

Managing Performance Deliverables

Administrative effectiveness

Award payment dates

Business/strategic plan review

Congruence with mission

Current pay system review

Effective goal setting

Effectiveness as a development tool

Facilitate understanding by staff

Fairness perception by staff

Job-relatedness

Legal and regulatory compliance

Monitoring and updating

One hard copy of developed plan

Organization communication assistance

Participation and pay formulas

Performance documentation

effectiveness

Planner electronic worksheet guide

Situation/issue

Action required

Specific goal

Unit of measure

Timeframe

Individual-Unit-Org weighting

Participant rating

Total award

Award calculator factors

Program coverage

Program purpose

Soft copy of developed plan

Target completion dates

Tiers 1 and 2 training on approach

Additional and expanded
HR services are tailored
for specific client needs

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Assessing and Managing Performance



PHRST offers *a la carte* human
resource management through select
Professional Human Resource
Service Teams

est. 1984

Assessing and Managing Performance

What Is Needed

An effective management system is needed to set, measure and reward progress toward organizations' stated goals. In today's challenging business environment, organizations are putting more pay "at risk" to focus employee performance on achieving organization goals.

State-of-the-Art

A "train-the-trainer" process follows downward, with timelines mapping the typical 6-month implementation period. First we agree on the project scope, and then we evaluate your pay systems and staff receptiveness to the plan. We help identify goals, acquaint management with the plan and directly assist 1st and 2nd tier executives on using program tools. PHRST professionals develop a program, tailor tools, train your team and facilitate performance management program startup.



Knowledge, Skill & Ability

PHRST's performance management team is staffed by human resource specialists and led by certified senior professionals in HR management. We combine a thorough understanding of practices, regulations and professional standards with technical expertise to deliver business- focused, real world solutions in a final format which you easily install and manage.

When, Where & For How Much

Typically project completion requires approximately 30 workdays. Depending on client need, our professionals work at client locations, designated sites or PHRST offices. The basic service fee is \$18,000, comprising a \$10,000 initiation fee and a \$8,000 final charge. Expenses are documented and billed at-cost to clients. At an additional preferred client fee, guidance and service are available around the clock in person, via phone/video conference, by fax and via Internet.

About PHRST

Strategic Human Resource Management

PHRST stands for **P**rofessional **H**uman **R**esource **S**ervice **T**eams. Our service model enables us to provide you with HR experts in all 7 areas of HR:

- Employment Practices
- Management Practices
- Health, Safety & Security
- Compensation & Benefits
- Employee & Labor Relations
- Human Resource Development
- Staffing/Recruitment Practices

PHRST works with clients on an a la carte basis across industries, around the world, for profit or not and regardless of organization size. We service public, private, and government entities, and we are effective at all organization levels. Our approach is client-centered, worksite interaction, where we provide user-friendly, practical approaches intended for prompt and effective implementation. We work 24/7 to meet client needs. Our value and success are built upon best practice insight, sound experience, education and hands-on know-how. Organizations count on **PHRST** for knowledge, skill, ability, ethics and integrity.