description : CMB-New Product Development**

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.Oriflame:Loving Care Body Talc .Documentation related to Tech pack to be completed by	Date			30/Dec/2017	30/Sep/2017	31/Jul/2017	15/Jul/2017	01/Jul/2017
2.Oriflame:Deodourising Foot Talc .Documentation related to Tech pack to be completed by	Date			30/Dec/2017	30/Sep/2017	31/Jul/2017	15/Jul/2017	01/Jul/2017
3.Love Nature Talc 3-Three variants.Complete stability and documentation related to Tech Packs by	Date			31/Mar/2018	28/Feb/2018	31/Jan/2018	30/Dec/2017	30/Nov/2017
4.Mibelle Hand wash variants-Stability completion and documentation preparation ready for launch by	Date			30/Nov/2017	20/Oct/2017	16/Sep/2017	01/Sep/2017	15/Aug/2017

**KRA Category : People**  
**KRA Weightage : 15**  
**KRA Description : IDP-Data Analytics**

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.Art of Charm	Date			28/Mar/2018	28/Feb/2018	30/Nov/2017	24/Oct/2017	30/Sep/2017
2.Attending technical seminars conducted by speciality ingredient manufacturers	Text			1	2	3	4	5
3.Data Analytics	Text			TBD	TBD	TBD	TBD	TBD

**KRA Category : Business**  
**KRA Weightage : 30**  
**KRA Description : CPD-New product development**

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.Particle size comparison of Mystia Talc-2 variants with Ponds Dreamflower Talc.Compare sensorial parameters with ponds and share the feedback.	Date			20/Mar/2018	18/Dec/2017	10/Jul/2017	03/Jul/2017	30/Jun/2017
2.Mystia Talc additional variants for launch in Q4.Complete stability by	Date			20/Mar/2018	22/Nov/2017	15/Sep/2017	15/Aug/2017	15/Jul/2017
3.Bactershield Hand wash-GOLD.Closure of the formulation and putting the same for stability by	Date			27/Mar/2018	26/Dec/2017	15/Aug/2017	01/Aug/2017	15/Jul/2017

**KRA Category : Process**

**KRA Weightage : 20**

**KRA Description : Inventory optimisation and CIP projects**

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. Address Four Assignments ( 2-colours in DCAV Face wash,1-Bactershield Hand wash,1-Bactershield Hand sanitizer) by	Text			March 18	Dec 17	Nov 17	Oct 17	Sep 17
4.CIP-savings due to vendor change .Demonstrate savings potential /yr and roll out by March 2018.	Value		3.85	< 2.66	2.7 to 3.66	3.7 to 4.04	4.08 to 4.97	5.35

**KRA Category : Customer**

**KRA Weightage : 15**

**KRA Description : CPD-International projects**

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
Jo Hand wash- MENA regions- 4variants.Launch Dec 2017.Complete stability studies by	Text			March 18	Jan 18	Nov 17	Oct 17	Sep 17
Complete preparation of technical docket by	Text			March 18	Jan 18	Nov 17	Oct 17	Sep 17

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

Employee Name	Manager's name	Employee ID	Year
Pravin Santhoor	Vadiraj Ekkundi	10001846	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	To get the work done in an effective manner.

\*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 <b>functional</b> inputs					
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Part C: Development through action learning projects

Project Title	Data Analytics
Review date	TBD
Target end date	TBD
Project scope	TBD
Project exclusions	TBD
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	