

Employee Name : Shivaji Dhepe
 Manager's Name : Anant Pednekar
 Goalsheet Of Year: 2017-2018

KRA Category : Customer

KRA Weightage : 20

KRA Description : 'Customer: Zero Man days lost on account of IR & Special Projects

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
Issue of uniforms/ shoes and other committed requirement to Sewree and Sion	Text	50		-	-	Uniform/ Shoes : 31 Jul Picnic: 31 Jul. Medicals : 31 Oct Welfare Commit. : as per last year	Uniform/ Shoes :15 Jul Picnic: 15 Jul Medicals : 15 Oct Welfare Commit. : 15 days prior to last year	-
Full and final payments w.r.t. BC of Sion & Sewree	Text	10		-	-	Gratuity : on last day F&F: next month salary	Gratuity : on last day F&F: next month salary Death Cases: all dues within 2 months	-
Budget FY 2017-18	Text	30		-	-	savings 10% vs FY 16_17	savings 15% vs FY 16_17	-
Submission of annual budget w.r.t. Sion & Sewree	Text	10		-	-	Submission: 15 Jan_18	Submission: 01 Jan_18	-

KRA Category : Business

KRA Weightage : 30

KRA Description : Organisational Effectiveness by rationalization of IR cases and issues

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
To facilitate Sewree in terms of commencing Bitumen Business	Text	30		Not Available	Not Available	all licences with in time	.all licences prior to commencement	-
Rationalize of Contract Labour at Sion and Sewree	Text	20		Not Available	Not Available	31 Oct	15 Sept	0.
Rationalize Manpower at Sewree and Sion	Text	20		Not Available	Not Available	by 31st Aug at Sewree and 15 Spt. at Sion	by 15 st Aug at Sewree and 31 Aug at Sion	0.
To ensure COD settlement with new Sion and Sewree Union	Text	20		Not Available	Not Available	31st Sept.2017	15th Sept.	0.
IR intelligence	Text	10		Not Available	Not Available	IR issue if at all solved in 01 day	Loss of Zero Man days at Sion & Sewree	0.

KRA Category : People

KRA Weightage : 20

KRA Description : People: Driving change and building a performance culture through innovative talent management 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
Prepare and execute IDP's of Self, Ashwini and Sewree Employee	Text	50		Not Available	Not Available	By 30.09.2017	By 31.08.2017	Not Available
BC Traning programe Sion & Sewree	Text	25		Not Available	Not Available	One in Two Months	One in each Month	Not Available
Faculty for BC Traning programe Sion & Sewree, 2 each	Text	25		Not Available	Not Available	Four classes	Five classes	Not Available

KRA Category : Process

KRA Weightage : 30

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
PMS of JMC & above Sion : collection, checking & submission	Text	20		Not Available	Not Available	before : 10 May	before : 31 April	Not Available
Compilation and submission of quarterly compliance of all plants	Text	30		Not Available	Not Available	preceding 10th of each quarter	preceding 07 th of each quarter	Not Available
Statutory application/ returns / replies pertaining to Sion and Sewree	Text	20		Not Available	Not Available	within last date	15th days in advance	Not Available
Handling of court orders	Text	30		Not Available	Not Available	Neutralizing NBW/ before appearance Contempt replies/ actions within court permissibility	NO single issuance of NBW or adversely commented by any court	Not Available

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

Employee Name	Manager's name	Employee ID	Year
Shivaji Dhepe	Anant Pednekar	10003088	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		2	This will help to enrich the communication skills to full fill task within time limits
5	Getting Things Done		1	
6	The Super Manager	Amit Sanas	2	will explore the qualities, behaviors, skills, and tools to help become the effective manager
7	Six Thinking Hats		1	
8	Art of Charm	Anant Pednekar	1	This will help to Daily Techniques to Control More Outcomes at Home and Work place

*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	Labour Laws update, amendment , IR Training	02	External Faculty
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	
Project Status Comments	