# CHECKLIST:

# Developing a Performance Improvement Plan (PIP)

Ask yourself: Determine if Is the employee valued? Can the performance issue be resolved? PIP is required Will the outcomes be positive? Involve When employees are involved, they are invested in the outcome of the PIP the employee HR plays an important role in assisting Draft the PIP managers with drafting a detailed and specific plan Define the Consider what resources, training or coaching will be provided support needed Schedule Check-ins should be clearly defined in the PIP with specific deadlines regular check-ins



# **Performance Development Guide Tips**

**Harvard Business Review** 

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