



HUMAN RESOURCES
ONE SHIELDS AVENUE
DAVIS, CALIFORNIA 95616-8672

February 27, 2017

2016-2017

Appraisal and Merit Process Call
Non-Represented Staff

Dear Colleagues:

We are pleased to officially launch the start of our 2016-17 annual performance review process for non-represented staff on the Davis and Health campuses.

During years when the Office of the President provides approval for non-represented staff merit pay, the Pay for Performance (P4P) program offers competitive performance-based compensation that rewards employees for their accomplishments.

Some changes to the program this year, include:

- To obtain a “Fully Achieved Expectations” performance appraisal rating, employees must be current with Cyber Security Awareness and Sexual Harassment Prevention training. Check the [UC Learning Center](#) website to confirm you have completed the assigned training;
- The performance rating format has been changed to a four-point scale that clearly differentiates employee performance, while reflecting the high quality of work performed by employees;
- The P4P project team will continue to build a stronger framework for management teams to better incorporate rating calibration processes and improve consistency in evaluations across the organizations.

Supervisors must submit completed performance reviews to Human Resources **by June 9, 2017**.

For more detailed information about the program, including helpful tools and timelines for employees and supervisors, please go to p4p.ucdavis.edu.

Sincerely,

Brenda

A handwritten signature in black ink, appearing to read "Brenda", written over a light blue horizontal line.

Brenda Rebman
Chief Human Resources Officer
University of California, Davis
UC Davis Health