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

Employee Name	Sudhakar D	Manager's name	Raghuvir Singh Rathore
Employee Code	10003887	Year	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	Interpersonal skills	Amit Sanas	2	
2	Advanced Communication skills(only AGM & above)	Charles Carvalho	2	
3	Effective time management and execution	Amit Sanas	2	
4	Inspirational Leadership (only AGM & above)	Charles Carvalho	2	
5	Advanced Excel (only AGM & above)		2	
6	Environment Health and Safety *	EHS Team	1	Being mandatory
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5	Being mandatory
8	Training on ISO 9001 & 22000	ASHOKRAO PATIL	0.5	
9	Good Manufacturing Practices (GMP +) and cGMP **	ASHOKRAO PATIL	0.5	Being mandatory
10	Influencing skills	Internal TBD	2	
11	Strengths based team building	Charles Carvalho	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			
1			

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
1	Coaching through leader in own function for functional inputs	Raghuvir Singh Rathore	2	15/02/2017
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Part C: Development through action learning projects

Project Title	Quality Compliance
Review date	15/03/2017
Target end date	15/03/2017
Project scope	To avoid repeat market complaints.
Project exclusions	Tiljala plant
Project deliverables (Target at rating 3: good solid performance)	To improve quality compliance across the process. To avoid repeat market complaints by ensuring effective CAPA.
What is the employee expected to learn from this project	Process understanding & risks associated.
Reviewer(s) name	Raghuvir Singh Rathore