



EPRS Rating Scale

Exceeds/Excels	<p>Performance is greatly above the job requirements. Generally, the employee does well beyond the performance criteria, doing outstanding work. Job performance is excellent, and above and beyond what is expected of employees in this job. The employee requires less than usual supervision. Performance that exceeds criteria is due to the effort and ability of the employee. Any performance below criteria is minor or due to events not under the control of the employee. The employee's performance may have an important positive effect on how well the work group does overall. The employee's performance is superior.</p> <p><i>Note: Supervisors and reviewers must always explain an "exceeds/excels" rating.</i></p>
Meets	<p>Performance satisfies the job requirements. Generally, the employee performs according to the criteria, doing a good job. The employee is doing the job at the level expected for employees in this position. This good performance is due to the employee's own effort and ability. Usual levels of supervision are needed. The employee may make a strong contribution to meeting the work group's goals. A large number of employees will fall in this category/ this rating includes a broad range of performance, from just barely satisfactory to highly satisfactory.</p>
Below	<p>Performance generally fails to meet criteria or requires extremely high levels of supervision. The employee is not doing the job at the level expected. Unsuccessful job performance is due to the employee's own lack of effort or ability. The employee's performance may hurt the performance of the work group overall. The employee's performance is unsatisfactory.</p> <p>When a supervisor rates performance on one job duty, they should consider the criteria listed on the EPRS form for that duty.</p> <p><i>Note: Supervisors and reviewers must always explain a "below" rating. If an overall Below rating is selected, a Remedial Development Plan (RDP) must be created and your EPRS Coordinator must be notified.</i></p>