

Circular No (46) for 2015
On Launching Phase III of Employee Performance Management
System – Annual Review - in the Federal Government, 2015

To: All ministries & independent federal entities

The Federal Authority for Government Human Resources (FAHR) would like to send you kind regards, wishing you all the success in your endeavors.

Pursuant to the Cabinet Resolution No (12) for 2012, endorsing Employee Performance Management System ((EPMS) for the Federal Government; and out of its keenness to support federal entities in implementing the system in the most possible sound manner, FAHR would like to stress the need to launch Phase III of the system (Final Performance Evaluation) for the year 2015. The Final Performance Evaluation phase is scheduled to take place from the beginning of November until the end of December and it is considered the final phase in the annual evaluation of employees' performance.

In light of the tasks entrusted to HR departments within federal entities, as the, main pillar in implementing the EPMS system within federal entities, the HR departments are required to provide support to line managers in the process of implementing the system, by specifying the number of employees at evaluation levels in accordance with percentages of control and balance to ensure sound application of the system. Within the same context, FAHR would require to be provided with the percentages of control and balance for the EPMS cycle for 2015 and data for employees who obtained an evaluation that notably falls beyond expected levels(according to the attached form) and which is endorsed by the committee for control and percentage balance by the end of this phase.

As for independent federal entities , FAHR requires to be provided with the data of employees who have obtained the highest levels of evaluation (according to the attached form) together with performance documents for the year 2015 with evidence and proves in accordance with percentages of distribution of employees along evaluation levels according the EPMS applied within the concerned entity. The required data and documents shall be delivered in the form of a flash memory (USB).

All federal ministries and entities are required to submit the required data and documents before 15 January 2016 for it is of great importance to complete measurement of the HR possibilities related to the Mohamed Bin Rashid Award for Distinguished Government Performance, the UAE Government Performance Management System as well as the Emirates Award for HR in the Federal Government.

FAHR is quite ready to give support whether through giving support to the evaluation process in EPMS "Bayanati" or through other support channels provided by FAHR and its partners.

Thank you for your cooperation.

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**Dr. Abdulrahman Al Awar,
Director General,
Federal Authority for Government Human Resources**

Enclosure: Form for Distinguished Employees for the year 2015

This translation of the text of Law No. 1 of 2008 on human resources in the UAE and its amendments thereof for the purpose of identification of the law and have no legal authority and the Arabic text shall prevail in the case of disagreement.