

Employee Name : Aniket Pai
Manager's Name : Sunilkumar Singh
Goalsheet Of Year: 2016-2017

KRA Category : Business

KRA Weightage : 20

KRA Description : Support CIP activities by improving productivity of shop floor headcount for CMB units by 20% on FY16 nos.

| 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 |
|---|------------|---------------|-------|-----------------------------------|--------------------------|-------------------------------|-----------------------------|--------------------------------|
| Using IE methodology optimize the direct and other direct manpower requirements for CMB units by 20% over FY16 nos. by Sep'16 | Percentage | 100 | | 10 | 15 | 20 | 22 | 25 |

KRA Category : Process

KRA Weightage : 40

KRA Description : Set the process for planning and tracking of NPD projects and reduce current time required by 20%. Lead GST related factory changes and ensure 100% OTIF

| 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 |
|--|------------|---------------|-------|-----------------------------------|--------------------------|-------------------------------|-----------------------------|--------------------------------|
| Streamline NPD process by remove/realign current activities to achieve 20% reduction in overall time by Aug'16 | Percentage | 25 | | 5 | 10 | 20 | 25 | 30 |
| NPD Project OTIFQ | Percentage | 50 | | 85 | 90 | 95 | 97 | 100 |
| Project OTIF (Baddi 2, Dettol GMP, Dettol PET) | Percentage | 25 | | 90 | 95 | 100 | 100 | 100 |

KRA Category : Business

KRA Weightage : 20

KRA Description : Improve OEE for CMB units by 10% (absolute) to meet FY17 topline number

| 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 Analyzing planned vs. actual and work on solutions to increase OEE in planned shifts on average by 10% - Sep'16 | Text | 50 | | <5% | 5% | 10% | 12.5% | 15.0% |

| 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 |
|---|------|---------------|-------|--------------------------------|-----------------------|----------------------------|--------------------------|-----------------------------|
| 2 Reduce recurring downtimes with frugal solutions and increase the uptime & OEE by 10% per line shift - Dec'16 | Text | 50 | | <5% | 5% | 10% | 12.5% | 15.0% |

KRA Category : Customer

KRA Weightage : 20

KRA Description : To be World Class Contract Manufacturing Company and Ensure Customer Delight by improving manufacturing capability and proactively working on action items from quarterly customer feedback

| 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 Customer Feedback on quarterly basis (out of 5) | Text | 40 | | 3.5 | 3.6 | 3.8 | 3.9 | 4 |
| 2 Measure and improve process capability for top 5 parameters (Cpk above 1) | Text | 60 | | 0.85 | 0.9 | 1 | 1.16 | 1.33 |

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

| Employee Name | Manager's name | Employee ID | Year |
|---------------|------------------|-------------|-----------|
| Aniket Pai | Sunilkumar Singh | 10003786 | 2016-2017 |

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 14001, OHSAS 18001 ** | EHS Team | 0.5 | This is mandatory |
| 2 | Good Manufacturing Practices (GMP +) and cGMP ** | ASHOKRAO PATIL | 0.5 | This is mandatory |
| 3 | Environment Health and Safety * | EHS Team | 1 | This is mandatory |
| 4 | Interpersonal skills | Amit Sanas | 2 | |
| 5 | Advanced Communication skills(only AGM & above) | Charles Carvalho | 2 | Learn macro for streamline daily production reports, create analysis report for factory data |
| | | | | |

| | | | | |
|----|---|------------------|-----|---|
| 6 | Effective time management and execution | Amit Sanas | 2 | Mandatory |
| 7 | Inspirational Leadership (only AGM & above) | Charles Carvalho | 2 | |
| 8 | Advanced Excel (only AGM & above) | | 2 | |
| 9 | Training on ISO 9001 & 22000 | ASHOKRAO PATIL | 0.5 | |
| 10 | Influencing skills | Internal TBD | 2 | |
| 11 | Strengths based team building | Charles Carvalho | 1 | New employee hence will like to identify my strengths |
| 12 | Getting Things Done | Charles Carvalho | 1 | |
| 13 | Influencing skills | Anant Pednekar | 1 | |

*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 | Pratyaya Chakrabarti | 20 | 31/Mar/2017 | Yes | In progress |
| 2 | Coaching through leader in own function for functional inputs | Amit Sanas | 4 | 31/Mar/2017 | No | Yet to Start |

Part C: Development through action learning projects

| | |
|--|--|
| | |
|--|--|

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|--|--|
| Project Title | Understanding of the product and process knowledge for soaps and liquids |
| Review date | 31st May'16 |
| Target end date | 30/Sep/2016 |
| Project scope | 1. To develop the understanding of the manufacturing process 2. To identify the area of improvement in terms of machine and manpower productivity 3. To suggest the corrective measures using IE |
| Project exclusions | DFA and noodles plant |
| Project deliverables (Target at rating 3: good solid performance) | 10% improvement in machine and manpower productivity at Daman and Baddi |
| What is the employee expected to learn from this project | 1. Understanding the process and products 2. Usage of IE tools to improve efficiencies |
| Reviewer(s) name | Sunil Singh |
| Project Status | Not Completed |
| Project Status Comments | Understanding of process and plant operation done. Shared couple of proposal's for cost reduction. Some of them will be implement in FY17-18, need to further discuss the same with plant operations for additional projects |