

# PERFORMANCE IMPROVEMENT PLAN

## PIP Details:

PIP ID: ffe2fae7-5d06-451a-8133-29ec69a7ee99

Start Date: 2025-08-11

End Date: 2025-09-24

Grace Period: 30 days

Status: active

## Employee Information:

Name: Tom Miller

Employee ID: emp-018

Department: Data

Role: Analyst

Company: C123

## Performance Overview:

Initial Score: 55%

Current Score: 57%

Required Improvement: 15%

Current Progress: 25%

Improvement Rate: 3.64%

## 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 70% 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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