SES Performance Agreement Template

This template provides an example SES performance Agreement that encompasses the mandatory elements of the SES Performance Leadership Framework. Use of this template is not mandatory, however agencies may adopt this template if it suits their business requirements.

Employee name –

Supervisor –

Performance cycle – e.g. 2023-2024

Substantive position and level –

Date of the last 360 degree feedback process –

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| Expected outcomes | Expected behaviours  |
| Detail the expected outcomes/achievements over the performance cycle | Detail the behaviours that will be demonstrated when achieving outcomes (the how) with reference to the APS values and Secretaries Charter of Leadership behaviours  |
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## Development plan

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## Mid Term Review

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| **Comments** |

## Annual Review

 Feedback from others obtained

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| **Comments** |
| **Rating Outcomes** | On Track | Developing | Not on track |
| **Rating Behaviours** | On Track | Developing | Not on track |
| **Overall Rating** | On Track | Developing | Not on track |

The assessment of behaviour comprises 50% of the overall rating therefore if behaviour is not on track, the overall performance is not on track