

HR Target Form Fiduga Ltd 2017-2018

No.	Area	Goal	Actions to Deliver /Measurable	Persons Responsible	Delivery Date
1.	EBITDA	Keep the Farm Profitable.	- Only if the farm is profitable, you can earn a bonus. - Keep cost low and focus on manpower planning.	• David • Rodgers	30 th Sept,2018
2.	Finance	Cost Control	- Stay within the departmental Budget without compromising quality of service. - Stay in contact with the Finance Department - Ensure that there is sufficient man power all the time.	• David • Rodgers	30 th Sept,2018
3.	Value Creation Road Map(i)	Improve Quotif	- Mindful and Sustainable Management of HR Practices. <u>Long Term:</u> 1. Define training gaps 2. Deliver trainings on time and in full. 3. Ensure everyone in our team know what to do and when to do it.	• Jos • David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018
4.	Farm Stability	Farm Stability	- Create conditions that lead to employee retention.e.g Good interpersonal skills. - Boost staff morale. - Create company ownership. - Visiting greenhouses daily. Talk to employees on what affects their performance. - Ensure HR procedures and good practices are followed. - Follow up and check that company code of conduct is adhered to.	• Jos • David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018
5.	People Management	Get STARS more involved on Management level. Coach and develop your employees	- Identify talented employees and subject them to trainings in line with training GAPS. - Develop employee skills in collaboration with various departments. - Be a leader and set the right example - Encourage team work.	• Jos • David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018

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		for their and Fiduga's future.			
6.	Value Chain Roadmap (ii)	Roll out the HRPM/Code of Conduct/Impl ement HR Audit Recommendations.	- Roll out of Human Resource Policy Manual. - Roll out the Company Code of Conduct. - Advise management of policy issues that affect the company. - Human Resource Planning and accountability. - Minimize overtime and time wastage.	• David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018
7.	Value Chain Roadmap (iii)	Establish operational/ lean program at Fiduga.	- Firmly establish HR Procedures at Fiduga. - HR team 100% responsible in ensuring HR Procedures at Fiduga are strictly followed to the letter. - Improved employee records keeping and documentation. - Improved efficiency in all farm operations resulting in a cost saving and panic free working environment resulting in 100% focus on the products. - On time communication. Every email has to be a priority. - Positive attitude - Team work - Manpower planning and leave management done very well	• David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018
8.	Personal Goal		- To constantly look at new ways to keep the employees happy, motivated and on the right track. - To reduce absenteeism by 10%. - To reduce employee turnover by 10%	• David • Rodgers • Isa • Heather • Maureen	30 th Sept,2018

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Fiduga Ltd Human Resources Department has the daunting task of ensuring that the company has the best and most effective workforce possible. For this reason the department plays a vital role in this company, and especially when it comes to the overall employee satisfaction and their well-being.

It is therefore imperative that the Human Resources Department has a finger on the pulse at all times when it comes to the company's goals and objectives, and that they are able to constantly look at new ways to keep the employees happy, motivated and on the right track.

Fiduga Human Resource Department objectives includes the following;

1. Keeping employee morale up:

Employees need to feel secure and valued. It is up to the human resources department to ensure that the work environment is up to the right standard, and that the employees are motivated and looked after.

2. Ensure that leadership development is addressed:

The human resources department is constantly in touch with management in order to ensure that leadership development is being addressed, and that all managers and those in line for management roles are being supported, trained and mentored effectively. It is important that future leaders are provided with the correct training and tools in order to succeed.

3. Reducing employee turnover:

The Human Resource Department works hand in hand with the team leaders and supervisors to find out the causes of high employee turnover and come up with solutions to reduce it. This is done through moving into the field, interacting with the staff and finding out what causes and measures to curb high employee turnover.

4. Ensuring farm stability.

It is the duty of the Human Resources Department to also weed out and resolve issues amongst employees. Even though the company generally works hard to find employees who are a good fit for the company's culture, there is still

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inevitably conflict and issues that are going to arise from time to time. This is because there are so many different personalities within Fiduga's work environment; this means that conflict is bound to arise from time to time.

5. Increase productivity:

The Human Resources Department works hand in hand with management and their departments to ensure that employee productivity is at a peak. Issues around work routines need to be analyzed and adjusted as required in order to increase productivity.