(12-86)

UNITED STATES DEPARTMENT OF AGRICULTURE

PERFORMANCE PLAN, PROGRESS REVIEW AND APPRAISAL WORKSHEET

1. NAME	(Last, First, M.I.)	2. POSITION TITLE						
3. AGEN	CY/DIVISION	4. PAY PLAN, SERIES, GRADE	APPRAISAL PERIOD					
			5. START DATE		6. END DATE			
7. PERF	ORMANCE ELEMENT							
No.	(Describe below the duty or responsibility and responsible. Indicate if the element is			CRITICA	L NONCRITICAL			

8. STANDARD (Describe the level expected for "Fully Successful" performance. Include appropriate indicators of quality, quantity, cost efficiency, or timeliness, where applicable.)

9. I	ELEMENT RATING (At the end of the rating period, compare the employee's performance with standard and	Exce	eds	Fully Succ	essful	Does	Not Meet
a	assign an element rating. Refer to documentation, as necessary.)						
10.	ACCOMPLISHMENTS (Must be completed if employee receives a summary rating of Outstanding. Attach add	dition	al sheets if	more	space is r	equire	ed.)

11.		TIFICAT		EVELOPM	ENT AND	RECEIPT	OF PLAN	l (Signature	s certify di	scussion w	vith the emp	ployee and	receipt of plar	which	reflects	current
Emplo	oyee's	Signature												Date		
Supe	rvisor':	s Name <i>(P</i>	Print)				Superviso	r's Signature						Date		
Revie	wer's	Name (Pri	nt)				Reviewer's	s Signature						Date		
12.	PRC	GRESS	REVIEWS	S (at least o	ne must be	e completed	d)									
			Er	mployee's In	itials and D	Date					Supe	rvisor's Init	tials and Date			

Check appropriate copy designation below.

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	(Describe below the duty or responsibility is critical or noncritical.)	for which the employee is accountable and	responsible. Indica	ite if the element CRITICAL	NONCRITICAL

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AD-435B (Continuation Sheet) UNITED STATES DEPARTMENT OF AGRICULTURE (12-86) PERFORMANCE PLAN, PROGRESS REVIEW AND APPRAISAL WORKSHEET					
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