

10000374 Rajesh Dighe

Employee Name : Rajesh DigheManager's Name : Rajendra Jain

Goalsheet Approval Date : 20-Apr-2017

KRA Category : Customer

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	Actual achievement of year end	Appraisee comment on actual achievement
1) Steam saving a)Steam leakage audits b)Steam usage optimisation	Text			Not Available	Not Available	a) Audit/mnth (10% reduction/audit) b) Reduce steam usage	Not Available	Not Available	1) Steam leak audits done periodically 2)Steam consumption in Plant tracing reduced Rs 76.8 lakh saved	1)Modifications/leaks arrested in Plant during Nov'16 shutdown 2)Tankfarm steam tracing line modification pending-Tracing & Vacuum steam consumption reduced by 4394 MT/yr
2) Optimise Process Parametres (Sec-01) a) Reduction in Sec 01 Temperatures by 2 deg across all grades.	Text			Not Available	Not Available	1184 kg coal/day	Not Available	Not Available	1184.28	Reduced temperatures in 01D3 & 01D4 by 2 deg cent for C1214 & C1618
3) Increase Product yield by 0.02% (Rs 70000 PMT) a) Remove concentrated residue to improve first pass yield by 0.02% b)Study fractionation for Flash from 01D11	Text			Not Available	Not Available	a)Commission Final residue removal plan b)Study possibility of fractionation of Flash	Not Available	Not Available	1)Modified & Commissioned Residue removal system b) 01D11 flash fractionation not done due to lack of Storage space	a)Residue removal has not given substantial results b)Flash fractionation not carried out.
4) Reduce Effluent by 20 m3/day (treatment cost Rs 40/m3)	Text			Not Available	Not Available	1) Reroute water from Sec01. 2) Increase Condensate recovery.(10 m3/day)	Not Available	Not Available	1)Effluent reduced by 18.86 m3/day b)Condensate recovery increased by 13.60 m3/day	1)Effluent generation reduced by effective utilisation of waste water 2)Condensate recovery improved by modifications.

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	Actual achievement of year end	Appraisee comment on actual achievement
1) To ensure monthly Production as per Plan. a) To reduce downtime due to C/O for higher to lower grades.	Text			Not Available	Not Available	96 _ 105%	106 _ 129%	> 129%	92.31	Actual 92.31% ,but considering downtime due to external factors 102%,Monthly Production Targets not achieved due to External factors No Raw material connectivity,21.7 days lost due to External factors
2) Maintain Product yield as per BOM	Text			Not Available	Not Available	a) C1214 = 91% b) C1618 = 88% c) C1698 = 83% d) C1898% = 81% e) C2022 = 81%	a) C1214 = 91.50% b) C1618 = 88.50% c) C1698 = 83.50% d) C1898% = 81.50% e) C2022 = 81.50%	a) C1214 = 92.00% b) C1618 = 89.00% c) C1698 = 84.00% d) C1898% = 82.00% e) C2022 = 82.00%	C1214-90.15%,C1618-88.18%,C1698-81.16%,C1898-74.67%,C2022-81%	1)Yields not achieved due to short runs according to low raw material connectivity
3) Maintain specific consumption a)Ensure maximum Production rates to maintain Specific consumption {	Text			Not Available	Not Available	100% as per BOM	97% as per BOM	94% as per BOM	Maximum rates not possible due to Low rates maintained as per no Raw material connectivity	NA

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	Actual achievement of year end	Appraisee comment on actual achievement
C1214 - 400 MTD max C1618 (BPPKO) - 300 MTD C1618(PFAD base) - 247 MTD)										
4) Plant Reliability - (max 7500 MT/M as and when demanded) 1) Action points to be implemented to ensure the plant reliability as per the proposed list. a) PM/CM schedule to follow b) Completion of FIR/FAR/ MOC c) No downtime due to Vacuum system. d) No Downtime due to Tempered Cooling Water e)Ensure 100% availability of Standby Equipment. f)Exchanger leaks.	Text			Not Available	Not Available	a)100 % implementation b)Filing 100 % c)Nil d)Nil e)100%	Not Available	Not Available	a)Regular pump changeovers carried out,PSV servicing done b) FIR/FAR /MOC filed as per requirement c)Downtime due to Vacuum system 27.2 hrs (0.71 % of total downtime) d)Downtime due to TCW is zero e)Standby equipment available always ,No downtime due to exchanger leaks	1)Pump maintenance carried out when detected during C/O.Regular PSV servicing done c)Vacuum system readings monitored for abnormality d)Chemical dosing to TCW monitored

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	Actual achievement of year end	Appraisee comment on actual achievement
1) Reduction in Intermediate Alcohol Inventory a) Intermediate processing & fractionation as soon as possible.	Text			Not Available	Not Available	1000 MT by Dec'2016	Not Available	Not Available	NA	NA
2) Alcohol Product Rejection on Quality.	Text			Not Available	Not Available	Zero	Not Available	Not Available	No product rejection on Quality.	No Product rejection on Quality.
3) To meet compliance as per ISO 9000/14000/18000 and modify documents.	Text			Not Available	Not Available	Prepare SOPs & modify procedures as required.	Not Available	Not Available	Documents upgraded as and when required.	Modified Documents as required
4) To comply with various customer audit and audit point closure.	Text			Not Available	Not Available	100%	Not Available	Not Available	Attended Customer Audits & closed points as required.	Audit reports points closed

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	Actual achievement of year end	Appraisee comment on actual achievement
Training of GETs & Field Operators	Text			Not Available	Not Available	Till March'17	Not Available	Not Available	Trained GETs & Operators	Trained GETs & Trainee Operators
Studying Logistics related processes	Text			Not Available	Not Available	End Feb'2017	Not Available	Not Available	Studied Tanker movements	Studied Tanker Processes
2) Self Training from the Mentor: a) Interpersonal skills (Mr. Amit Sanas) b) Inspirational Leadership (Mr. Charles Carvalho) d) To understand various terms like COB, FOB etc and its effect on cost of transport.(Export Marketing/ Logistics person)	Text			Not Available	Not Available	End Feb'2017	Not Available	Not Available	1)Attended training Interpersonal skills from Amit Sanas	NA
3) Development through developmental Relationships Behavioural inputs (Mr. Charles Carvalho)	Text			Not Available	Not Available	Not Available	Not Available	Not Available	NA	NA

KRA Category : Business

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	Actual achievement of year end	Appraisee comment on actual achievement
1) Accidents & Fire Incidences in Plant - a) Usage of PPE's b) Risk assessment in specific activity (other than routine) c) PM to ensure no leakages.	Text			Not Available	Not Available	1)Ensure usage of PPEs for Employees as well as Contract persons. 2)Carryout Risk asesment of Specific Tasks.3)No leakages of material & Thermic fluid.4)No fires due to material spillage & Soaked Insulation.	Not Available	Not Available	1)Ensured use of PPEs for all personnel 222222222220Risk assesment carried out for Specific tasks 3)Thermic fluid & material leakages attended regularly.4)No case of fire observed in Fatty Alcohol Plant	1)Risk assesment in Sp activities like 02D25 foundation maintainence,03D 3 column project
2) Follow-up of work permit system	Text			Not Available	Not Available	100% followup up Work Permits	Not Available	Not Available	Issue of Work Permits & Return of Hot Work Permit norms followed.	Followup of various Hot work Permits to closure done.
3) Closure of safety audit findings	Text			Not Available	Not Available	Immediately	Not Available	Not Available	Done	1)Evacuation Plans printed & putup in Plant,Safety Equipment repairs done timely