Employee Name : Madhulika Pathak
Manager's Name : Gajendra Palo
Goalsheet Of Year: 2017-2018

KRA Category : Customer
KRA Weightage : 40
KRA Description : 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
Data to Bank,Auditors,Insurance Co.	Text			Need basis	Need basis	Need basis	Need basis	Need basis.
Data for Anti Dumping/ Safeguard/Subsidy	Text			Need basis	Need basis	Need basis	Need basis	Need basis
Data for other Special Project	Text			Need basis	Need basis	Need basis	Need basis	Need basis

KRA Category : People
KRA Weightage : 20
KRA Description : Transfer Pricing ,Statutory Audit & Cost Audit

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
Cost Audit	Date			15/Sep/2017	31/Aug/2017	14/Aug/2017	31/Jul/2017	15/Jul/2017
Plant wise CAS-4 Certification	Days			28	27	26	25	20
IFCS Compliance -Inventory Valuation	Percentage			85	90	95	97	100
Statutory Audit- Inventory & Segment	Date			31/Aug/2017	14/Aug/2017	31/Jul/2017	15/Jul/2017	30/Jun/2017

KRA Category : Process
KRA Weightage : 20
KRA Description : Monthly MIS & Product Costing

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
Division wise Financials- VVFI & VVFL	Days			10	9	8	7	6
Stock Valuation	Days			34	33	32	31	30

KRA Category : Business
KRA Weightage : 20
KRA Description : Annual Business 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
Discussion & Follow up with Busniess Finance for ABP P&L	Date			30/Mar/2018	15/Mar/2018	19/Feb/2018	12/Feb/2018	05/Feb/2018
Review of Budget upload in SAP	Date			30/Mar/2018	29/Mar/2018	28/Mar/2018	27/Mar/2018	26/Mar/2018

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

Employee Name	Manager's name	Employee ID	Year
Madhulika Pathak	Gajendra Palo	10000680	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	
2	Environment Health and Safety *	Sunil Katekari	1	
3	Prevention of Sexual Harassment *		1	
4	Effective Communication Skills	Prasanna Purushothaman	1	
5	Getting Things Done	Prasanna Purushothaman	1	
6	The Super Manager	Amit Sanas	2	
7	Six Thinking Hats		1	

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*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	
Project Status Comments	