

For information on CalHR's Supervisors Guide to Addressing Poor Performance, please follow this link:  
<http://www.calhr.ca.gov/Training/Pages/supervisors-guidebook.aspx>

Below is a sample of the information that is in the Supervisor's Guide when you go to the link reference above.

The screenshot shows the top navigation bar of the California Department of Human Resources website. It includes the CA.GOV logo, the department name, and links for HOME, GET A STATE JOB, SALARY & BENEFITS, TRAINING, and HR NET. Below the navigation bar, there is a breadcrumb trail: Home > Training > CalHR's Supervisors Guide. A 'Print' link is visible. The main heading is 'CalHR's Supervisors Guide to Addressing Poor Performance'. The 'Introduction' section states the purpose of the guide is to provide supervisors with tools to address poor performance. A section titled 'HOW SHOULD I USE THIS GUIDE?' follows, containing three numbered items: 1. Preventive Phase, 2. Corrective Phase, and 3. Formal Adverse Action Phase. A note at the bottom states the guide is intended as a guide only and to consult with the HR office in doubt.

For assistance with employee's work performance, please contact Victoria Goodwin, Performance Management Supervisor at (415) 703-2431 or [VG1@cpuc.ca.gov](mailto:VG1@cpuc.ca.gov).

Supervisor information can also be found on Content Server and CalHR Supervisor website:

**CPUC Supervisor Resources:** <https://cs.cpuc.ca.gov/otcs/livelihood.exe/open/42377974>

**CalHR Supervisor Resources:**  
<http://www.calhr.ca.gov/state-hr-professionals/Pages/State-Supervisors-Managers.aspx>

**Human Resources Office**  
**Director, Liza Dougherty**

We are your partner administering payroll, classification and compensation, hiring, disability, benefits, performance management, labor relations, and position control.

**Talent Management Office**  
**Director, Jennifer Torres**

We are your partner in recruiting, onboarding, developing, engaging and retaining the best and brightest workforce.