

Employee Name : MRUDANG VACHHARAJANI

Manager's Name : Anant Pednekar

Goalsheet Of Year: 2017-2018

KRA Category : Process

KRA Weightage : 25

KRA Description : Change Management - Culture Building through HR Processes

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
Workmen Engagement survey in House	Text			0	0	"Survey completion 31Oct17. "	Result discussion with HO 30Nov17	0
Implementation of action points of engagement survey	Text			0	0	25% Implementaion by 31Jan18	50% Implementaion by 31Jan18	0
Induction for Cont. Lab. W.r.t. safety. Of existing as well as new joiners	Text			0	0	Identification of training Areas from Plant Head by 30Sept17 (training completion30% by 31Oct17, 60% by 31Jan18)	Completion of training with records by 31Mar18	0
Performance Management Process Cascade & Adherence of new process across organisation, Rigor on IDP, Quality check 100% MMC & above	Text			0	0	80 % of IDP completion	90% of IDP	0
PMS of OC & Associates	Text			0	0	Implementationby 31Aug2017	Implementation without IR issue by 31Aug2017	0

KRA Category : Business

KRA Weightage : 30

KRA Description : Business

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
Compliance Way forward	Text			0	0	"Daman Double OT for CL by 31 Dec 2017 Daman Land NA by 31 Oct 2017 "	0	0
Compliance related to Audits	Text			0	0	NIL Major NC	Minor NCs to be Neutralised within 15 days	0
Reduction in Plant HR OH	Text			0	0	10% w.r.t. FY 2016 17	15% w.r.t. FY 2016 17	0
MOST for Other than JnJ and Dettol	Text			0	0	Study Completion by 31Jan2018	Implementaion by 31Mar2018	0

KRA Category : People
KRA Weightage : 20
KRA Description : Organisational Effectiveness by enhancing development of employees

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
Self Directed Work Teams at Plants to enhance effectiveness and reduction of supervisors	Text			0	0	Reduction in Sup positions 10%	Reduction in Sup positions 15%	Reduction in Sup positions 20%
Completion of Plant IDP	Text			Less than 70%	Less than 80%	80% by 31Mar18	80% by 01Feb18	80% by 31Dec17
Completion Self & Team IDP	Text			0	0	100% by 31Mar17	100% by 31Feb18	0

KRA Category : Customer
KRA Weightage : 25
KRA Description : Zero Mandays lost on account of Industrial Relations

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
IR intelligence	Text			Not ApplNot Applicable	NA	Loss of Zero Man days	0	0
Smooth induction of Baddi / Tijjala workmen for plant operation	Text			Not Applicable	NA	Identification and implementation of MOST recommended nos.	Only critical roles for onroll employees	0
Daman optimisation of JMC	Text			Not Applicable	NA	Proposal by 31Oct17	Proposal by 30Sept17	0
IR Status	Text			Not Applicable	NA	to continue the present status i.e No union	Maintain status	0
Improvement in Admin facilities	Text			0	NA	Min 3 initiatives	Initiatives above 3	0

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

Employee Name	Manager's name	Employee ID	Year
MRUDANG VACHHARAJANI	Anant Pednekar	10002304	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

	Name of program	Faculty	Days	Please explain why
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No				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		2	
5	Getting Things Done		1	
6	The Super Manager	Amit Sanas	2	
7	Six Thinking Hats		1	
8	Art of Charm	Anant Pednekar	1	Required this training

*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	
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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	
Project Status Comments	