

Employee Name : RAKESH DHANDE

Manager's Name :

Goalsheet Of Year: 2017-2018

KRA Category : Business

KRA Weightage : 30

KRA Description : Catalyst study for Fatty alcohol & acid

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
Study spent Cu catalyst activity in laboratory	Text			Not complete	Study within 25 days after receiving of catalyst	Study within 20 days after receiving of catalyst	Study within 15 days after receiving of catalyst	Extra efforts to studying catalyst
Study Spent Ni catalyst activity in laboratory.	Text			Not complete	Study within 20 days after receiving of catalyst	Study within 15 days after receiving of catalyst	Study within 10 days after receiving of catalyst	Extra efforts to studying catalyst
Study Ni catalyst for fatty acid hydrogenation	Text			Not complete	Study within 20 days after receiving of catalyst	Study within 15 days after receiving of catalyst	Study within 10 days after receiving of catalyst	Extra efforts to studying catalyst

KRA Category : People

KRA Weightage : 20

KRA Description : Individual Development plan

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
IDP goal completion benefiting to self & organisation	Text			Not complete	Attend only two classroom trainings	Attend minimum three classroom training which are mandatory	Attend minimum three classroom training which are mandatory with one external training	Attend minimum three classroom training with two external training
GHK	Text			2 grading in GHK audit	5 grading in GHK audit	Consistent min 6 grading in GHK audits	8 grading in GHK audit	10 grading in GHK audit
Safety	Text			Major accident	Nearmiss	Zero accident in year	Safety improvement in department	Extra efforts to safety improvements in apartment as well as in factory

KRA Category : Process

KRA Weightage : 30

KRA Description : To support manufacturing in laboratory experiments for fatty acid, Fatty alcohol & glycerin

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
Lab experiment on intermediate alcohol to check final quality of alcohol.	Text			Not completed	Laboratory result delay	Laboratory results give at the time of manufacturing planning	Laboratory results give before 2 days of manufacturing planning	Take extra efforts to prepare reliable alcohol from intermediate alcohol
Complete laboratory experiment given by production and submitting report	Text			Not completed	Laboratory result delay	Laboratory results shared with production within time line	Laboratory results shared with production before time line	Take extra efforts to solve the production technical related problems
Laboratory support to raw material cost reduction projects	Text			Not completed	Delay submitting report to manufacturing	Prepared finish good & report submitting to Manufacturing within timeline	Prepared finish good & report submitting to Manufacturing before time line	Take extra efforts to reduce the raw material cost

vvf57e264fd8d3ef

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

Employee Name	Manager's name	Employee ID	Year
RAKESH DHANDE		10001838	2017-2018

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 9001 & 15000 **	ASHOKRAO PATIL	1	This is mandatory
2	Environment Health and Safety *	Sunil Katekari	1	This is mandatory
3	Prevention of Sexual Harassment *		1	This is mandatory
4	Effective Communication Skills	Charles Carvalho	2	
5	The Super Manager	Amit Sanas	2	
6	Six Thinking Hats		1	
7	Art of Charm	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					
2	Coaching through leader in own function for functional inputs					

Part C: Development through action learning projects

Project Title	
Review date	
Target end date	
Project scope	
Project exclusions	
Project deliverables (Target at rating 3: good solid performance)	
What is the employee expected to learn from this project	
Reviewer(s) name	
Project Status	Not Applicable
Project Status Comments	