

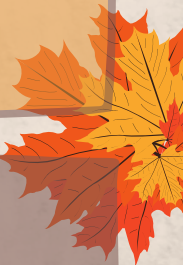


ESP Evaluation Newsletter

November 2024

DUE DATE

- New Hire ESPs are evaluated twice their first year
 - Evaluated within 6 months of the hire date
 - Evaluated again 6 months from the last evaluation
- Contract ESPs
 - Evaluated at least once yearly by May 31st



PERFORMANCE AREAS

All ESPs will be evaluated in the following performance areas.

- Attendance & Punctuality
- Communication Skills
- Human Relations
- Judgement
- Leadership Skills
- Planning & Organization
- Policies & Procedures
- Professionalism
- Quality of Work
- Quantity of Work
- Safety & Security
- Technical Skills
- Supervision



RATINGS

Each Performance Area will be rated according to the following:

- Exceptional
- Strong
- Satisfactory
- Improving
- Unacceptable

To view the definitions of each rating please click [here](#).

