

PART C. ESTABLISHING CRITICAL JOB ELEMENTS AND PERFORMANCE STANDARDS *(Continued)*

10. TO BE COMPLETED AT THE INITIAL INTERVIEW <i>(Continued)</i>			11. ACTUAL PERFORMANCE <i>(Complete at end-of-year interview.) (Continued)</i>						
a. CRITICAL JOB ELEMENTS	b. PERFORMANCE STANDARDS <i>(Describe the Fully Successful level only.) (Exceeds Fully Successful and Minimally Successful levels are described in the Generic Standards.)</i>	c. INITIAL		a. NARRATIVE DESCRIPTION	b. PERFORMANCE APPRAISAL CODE <i>(Enter point value. See legend below.)</i>				
		SUPER- VISOR	EM- PLOYEE		O	E	F	M	U
d. CERTIFICATION: The above listed critical job elements and performance standards have been reviewed.	e. SIGNATURE OF SECOND LEVEL SUPERVISOR	f. DATE OF SIGNATURE <i>(YYMMDD)</i>		c. TOTAL <i>(This page only)</i>					
				d. TOTAL OF ALL PAGES					
				e. NUMBER OF CRITICAL ELEMENTS					
LEGEND O = Outstanding (5); E = Exceeds Fully Successful (4); F = Fully Successful (3); M = Minimally Successful (0); U = Unacceptable (0)				f. 11d ÷ 11e = SUMMARY RATING <i>(If rating is M or U on any one element, use decision table in A.I.42.)</i>					