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| **FY:** |  |  |  |  |  |

**Section B: Work Objectives**

|  |  |
| --- | --- |
| **Work objective #1** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |
| **Work objective #2** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |
| **Work objective #3** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |
| **Work objective #4** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |
| **Work objective #5** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |
| **Work objective #6** |  |
| Departmental Priorities or Ongoing Program Delivery / Operational Activities |  |
| Employee Work Objectives |  |
| Performance Indicator or Standard |  |
| What was done |  |

**Section D: Learning and Development Plan**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Category** | **Learning Objective** | **Learning Activity** | **Cost** | **Time** | **Types of Activities** | **Date completed/In progress** |
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**Section E: Comments**

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| --- | --- | --- |
|  | Employee | Supervisor/Manager |
| Beginning |  |  |
| Mid-year |  |  |
| Year-end |  |  |