

# Performance review summary

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## Instructions

This document is to help compare the self-assessment by David Frazer to the assessment(s) of:

§ Jacques Janse (manager)

Worker: **David Frazer**  
(david.frazer@phibion.com)

Period: Jun 2023 - Jun 2023

Due: **29 Jun 2023**

The individual evaluations of all participants are listed below. During the face-to-face discussion, it is important to identify areas of agreement as well as of disagreement.

After the meeting, outcomes should be entered into eSS (Self Service) in order to finalise this performance review.

## FY23 - DF Dielectric sensor

Productize the dielectric sensor

5. Deploy the dielectric sensor to gather data, develop front-end software and productize it to deploy to every MM before 15 Feb 2023
4. Deploy the dielectric sensor to gather data, develop front-end software and productize it to deploy to every MM by 15 Feb 2023
3. Deploy the dielectric sensor to gather data, develop front-end software and productize it to deploy to every MM by 30 March 2023
2. Deploy the dielectric sensor to gather data, develop front-end software and productize it to deploy to every MM by 30 June 2023
1. Not able to gather sufficient data or develop a front-end by 30 June 2023

Individual assessments	Rating scale
<b>David Frazer</b> (Worker) - Nearly meets expectations (2)  <i>The data collected from Ravensthorpe was extremely high in salt and UQ have been extraordinarily slow at responding ... not from lack of constant pushing by me.</i>  <i>The Real-Time Density Sensor (MudMeter) has had a new design which has been accepted by UQ.</i>  <i>UQ are looking to deliver a new set of permittivity results on Ravensthorpe via an alternative method.</i>  <i>We will run the new Antenna assembly in a low salt content material for further validation.</i>	<ul style="list-style-type: none"><li>· Consistently exceeds expectations on a sustained and ongoing basis</li><li>· Often exceeds expectations</li><li>· Fully meets expectations</li><li>· Nearly meets expectations</li><li>· Does not meet expectations</li></ul>
<b>Jacques Janse</b> (manager) - Nearly meets expectations (2)  <i>Timing not met</i>	

## FY23 - DF MMBot

Deliver a general release MMBot product

5. Deliver a MMBot general release product earlier than 30 May 2023, ready for launch by June 2023
4. Deliver a MMBot general release product by 30 May 2023, ready for launch by June 2023
3. Deliver a MMBot general release product for launch by 30 June 2023
2. Deliver a MMBot product ready for launch by 30 June 2023 but not all aspects of general release phase completed
1. Not able to deliver a product by 30 June 2023, thus not able to launch to market.

Individual assessments	Rating scale
<p><b>David Frazer</b> (Worker)</p> <p>- Consistently exceeds expectations on a sustained and ongoing basis (5)</p> <p><i>Dart Phase 2 was completed in December 2022.</i></p> <p><i>Dart Phase 3 (final phase) was completed in May 2023 but without field trials. This phase was validated using SIMs.</i></p> <p><i>Further trials were conducted in an "uncontrolled" environment in Andoom (June 2023) to validate this phase and conclude the project.</i></p> <p><i>All notes have been taken and passed onto ASI for further version updates in future projects.</i></p>	<ul style="list-style-type: none"><li>• Consistently exceeds expectations on a sustained and ongoing basis</li><li>• Often exceeds expectations</li><li>• Fully meets expectations</li><li>• Nearly meets expectations</li><li>• Does not meet expectations</li></ul>
<p><b>Jacques Janse</b> (manager)</p> <p>- Fully meets expectations (3)</p> <p><i>Well done on this one - big effort to get it done on time.</i></p>	

## FY23 - DF R&D Roadmap

### Update R&D Roadmap

5. Update and publish R&D roadmap to include all R&D type projects from Engineering and Technology teams every month starting in Sept 2022
4. Update and publish R&D roadmap to include all R&D type projects from Engineering and Technology teams every second month starting in Sept 2022
3. Update and publish R&D roadmap to include all R&D type projects from Engineering and Technology teams every quarter (Sept, Dec, Mar, Jun)
2. Update and publish R&D roadmap to include all R&D type projects from Engineering and Technology teams 3 times in FY23
1. do not update R&D roadmap more than once in FY23

Individual assessments	Rating scale
<b>David Frazer</b> (Worker) - Often exceeds expectations (4) <i>R&amp;D Roadmaps have been updated monthly. This is evident in the monthly report.</i> <i>New controls (PM) have been introduced to keep tighter controls on the R&amp;D Roadmap.</i>	<ul style="list-style-type: none"><li>· Consistently exceeds expectations on a sustained and ongoing basis</li><li>· Often exceeds expectations</li><li>· Fully meets expectations</li><li>· Nearly meets expectations</li></ul>
<b>Jacques Janse</b> (manager) - Fully meets expectations (3)	<ul style="list-style-type: none"><li>· Does not meet expectations</li></ul>

## FY23 - DF Set Plans

Have KPIs for all your reports done in time

- 5 - Ensure that all direct staff reports have Set Plans before 20 Aug 2022
- 4 - Ensure that all direct staff reports have Set Plans by 20 Aug 2022
- 3 - Ensure that all direct staff reports have Set Plans recorded in Enable HR by 30 Aug 2022
- 2 - Ensure that most direct staff reports have Set Plans by 30 Aug 2022
- 1 - Not all direct reports have set plans by 30 Dec 2022

Individual assessments	Rating scale
<b>David Frazer</b> (Worker) - Consistently exceeds expectations on a sustained and ongoing basis (5)	<ul style="list-style-type: none"><li>· Consistently exceeds expectations on a sustained and ongoing basis</li></ul>
<b>Jacques Janse</b> (manager) - Fully meets expectations (3)	<ul style="list-style-type: none"><li>· Often exceeds expectations</li><li>· Fully meets expectations</li><li>· Nearly meets expectations</li><li>· Does not meet expectations</li></ul>

## FY23 - Leadership

Demonstrate Leadership to your team

5. Consistently lead by communicating the company objectives clearly, set expectations and manage day-to-day operational tasks with your team. Perform frequent 121's with your direct reports. Provide guidance to your team and seek development opportunities for them. Has a succession plan in place for your team. Demonstrate next level of leadership and communicates well with your superiors.

4. Lead by communicating the company objectives clearly, set expectations and manage day-to-day operational tasks with your team. Perform frequent 121's with your direct reports. Provide guidance to your team and seek development opportunities for them. Has a succession plan in place for your team. Always communicate well with your Peers.

3. Lead by communicating the company objectives clearly, set expectations and manage day-to-day operational tasks with your team. Perform frequent 121's with your direct reports. Provide guidance to your team and seek development opportunities for them.

2. Sometimes lead by communicating the company objectives clearly, set expectations and manage day-to-day operational tasks with your team. Inconsistently perform 121's with your direct reports. Sometimes provide guidance to your team and seek development opportunities for them.

1. No evidence of leadership is displayed

Individual assessments	Rating scale
<b>David Frazer</b> (Worker) - Often exceeds expectations (4)  <i>As a small team, the IS&amp;R has been stretched. However, internal customer requirements have always been met with a high level of satisfaction.</i>  <i>IS&amp;R team function as an integrated Phibion team department and will continue to seek and implement business improvements.</i>	<ul style="list-style-type: none"><li>· Consistently exceeds expectations on a sustained and ongoing basis</li><li>· Often exceeds expectations</li><li>· Fully meets expectations</li><li>· Nearly meets expectations</li><li>· Does not meet expectations</li></ul>
<b>Jacques Janse</b> (manager) - Fully meets expectations (3)	

**David Frazer's Objectives and Development (Operational & Strategic)**

Objective / goal	Objective Type	Outcome / measure	Comments
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**New Objectives and Development (Operational & Strategic) during this review period**

Objective / goal	Objective Type	Outcome / measure	Comments

**Overall comments:**

Additional comments by David Frazer (employee):

Pertaining to Dart, it was always impressed upon me that I would not be doing this alone, however, when it came to the final release for the product launch, I was faced with the following elements:

- Marketing Storyboard
- Marketing Media arrangements
- AirWallex unavailable
- Invoices were unpaid

Whilst these challenges seem small, they were compounding and impacted the potential to effectively deliver Dart at the WMC2023. Not to mention the personal stress it placed.

Additional comments by Jacques Janse (assessor):

Additional comments by Jacques Janse (manager):

David s performing well as per expectation, often working longer and harder than expected to get things done. David can delegate more and take on less responsibility and thus less stress - this needs practice.