



POLICY	Issue: 1.0
Performance Management Policy	Date: 09/01/2008

Policy Statement

This policy sets out the principles we adhere to in order to manage the capability and performance of our workforce. In setting out our expectations in terms of behaviour, responsibility, work ethics and accountability we provide the standards within the organisation of the level of work productivity that will be encouraged, supported and rewarded. In contrast poor performance will be identified and processes established to support individuals whose capability or performance falls short of the standards expected with clear outcomes in the event that performance levels are not met.

This policy supports the 'Workplace Management Policy' and recognises the underpinning role of the employee bodies in supporting the creation of an environment in which effective performance management can operate, both from an organisational and individual perspective.

Aims of the Policy

Our policy is to establish clear objectives and standards of achievement through a cycle of objective setting and performance review. The performance review process clarifies responsibilities of management and employees and provides both rewards for good performance and sanctions and formal measures to deal with poor performance.

This policy is enacted by the following management system documents:

Document Reference CNC/XX/XXXX Title Performance Development Review
Document Reference CNC/XX/XXXX Title Managing Poor Performance
Document Reference CNC/XX/XXXX Title Pay Progression
Document Reference CNC/XX/XXXX Title Capability

Document Reference	CNC/POL/13.1.4	Page 1 of 1
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