

Performance Improvement Plan (PIP)

Employee Name	<input type="text"/>	Supervisor Name	<input type="text"/>
Job Title	<input type="text"/>	Start Date of PIP	<input type="text"/>

Role Expectations

What is the acceptable performance expected of the employee in this role?

Areas of Concern

In what areas of performance has the employee not met expectations, and what are the root causes of the issues?

Improvement Goals or Metrics Used to Measure Improvement

Define specific improvement goals addressing concerns and set milestones to achieve them.

Action Plan

Outline activities that are going to help achieve the improvement goals.

End Goal:

Achieving the desired outcome

Resources

What are the resources available to complete the activities outlined in the action plan?

Resource	Description

Consequences If the Goal Is Not Achieved

How is the employee doing in achieving their improvement goals?

Next Review Date:

Review the results of the performance, whichever timeline you choose to go with.

Signatures

Employee Name		Date	
Supervisor Name		Date	