**PERFORMANCE AGREEMENT AND EVALUATION FORM**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PERFORMANCE CYCLE:** | FROM: | **\_\_\_\_\_\_** | TO: | **\_\_\_\_\_\_** |
| Note: Performance Agreements and Evaluations should be succinct (i.e. 2-3 pages) and should highlight the main commitments and results achieved. For further details on completing this form, see the [Performance Management Program for Chief Executive Officers of Crown Corporations](https://www.canada.ca/en/privy-council/programs/appointments/governor-council-appointments/performance-management/crown-appointees.html). | | | | |

|  |  |
| --- | --- |
| **SECTION A: PERSONAL INFORMATION** | |
| NAME: |  |
| POSITION TITLE: |  |

|  |
| --- |
| **SECTION B: POLICY AND PROGRAM RESULTS** |
| Objectives that are based on the organization’s corporate plan and that reflect its statutory mandate; and objectives that reflect priority areas of focus of the Government. |

|  |  |  |
| --- | --- | --- |
| **Commitments** | **Performance Measures** | **Results Achieved** |
|  |  |  |

|  |
| --- |
| **Narrative on Policy and Program Results** |
|  |

|  |
| --- |
| **SECTION C: Management Results** |
| Objectives based on financial management priorities; objectives based on human resources management priorities; objectives based on risk management priorities; and other management objectives as set by the board (infrastructure, marketing, governance, public affairs, etc.) |

|  |  |  |
| --- | --- | --- |
| **Commitments** | **Performance Measures** | **Results Achieved** |
|  |  |  |

|  |
| --- |
| **Narrative on Management Results** |
|  |

|  |
| --- |
| **SECTION D: SHAREHOLDER AND STAKEHOLDER RELATIONS RESULTS** |
| Objectives designed to ensure productive and effective relations with the minister, the portfolio deputy minister and central agencies; and objectives designed to ensure productive and effective relations with other stakeholders as identified by the board. |

|  |  |  |
| --- | --- | --- |
| **Commitments** | **Performance Measures** | **Results Achieved** |
|  |  |  |

|  |
| --- |
| **Narrative on Leadership Results** |
|  |

|  |
| --- |
| **SECTION E: Leadership Results** |
| Objectives that demonstrate the effective display of values and ethics in addition to other leadership competencies as set by the board. |

|  |  |  |
| --- | --- | --- |
| **Commitments** | **Performance Measures** | **Results Achieved** |
|  |  |  |

|  |
| --- |
| **Narrative on Leadership Results** |
|  |

|  |
| --- |
| **SECTION F: corporate Results** |
| These objectives should reflect current priorities of the Government and/or Crown Corporations as a whole. The objectives will be communicated on behalf of the Governor in Council on an annual basis. Performance will be evaluated based on results obtained and the extent to which the corporation was able to contribute to the furthering of these priorities. |

|  |  |  |
| --- | --- | --- |
| **Commitments** | **Performance Measures** | **Results Achieved** |
|  |  |  |

|  |
| --- |
| **Narrative on Corporate Results** |
|  |

|  |  |
| --- | --- |
| **SECTION G: RATINGS AND RECOMMENDATIONS** | |
| **Performance Rating:**  Did Not Meet  Succeeded –  Succeeded  Succeeded +  Surpassed |  |
| **Recommended At-Risk Pay (%):** |  |
| **Recommended In-Range Salary Increase (%):** |  |

|  |
| --- |
| **SECTION H: SIGNATURES** |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 **Chairperson**  **Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 **Chief Executive Officer** **Date**

**Once completed, please forward the original to the Minister, with copies to the portfolio Deputy Minister and Deputy Secretary to the Cabinet (Senior Personnel and Public Service Renewal), PCO.**