

Performance Development Plan

Your Performance Discussion

“Championing a Passion to Excel”

Name:	Job Title:
Team/Function:	Date of Meeting:

1. Review of Achievements and Outputs

1(a) What have you achieved in relation to your previous objectives?

2. 1(b) What other achievements and progress have you made?

Manager Comment:

3. Goals and Outputs agreed for next period:

(Please use the TU Dublin Strategic Plan, the Team Development Plan and the Guiding Questions attached to identify individual goals and objectives)

4. What support or training do you need?

5. Personal Development Plan Agreed

(Please consider the agreed goals and objectives and support required above to identify relevant development needs)

Manager Comment:

Please note: the reviewing manager must access the [online PMDS survey](#) to record relevant training & development needs and to complete the PMDS process.

While TU Dublin will endeavour to address the training, needs identified within a reasonable timeframe and in accordance with the People Development Policy, the provision of any training will be dependent on sufficient resources being available.

Signature:	Name:	Date:
<i>Manager</i>		
Signature:	Name:	Date:
<i>Employee</i>		

If necessary, additional sheets may be added to this form