

Employee Name : Arjun KumbharManager's Name : Arjun Kumbhar
Goalsheet Approval Date : 16-Dec-2016

KRA Category : People
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
Completion of IDP of self	Text			NA	NA	100% completion by 31/1/2017	100% completion by 30/12/2016	NA

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
Requirement of material for maintainance	Text			NA	NA	15 days notice	NA	NA
Maintainance of Pumps	Text			NA	NA	APP	NA	NA
Checking of pumps for maintainance and cleaning greasing.	Text			NA	NA	APP	NA	NA
Checking of Valves of tanks for leakage.	Text			NA	NA	No Product loss due to leakage	NA	NA
Mechanical stock purchase	Text			NA	NA	2 month notice	NA	NA
Requirement of engg. Material for oil operation	Text			NA	NA	As and when required	NA	NA
Modification of pipe line	Text			NA	NA	As and when required	NA	NA
Checking of Steam coils for leakage.	Text			NA	NA	No Product loss due to leakage	NA	NA

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
Before receiving any material in the tank, check the tank thoroughly from inside for its cleanliness and passed by QC.	Text			NA	NA	100% compliance	NA	NA
Supervision for daily receiving and dispatch programme.	Text			NA	NA	Daily	NA	NA
Ensuring that the man hole is properly closed and pipeline is made to receive the oil in proper tank.	Text			NA	NA	100% compliance	NA	NA
Ensure that material is received in allotted tank.	Text			NA	NA	100% compliance	NA	NA
Tank level - Dip and Temperature	Text			NA	NA	100% compliance	NA	NA

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
To keep the installation neat and clean	Text			NA	NA	100% compliance	NA	NA
Making sure that the all the instruments are in serviceable condition and work place is ready for operations.	Text			NA	NA	100% compliance	NA	NA
Audit inspection by Illrd Party.	Text			NA	NA	Nil Major NC.	NA	NA
To assist incharge oil operation for smooth functioning of audit	Text			NA	NA	100% compliance	NA	NA