

ISSUE 04 - APRIL - JUN'15

SARJAN *Setu*



CMD's MESSAGE

It is my pleasure to address all my Sarjanites on the beginning quarter of 2015, As a company, our strategies revolve around People, Customers, Technology, Quality, Innovation and Efficiency. These, we believe, will lead to exceptional quality products for our customers consistent and improved profitability for the company, and continued creation of long term value for our stake holders.

From a humble beginning, today we made significant position. In reaching this position each one of us has put our 100% and it is this inspiration we are committed to Quality Systems and Improved deliveries

I welcome all the new joiners boarded at Sarjan and wish them a prolonged career with SARJAN. I also congratulate the esteemed family members of Sarjanites on their special achievements.

Business is a never-ending journey. I am privileged to be on this journey surrounded by talented employees, loyal customers and committed stake holders. I am grateful for the support of our people and business associates. I thank you all for your faith in SARJAN.



MANAGEMENT THOUGHT

The PENCIL has five qualities which, if we manage to hang on them, it will make us a person who is always at peace with the world.

'First: We are capable of great things, but we must never forget that there is a hand behind our strokes. We call that hand as God, and He always guides us according to His will.'

'Second: Now and then, We have to stop writing and use a sharpener. That makes the pencil suffer a little, but afterwards, it's much sharper. So we, too, must learn to bear certain pains and sorrows, because they will make us more sharper.

'Third : The pencil always allows us to use an eraser to rub out any mistakes. This means that correcting something we did is not necessarily a bad thing; it helps to keep us on the road to justice.'

'Fourth: What really matters in a pencil is not its wooden exterior, but the graphite inside. So always pay attention to what is happening inside us.'

'Finally, it always leaves a mark. in just the same way, we should know that everything we do in life will leave a mark, so be conscious of every action'

- By Paulo Coelho

WARM WELCOME TO NEW JOINEE



SR. NO.	EMPLOYEE'S NAME	DEPARTMENT	DATE OF JOINING
1	GAURANG THAKAR	Asst. Manager-ACCOUNTS	01.01.2015
2	MUKESH CHAUHAN	Engineer- QC	01.01.2015
3	ANKIT DOSHI	Executive- PURCHASE	02.02.2015
4	DHAVAL JADHAV	Sr. Executive –HR & ADMIN	23.02.2015

HOLI FESTIVAL

FESTIVAL OF COLORS HOLI

AS A PART OF VARIOUS CULTURAL ACTIVITY

We celebrated the festival of colors on the 5th of March, 2015 with lots of colors and sweets.

The entire celebration was relished with the tradition of having dates and popcorn. Moreover we didn't miss the fun factor of playing with colors, but safety was considered and used dry organic vegetable colors.



ACHIEVEMENTS

SMERA RATING

(We have move ahead from SE2B to SE1B)

Attracted by more and more corporate customers and their visits laid the trust of future business

WALL OF FAME

- Here are the team members who are in the wall of fame; names are as below,
 - 1 Hasmukh Prajapati
 - 2 Brijesh Patel
 - 3 Ashok Vankar
 - 4 Rajesh Pal
 - 5 Chirag Rana
- We are now keen and are focusing more on strengthening our culture and values. We will everyone to follow the same and become eligible to fill our Wall of Fame.

Our new revised Policy For Rewarding Our Team

- 1 Base for selection will be CULTURE and PERFORMANCE!
- 2 Period of evaluation will be every month.
- 3 WALL OF FAME is the wall at reception area.
- 4 HOD to nominate person from their department as per the attached format.
- 5 HOD to justify their recommendation.
- 6 Nomination form to reach HR on the 2nd of every month for the previous month. Later than 2nd, the form will directly be disqualified. If 2nd is Sunday then it has to reach by 1st evening.
- 7 Only hard copy will be accepted.
- 8 Selection of HOD for the same will be done by MANAGEMENT.
- 9 Wall of Fame shall carry the photo of winner ALONG WITH CERTIFICATE OF APPRECIATION and a SHOPPING VOUCHER for Rs.1500.
- 10 Winner's photo will be published in quarterly newsletter of company.
- 11 Maximum times nominated employee will be one of the nominees for the BEST EMPLOYEE award in Umang 2016, as a direct entry.
- 12 In cases he/she loses the best employee award, he/she will still deserve a special incentive of 5% additional revision in salary over and above the regular increment for the year 2016-2017.

EMPLOYEE Birthday CELEBRATIONS

We celebrated birthdays of employees whose birthday were falling in the quarter. We made the celebration memorable by having a cut cutting ceremony and light snacks for treat. The celebration had presences of all the employees and our MD.



Sr. No.	Employee Name	Dpt.	DOB
1.	Rajesh Pal	Production	9-Jan
2.	UnniKrishnan Nair	Purchase	10-Jan
3.	Vikram Paramar	Production	10-Jan
4.	Meena Pillai	Purchase	26-Feb
5.	Hasmukh Prajapati	Store	12-Mar

**THE NEXT QUARTER BIRTHDAY CELEBRATIONS
WILL BE CONDUCTED ON THE LAST SATURDAY OF
JUNE, 2015 I.E. 27.06.2015.**

BIRTHDAY WISHES TO EMPLOYEES HAVING BIRTHDAY IN NEXT QUARTER

Sr. No.	Employee Name	Dpt.	DOB
1.	Parth Shah	Sales & Marketing	7-May
2.	Ashok vankar	Sales & Marketing	17-May
3.	Shilpa Gaurang Thakar	Sales & Marketing	28-May
4.	Bhargav Patel	Sales & Marketing	1-June
5.	Mukesh Chauhan	QA-QC	20-June

UMANG 2016 AWARD ANNOUNCEMENT



AWARDS FOR UMANG 2016

Category	Best	Effective	Promising
Department of the Year	1. Should be all of the above 2. Rs. 50,000/= for the entire department		
Manager	40,000/-	30,000/-	15,000/-
Non-Manager	30,000/-	20,000/-	10,000/-
Employee of the YEAR	1. Should be all of the above 2. Rs. 50,000/- award amount		

1. Person who has put in minimum of 3 months service will be eligible.
2. Culture and Values: Will fetch 60% weightage on weekly achievements.
3. Result Orientation: 40% consideration will be on objective achievements which will be evaluated on weekly achievements vis-a-vis weekly objectives.
4. The sum of weekly scores on culture and objectives will be announced at the end of the quarter.
5. And all the three will have one rating on quarterly basis.
6. Annual winner will be the one who scores highest in all the quarters put together.
7. Rating Team: MANAGEMENT.



PERSONAL ACHIEVEMENTS

SHARAD CHAUDHRI (BDM)'S SON "SAUMYA"

has won the state level Arithmetic (Mathematics) Championship with merit, National level Arithmetic (Mathematics) Championship with merit and got 8th position in International Arithmetic (Mathematics) Championship held in Malaysia.



CHIRAG RANA (EXECUTIVE - ACCOUNTS)
will get engaged on 9th May-2015.
The Sarjan team are give lot of wishes.



DHAVAL JADHAV (HRD)
became father of a little angel baby girl on
30th Jan, 2015.

Her sweet name is "BANSARI"