

Employee Name : PRASAN DAS  
Manager's Name : PRASAN DAS  
Goalsheet Approval Date : 22-Nov-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
IT Technical Open House	Text			Once in 3 months	Once in 2 months	Once in 1 Months	once in 15 Days	once in 7 Days
IT technology hands on Training	Text			Once in 3 months	Once in 2 months	Once in 1 Months	once in 15 Days	once in 7 Days
Completion of IDP	Text			Not done	After 15 March 2017	On or Before 15 March 2017	Before 01_02_2017	Before 01_01_2017

**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
Solutioning , Negotiation and Release of PO	Text			After 30_10_2016	After 15_09_2016	On or Before 15_08_2016	Before 07_08_2016	Before 01_08_2016
Installation and Config of On Premise - Active Directory	Text			After 30_11_2016	After 30_10_2016	On or Before 15_09_2016	Before 30_08_2016	Before 15_08_2016
PC on boarding to AD for all locations	Text			After 28_02_2017	After 30_01_2017	On or Before 30_12_2016	Before 30_11_2016	Before 30_10_2016
Implementation ADFS – on cloud - MS Azure	Text			After 30_11_2016	After 30_10_2016	On or Before 30_09_2016	Before 30_08_2016	Before 15_08_2016
Integration of On Prem AD with ADFS Azure And Office 365 and Single Sign on	Text			After 28_03_2017	After 28_02_2017	On or Before 30_01_2017	Before 30_12_2016	Before 30_11_2016

**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
Implementation of Forti-Client for Data security	Text			After 30th Oct 2016	After 30th Sept 2016	On or before 30th August 2016	Before 30 th July 2016	Before Jne 2016
Managing the Firewall - All locations	Text			Below 85 %	Below 90%	95 Percent	Above 97%	Above 99%
Maintaining Anti-Virus Server	Text			Below 85 %	Below 90%	95 Percent	Above 97%	Above 99%
Software compliance and managing Kesaya	Text			once in 6 months	once in 4 months	Once in 3 months	Once in 2 months	Once in 1 Months

**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
Manage and ensure proper functioning of Computers, LAN Devices, Projectors, Managing Office 365, Firewall, Routers, Core Switches.	Text			Below 85 %	Below 90%	95 Percent	Above 97%	Above 99%
Technology upgrade-based on need and Fund availability	Text			After 30 th March 2017	After 15th March 2017	On or before 01st March 2017	Before 01_02_2017	Before 01_01_2017
Closing of Audit observations	Text			Below 100 Days	Below 90 Days	Within 60 days	Within 30 Days	Within 15 Days
Managing the FM services	Text			Below 85 %	Below 90%	95 Percent	Above 97%	Above 99%
Maintenance of IT Asset inventory (hardware, networking & Software)	Text			Below 85 %	Below 90%	95 Percent	Above 97%	Above 99%