

Performance Improvement Plan (PIP)

Employee Name:

Job Title:

Department:

Manager/Supervisor:

Date of Plan Initiation:

Purpose of the PIP

Areas of Concern / Performance Issues

Performance Expectations & Goals

#	Expectation / Goal	How to Achieve	Measurement / Criteria
1			
2			
3			

Resources, Support, and Training

PIP Duration & Review Dates

Start Date:

End Date:

Progress Review Dates:

Consequences of Not Meeting Expectations

Signatures

Name	Signature	Date
Employee		
Manager/Supervisor		
HR Representative		