



PERFORMANCE DISCUSSION FOR NOT ORDINARILY RESIDENT (NOR) EMPLOYEES

GENERAL INFORMATION

Performance Discussions should be held throughout the rating period as necessary. At least one documented performance discussion is required, preferably midway during the rating period. Document the date of the recorded performance discussion on this form and in Section II of the JF-57-EPR. You may use this form to document additional performance reviews. **This form shall not be included in the e-OPF.**

1. Employee Name (<i>Last, First, MI</i>)		2. Period Covered (<i>mm-dd-yyyy</i>) From _____ To _____	3. Employee ID Number (<i>if applicable</i>)
4. Official Position Title	5. Agency/Section	6. Rater Name	

DISCUSSION OF PERFORMANCE

The rater should describe the rated employee's performance, list examples as appropriate, and if applicable address areas in which the employee could improve performance, and recommend training that would enhance the employee's performance.

Summary Rating WRS 1	Summary Rating WRS 2	Summary Rating WRS 3
Summary Rating WRS 4	Summary Rating WRS 5	Summary Rating WRS 6

EMPLOYEE'S COMMENTS

The employee is encouraged to provide comments, but is not required to do so.

CERTIFICATION

The signatures acknowledge that the rater and employee discussed the contents of the performance discussion. The employee's signature on this report is an acknowledgement of receipt of the performance discussion and in no way implies that s/he is in agreement with the narrative summary or rating.

Rater Signature	Date (<i>mm-dd-yyyy</i>)
Employee Signature	Date (<i>mm-dd-yyyy</i>)