



Performance Improvement Plan – PIP

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_ Line Manager: \_\_\_\_\_ Date PIP implemented: \_\_\_\_\_

<b>Target Area / Performance Concern</b> Detail areas of work where performance expectations have not been met. List specific examples of skills, behaviours, actions or tasks requiring improvement.	<b>Expected Improvement Actions / Performance</b> Detail what is expected of the employee in improving performance and what actions will need to be completed to successfully reach the required performance level	<b>Support requirements</b> Detail any training/support measures to be put in place	<b>Review date</b>	<b>Notes of Review meeting</b>

Employee Signature: \_\_\_\_\_ Line Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_