Office of Personnel Management

§ 430.308  Rating performance.

(a) Initial summary rating. The supervisor must develop an initial summary rating of the senior executive’s performance, in writing, and share that rating with the senior executive. The senior executive may respond in writing.

(b) Higher level review. The senior executive may ask a higher level official to review the initial summary rating before the rating is given to the Performance Review Board (PRB). The senior executive is entitled to one higher level review, unless the agency provides for more than one review level. The higher level official cannot change the supervisor’s initial summary rating, but may recommend a different rating to the PRB and the appointing authority. Copies of the reviewer’s findings and recommendations must be given to the senior executive, the supervisor, and the PRB.