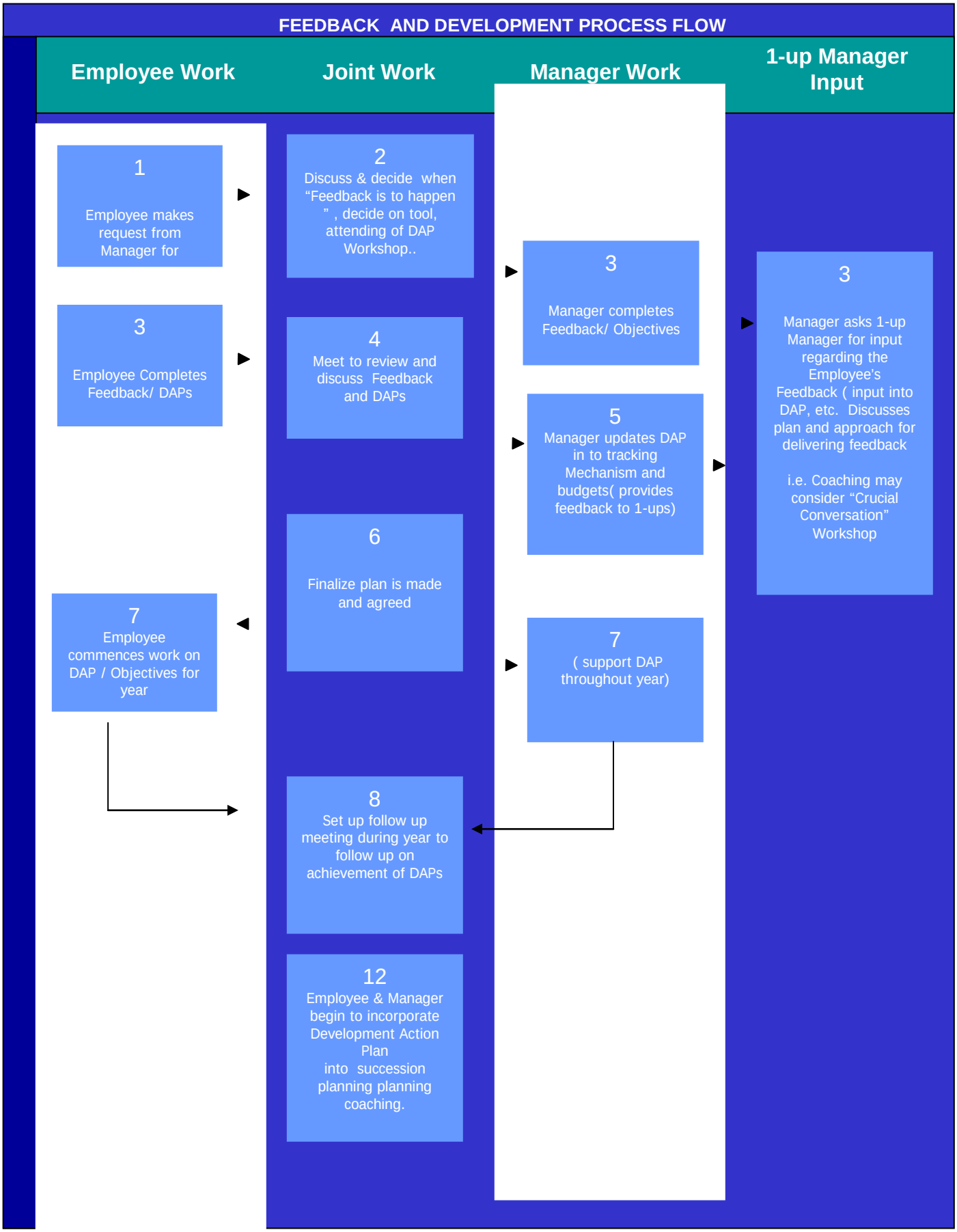
FEEDBACK AND DEVELOPMENT PROCESS FLOW
Employee Work
Joint Work
Manager Work
1-up Manager Input
1
Employee makes request from Manager for
2
Discuss & decide when "Feedback is to happen " , decide on tool, attending of DAP Workshop..
3
Manager completes Feedback/ Objectives
3
Manager asks 1-up Manager for input regarding the Employee's Feedback (input into DAP, etc. Discusses plan and approach for delivering feedback
i.e. Coaching may consider "Crucial Conversation" Workshop
3
Employee Completes Feedback/ DAPs
4
Meet to review and discuss Feedback and DAPs
5
Manager updates DAP in to tracking Mechanism and budgets(provides feedback to 1-ups)
6
Finalize plan is made and agreed
7
Employee commences work on DAP / Objectives for year
7
(support DAP throughout year)
8
Set up follow up meeting during year to follow up on achievement of DAPs
12
Employee & Manager begin to incorporate Development Action Plan
into succession planning planning coaching.