

Employee Name : Mahendra Uttam
Manager's Name : Pramath Sanghavi
Goalsheet Of Year: 2017-2018

KRA Category : Customer

KRA Weightage : 20

KRA Description : Project & Engineering Support in all locations

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
Improve Reliability of Plant O & M	Text	25		Generate 4 Implementable Ideas and get 1 of them implemented	Generate 5 Implementable Ideas and get 2 of them implemented	Generate 5 Implementable Ideas and get 3 of them implemented	Generate 6 Implementable Ideas and get 4 of them implemented	Generate 7 Implementable Ideas and get 6 of them implemented
Improve Energy Efficiency of Utilities	Text	25		1% savings on energy cost	3% savings on energy cost	5% savings on energy cost	7% savings on energy cost	10% savings on energy cost
Improve Energy Efficiency of processes	Text	25		1% savings on process energy consumption	2% savings on process energy consumption	3% savings on process energy consumption	5% savings on process energy consumption	7% savings on process energy consumption
Line and capacity balancing for PCP sites in Post GST Scenario - Cost estimation	Text	25		N/A	N/A	To work in coordination with PCP team	N/A	N/A

KRA Category : People

KRA Weightage : 15

KRA Description : Team Performance

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
Training as per IDP	Text	30		80	90	100	110	120
Organizing Training to Plant & Project Team as per business need.	Text	30		4hr	6hr	10hr	12hr	16hr
Find out the ways to optimized Fuel/ Power to reduce carbon emissions.	Date	40		31/Mar/2018	15/Mar/2018	01/Mar/2018	15/Feb/2018	01/Feb/2018

KRA Category : Process

KRA Weightage : 20

KRA Description : PCP Projects within cost and Time

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
Daman GMP Project- On time	Date	20		01/Nov/2017	15/Oct/2017	01/Oct/2017	15/Sep/2017	15/Aug/2017
Daman GMP Project - On Cost	Text	20		Actual cost is 10% more than project budget	Actual cost is 5% more than project budget	Actual cost is equal to project budget	Actual cost is 5% less than project budget	Actual cost is 15% less than project budget
Soap noodle Manufacturing at Taloja- On Time	Text	20		7 months from the date of project approval	6.5 months from the date of project approval	6 months from date of project approval	5.5 months from the date of project approval	4.5 months from the date of project approval
Soap noodle Manufacturing at Taloja- on Cost	Text	20		Actual cost is 15% more than project budget	Actual cost is 10% more than project budget	Actual cost is 5% more than project budget	Actual cost is equal to Project cost	Actual cost is 5% less than total project cost
Cost Estimate for PCP Project	Days	20		21	18	15	12	7

KRA Category : Business

KRA Weightage : 30

KRA Description : Oleo Business Project within Time & Allotted Budget

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
VEGA ESI 65 manufacturing - On Time	Date	25		31/Oct/2017	15/Oct/2017	01/Oct/2017	15/Sep/2017	16/Aug/2017
VEGA ESI 65 manufacturing - On Cost	Text	25		Actual cost is 10% more than project budget	Actual cost is 5% more than project budget	Actual cost is equal to project budget	Actual cost is 5% less than project budget	Actual cost is 15% less than project budget
03D3 Column Modification - On Time	Date	25		15/May/2017	10/May/2017	04/May/2017	30/Apr/2017	25/Apr/2017
03D3 Column Modification - On Cost	Text	25		Actual cost is 10% more than project budget	Actual cost is 5% more than project budget	Actual cost is equal to project budget	Actual cost is 5% less than project budget	Actual cost is 15% less than project budget

KRA Category : Process

KRA Weightage : 15

KRA Description : Project and Program Improvements

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
Develop QAP for all new requirements and ensure zero failures	Text	20		85% QAP on each project	90% QAP on each project	95% QAP on each project	100% QAP on each project	N/A
Implement new concepts and technology on each project for incremental benefits of operations	Text	20		N/A	N/A	One new concept per project	Two new concept per project	Three new concept per project

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
and maintenance								
Procure engineering software and train the project team for basic engineering and Smart P & ID development	Text	20		N/A	N/A	Team training on Smart P & ID software	Team training on Smart P & ID software & converting existing P & ID to smart P & ID	Team training on Smart P & ID software & converting existing P & ID to smart P & ID Inhouse basic engineering of the project
Convert the project documentation to soft copies for long term storage of records	Text	20		50% documents to be converted to soft records	60% documents to be converted to soft records	70% documents to be converted to soft records	80% documents to be converted to soft records	100% documents to be converted to soft records
Maintain wind power sale business with help of finance team	Text	20		N/A	N/A	Maintain sale of power with maximum possible earnings	N/A	N/A

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

Employee Name	Manager's name	Employee ID	Year
Mahendra Uttam	Pramath Sanghavi	10002782	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	With the help of Six Thinking Hats Exercise, one can improve on his decision making ability.
7	Art of Charm	Anant Pednekar	1	The Art of Charms Podcast may help me for getting practical guidance from a wide range of experts, mentors, so that a ordinary person may demonstrate extraordinary activities as per the current business needs.

*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	Complete Project management(Planning to execution)	2	External Faculty
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	Anandrao Sangle	10	30/Mar/2018		
2	Coaching through leader in own function for functional inputs	Sandeep Kundu	4	30/Mar/2018		

Part C: Development through action learning projects

Project Title	VVF Model for cycle time reduction
Review date	31/Jan/2018
Target end date	31/Mar/2018
Project scope	study existing cycle time of all oleo production and cut NVA,s and reduce cycle time.
Project exclusions	In case there is any short run due to critical business need then same will not be considered.
Project deliverables (Target at rating 3: good solid performance)	Mapping existing product cycle from RM to finish good. Improve cycle time by 10% from Oct . 17(based on april 17 to sep 17 data)

What is the employee expected to learn from this project	Understanding current data Data analysis Optimization on cost maximization on returns
Reviewer(s) name	Mr Pramath Sanghavi/Mahesh Kasbekar
Project Status	
Project Status Comments	