D9F:CFA5B79 5DDF5=G5@ DFC79GG
:CF 9AD@CM99G =B
7@5GG=:=98 =B:CFA5H=CB H97<BC@C;M DCG=H=CBG

represented by the Oregon Public Employees Union

5b 9ad`cmYY ;i]XY

This guide will explain the why, what, and how of the Performance Appraisal System for employees in classified Information Technology (IT) positions that are represented by the Oregon Public Employees Union (OPEU). If you have questions after reP   U   oM   o

7ca dYHYbVJYg (Section Two)

Competencies provide a road map so that you will know what it takes to do your job well and advance in your career. They include the knowledge, skills, and abilities that are known to be critical to business success of inf

DYfŽcfa UbW˙CV˙YWḥj Yg˙(Section Three)

Per

Your supervisor will indicate the relative importance of th

I bd`UbbYX 5Wd∉a d`]g\a Ybhg

This section is provided to record other accomplishments you achieved that you and your supervisor did not include in the original list of planned objectives.

Gi a a Ufm F Uh]b[(Section Four)

Your supervisor will

9a d`cmYY 7ca a Ybhg

This section provides an opportunity for you to record remarks about any aspect of the performance appraisal. A comment is encouraged if you do not totally agree with the evaluation results.

Your supervisor will attach to the performance evaluation any written comments that you submit within sixty (60) days (Article 57, Section 2). Once completed, the performance appraisal and your comments will be placed in your personnel file.

9j U`i Uh]cb DYf]cX

At least once (preferably quarterly) during the evaluation period, your supervisor will meet with you to review objectives and discuss performance-to-date. The discussion should include whether the work assignments or priorities have or should change. If so, your supervisor will record those changes and provide a copy to you.

After the evaluation meeting, it is time to start the next evaluation cycle. Th