## State of Alaska, Division of Personnel and Labor Relations Performance Management and Learning and Development Plan

I. Employee Information				
Employee Name	Employee ID	PCN	Job Class Title	
Department	Division		Home Unit	
Evaluation Reason			Review Period	
II. Performance Expectations				
Title			Start Date	Due Date
Description			<ul><li>Meets Expect</li><li>Does Not Me</li></ul>	tations et Expectations
Title			Start Date	Due Date
Description			<ul><li>Meets Expect</li><li>Does Not Me</li></ul>	tations et Expectations
Title			Start Date	Due Date
Description			<ul><li>Meets Expect</li><li>Does Not Me</li></ul>	tations et Expectations

Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul><li>Does Not Me</li></ul>	eet Expectations	
Title	Start Date	Due Date	
Description	• Moote Even	stations	
	Meets Expect      Dees Not Meets	eet Expectations	
	Does Not We	eet Expectations	
Title	Start Date	Due Date	
Description			
	<ul><li>Meets Expectations</li></ul>		
	<ul><li>Does Not Me</li></ul>	eet Expectations	
Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul><li>Does Not Me</li></ul>	eet Expectations	
Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul> <li>Does Not Meet Expectations</li> </ul>		

Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul><li>Does Not Me</li></ul>	eet Expectations	
Title	Start Date	Due Date	
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Title	Start Date	Due Date	
Description			
	<ul><li>Meets Expectations</li></ul>		
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Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul><li>Does Not Me</li></ul>	eet Expectations	
Title	Start Date	Due Date	
Description			
	<ul> <li>Meets Expectations</li> </ul>		
	<ul> <li>Does Not Meet Expectations</li> </ul>		

III. SMART Goals			
Title	Start Date	Due Date	
Description			
	<ul><li>Met Goal</li></ul>		
	<ul><li>Did Not Meet</li></ul>	Goal	
Tialo	Ctart Data	Dua Data	
Title	Start Date	Due Date	
Description	<ul><li>Met Goal</li></ul>		
	_	Goal	
	<ul><li>Did Not Meet Goal</li></ul>		
Title	Start Date	Due Date	
Description			
	<ul><li>Met Goal</li></ul>		
	<ul><li>Did Not Meet Goal</li></ul>		
	0		
Title	Start Date	Due Date	
Description	<ul><li>Met Goal</li></ul>		
	Did Not Meet Goal		
	Did Not Meet	Ooui	
Title	Start Date	Due Date	
Description			
	<ul><li>Met Goal</li></ul>		
	<ul><li>Did Not Meet</li></ul>	Goal	

IV. Learning and Development Plan	
Objective Title	Due Date
List Learning Needed to Meet Objective	<ul><li>Completed Objective</li><li>Did Not Complete Objective</li></ul>
Objective Title	Due Date
List Learning Needed to Meet Objective	<ul><li>Completed Objective</li><li>Did Not Complete Objective</li></ul>
Objective Title	Due Date
List Learning Needed to Meet Objective	<ul><li>Completed Objective</li><li>Did Not Complete Objective</li></ul>

V. Employee Accomplishment Statement	

VI. Supervisor Narrative Statement	

VII. Overall Rating					
Unacceptable	Low Acceptable	Mid Acceptable	e High Acc	eptable	Outstanding
•	•	•	•		•
VIII. Recommende	d Action				
Recommended Action			Effecti	ve Date (If App	olicable)
IX. Acknowledgme	ent				
I received this performance evaluation and was given an opportunity to review it with my supervisor.					
Concur with Rational	ng 🕒 Disagro	ee with Rating			
Employee Signature	Date	Emplo	oyee Comments At	tached	
		•	Yes • No		
Supervisor Signature	Date	s Supe	rvisor Name		Sup. EE ID
I certify that I have reviewed and obtained appropriate approvals for this evaluation prior to finalization.					
X. Indirect Supervi	sor				
Indirect Supervisor Sig	gnature Date	e Indire	ct Supervisor Nam	e	Ind. Sup. EE ID

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