

Employee Name : Kishor Salunke
 Manager's Name : Anant Pednekar
 Goalsheet Of Year: 2017-2018

KRA Category : Process

KRA Weightage : 25

KRA Description : Change Management - Culture Building through HR Processes

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
Workmen Engagement survey in House	Text	20		.	.	Survey completion 30Sept17.	Result discussion with HO 31Oct17	.
25% implementation of action points of engagement survey	Text	20		.	.	Implementaion by 31Jan18	Implementaion by 31Dec17	.
Induction for Cont. Lab. W.r.t. safety. Of existing as well as new joiners	Text	20		.	.	Identification of training Areas from Plant Head by 30Sept17 training completion30% by 31Oct17 60% by 31Jan18	Completion of training with records by 31Mar18	.
Performance Management Process: Rigor with 100% completion JMC & above	Text	20		.	.	within stipulated time	10 days ahead of schedule	.
Exgratia Exit for workmen in FY 2017-18	Text	20		.	.	5 to10 employees	10 employees	.

KRA Category : People

KRA Weightage : 20

KRA Description : Organisational Effectiveness by enhancing development of employees

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
Self Directed Work Teams at Plants to enhance effectiveness and reduction of supervisors	Text	20		.	.	Reduction in Sup positions 10%	Reduction in Sup positions 15%	Reduction in Sup positions 20%
Completion of Self IDP	Percentage	20		70	80	90	99	100
Skill level improvement in Operators in Distillation, Alcohol and Hydrogenation	Text	40		.	.	Skill improvement of 50% of the identified employees by 31 Mar18 with documentation.	Skill improvement of 70% of the identified employees by 31Mar18 with documentation.	.
Completion of Team and Plant IDP	Text	20		Less than 70%	Less than 80%	80% by 31Mar18	80% by 01Feb18	80% by 31Dec17

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

Employee Name	Manager's name	Employee ID	Year
Kishor Salunke	Anant Pednekar	10003009	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	
7	Six Thinking Hats		1	
8	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			

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					
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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	