STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789

NGOH-HRO-Z 8 September 2014

MEMORANDUM FOR SEE DISTRIBUTON

SUBJECT: Technician Performance Management Cycle

1. **REFERENCE.** Ohio Technician Personnel Regulation 430, *Performance Management Program*, 2 August 2012.

2. Effective immediately, the Ohio National Guard's technician performance management cycle is adjusted to align with the Fiscal Year.

3. Accordingly, the standard rating cycle will be from 1 October – 30 September. New plans are required within 30 days of the start of the plan year. Interim reviews are due at the end of the sixth month of the rating cycle and appraisals will be due 20 days after the close of the cycle.

4. Transition to the new cycle requires the following actions:

a. No Later Than (NLT) 20 October 2014, all Permanent and Indefinite technicians that are under plans with at least 120 days of supervision will receive a rating with a plan end date of 30 September 2014. If there are less than 120 days of supervision, the due date will extend until the 120 day requirement is met.

b. No Later Than (NLT) 30 October 2014, all Permanent and Indefinite technicians will have new performance plans established for the period 1 October 2014 - 30 September 2015. The start date will be adjusted for those technicians whose rating is postponed to meet the 120 day requirement.

c. All Probationary technicians will remain on performance plans that are aligned with the first year of employment. Upon completion of the probationary period, supervisors will place technicians on plans that align with the new standard cycle.

5. Interim reviews are not required on current plans.

6. This office will publish an amendment to Ohio TPR 430, *Technician Performance Management Program*, 2 August 2012, reflecting this change.

7. Due to the shortened rating cycle, performance-based awards for FY15 may be submitted based upon the 18-month period beginning 1 April 2013 and ending 30 September 2014. All other awards requirements will be observed.

8. For additional information, please contact Major Dan Roche, Technician Branch Manager at 614-336-7269/DSN 346-7269 or daniel.e.roche.mil@mail.mil.

FOR THE ADJUTANT GENERAL:

HOMER C. ROGERS, JR.
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