

NAME:							
Branch Head: Procurement							
	KEY RESPONSIBILITY AREA	KEY PERFORMANCE INDICATOR (UNIT)	TARGET	WEIGHTAGE	ACTUAL ACHIEVEMENT	WEIGHTAGE ACHIEVED	%AGE TARGET ACHIEVED
1	Bogus billing in procurement operation	No. Of incidences	Zero	15	2	9	60
2	Paddy milling within specified period fixed by GOI including extension	%Age	100	20	82	12	60
3	Monitoring of PV of Paddy as per schedule	%Age	100	20	65	10	50
4	Embezzlement of paddy by millers	No. of incidences	Zero	15	0	15	100
5	Reconciliation of stocks from the last date of purchase						
	Paddy	Days	40	15	43	15	100
	Wheat	Days	40	15	55	9	60
			Total	100		70	70

Range & Weightage					
Outstanding	V. Good	Good	Average	Below Average	Methodology to calculate actual achievement
0=15	1=12	2=9	3=7	more than 3 = 5	No.of incidences
91% to 100%=20	81% to 90%=16	71% to 80%=12	61% to 70%=10	Less than 61%=6	Total quantity of paddy milled(LMT) in the state /Total paddy procured and stored in the state
91% to 100%=20	81% to 90%=16	71% to 80%=12	61% to 70%=10	Less than 61%=6	No. of Rice mill Physically verified in actual/ No. of rice mill to be verified as per custom milling policy*100
0=15	1=12	2=9	3=7	more than 3 = 5	No. of incidences
45=15	46 to 50 = 12	51 to 55 = 9	56 to 60 = 7	more than 60 = 5	No. of days taken to compile the data
45=15	46 to 50 = 12	51 to 55 = 9	56 to 60 = 7	more than 60 = 5	No. of days taken to compile the data

Rating	Outstanding	V. Good	Good	Average	Below Average
Score	81 -100%	61-80%	51-60	31-50	less than 30
		70			