



Department of Energy

Washington, DC 20585

FEB 12 2014

MEMORANDUM FOR SENIOR PROFESSIONAL MEMBERS

FROM: ROBERT C. GIBBS
CHIEF HUMAN CAPITAL OFFICER

A handwritten signature in black ink, appearing to read "RC Gibbs".

SUBJECT: FINAL RESULTS OF THE FY 2013 SENIOR PROFESSIONAL
PERFORMANCE MANAGEMENT CYCLE

This memorandum is to inform the Senior Level (SL) and Scientific or Professional (ST) members of the final aggregate results of the FY 2013 Senior Professional performance management cycle. As a Department, it was a successful year in which we raised the standard for measuring performance at the Senior Professional level, assessed performance fairly and ensured the ratings were based upon individual results linked to achieving organizational objectives.

While Senior Professional members were previously eligible for performance awards, this was also the first year since 2010 that they were eligible for a performance-based pay increase. The Deputy Secretary approved the recommendations from the Performance Review Board (PRB). The ratings, pay increases and awards were effective on January 12, 2014.

Aggregate results data from this past performance cycle is attached. Overall, the data indicates that we continue to make meaningful distinctions in performance and ensure that those who achieved extraordinary results during the performance cycle received the highest performance scores with commensurate rewards.

As we establish performance requirements for the FY 2014 Senior Professional performance management cycle, it is essential that we continue to establish challenging executive level performance requirements. We must not only ensure performance requirements are specific and measurable but also can distinguish between average and exceptional performance.

Thank you for your commitment and support during this past performance cycle to ensure its success. DOE remains committed to ensuring our performance culture continues to recognize and reward Senior Professional members who make the most significant contributions to our mission and exemplify outstanding results. We captured valuable lessons learned during this year's PRB process and I look forward to working with you toward continued improvement in our executive performance management process.

Attachment

