Employee:

Manager/Supervisor:

	Deliverables to be implemented	Evaluation Criteria	ОК	NOK
Action 3 Date	 Complete self-diagnosis of personal effectiveness 	Completed and analyzed a personalized action plan		
	➡ Setting up day plans	5 day plans made in advance and Followed all instructions		
	➡ High Performance Activities	Organize Planner/Scheduler		
Priority objectives set with manager				
Advice and recommendations from the consultant				