

PERFORMANCE IMPROVEMENT PLAN (PIP)

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The purpose of this Performance Improvement Plan (PIP) is to define serious areas of concern, gaps in your work performance and allow you the opportunity to demonstrate improvement and commitment.

UAB The University of Alabama at Birmingham

Participants

Employee Name:

Manager/ Supervisor Name:

Work Area:

Review Period:

- Performance Improvement Period: _____
- Over the next 90 days, performance will be reviewed in 30-day increments or more frequently, if needed.
We will review goals and objectives no later than the end of each month.
- Final performance review will be conducted on _____.
- Failure to meet the outlined performance expectations below could result in disciplinary action, up to and including the termination of employment.

Summary of Concerns:

Performance Expectations (What needs to be achieved?)	Agreed Performance Indicators Required Outcomes & Timeframes (How are the required outcomes going to be measured?)	Strategies/Actions/Tasks (How is this outcome going to be achieved?)	Department Resources (Training, Mentoring, and/ or Regular Meetings)	Expected Completion Date	Meets Expectations/Does Not Meet Expectations

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Signatures					
Employee		Signature		Date	
Supervisor		Signature		Date	
Department Leader		Signature		Date	