



**Interim Performance Management System Overview**  
**for Supervisors**  
 (SAID: 48800)  
*Conducted in English*



<b>DATE/TIME:</b>	22 October 2014 (0900-1000)
<b>COST:</b>	NO COST
<b>NOMINATION DEADLINE:</b>	8 October 2014
<b>DESCRIPTION:</b>	This brief, provided by the HRO Employee Relations Division, covers the end of year requirements for Navy's Interim Performance Management System (IPMS) program: writing effective employee assessments, rating, rewarding, and grievance procedures.
<b>TARGET AUDIENCE:</b>	<ul style="list-style-type: none"> <li>• Probationary civilian supervisors,</li> <li>• Military members who supervise Department of the Navy Appropriated Fund (APF) civilians (General Schedule, Wage Grade), or</li> <li>• Any supervisor of civilian employees who are under the Department of the Navy IPMS performance program responsible for providing Rating or Senior Rating Official assessments.</li> </ul> <p>Information about IPMS can be found here: <a href="https://www.portal.navy.mil/donhr/WorkforceRelations/Pages/PerformanceManagementAwards.aspx">https://www.portal.navy.mil/donhr/WorkforceRelations/Pages/PerformanceManagementAwards.aspx</a> (CAC Enabled, select email certificate)</p>
<b>ENROLLMENT</b>	OPEN ; Minimum: 5 students
<b>CEU and ACCREDITATION</b>	This course satisfies partial training requirements required by 5 CFR 412 for: <ul style="list-style-type: none"> <li>- new supervisors</li> <li>- refresher training (every 3 years) for current supervisors.</li> </ul>
<b>VENDOR:</b>	HRO Employee Relations Division staff
<b>LOCATION:</b>	Defense Connect Online (DCO) , web link to be distributed prior to class
<b>POC:</b>	RWD, HRO, Commander Navy Region Japan at 243-7328
<b>NOMINATION PROCEDURES:</b>	To confirm your attendance, you <b>MUST</b> contact your training POC or RWD at email <a href="mailto:rwd-student-services@fe.navy.mil">rwd-student-services@fe.navy.mil</a> or call DSN 243-7328. Participants will only be accepted to the training event if they have registered prior.
<b>NOTE:</b>	<p>This class will be provided virtually. To participate, you will need access to a computer (CAC is not a requirement) with functioning speakers. If you have a pair of headsets, these are desirable to avoid distractions for your co-workers. More details about DCO participation will be included with course confirmation email.</p> <p><b>It is highly recommended that you access DCO prior to any DCO class you've registered for.</b></p> <p>For more information about DCO, visit this website:  <a href="https://www.dco.dod.mil/content/connect/meetings/en/use_agreement_banner.html">https://www.dco.dod.mil/content/connect/meetings/en/use_agreement_banner.html</a>        ml        For DCO helpdesk, contact them at 1.800.447.2457, DSN 312.850.3136</p>