
Chapter:	8. PERSONNEL	Policy No.	8.10 Human Resources
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Section:	8.10 Performance Review, Goal Evaluation and Development Plan Excluded Staff and Chief Administrative Officer		
		Policy Date:	April 22, 2013 (Approved Date)

The purpose of this policy is to provide a performance review and goal setting assessment for Regional District of Central Okanagan excluded positions not covered by a union collective agreement.

Excluded Staff:

Exempt staff are eligible for merit based increases on their salary range. The criteria for increases would include results of their performance review and recommendation of their immediate manager, with the final approval by the Chief Administrative Officer.

Performance Review, Goal Evaluation and Development Plan to be completed annually each spring with merit based increases on the applicable salary range of the excluded staff effective annually the first pay period in July.

Chief Administrative Officer:

The Chief Administrative Officer is reviewed by the Board.

The process is as follows:

- Review commences annually in December by the CAO's self-assessment
- Results of this self-assessment shared with the Board
- Each Board Member to complete their own assessment and forward to the Chair
- The Chair collates the results and reviews with the HR Committee for any future recommendations
- Chair reviews the final assessment with the Board and provides results to CAO.

This evaluation form can be modified by the CAO as required in order to meet performance assessment and goal development purposes.