

COMPACFLT
Performance Management Timeline
Interim Performance Management System (IPMS) and
Defense Performance Management Appraisal System (DPMAP)
(Revised 28 Aug 2017)

| FY 2017 Performance Plan Performance Cycle: 01 Oct 2016 – 30 Sep 2017 | Lead Responsibility: | DUE DATE |
|--|------------------------|---------------|
| Annual performance narrative self-assessment | Employee | 14 Oct 2017* |
| Rating official narrative assessment and rating – (Acceptable/Unacceptable). Sign Annual Appraisal, discuss/obtain signature from SRO, discuss/obtain signature from employee. | Rating Official | 31 Oct 2017* |
| Digitally sign plan | Senior Rating Official | 31 Oct 2017 |
| FY 2018 Defense Performance Management and Appraisal Program (DPMAP) Performance Cycle: 01 Oct 2017 – 30 Mar 2018 | Lead Responsibility: | DUE DATE |
| One-day training | Employee/Supervisor | Apr-July 2017 |
| MyPerformance Tool available for plans in MyBiz | Employee/Supervisor | 1 Sep 2017 |
| Work with rating official to create plan | Employee | 14 Oct 2017* |
| Create/develop and review critical elements for the FY 2018 performance cycle. Discuss with employee. Ensure performance plans are signed by rating official, senior rating official and employee. | Rating Official | 31 Oct 2017 |
| Digitally sign plan | Senior Rating Official | 31 Oct 2017 |
| Individual Development Plan | Lead Responsibility: | DUE DATE |
| Create plan | Employee | 21 Oct 2017* |
| Approve plan | Rating official | 31 Oct 2017 |

*Earlier deadlines may be set by Rating official/Senior Rating official to meet the due dates reflected in this timeline

Please note that PACFLT HQ personnel will enter the Defense Performance Management and Appraisal Program (DPMAP), aka “New Beginnings” in October of 2017 for a 6 month cycle. Access to MyPerformance tool will be automatic for all civilians.