

Rating Of Quantitative Goals

KRA Description	Cost Saving (Rs. 62,74,833/-)									
KRA Category	Customer									
Weightage	15									
Reporting Manager	Vilas Kakade									
Key Performance Indicators (KPI) Description	Unit & Value					Actual achievement of year end	Appraisee comment on actual achievement	Upload Supported Documents		
1) Steam saving a)Steam leakage audits b)Steam usage optimisation	Unit			Text		1) Steam leak audits	1)Modifications/leaks arrested in Plant during Nov'16 shutdown 2)Tankfarm steam tracing line modification pending-Tracing & Vaccum steam consumption reduced by 4394 MT/yr ie 14.73% since 2015-16	steam saving 704 701.xlsx (/pms/data(proof)/steam saving 704 701.xlsx) <div>Delete</div>		
	1	2	3	4	5					
	Not A >>	Not A >>	a) Au >>	Not A >>	Not A >>					
2) Optimise Process Parametres (Sec-01) a) Reduction in Sec 01 Temperaures by 2 deg across all grades.	Unit			Text		1184.28 kgs/day or R	Reduced temperatures in 01D3 & 01D4 by 2 deg cent for C1214 & C1618	Optimise Process Parameters.xlsx (/pms/data(proof)/Optimise Process Parameters.xlsx) <div>Delete</div>		
	1	2	3	4	5					
	Not A >>	Not A >>	1184 >>	Not A >>	Not A >>					
3) Increase Product yield by 0.02% (Rs 70000 PMT) a) Remove concentrated residue to improve first pass yield by 0.02% b)Study fractionation for Flash from 01D11	Unit			Text		1)Modified & Commi	a)Residue removal has not given substantial results b)Flash fractionation not carried out.	<div>Upload File</div>		
	1	2	3	4	5					
	Not A >>	Not A >>	a)Com >>	Not A >>	Not A >>					
4) Reduce Effluent by 20 m3/day (treatment cost Rs 40/m3)	Unit			Text		1)Effluent reduced by	1)Effluent generation reduced by effective utilisation of waste water 2)Condensate recovery improved by modifications.	Effluent Reduction 16-17.xlsx (/pms/data(proof)/Effluent Reduction 16-17.xlsx) <div>Delete</div>		
	1	2	3	4	5					
	Not A >>	Not A >>	1) Re >>	Not A >>	Not A >>					

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KRA Description	1) To meet Production as per S & OP Target. 2) To ensure Plant Reliability to achieve the Target (Plant can produce 7500 MT per month as and when required.)									
KRA Category	Business									
Weightage	40									
Reporting Manager	Vilas Kakade									
Key Performance Indicators (KPI) Description	Unit & Value					Actual achievement of year end	Appraisee comment on actual achievement	Upload Supported Documents		
1) To ensure monthly Production as per Plan. a) To reduce downtime due to C/O for higher to lower grades.	Unit			Text		92.31	Actual 92.31% ,but considering downtime due to external factors 102%,Monthly Production Targets not achieved due to External factors No Raw material connectivity,21.7 days lost due to External factors	SNOP vs Act.xlsx (/pms/data(proof)/SNOP vs Act.xlsx) <div>Delete</div>		
	1	2	3	4	5					
	Not A >>	Not A >>	96 _ 105%	106 _ >>	> 129%					

2) Maintain Product yield as per BOM	<table><tr><th colspan="3">Unit</th><th colspan="2">Text</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>a) C1 >></td><td>a) C1 >></td><td>a) C1 >></td></tr></table>	Unit			Text		1	2	3	4	5	Not A >>	Not A >>	a) C1 >>	a) C1 >>	a) C1 >>	C1214-9C	1)Yields not achieved due to short runs according to low raw material connectivity	Yields.xlsx (/pms/data(proof)/Yields.xlsx) Delete
Unit			Text																
1	2	3	4	5															
Not A >>	Not A >>	a) C1 >>	a) C1 >>	a) C1 >>															
3) Maintain specific consumption a)Ensure maximum Production rates to maintain Specific consumption { C1214 - 400 MTD max C1618 (BPPKO) - 300 MTD C1618(PFAD base) - 247 MTD }	<table><tr><th colspan="3">Unit</th><th colspan="2">Text</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>100% >></td><td>97% a >></td><td>94% a >></td></tr></table>	Unit			Text		1	2	3	4	5	Not A >>	Not A >>	100% >>	97% a >>	94% a >>	Maximum	Low Production rates due to no Raw material connectivity	Sp Consumption.xlsx (/pms/data(proof)/Sp Consumption.xlsx) Delete
Unit			Text																
1	2	3	4	5															
Not A >>	Not A >>	100% >>	97% a >>	94% a >>															
4) Plant Reliability - (max 7500 MT/M as and when demanded) 1) Action points to be implemented to ensure the plant reliability as per the proposed list. a) PM/CM schedule to follow b) Completion of FIR/FAR/ MOC c) No downtime due to Vaccum system. d) No Downtime due to Tempered Cooling Water e)Ensure 100% availability of Standby Equipment.Exchanger leaks.	<table><tr><th colspan="3">Unit</th><th colspan="2">Text</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>a)100 >></td><td>Not A >></td><td>Not A >></td></tr></table>	Unit			Text		1	2	3	4	5	Not A >>	Not A >>	a)100 >>	Not A >>	Not A >>	a)Regula	1)Pump maitainence carried out when detected during C/O,Regular PSV servicing done c)Vaccum system readings monitored for abnormality d)Chemical dosing to TCW monitored	Upload File
Unit			Text																
1	2	3	4	5															
Not A >>	Not A >>	a)100 >>	Not A >>	Not A >>															



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KRA Description	Business Dev																			
KRA Category	Process																			
Weightage	15																			
Reporting Manager	Vilas Kakade																			
Key Performance Indicators (KPI) Description	Unit & Value		Actual achievement of year end	Appraisee comment on actual achievement	Upload Supported Documents															
1) Reduction in Intermediate Alcohol Inventory a) Intermediate processing & fractionation as soon as possible.	<table><tr><td colspan="3">Unit</td><td colspan="2">Text</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>1000 >></td><td>Not A >></td><td>Not A >></td></tr></table>		Unit			Text		1	2	3	4	5	Not A >>	Not A >>	1000 >>	Not A >>	Not A >>	Consumed 5962.83 mt of	Intermediates Fractionated & processed as per oppurtunity	Intermediate Reduction 16-17.xlsx (/pms/data(proof)/Intermediate Reduction 16-17.xlsx) <div>Delete</div>
Unit			Text																	
1	2	3	4	5																
Not A >>	Not A >>	1000 >>	Not A >>	Not A >>																
2) Alcohol Product Rejection on Quality.	<table><tr><td colspan="3">Unit</td><td colspan="2">Text</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>Zero</td><td>Not A >></td><td>Not A >></td></tr></table>		Unit			Text		1	2	3	4	5	Not A >>	Not A >>	Zero	Not A >>	Not A >>	No product rejection on Q	No Product rejection on Quality.	<div>Upload File</div>
Unit			Text																	
1	2	3	4	5																
Not A >>	Not A >>	Zero	Not A >>	Not A >>																
3) To meet compliance as per ISO 9000/14000/18000 and modify documents.	<table><tr><td colspan="3">Unit</td><td colspan="2">Text</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>Prepa >></td><td>Not A >></td><td>Not A >></td></tr></table>		Unit			Text		1	2	3	4	5	Not A >>	Not A >>	Prepa >>	Not A >>	Not A >>	Documents upgraded as :	Modified Documents as required	<div>Upload File</div>
Unit			Text																	
1	2	3	4	5																
Not A >>	Not A >>	Prepa >>	Not A >>	Not A >>																
4) To comply with various customer audit and audit point closure.	<table><tr><td colspan="3">Unit</td><td colspan="2">Text</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>Not A >></td><td>Not A >></td><td>100%</td><td>Not A >></td><td>Not A >></td></tr></table>		Unit			Text		1	2	3	4	5	Not A >>	Not A >>	100%	Not A >>	Not A >>	Attended Customer Audit:	Audit reports points closed	<div>Upload File</div>
Unit			Text																	
1	2	3	4	5																
Not A >>	Not A >>	100%	Not A >>	Not A >>																

KRA Description	Training and Development
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KRA Category	People									
Weightage	15									
Reporting Manager	Vilas Kakade									
Key Performance Indicators (KPI) Description	Unit & Value					Actual achievement of year end	Appraisee comment on actual achievement	Upload Supported Documents		
Training of GETs & Field Operators	Unit			Text		Trained GETs & Ope	Trained GETs & Trainee Operators			
	1	2	3	4	5					
	Not A >>	Not A >>	Till >>	Not A >>	Not A >>					
Studying Logistics related processes	Unit			Text		Studied Tanker move	Studied Tanker Processes			
	1	2	3	4	5					
	Not A >>	Not A >>	End F >>	Not A >>	Not A >>					
2) Self Training from the Mentor: a) Interpersonal skills (Mr. Amit Sanas) b) Inspirational Leadership (Mr. Charles Carvalho) d) To understand various terms like COB, FOB etc and its effect on cost of transport.(Export Marketing/ Logistics person)	Unit			Text		1)Attended training l	Not attended Inspirational Leadership by Mr Charles Carvalho due to Work at Plant site			
	1	2	3	4	5					
	Not A >>	Not A >>	End F >>	Not A >>	Not A >>					
3) Development through developmental Relationships Behavioural inputs (Mr. Charles Carvalho)	Unit			Text		Not able to attend	Not able to attend			
	1	2	3	4	5					
	Not A >>	Not A >>	Not A >>	Not A >>	Not A >>					

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KRA Description	Environment, Health & Safety									
KRA Category	Business									
Weightage	15									
Reporting Manager	Vilas Kakade									
Key Performance Indicators (KPI) Description	Unit & Value					Actual achievement of year end	Appraisee comment on actual achievement	Upload Supported Documents		
1) Accidents & Fire Incidances in Plant - a) Usage of PPE's b) Risk assessment in specific activity (other than routine) c) PM to ensure no leakages.	Unit			Text		1)Ensured use of PPEs for a	1)Risk assesment in Sp activities like 02D25 foundation maintainence,03D3 column project			
	1	2	3	4	5					
	Not A >>	Not A >>	1)Ens >>	Not A >>	Not A >>					
2) Follow-up of work permit system	Unit			Text		Issue of Work Permits & Ret	Followup of various Hot work Permits to closure done.			
	1	2	3	4	5					
	Not A >>	Not A >>	100% >>	Not A >>	Not A >>					

3) Closure of safety audit findings

Unit			Text	
1	2	3	4	5
Not A >>	Not A >>	Immed >>	Not A >>	Not A >>

Done

1)Evacuation Plans printed & putup in Plant,Safety Equipment repairs done timely

Rating Of Qualitative Goals

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Year-End Review (Part B) - To be filled by appraisee

This form captures the **HOW** of performance and will be used to differentiate between 3, 4 and 5 ratings on the performance scale when such differentiation is not normally possible i.e. all the employees have performed equally well and manager has to make a tough choice to fit the employees on a bell curve

1. I feel my goals were very challenging and stretched because:*

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1)Throughout year run sizes have been small,which has impacted Yields.2)Rates were low on account of no Raw material connectivity.

2. I have gone the extra mile to help my colleagues/team/organization by:*

(In case if you have any document proof please use 'Upload' file button)

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1)Directed the Team towards Energy,Steam & Condensate saving Schemes.2)Noticing abnormalities on day to day basis & avoiding breakdowns by making sure Standby Equipments are available.

3. I have lived the VVF values (/pms/upload/Vision_Mission_Values_Final.pdf)(Openness, Integrity, Respect, Trust, Innovation, Agility) in an exemplary fashion in the following way:

(In case if you have any document proof please use 'Upload' file button)

Upload File

Please give at least 1 example but not more than 2 examples that are meaningful. These examples can be of the same value or of different values. Not the number of examples that matter but the **impact** created by living that value that matters.

e.g. I proactively created a process for updating clients on weekly basis which increased client satisfaction (Innovation)

Example:1 *

1)Commissioned Residue removal & concentration system.

Example:2

2)Provided Residue line with Flushing system to avoid choking in C2022 runs.

4. I have demonstrated the VVF leadership competencies (/pms/upload/VVF_Leadership_Framework.pdf)(Teamwork, Customer Orientation, Result Orientation, Developing self and team, Strategic thinking, Ownership and accountability) in the following way:

(In case if you have any document proof please use 'Upload' file button)

Upload File

Please give at least 1 example but not more than 2 examples that are meaningful. These examples can be of the same value or of different values. Not the number of examples that matter but the **impact** created by living that value that matters.

e.g. Successfully arranged a session between IT team and production team that increased practical knowledge of MM module, thus reducing time required for system related process (teamwork, developing self and team)

Example:1 *

1) Suggestions to 03D3 Modification Scheme.2)Trying to operate 3 Reactors in Sec01 instead of 4 Reactors during Short runs.

Example:2

Training of people to handle SAP in absence.

☐ I confirm that the data filled above is true to the best of my knowledge

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Final Submission



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