

# PERFORMANCE IMPROVEMENT PLAN

## PIP Details:

PIP ID: 1ac4eead-5aed-4f07-88a1-75e1d77506c8

Start Date: 2025-08-11

End Date: 2025-09-24

Grace Period: 30 days

Status: active

## Employee Information:

Name: Tom Garcia

Employee ID: emp-018

Department: Support

Role: Support

Company: C127

## Performance Overview:

Initial Score: 68%

Current Score: 78%

Required Improvement: 15%

Current Progress: 75%

Improvement Rate: 14.71%

## Goals and Objectives:

1. Achieve 75% average performance score
2. Maintain 70% utilization rate
3. Complete all assigned tasks on time
4. Attend weekly coaching sessions

## Coaching Plan:

Weekly 1:1 sessions with manager, bi-weekly skill training, daily task reviews

## Success Criteria:

- Achieve consistent performance score of 83% or higher
- Complete all assigned goals and objectives
- Demonstrate sustained improvement in key areas
- Regular attendance at coaching sessions

## Important Notes:

- This PIP is designed to support employee success
- Failure to meet requirements may result in termination
- All progress is documented and reviewed regularly
- Support resources are available throughout the process

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