"The Three-Level System" - Defense Performance Management and Appraisal Program (DPMAP) FAQs

Q1: Why was a three-level appraisal program selected versus some other system?

A1: It is consistent with the legislative requirement of the NDAA to provide a fair, credible, and transparent system for linking bonuses and other actions to performance appraisals of employees. It promotes a high-performing culture by making meaningful distinctions in performance that will be formally acknowledged during the rating process. Lastly, it provides the ability to retain high-performing employees to meet the mission by granting greater service credit for top performers during RIF.

Q2: What are the three-levels of rating?

A2: Outstanding (Lvl 5), Fully Successful (Lvl 3), and Unacceptable (Lvl 1).

Level 5 - Outstanding: The average score of all critical element performance ratings 4.3 or greater, with no element rated as "1" unacceptable.

Level 3 - Fully Successful: The average score of all critical element performance ratings 4.3 or less, with no element rated as a "1" unacceptable.

Level 1 - Unacceptable: Any critical element rated as a "1".

Q3: What are some sample statements for each rating level?

A3: The performance rating assigned should reflect the level of the employee's performance as compared to the standards established. The following samples are provided.

Outstanding:

- Produces exceptional results or exceeds expectations.

- Handles roadblocks/issues exceptionally well.

- Widely seen as an expert.

- Exhibits the highest standards of professionalism.

Fully Successful:

- Effectively produces the specified outcomes and sometimes exceeds them.

- Consistently achieves targeted metrics.

- Proactively informs supervisor of potential issues or roadblocks.

- Achieves goals with appropriate level of supervision.

Unacceptable:

- Does not meet expectations for quality of work; fails to meet many of the required results for the goal.

- Is unreliable; makes poor decisions.

- Lacks or fails to use skills required.

- Requires much more supervision than expected.