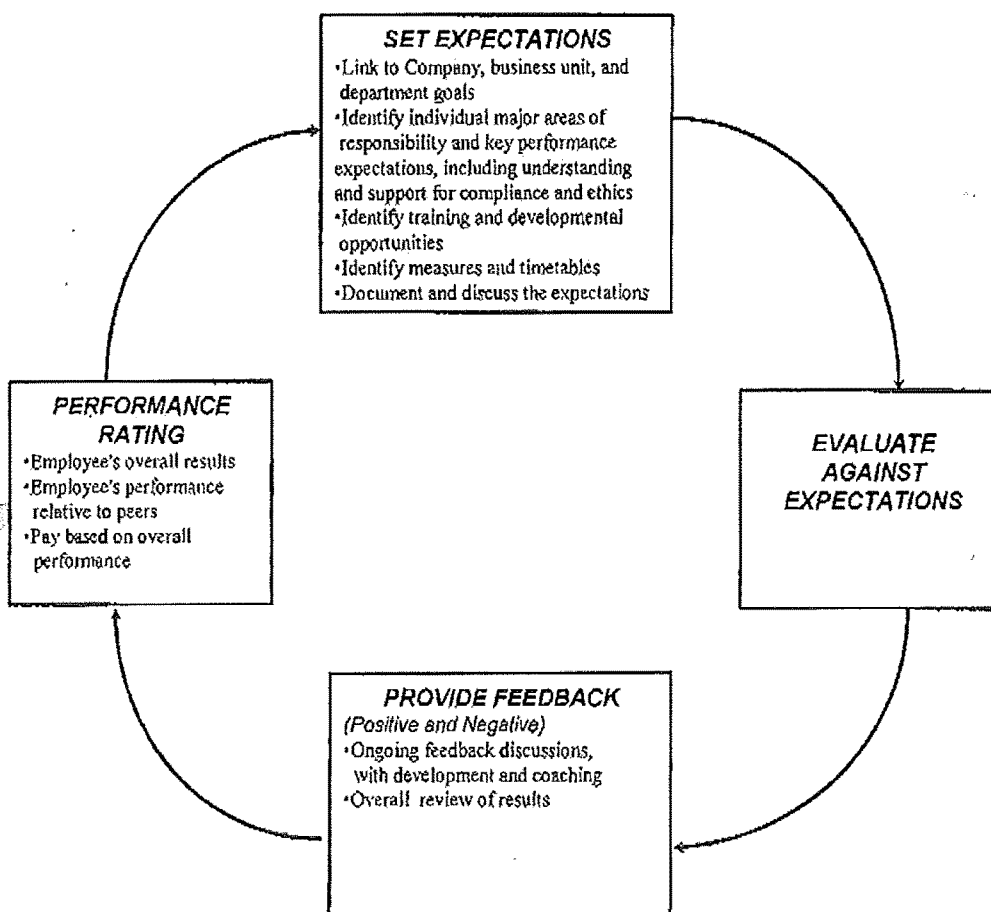


## Appendix I - Performance Management Process (PMP) Form

NAME \_\_\_\_\_ PERFORMANCE PERIOD 10/1/04 to 6/15/05  
DEPARTMENT Gas Procurement BUSINESS UNIT G&ES

### PERFORMANCE MANAGEMENT PROCESS

The purpose of the ongoing performance management process is to ensure that performance expectations are clearly defined and that feedback discussions between a leader and his/her employees occur on a regular basis. It also is a foundation for compensation decisions, promotion potential, succession planning, and staffing and development.





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**Major Area of Responsibility:** Provide leadership to the department in areas such as department meetings, Transformation, etc.

**Key Performance Expectations:**

- Assist the director by leading a department benchmarking and best practices study of gas procurement processes
- Assist the director and other managers in setting the agenda and conducting department strategy and other meetings

**High impact LSF/ESF**  
(Identify 1 to 3)

CI	BU	C
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**Sources of Feedback:** \_\_\_\_\_

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**Major Area of Responsibility:** Lead outreach effort to increase WMDVBE participation, to provide opportunities for WMDVBEs to compete for our business.

**Key Performance Expectations:**

- Purchase gas from WMDVBE suppliers when possible, consistent with reliability and cost goals, and within all limits and operating thresholds
- Conduct ongoing outreach to new and existing WMDVBE suppliers

**High impact LSF/ESF**  
(Identify 1 to 3)

MR	BA	C
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**Sources of Feedback:** \_\_\_\_\_

Setting expectations meeting took place on (date): \_\_\_\_\_

Interim review(s) will take place in (month(s)): \_\_\_\_\_

Overall review of results will take place in (month): \_\_\_\_\_



