Performance Development Plan

**Your Performance Discussion**

***“*Championing *a Passion to Excel”***

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| 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?**

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

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**Manager Comment:**

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1. 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)

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1. What support or training do you need?

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1. Personal Development Plan Agreed

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

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**Manager Comment:**

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Please note: the reviewing manager must access the [online PMDS survey](https://forms.office.com/Pages/ResponsePage.aspx?id=yxdjdkjpX06M7Nq8ji_V2iTnrLyJeYBMnyFIyWmCUylUNzZaQUpHMFlLMlk3SEhFM09DUzU3MlBZRiQlQCN0PWcu) 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.

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| Signature: | Name: | Date: |
| *Manager* | | |
| Signature: | Name: | Date: |
| *Employee* | | |

*If necessary, additional sheets may be added to this form*