|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Staff Member Details | | | | |
|  |  |  |  |
| Staff Name | !Unexpected End of Formula | Manager’s Name | !Unexpected End of Formula |
| Staff Position Title | !Unexpected End of Formula | Manager’s Position Title | !Unexpected End of Formula |
| Period of Review | <insert date>!Unexpected End of Formula | to | <insert date>!Unexpected End of Formula |

| Self-Assessment and Proposed Plans for the Future | | |
| --- | --- | --- |
|  |  |  |
| Area of Focus | Looking Back  How do you think your performance has been? | Looking Forward  What do you believe should be your future performance outcomes? |
|  |  |  |
|  |  |  |
|  |  |  |
| Work Values  (including behavioural skills, team work, drive, commitment, initiative and accountability) |  |  |
| OHSW&IM  (for example: Take reasonable care for the health and safety of yourself and others) |  |  |

| Development Need/s  What skill/s, knowledge, experience/s or resources do you require as identified by:   * past performance * proposed future key outcomes * identified career aspiration/s   These may be either technical or behavioural development needs. |
| --- |
|  |

| Other Items for Discussions  For example:   * recreation and/or long service leave plans |
| --- |
|  |

| Notes for PDM Conversation |
| --- |
|  |