



## INDIVIDUAL PERFORMANCE GOALS

STAFF MEMBER NAME: Dana Moolani MANAGER(S): David Orkin / Mel Carlisle

TITLE: Vice President DEPARTMENT: Accounting

EVALUATION YEAR / PERIOD: 2015 SUB-DEPARTMENT: Closed-end Fund Accounting

### INSTRUCTIONS:

- DISCUSS WITH YOUR MANAGER AND DOCUMENT THE AGREED UPON GOALS
- CREATE UP TO SIX (6) GOALS IN TOTAL
- ENSURE GOALS ARE SMART (SPECIFIC, MEASURABLE, ACHIEVABLE, RESULTS-ORIENTED, AND TIME-BASED)
- SUBMIT TO PETER LUDDEN IN HR ([pludden@oaktreecapital.com](mailto:pludden@oaktreecapital.com)) BY MARCH 31, 2015

### PERFORMANCE GOALS

GOAL	GOAL CATEGORY: STRATEGIC, FINANCIAL, OPERATIONAL, PEOPLE	BY WHEN OR HOW OFTEN?
<b>1. STANDARDIZE A PROCESS FOR CLOSED-END FUND ACCOUNTING WHEN ONBOARDING NEW MULTI-STRATEGY FUNDS (CURRENTLY DISNEY B)</b> <ul style="list-style-type: none"><li>a. PARTICIPATE IN MEETINGS WITH OTHER OAKTREE GROUPS (I.E., LEGAL, MARKETING, CORPORATE) EARLY IN THE FUNDRAISING PROCESS TO DISCUSS REPORTING REQUIREMENTS AND FEE STRUCTURES</li><li>b. DESIGN AND IMPLEMENT PERFORMANCE MODELS</li><li>c. BECOME FAMILIAR WITH GOVERNING AGREEMENTS</li></ul>	STRATEGIC / OPERATIONAL	12/31/15
<b>2. BE PART OF IDENTIFYING THREE POTENTIAL IMPROVEMENTS TO OAKTREE AND HAVE COMPLETED OR MADE SUBSTANTIAL PROGRESS TOWARDS AT LEAST ONE OF THEM</b> <ul style="list-style-type: none"><li>a. IMPLEMENT GWI PARTNERSHIP ACCOUNTING SYSTEM</li><li>b. OPTIMIZE THE FUNCTIONALITY OF THE ARC FINANCIAL STATEMENT PREPARATION SYSTEM BY LEVERAGING GLOBAL FUNCTIONALITY</li><li>c. LEVERAGE OUR CURRENT TECHNOLOGY AND DETERMINE WAYS TO MAKE OUR REPORTING MORE EFFICIENT<ul style="list-style-type: none"><li>i. BE A PART OF DEVELOPING A PROJECT LIST AND ENGAGE CONSULTANT (DINESH SHASTRI) TO CONTINUE EFFORTS TO AUTOMATE VARIOUS MANUAL PROCESSES</li></ul></li></ul>	OPERATIONAL	12/31/15
<b>3. BECOME MORE OF AN EXPERT ON OUR SYSTEMS</b> <ul style="list-style-type: none"><li>a. ATTEND AN ADVENT GENEVA CONFERENCE TO ENHANCE OPERATING KNOWLEDGE, EXPAND MY NETWORK AND LEVERAGE INTERNAL/EXTERNAL CONTACTS</li><li>b. UTILIZE THE LEARNING TOOLS / ONLINE TRAINING SESSIONS PER ADVENT'S WEBSITE</li></ul>	OPERATIONAL	YEARLY



OAKTREE

<b>4. ALIGN DEAL TEAMS EXPECTATIONS WITH CURRENT OUTPUT FROM CLOSED-END FUND ACCOUNTING</b> <b>a. CONSULT WITH DEAL TEAMS TO BETTER PRIORITIZE DELIVERABLES SUCH AS PERFORMANCE REPORTING AND CASH AND HOLDINGS, TO ENSURE THE HIGHEST RETURN ON TIME</b>	<b>OPERATIONAL</b>	<b>BIANNUAL</b>
<b>5. FOCUS ON STAFF DEVELOPMENT</b> <b>a. INFORMALLY MEET WITH DIRECT REPORTS ONCE A MONTH TO FOLLOW UP ON PERFORMANCE GOALS</b> <b>b. ASSESS AND OPTIMIZE THE ALLOCATION OF MY DIRECT REPORT'S TIME IN ORDER TO BE MORE EFFICIENT AND OUTCOME ORIENTED</b> <b>c. ACHIEVE A &gt; 90% COMPLETION RATE FOR WRITTEN PERFORMANCE GOALS AND REVIEWS</b> <b>d. CONDUCT THOUGHTFUL AND TIMELY PERFORMANCE REVIEWS FOR ALL DIRECT REPORTS (AT LEAST MID-YEAR INFORMAL REVIEW AND ANNUAL FORMAL REVIEW)</b>	<b>PEOPLE</b>	<b>MONTHLY, QUARTERLY AND YEARLY</b>
<b>6. PRODUCE TIMELY AND ACCURATE FINANCIAL STATEMENTS AND PORTFOLIO REPORTS.</b>	<b>OPERATIONAL</b>	<b>DAILY, WEEKLY, AND QUARTERLY</b>

STAFF MEMBER APPROVAL

\_\_\_\_\_  
(TYPE INITIALS)

3/31/15  
DATE

MANAGER APPROVAL

\_\_\_\_\_  
(TYPE INITIALS)

\_\_\_\_\_  
DATE