

10003556 Wayne Soares

Employee Name : Wayne SoaresManager's Name : Jaijee Varghese

Goalsheet Approval Date : 11-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
Launch of 4 editions of the Quarterly Rumble	Text			.	.	Has to be launched by Mar 15th, Jun 15th, Sept 15th and Dec 15th	Mini_Rumble PDF to be sent out once a month (in months when Rumble isn't sent out), in order to keep users aware of the Rumble and drive viewership	Achieving 75% subscription rate	3 Rumbles have been launched and the fourth one is ongoing. Mini PDF has also been sent. There have been challenges in closure of the editions due to unavailability of a full time designer, and the absence of an approving authority for the Rumble editions.	NA
Launch of new integrated global VVF website	Text			.	.	September Launch	August Launch	July Launch	Thorough work on the website was done however due to timely approvals and the discontinuation of partnering with the website digital agency, the website couldn't be completed.	NA

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
Suggest a mix for MPCG market for Jo - SKU, scheme, variant, insight & execute to improve sales.	Text			1%	3%	5%	6%	7%	Have worked in both the MP and CG markets. Suggested introduction of different combinations of SKU at the 40 MRP, and 50x5 at the 30 MRP. Have also suggested launch of 12g hotel soap.	NA
CIP in (100 x 8) JO MTO Pack	Text			Fourth Week of November	Third Week of November	Second Week of November	First Week of November	Fourth Week of October	This has been completed and was done in October itself.	NA
New Variant Development in JO	Text			1st Week March	4th Week Feb	3rd Week Feb	2nd Week Feb	1st Week Feb	Profiles have been shortlisted in an all new White and Fresh space with Internal test conducted.	NA
Competition Study, Market Identification, Pricing Benchmarking, Packaging Development, Perfume Shortlist along with Go to Market Strategy for Talc	Text			1st Week March	4th Week Feb	3rd Week Feb	2nd Week Feb	1st Week Feb	This has been completed with the final launch of Talc shortly to be completed.	NA

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
Presenting an entry strategy based on firm consumer insight led concept for a range of male grooming product range along with identification of product category and product mix.	Text			Not Available	Not Available	03/17	02/17	01/17	This has been completed and was done in Jan 2017	NA
Getting detailed understanding of all the processes involved in 'go to market' plan through Male grooming project'	Text			Not Available	Not Available	03/17	02/17	01/17	This has been completed and was done in Jan 2017	NA

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
Preparing and ensuring all collaterals (posters, Logo, Standees, Social Media posts) of the CSR activity are in place by:	Text			.	.	15 Sep 2016	30 Aug 2016	15Aug 2016	The collaterals were completed at the end of July 2016 for the campaign.	NA
Preparing and ensuring all collaterals (Video) of the CSR activity are in place by:	Text			Nov 15th	Oct 31st	Oct 15th	Sep 30th	Sep 15th	The collaterals and the CSR video were completed at the end of August 2016.	NA
PR coverage mileage achieved through CSR Activities	Text			Less than 7 L Earned PR	7 to 9.5 Earned PR	9.5 to 10.5 L Earned PR	10.5 to 12.9 L Earned PR	More than 12.9 L Earned PR	Since there were no additional funds for PR, we have not been able to go ahead with the same.	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
Generating Customer Insight and Brand Awareness Meeting of Consumers	Text			No Insights	1 Insight for the year	2 Insights for the year	3 Insights for the year	5 Insights for the year	20 consumers were met for JO, Talc and Hair Oil apart from different call back meetings. Some of the insights: 1. Previous Parachute users of Hair Oil have stopped using Parachute because it feels sticky and they cannot run their hands through their hair and the smell is obnoxious. 2. Consumers do not understand the difference between Grade 1, Grade 2 and Grade 3 and only care of how the soap affects them and how the performance is. 3. Men primarily use Hair Oil in order for them to get voluminous hair and for styling purposes. Hair Oil is used by them daily and without washing. 4. Talc is applied on the skin post usage of Fairness cream so the skin doesn't appear oily.	NA
Market Visits to understand Retailers and Distributors	Text			Not Available	No Ideas per visit	1 Idea per visit	2 Ideas per visit	3 Ideas per visit	2 Market visits have been made to MPPG and others internally to Mumbai. Some of the ideas / suggestions are as follows: 1. 12g Hotel Soap to be introduced (working on the same) 2. Looking at a 40 MRP SKU to compete with the Godrej 70x4 3. Looking at new variations in the 30 MRP space like 70x3 / 50x5 / 65x3 / 55x4 (55x4 was implemented). 4. Looking at launching Talc in a small travel pack format (15/20/25/30g pack). 5. Also looking at coming up with newer SKUs in the MRP 20 or MRP 25 space	NA

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

Employee Name	Wayne Soares	Manager's name	Jaijee Varghese
Employee Code	10003556	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	Program completed	Comments
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	This will help me as I have multiple portfolios and it will help me understand how to effectively manage my time and prioritize effectively.	undefined	
4	Inspirational Leadership (only AGM & above)	Charles Carvalho	2			
5	Advanced Excel (only AGM & above)		2			
6	Environment Health and Safety *	EHS Team	1	ok	undefined	
7	Training on ISO 14001, OHSAS 18001 **	EHS Team	0.5	ok	undefined	
8	Training on ISO 9001 & 22000	ASHOKR AO PATIL	0.5			
9	Good Manufacturing Practices	ASHOKR AO PATIL	0.5	ok	undefined	

	(GMP +) and cGMP **					
10	Influencing skills	Internal TBD	2			
11	Strengths based team building	Charles Carvalho	1	Since I work with different functions, it is important to understand how best to manage the strengths with effective team building.	undefined	

*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	Program Completed	Reviews
1				undefined	undefined
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					
2	Coaching through leader in own function for functional inputs					

Part C: Development through action learning projects

Project Title	SPRUCE UP
Review date	Once a month

Target end date	01/Mar/2017
Project scope	1. Men Grooming Market in India – Overview. 2. Market Segments 3. Growth Drivers and Inhibitors for Men's Grooming Market in India 4. Risks associated with Men's Grooming Market in India 5. Profile of Key Players 6. Competitive Landscape 7. Potential categories 8. Strategic Recommendations/ Innovations 9. Commercial due diligence/ Risk analysis 10. Feasibility 11. Launch plan
Project exclusions	N.A.
Project deliverables (Target at rating 3: good solid performance)	1. Identify at least one product with high volume/ value to anchor the male grooming category 2. Launch plan for the men grooming product range
What is the employee expected to learn from this project	1. In-depth understanding of the category. 2. Insight into launch & marketing process 3. Insight into process of financial evaluations & feasibility 4. Understanding the process of achieving consumer Insights 5. Insight into product & packaging development process
Reviewer(s) name	Mr. Amarjit Mishra
Project Status	Select
Project Status Comments	