PERFORMANCE EVALUATION POLICY

POLICY STATEMENT:

The Ohio Department of Transportation (ODOT) is committed to providing employees timely and accurate feedback on their performance through performance evaluations. It is the policy of ODOT that supervisors shall conduct performance evaluations for all permanent classified and career professional employees.

More detailed information regarding the performance evaluation process can be found in ODOT’s Performance Evaluation Manual.

AUTHORITY:


Department of Administrative Services (DAS) Performance Evaluation Policy (HR-38)

State of Ohio - OCSEA Contract, Article 22.

SCOPE:

This policy is applicable to all permanent, classified employees, within the Ohio Department of Transportation.

DEFINITIONS:

None

FISCAL IMPACT:

None

TRAINING:

The Division of Quality and Human Resources will provide a variety of training and information (e.g., web site) on the Performance Evaluation process. New supervisors/managers will receive training within the first year of assuming a supervisory position. Updated training will be offered on a periodic basis or as needed.

FISCAL ANALYSIS:

Fiscal impact will be limited to the costs of providing training for the workforce in the use of performance evaluation tools.