MyPath

MassPerform

MassPerform Phases and Key Dates – FY27

Kickoff Begins July 1st for Active Managers

- **Manager Action Items**
  - ✓ Schedule Kickoff Check-in & enter expectations in MyPath: **due August 14, 2026**
  - ✓ Conduct the Kickoff Check-in: **due before employee's goal entry deadline**
- **Employee Action Items**
  - ✓ Review expectations in MyPath and draft SMART Goals
  - ✓ Participate in the Kickoff Check-in
  - ✓ Enter finalized goals into MyPath: **due September 11, 2026**

Off-Cycle Kickoff For Managers Hired July 2nd - Dec 31st

- **Manager Action Items**
  - ✓ Schedule Kickoff Check-in & enter expectations in MyPath: **due 25 days after Kickoff task assignment**
  - ✓ Conduct the Kickoff Check-in: **due before employee's goal entry deadline**
- **Employee Action Items**
  - ✓ Review expectations in MyPath and draft SMART Goals
  - ✓ Participate in the Kickoff Check-in
  - ✓ Enter finalized goals into MyPath: **due 25 days after the manager sets expectations**

Wrap Up Begins April 26th

- **Employee Action Items**
  - ✓ Complete Employee Performance Reflection in MyPath: **due May 7, 2027**
- **Manager Action Items**
  - ✓ Conduct the Wrap Up Check-In: due after the employee's performance reflection
  - ✓ Complete Manager Assessment & Rating in MyPath: **due May 28, 2027**

Final Check-in Begins June 30th

- **Manager Action Items**
  - ✓ Share the rating with the employee during the final check-in: **ratings will be available on June 30, 2027**
  - ✓ Electronically sign the rating in MyPath after the final check-in: **due July 9, 2027**
- **Employee Action Items**
  - ✓ Review the final rating with the manager during the final check-in
  - ✓ Electronically sign the rating in MyPath after the manager signs: **due July 16, 2027**