

Employee Name : MAHATMA JHUNELAManager's Name : MAHATMA JHUNELA  
Goalsheet Approval Date : 10-Dec-2016

**KRA Category : Customer**  
**KRA Weightage : 30 \_**

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
Audit by Client	Text			None	None	Green	None	None
GMP Rating	Text			None	None	Green	None	None
EHS Compliance	Text			None	None	Green	None	None
Customer Feedback for Export Shipment	Text			None	None	Green	None	None

**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
Timely Submission of Central Excise & Service Tax Return	Text			None	None	100% with accuracy	None	None
Compliance of Record, Report & Return of imported goods under the Customs (Import of Goods at Concessional Rate of Duty for Manufacture of Exciseable Goods) Rules, 2016.	Text			None	None	100% with accuracy	None	None
Information/ data/record & report for statutory/ internal & other audit	Text			None	None	within 2 days of requirement	None	None
Despatch compliance	Text			None	None	96% stretched 98%	None	None
Physical vs books stock report to plant management.	Text			None	None	by 2nd working days of every month	None	None

**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
Application for Export Incentives	Text			None	None	within 60 days	None	None
Realisation of Export Incentives	Text			None	None	with in 90 days of application	None	None
Slow moving & non moving stock report with analysis	Text			None	None	Every quarter (by 10th day of the end of quarter)	None	None
F G inventory accuracy	Text			None	None	100%	None	None

**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
First Time Right	Text			None	None	100%	None	None
Timely arrangement of vehicle from union & transporter	Text			None	None	everyday	None	None
Training for self development	Text			None	None	as per IDP	None	None
Self - Multiskilling and 2nd line development	Text			None	None	2 officer	None	None