

Employee Name : RAKESH DHANDE
 Manager's Name : Vilas Kakade
 Goalsheet Of Year: 2017-2018

KRA Category : Business

KRA Weightage : 30

KRA Description : Long chain alcohols/New products

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
Laboratory support to establish tertiary amine/asphalt emulsion	Text		
Laboratory support to long chain alcohol volume	Text		

KRA Category : Business

KRA Weightage : 30

KRA Description : To support control of manufacturing expenses & meeting SNOP

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
Laboratory support to variable cost & yields	Text		
Support to Identifying & implementing cost cutting / yield improvement / inventory reduction projects	Text		
Compleat laboratory experiment given by production and submitting report	Text		

KRA Category : People

KRA Weightage : 20

KRA Description : Individual Development 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
IDP goal completion benefitting to self & organisation	Text			Not complete	Attendid only two classroom trainings	Attend minimum three classroom training which are mandatory	Attend minimum three classroom training which are mandatory with one external training	Attend minimum three classroom training with two external training

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
GHK	Text			2 grading in GHK audit	5 grading in GHK audit	Consistent min 6 grading in GHK audits	8 grading in GHK audit	10 grading in GHK audit
Safety	Text			Major accident	Nearmiss	Zero accident in year	Safety improvement in department	Extra efforts to safety improvements in apartment as well as in factory

KRA Category : Process

KRA Weightage : 20

KRA Description : Catalyst study for Fatty alcohol & acid

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
Study new/spent Cu catalyst activity in laboratory	Text		
Study Spent Ni catalyst activity in laboratory.	Text		
Study Ni catalyst for fatty acid hydrogenation	Text		

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

Employee Name	Manager's name	Employee ID	Year
RAKESH DHANDE	Vilas Kakade	10001838	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	
5	The Super Manager	Amit Sanas	2	
6	Six Thinking Hats		1	

7	Art of Charm	Anant Pednekar	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	Not Applicable
Project Status Comments	