

## ATTACHMENT 1

### Generic Performance Standard for Employees Who Do Not Have Direct Responsibility for Executing Line Safety Responsibilities

*Instructions for Use: Attach this form to existing performance plans as applicable. This element is weighted at 5 points. Adjust the points distribution on the Program Accomplishment Element to equal 85 points so that the combined total of both Elements is 90 points.*

<b>Employee Name:</b>	<b>Performance Rating Cycle:</b>
	<b>10/1/07 – 9/30/08</b>

**Element/Summary Statement:** Support Departmental safety and health objectives in order to maintain a safe work environment.

Element	Expectations
<p><b>Generic Safety Element</b> – The Department of Energy expects that all DOE employees will report potential safety violations or unhealthy working conditions to management or appropriate safety official in a timely manner. Such reports may be anonymous.</p>	<ul style="list-style-type: none"> <li>• When violations and corrective actions are identified in an individual work area, the employee consistently complies with the corrective actions identified to resolve the unsafe condition.</li> <li>• Adheres to established emergency response procedures during exercises, drills, and emergency situations.</li> <li>• Completes required safety training.</li> </ul>

**Acknowledgement of Performance Element:** I understand that my signature on this individual element indicates only that I have reviewed the element. I understand that failure to sign this performance element does not affect its validity.

Rating Official's Name (Typed or Printed)	Rating Official's Signature:	Date:
Employee's Name (Typed or Printed)	Employee's Signature:	Date: