- (2) (1) (11) 1. DEVELOP APPROPRIATE MODIFICATIONS TO THE EMPLOYEE'S POSITION DESCRIPTION, IF NEEDED;
- $\frac{\rm (H)}{2}$  ESTABLISH SPECIFIC WRITTEN TASKS AND INDICATORS, BASED ON MEASURABLE AND OBJECTIVE STANDARDS THAT CAN BE EVALUATED ON OUTCOME, THAT THE EMPLOYEE NEEDS TO ACCOMPLISH DURING THE NEXT RATING PERIOD IN ORDER TO MEET THE OVERALL OBJECTIVES OF THE POSITION; AND
- $\frac{\text{(HI)}}{2}$  IDENTIFY ANY AREA IN WHICH TRAINING IS NEEDED FOR THE NEXT RATING PERIOD, BASED ON THE EMPLOYEE'S STRENGTHS AND WEAKNESSES.
- (D) (1) AN APPOINTING AUTHORITY SHALL APPROVE A PERFORMANCE APPRAISAL BEFORE IT IS FINAL.
  - (2) THE FINAL PERFORMANCE APPRAISAL SHALL INCLUDE:
    - (I) THE EMPLOYEE'S FINAL PERFORMANCE RATINGS;
- (II) THE SPECIFIC TASKS THE EMPLOYEE IS TO ACHIEVE DURING THE NEXT RATING PERIOD;
- (III) A LIST OF MODIFICATIONS TO THE EMPLOYEE'S POSITION DESCRIPTION, IF ANY; AND
- (IV) ANY RECOMMENDATIONS FOR TRAINING TO ENHANCE THE EMPLOYEE'S SKILLS.
  - (3) THE SUPERVISOR SHALL:
- (I) GIVE THE EMPLOYEE A COPY OF THE FINAL PERFORMANCE APPRAISAL;
  - (II) RETAIN A COPY; AND
  - (III) PLACE A COPY IN THE EMPLOYEE'S PERSONNEL RECORDS.

7-504.

AN APPOINTING AUTHORITY MAY PROVIDE FOR INTERIM CONFERENCES BETWEEN AN EMPLOYEE AND THE EMPLOYEE'S SUPERVISOR TO EVALUATE THE EMPLOYEE'S PROGRESS IN MEETING OBJECTIVES ESTABLISHED DURING THE PREVIOUS MANDATORY PERFORMANCE APPRAISAL.

Subtitle [7.] 6. Employees of State-Acquired Entities AND MISCELLANEOUS PROVISIONS.

7-601.

[4-701.](A) If this State acquires a public or private entity to operate it for a public purpose, this State may retain, as a State employee, any individual who is an officer or employee of that entity at the time of the acquisition.