

**United States Department Of The Interior
BUREAU OF LAND MANAGEMENT
National Human Resources Management Center
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EMS TRANSMISSION

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To: All HR, BC, NI, SNPIT, RS, Helium, and WO Field BIA Liaison Office Employees

From: Director, National Human Resources Management Center

Subject: Revised Performance Appraisal Form (DI-2002)

The revised Employee Performance Plan and Results Report (DI-2002) is attached. Supervisors and managers are reminded that it is mandatory that all employee performance plans for FY 98 are completed using this form. The previous form may no longer be used. If there are any current performance plans using the old form, they must be destroyed and reconstructed using the new form.

The new form includes language that Office of Personnel Management (OPM) approved to clarify what the performance indicators are, and how they are used in the evaluation process.

Questions should be directed to Jerry Jones, HR-220, at 6-6690. Groupwise messages should be directed to Gerald Jones.

Signed
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Authenticated
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