

Performance Review



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Purpose:

The performance review for those key positions noted previously and contained within the IRS will be conducted each year at year end. It is expected that these performance reviews and employees stretch objectives will help the company work toward a higher level of safety performance in the coming year. These reviews will serve to provide further input as part of the yearly Health and Safety Policy and Program review in addition to providing a clear and definitive measurement for ownership to assess their management performance

Process:

- ✓ Commencing in November, each management team member will be asked to complete their key results contained within their performance review, and also to review their job duties to see if any elements have changed within the year.
- ✓ Those key results are then discussed with the General Foreman and/or the President. At this point, a grade is assigned to the performance in achieving those key results.
- ✓ The employee is then asked to consider stretch objectives to indicate how he or she can assist this company in terms of bettering their current position in a number of areas within this industry group. Those objectives are then noted and these will be considered along with the Key Results for the following years' performance.
- ✓ The Employer will advise each employee as to their scoring at the time the review is conducted or shortly thereafter. The employee will have an opportunity to add their remarks to the document once the scoring has been completed.

Through these steps, Bernard Rochefort Ltd. believes that, not only will we improve our position within the community and province as a progressive employer, but also as one with a clear ingrained safety culture.

Approval & Acknowledgement:

Feb 1st, 2018

Performance Review



Rhéaume Rochefort

Date:

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