

SES / SL / ST Objectives or Measurable Results Examples

1. *MANDATORY*: Performs supervisory duties by aligning employee performance plans with strategic goals, closely communicating performance expectations, and holding employees responsible for accomplishing them. Provides constructive feedback sessions with employees and rates employees according to how well they perform in their jobs, in accordance with established NSPS timelines. Identifies training opportunities for employees and ensures required training is obtained, if funding permits. Fosters a healthy and safe workplace. Selects employees by adhering to laws and regulations governing merit system principles, prohibited personnel practices, and equal employment opportunities and programs. Develops performance plans, performance objectives, standard position descriptions, and other documents by the required completion dates, as needed, to manage employees.
2. Manages development of HQ Navy PE 27574F and 27593F funding requirements to integrate EM wartime and peacetime concepts of operations and field the tools utilized to enable installation worldwide to prepare for, respond to, and recover from attacks, accidents, and disasters. Manages the above resources by executing 100% of available Emergency Management funding not later than 30 September of each year with zero violations of the Federal Acquisition Regulation. Compiles all requirement shortfalls and conducts annual programming execution meetings at least twice (one month prior to Close-Out and 1 week prior to Close-Out) during the FY. Execution decisions are approved 100% of the time by the Director of Readiness Support, HQ Navy, and DOD Program Element Manager for PE 27574F and 27593F prior to close-out on 30 September.
3. Expand the use of Public-Private Partnerships throughout Army Material Command mission areas to increase efficiency and effectiveness of operations (AMC Strategic Priority 4). Accomplish objective by 1. Conducting a bi-annual review of operational effectiveness (workforce measurement review board results) no later than 30 September, 2. Sponsoring a minimum of three town-hall meetings and personally inviting at least three new suppliers to each town-hall meeting and obtaining at least 1 new contract / partnership as a result of the town-hall meetings, and 3. Conduct field visits throughout the fiscal year to initiate 360 degree feedback sessions with AMC field Commanders regarding the effectiveness of local P-P Partnership operations and Headquarters' responsiveness to their needs (two trips planned no later than 31 March).

4. Maximize individual organizations' overall technical / scientific quality and productivity relative to DOD's strategic goal and objective OASA (ASA) Goal 1, Obj 1.2 by planning, coordinating, and sponsoring a week long Energy Summit and mandating the attendance of at least one individual from each Region to provide current technical training to regional representatives. Surveys submitted from individuals attending the Summit will have a minimum of a 95% positive response to topics presented during the week.
5. Directs completion of high priority projects for USD(C) and SECDEF that result in 100% accurate and actionable recommendations, within agreed upon timeframes. Progress is measured with a 10% reduction in time and rework required over previous years (last three) to provide senior leadership timely and accurate financial and legislative analysis and representation materials (EOY Fin Reports and Close-out preparation documents). (Goal 1, 3)
6. Successfully direct the development of the Standard SDP Organizational Structure that will eventually be stood up at the four SDPs. For FY08, lead and supervise the completion of phase one (1) of the SDP structure plan.
 - Coordinate each completed phase through DLA leadership, not later than one week from the date of completion;
 - Have no more than one re-engineering of phase one (1) plan determined by leadership review;
 - Hold bi-monthly vector meetings with all contractors assigned to the SDP structure project; reports will successfully advise DOD senior leadership on SPD progress and keep them fully apprised on all significant changes in the course of action (level of "successful" and "fully" as determined by leadership chain).
7. By end of 2QFY08, deliver options on national level bargaining. Throughout FY08, deliver advice and options on other enterprise wide labor and employee relations issues. Results include successful outreach to labor unions and recommended labor and employee relations policies and guidance that are agreed upon by both parties. Successful performance focuses on consensus building between unions and CPMS / DOD and a noticeably increased understanding from union officials of the requirement for fully implementing NSPS.
8. Researches and writes net assessments and other analytical reports, papers, and briefings.
 - At least one papers must identify and analyze at least five emerging problems and five new opportunities of particular importance to the long term success of Department of Defense strategy and programs no later than 30 Jun 08;

-Successful performance requires that draft memos and reports meet Director's needs with minimal (<5%) revision, and that final memos and reports are produced on or before deadlines specified by the Director.

9. Implement 2nd year strategies for improving student achievement in grades 4-6 in reading at a minimum of 3 specific schools (currently those lowest on the charts). Schools will demonstrate a minimum of a 60-point gain in Lexile scores on the SRI, or a 1-point increase in the top two quartiles on the TerraNova by 30 Sept 08 as representation of a high quality implementation plan and a well communicated plan to educators and students.
10. Ensure that all OIG Components have efficient and compliant processes for the protection of personnel, information, material and facilities during this appraisal period (FY08). [IGSP G1-3] Random inspections throughout the fiscal year will check for compliance in these programs based on annual OIG goals and objectives. At least 75% of programs reviewed will be provided Site Assistance Visits (SAV) prior to final inspection. Site Assistance Visits will provide a quality advisory service such that 90% of all programs receiving a SAV will pass random inspection during this rating period.
11. Establish and maintain effective working relationships with internal and external customers. Conduct quarterly program updates with Joint Staff and DOD customers. Survey results and feedback / debrief sessions with customers represent as overall positive response (less than 5% dissatisfied) as noticed in random sampling of customer responses that speak to the professionalism of and the relationship with the Executive.
12. Consolidates, updates, and submits Army equipment modernization capability needs and quantities for inclusion into modernization requirements documents and fielding plans. Accomplishes an annual Modernization Needs Call and develops a prioritized Annual Requirements List for submission to the Corp of Engineer Readiness Panel by September of each year. Ensures that all customers are fairly represented in the initial list provided to the Panel and the documentation submitted is complete and timely as determined by Panel requirements.
13. Develops and updates NATO, Joint Service, ASCC, and DOD level policy directives, instructions, manuals, visual aids, planning templates, concepts of operations, handbooks, operational plans and procedural guides that relate to Emergency Management, CBRNE defense, and the DOD emergency management initiative. Resolve guidance shortfalls/limitations within 5 business days; receives no negative feedbacks regarding guidance shortfalls in

a rating period, and produces nearly all products listed above in draft form for coordination by end of the current rating period.

14. During the current rating cycle, plans, organizes and oversees the activities of the Emergency Management (EM) Division ensuring compliance with legal and regulatory requirements and responsiveness to customer needs. Efforts comply with Agency Doctrine, OSD, Joint, and International Standardization agreements and Agency policy guidance contained in (Agency Goals and Objectives 1, *Emergency Management Program, Planning, and Operations*) and achieves organization and customer needs. No more than two (2) substantiated customer complaints regarding compliance issues with the above specified documents, as observed by management review.
15. Develops, coordinates, and publishes policy to implement the Agency Incident Management System through the creation of a DOD Senior Leader's Incident Management System Implementation Guide, training products, comprehensive emergency management plan and response checklists, first responder equipment acquisition and sustainment plan, and EM tactics, techniques, and procedures policy guidance. Program guidance, training products, and equipment resource requirements will be reviewed on a monthly basis for adjustments and vector checks to meet the DOD goal of Initial Operational Capability (Goal 5, Obj 1.2) by Dec 08. Quality will be reviewed through customer / end user surveys with no less than a 90% positive response for all products provided (guidance, training, policy).
16. Establish and maintain effective working relationships with serviced organizations to maximize Forward Operating Base (FOB) readiness and prepare members for rapid and effective response to contingency operations. Advises the Director of Readiness Support, Commander, Headquarters Air Armament Center, Chief, Readiness Division, the Secretary, and also the Functional responder communities on Emergency Management Program issues and transformation to the new DOD Incident Management System, as needed, during staff meetings, telecons / VTCs, and periodic program reviews. All requests for advisory services will be responded to within two (2) business days. Successful performance of the stated objective will result in Senior Leaders feeling better prepared and knowledgeable on FOB readiness requirements and no substantiated customer complaints will occur during the rating cycle regarding 1.the quality of advice provided, 2.the professionalism of staff, or 3.the accuracy of advice as observed through feedback sessions, debriefs, and random survey responses.