

AFGE Council 222

From: AFGE Council 222
Sent: Wednesday, January 09, 2008 12:27 PM
To: AFGE Council 222
Subject: FW: ePerformance Planning Meetings To Happen In January
Attachments: supp91.pdf; oledata.mso

From: AFGE Council 222
Sent: Tuesday, January 08, 2008 3:43 PM
Subject: ePerformance Planning Meetings To Happen In January

ePerformance Planning Meetings To Happen In January

If you work in the Offices of Housing, Public and Indian Housing, General Counsel, or FPM, be prepared to participate in ePerformance Planning meetings soon.

These are meetings required by the new ePerformance system at HUD. You should not be getting a photocopy of last year's EPPES left on your chair with a note to sign and return. You should not be sent an email telling you that your new elements are in HIHRTS, and to sign and return. You are supposed to have a real meeting, with real input.



If done right, the process is time consuming. You can tell how serious your supervisors are about the new system by how much time they are willing to participate with you in the process. HUD's training emphasized this. Here is an excerpt from **HUD's training** about the wrong way and the right way:

ePerformance Planning – Incorrect

- Diane:** Ok. So "writes reports" is my first critical element. Now we've got to come up with standards?
Sherry: That's right. Let's look at timeliness first. Here's what I need. All monthly reports are completed on time.
Diane: Every report? I can't get every report in on time Sherry.
Sherry: Well they can't be late Diane. You know how important these reports are. So next let's look at quality. How about...reports are 99% accurate and error free.
Diane: Oh ... that's impossible Sherry. I can't meet those standards and if I can't meet them, how can I possibly exceed them?
Sherry: Look Diane, I know this is tough but don't worry. What we really need to do is get something down for your ePerformance. You know that when it comes to your actual rating I'll be fair. Trust me.
Diane: Ok ... I guess.

ePerformance Planning – Correct

- Theresa:** Thanks for being on time Mike, sit down and let's discuss your performance plan for the coming rating period. Once we've agreed on the elements and the performance standards, we'll get your plan into the new ePerformance system.
Mike: I have heard there was a new system, is this part of it?
Theresa: Yes, and I'm supposed to get your input, which makes sense, since you know more about what you do than anyone. It also gives us an opportunity to sit down and talk about you, your goals and expectations, as well as my expectations.
Mike: Does this mean I get to decide how many errors are acceptable?
Theresa: (laughing) Well, not entirely. We're going to discuss the standards, and since this is a new process, we're going to hopefully develop standards we can both agree on. So let me outline the basic approach. First we're going to look at HUD's strategic goals and how your work ties into it. Then we'll determine your individual accomplishments. From this we'll develop your critical performance elements. For each element we'll figure out what measures to use and develop performance standards. We'll make sure that your standards are S.M.A.R.T. Specific, Measurable, Attainable, Realistic, and Time-Bound. I would also like for us to talk about how we're going to monitor your performance.

A copy of the HUD/AFGE Agreement on ePerformance is attached. Be aware of ePerformance, know your rights, and participate. And if you have questions, please talk with your Local union representative right away.

In solidarity,

Carolyn Federoff,
 President, AFGE Council 222