

SPCPL E&C PM Review 2022 - 2023 for Irfaan Rafiuddin Shaikh

Employee Information

Last Name	Shaikh	First Name	Irfaan
Title	Engineer (Finishes)	Department	Finishes
Recruit Date	03/03/2021	Job Code	50086089

Goals (100.0%)

- 1.This section is for evaluating accomplishments of goals for the current appraisal period
2. Employee needs to mention their target either in **numbers** (revenue,recovery etc) or in % (date of completion,progression etc)
3. Employee needs to mention their actual corresponding to the target values in **numbers** or %
4. The current target & actual are mentioned by you in the mid - year appraisal. However the target can be changed by the manager

Click on the Edit button against each goal and update the actual achievement.

Goals

15.0% of total score

1.1 Ensure implementation of SPCL Way

On
Track

- a) Implementation of work as per WMS & drawing.
- b) Ensuring 100%adherence to QAP-Not more than one NC in month.
- c) Timely submission of Subcontractor bills,its certification from Clint.
- d) Follow all approved good practices.

Mid Year Employee
Comments

Mid Year Manager
Comments

Mid Year Matrix
Manager
Comments

Goal Details

Goal	Ensure implementation of SPCL Way	Metric (Measure of Success)	a) Implementation of work as per WMS & drawing. b) Ensuring 100%adherence to QAP-Not more than one NC in month. c) Timely submission of Subcontractor bills,its certification from Clint. d) Follow all approved good practices.
Weight	15.0%	Target in %	100
Actual in %		% Complete	0
Start Date	01/04/2022	Due Date	31/03/2023

Status

On Track

Other Details

Sub-Goals

Goals

20.0% of total score

1.2 Quality & Safety

On
Track

- a) Take measures to improve quality,
- b) Identify a problem area and Compare result
- c) Timely closure of quality observation & NC.
- d) Ensure safety during working.
- e) Zero fatalities.
- f) Timely closure of safety walk.

Mid Year Employee
CommentsMid Year Manager
CommentsMid Year Matrix
Manager
Comments

Goal Details

Goal	Quality & Safety	Metric (Measure of Success)	<ul style="list-style-type: none"> a) Take measures to improve quality, b) Identify a problem area and Compare result c) Timely closure of quality observation & NC. d) Ensure safety during working. e) Zero fatalities. f) Timely closure of safety walk.
Weight	20.0%	Target in %	100
Actual in %		% Complete	0
Start Date	01/04/2022	Due Date	31/03/2023
Status	On Track		

Other Details

Sub-Goals

Goals

15.0% of total score

1.3 Quantity Estimation

On
Track

- a) Preparation of quantities of different items such as Marble, Tiles, Granite, Kota, Kadapa stone.Door shutter,& frame,Tile Adhesive, silica sand etc to procure for work.
- b) Reconciliation for Marble,Tile,Tile Adhesive etc.

Mid Year Employee
CommentsMid Year Manager
CommentsMid Year Matrix
Manager
Comments

Goal Details

Goal	Quantity Estimation	Metric (Measure of Success)	
			a) Preparation of quantities of different items such as Marble, Tiles, Granite, Kota, Kadapa stone.Door shutter,& frame,Tile Adhesive, silica sand etc to procure for work. b) Reconciliation for Marble,Tile,Tile Adhesive etc.
Weight	15.0%	Target in %	100
Actual in %		% Complete	0
Start Date	01/04/2022	Due Date	31/03/2023
Status	On Track		

Other Details

Sub-Goals

Goals 10.0% of total score

1.4 Punctuality & Housekeeping

On
Track

- a) Punctual at site.
b) Housekeeping in Working area and surrounding area.

Mid Year Employee
Comments

Mid Year Manager
Comments

Mid Year Matrix
Manager
Comments

Goal Details

Goal	Punctuality & Housekeeping	Metric (Measure of Success)	
			a) Punctual at site. b) Housekeeping in Working area and surrounding area.
Weight	10.0%	Target in %	100
Actual in %		% Complete	0
Start Date	01/04/2022	Due Date	31/03/2023
Status	On Track		

Other Details

Sub-Goals

Goals 40.0% of total score

1.5 Finance

On
Track

- a)Achieving annual revenue target.
b) Ensuring work of Tower E ,G & H Marble, Tilling , door frame, Gypsum, putty, kota stone, as per requirement of milestone.

c) Ensuring Handing over of Tower-A,B,C,D & F Common Area & Signages work to Clint.

Mid Year Employee
Comments

Mid Year Manager
Comments

Mid Year Matrix
Manager
Comments

Goal Details

Goal	Finance	Metric (Measure of Success)	a)Achieving annual revenue target. b) Ensuring work of Tower E ,G & H Marble, Tilling , door frame, Gypsum, putty, kota stone, as per requirement of milestone. c) Ensuring Handing over of Tower-A, B,C,D & F Common Area & Signages work to Clint.
Weight	40.0%	Target in %	100
Actual in %		% Complete	0
Start Date	01/04/2022	Due Date	31/03/2023
Status	On Track		

Other Details

Sub-Goals

Role Specific Competencies (Applicable for E1 and above) (0.0%)

This section is for evaluating the accomplishments of Job Specific Competencies.

Each competency should have a rating and comments before moving on to the next section.

Developmental Training Needs

Objective behind nominating member for said training must be mandatorily implied in comment box. Key in the developmental and training needs below

Name of the Training 1 Select..

Description of the Training 1

Name of the Training 2 Select..

Description of the Training 2

Name of the Training 3

Description of the Training 3

Acknowledgement

Employee Acknowledgement on one to one discussion with Manager

I confirm that I have had 1:1 discussion
with the manager for Annual

Mid Year Overall Comments

Mid Year Overall Comments

Annual Overall Comments

Key in the Annual Overall comments below. Mention about the special achievements, strengths and aspirations.