

Employee Name : Prasanna Purushothaman
 Manager's Name : Amit Sanas
 Goalsheet Of Year: 2017-2018

KRA Category : Business

KRA Weightage : 15

KRA Description : Design of interventions to improve business effectiveness

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
Gathering Needs from business heads	Date	50		26/Jan/2018	19/Jan/2018	12/Jan/2018	05/Jan/2018	22/Dec/2017
Designing and delivering Interventions (Internal and External) that address their unique needs by 31 March 2018	Units	50	5	< 3.45	3.5 to 4.75	4.8 to 5.25	5.3 to 6.45	6.95

KRA Category : Process

KRA Weightage : 15

KRA Description : RBNQA - Develop, Deploy and Manage the RBNQA Communication Rollout

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
Design and Develop a communication strategy with buy-in from key stakeholders	Date	40		15/Jan/2018	01/Jan/2018	22/Dec/2017	15/Dec/2017	08/Dec/2017
Manage and track the communication strategy	Text	60		Employees Not Aware	Partially aware	General Awareness	Awareness and positive feeling	High Awareness, Alignment and able to articulate

KRA Category : Customer

KRA Weightage : 40

KRA Description : Developing Solutions for Key customers (MD and people in the organization)

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
Designing the Talent Management framework	Date			31/Dec/2017	15/Dec/2017	30/Nov/2017	15/Nov/2017	01/Nov/2017
Deployment of projects before next year	Days			120	110	100	90	80

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
Engagement Survey actionable by End of Year	Percentage			60	70	80	90	100

KRA Category : People

KRA Weightage : 30

KRA Description : Projects that enable people 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
Design a Coaching and Mentoring framework to be implemented in 2018-19	Date			16/Mar/2018	05/Mar/2018	19/Feb/2018	05/Feb/2018	22/Jan/2018
Deliver internal programs as per calendar	Percentage			70	80	90	100	110
Integrating Chally with IDP for identified people	Percentage			60	70	80	90	100
Managing the Training Calendar	Percentage			70	80	90	100	110

vvf57e264fd8d3ef

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

Employee Name	Manager's name	Employee ID	Year
Prasanna Purushothaman	Amit Sanas	10004119	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	
5	Getting Things Done		1	
6	The Super Manager	Amit Sanas	2	To learn about

				leadership aspects, clarify concepts. Also want to learn from Amit how to be a leader than a manager
7	Six Thinking Hats		1	
8	Art of Charm	Anant Pednekar	1	To be able to talk to leaders, vendors and customers to provide the best value for VVF and win-win for all.

*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	Mohit Sharma	4	31 March 2018		
2	Coaching through leader in own function for functional inputs	Col Ravi Shankar	2	31 March 2018		

Part C: Development through action learning projects

Project Title	Developing trainers and facilitators in VVF
Review date	31 March 2018

Target end date	31July 2018
Project scope	Conducting Train The Trainer at various locations. Identifying people who are interested to contribute in knowledge sharing. Mentor and groom them. Increase utilization of learning center for knowledge sharing programs
Project exclusions	These programs will not be part of IDP Learning
Project deliverables (Target at rating 3: good solid performance)	Generating interest around the self learning activity Identifying interested and potential candidates TTT sessions for candidates Hand holding people until their first sessions Debrief and feedback after their very own sessions
What is the employee expected to learn from this project	Energizing and motivating individuals to go beyond their call of duty. Inspire in people a sense of giving back and contributing.
Reviewer(s) name	Amit Sanas, Ramesh Doraiswamy
Project Status	
Project Status Comments	