

ANNEXURE D

Performance Agreement				
KPA /JSCs Weighting	KPIs/JSCs	Baseline	Targets ¹²	Evidence
30%	3.3 [Insert KPI here]	[Existing or new where applicable]	1 ¹³ = [insert SMART Targets here] 2 ¹⁴ = 3 ¹⁵ = 4 ¹⁶ = 5 ¹⁷ =	
	3.4			
	3.5			
	4. [Insert KPA here]			
30%	4.1			
	4.2			
	4.3			
	4.4			

¹² The targets of every KPI must be expressed as one (1) to five (5).

¹³ Target 1 indicate **unacceptable performance**.

¹⁴ Target 2 indicate **performance not fully effective**.

¹⁵ Target 3 indicate **fully effective performance** i.e. that performance meets the standard expected in all areas of a job and that the KPI has therefore been achieved.

¹⁶ Target 4 indicate **performance significantly above expectations**.

¹⁷ Target 5 indicate **outstanding performance**.

5. [Insert KPA here]				
20%	5.1			
	5.2			
80%	Total			
Job Specific Competencies (JSCs)				
1	10%	[Insert JSC here]	1 = 2 = 3 = 4 = 5 =	Add where applicable for competencies
2	5%	[Insert JSCs here]		
3	5%	[Insert JSCs here]		
20%	Total			
Team Members Names:		Example: J Smit P Mokola	Payroll Number: 000000 9999999	
Supervisor Signature:		Team Supervisor:		
Date:		Date:		