

Employee Name : PAWAN RAJPUT
 Manager's Name : SATISH JADHAV
 Goalsheet Of Year: 2017-2018

KRA Category : People
KRA Weightage : 15
KRA Description : Training & Development

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
1. Completion of Self IDP and Department IDP	Percentage			70	80	85	90	100
2. Technical Training to employees at OEM center (external)	Units		2	< 1.38	1.4 to 1.9	1.92 to 2.1	2.12 to 2.58	2.78
3. Technical Training to Department Employee	Units		2	< 1.38	1.4 to 1.9	1.92 to 2.1	2.12 to 2.58	2.78
4. Training attendance of Department employee	Units		8	< 5.52	5.6 to 7.6	7.68 to 8.4	8.48 to 10.32	11.12

KRA Category : Customer
KRA Weightage : 15
KRA Description : Improvement in Plant & reliability of equipments

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
1. Improvement of lighting in Old Boiler and mech. Workshop	Text			2 initiative	3 initiative	4 initiative	6 initiative	>6 initiative
2.Data Analysis of 7 transformers and 02G1,02G3, 02G1A daily readings. 1 report per month	Text			10th of each month	7th of each month	4th of each month	3rd of each month	1st of each month
3. Installation of Electrical equipment in Panel enclosure	Units		5	< 3.45	3.5 to 4.75	4.8 to 5.25	5.3 to 6.45	6.95
4. Coal plant ESP reliability improvement	Text			1 initiative	2 initiative	3 initiative	4 initiative	>4 initiative
5. Project implementation in view of plant reliability & no any failure within one year of Plant commissioning	Percentage			80	85	90	95	100

KRA Category : Process**KRA Weightage : 40****KRA Description : Improve Equipment Uptime to meet production targets & reduce cost**

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
1.Completion of all PM as per the schedule.	Percentage			90	92	98	98.5	100
2.Online temperature monitoring and modification in DFA plant.	Text			Count: 1	Count: 2	Count: 3	Count: 4	Count: 5
3. Completion of PM related to Earthing Pit(EP) and Insect Killer. Earthing pit PM twice a year and insect killer(IK) maintenance as per due data.	Text			EP zero and IK with minor NC	EP once and IK with no NC with observation	EP twice and IK no NC	EP more than twice and IK no NC without observation	EP more than twice and IK with compliment.
4. To prepare the annual shutdown job list and execute all the jobs within shutdown period. Ensure the equipment performance after shutdown maintenance	Percentage			70	80	85	90	100
5. Complete Relay testing and Critical big motors overhauling to improve its reliability (Subject to availability of shutdown)	Date			28/Feb/2018	31/Jan/2018	31/Dec/2017	30/Nov/2017	15/Nov/2017

KRA Category : Business**KRA Weightage : 15****KRA Description : Improvements**

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
1.Improving reliability in fencing system	Text			1 initiative	2 initiative	3 initiative	4 initiative	5 or more initiative
2. Data collection of total motors in Plant along with no load data	Date			15/Mar/2018	01/Feb/2018	31/Dec/2017	01/Nov/2017	16/Oct/2017
3. Reduction in Premonsoon activity in Alcohol Plant	Percentage			70	80	90	95	100
4. Reduce/modification in circuit of lamps ON during day time	Units		20	< 13.8	14 to 19	19.2 to 21	21.2 to 25.8	27.8
5. Improvement in illuminations level of FG Godown as per IS	Text			70 lux	90 lux	100 lux	115 lux	> 130 lux

KRA Category : Business**KRA Weightage : 15****KRA Description : Environment, Safety & Health**

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
1. Modification in Lightning Arrestor system of entire plant	Date			28/Feb/2018	01/Jan/2018	30/Nov/2017	30/Oct/2017	15/Sep/2017
2. Electrical safety audit in plant 1Nos. By July end & 1Nos. by Dec. end (internal/ external)	Percentage			70	80	90	95	100
3.Compliance to safety audit points	Percentage			70	80	90	95	100
4. Documentation for ISOs & its compliance	Text			Minor NC	No NC with observation	No NC	No NC NO Observation	Compliment

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

Employee Name	Manager's name	Employee ID	Year
PAWAN RAJPUT	SATISH JADHAV	10003858	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	To improve the communication level
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			
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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	