

Workforce Performance Management (WPM) Forms and Templates

Form Title	Form #	Use For:
Planning Forms		
Performance Plan	1744	Non-Supervisory, Non-Bargaining Unit Employees, GS-15 and Below
Performance Plan	1726	AFSCME 2477
Written Statement of Performance Requirements	N/A	AFSCME 2910
Performance Plan	1745	Supervisory Staff, GS-15 and Below
Performance Plan	1746	Managerial Staff, GS-15 and Below
Performance Plan & Appraisal	1793	Senior Level Executives
Development Forms		
Individual Development Plan	173	All, except AFSCME 2910
Training and Development Conversation Memo	N/A	AFSCME 2910
Executive Development Plan	1827	Senior Level Executives
Appraisal Forms		
Mid-year Review Checklist	1748	All, except AFSCME 2910
Performance Appraisal	1747	All, except AFSCME 2477 and AFSCME 2910
Performance Appraisal	1725	AFSCME 2477
Performance Rating and Within-Grade Increase Certification	110	AFSCME 2910

WPM-related Policies include:

Library of Congress Regulations (LCRs)

LCR 9-1320, *Performance Management - Managers and Supervisors, GS-15 and Below*

LCR 9-1321, *Performance Management - Non-Supervisory, Non-Bargaining Unit Employees, GS-15 and Below*

LCR 9-1610, *Senior Level Executive System*

Library of Congress Directives (LCDs)

LCD 1320.1, *Performance Management - Managers and Supervisors, GS-15 and Below*

LCD 1321.1, *Performance Management - Non-Supervisory, Non-Bargaining Unit Employees, GS-15 and Below*

Collective Bargaining Agreements (CBAs)

AFSCME 2477 Article 18, *Performance Management Process*

AFSCME 2910 Article 15, *Performance Evaluation*

CREA Article 9, *Performance Appraisal and Within-Grade Determinations*

Impact & Implementation of 2910 Performance Requirements

<http://www.loc.gov/staff/cld/workforce-performance/index.html>