

DESIGNATION: DISTRICT MANAGER		MANAGER (VIG)											
KEY RESPONSIBILITIES AREA	KEY PERFORMANCE INDICATOR( UNIT)	TARGET	WEIGHTAGE	ACTUAL ACHIEVEMENT	WEIGHTAGE ACHIEVED	%AGE TARGET ACHIEVED	Range & Weightage					Methodology to calculate actual achievement	
							Outstanding	V. Good	Good	Average	Below Average		
1	Monitoring of Physical Verification	No. of centres (in a year)	120 centres (in a year)	12	109	8	67	120=12	111 to 119=10	101 to 110 = 8	91 to 100 =6	Less than 90= 4	No. of centre where PV conducted/Total No. of Centres in the state*100
2	Theft cases investigation	No. of case (each within 7 days)	100%	10	100	10	100	100=10	91 to 99 = 8	81 to 90 = 6	71 to 80 = 5	Less than 70 = 3	No. of cases investigated within time frame
3	Investigation of Storage Losses	No. of cases (with in 2 month)	100%	10	100	10	100	100=10	91 to 99 = 8	81 to 90 = 6	71 to 80 = 5	Less than 70 = 3	No. of cases investigated within time frame
4	Processing of PV Reports	No. of PV reports (each within 7 days)	120 centres	20	120	20	100	120=20	111 to 119=16	101 to 110 = 12	91 to 100 =10	Less than 90= 6	No. of centres PV processed within time frame
5	Investigation of Complaints	No. of cases ((each within 10 days)	100%	15	100	15	100	100=15	91 to 99 = 12	81 to 90 = 9	71 to 80 = 7	Less than 70 =5	No. of complaint cases investigated with in time frame
6	Squad Inspection	Minimum 3 in a month (Total 36 in a year)	36	15	34	12	80	36=15	31 to 35 = 12	26 to 30 = 9	21 to 25 = 7	less than 20=5	No. of inspections conducted/36*100
7	Defalcation investigation	All cases (each within 7 days)	100%	10	95	8	80	100=10	91 to 99 = 8	81 to 90 = 6	71 to 80 = 5	Less than 70 = 3	No. of defaulting cases investigated within time frame
8	Innovative Idea to Check defalcation/theft etc	Minimum 2 in a year	100%	8	1	6	75	2 = 8	1 = 6				No. of inovative ideas introduced/2*100
<b>Total</b>				<b>100</b>	<b>0</b>	<b>89</b>	<b>89</b>						

Outstanding	V. Good	Good	Average	Below Average
81 -100%	61-80%	51-60	31-50	less than 30
89	<b>81</b>			