



## **Operating Framework for Assessments**

## **Assessment**

It is precisely in those situations that concern legal decisions and in those cases where the employee himself seeks an assessment that such safeguards are very important.

An assessment can be issued if:

- 1. Legislation and/or the collective labor agreement (cao) demands this;
- 2. The employee requests it;
- 3. The manager takes the initiative for this.

To substantiate an assessment as stated under 2 and 3 the reporting of the annual interviews held during the assessment period will be used. The contents of an assessment contain no qualifications of which the person being assessed has not been informed previously by means of one or more annual interviews. For the process of assessment and reporting, TU/e makes use of forms.

Adopted by the TU/e Executive Board and the TU/e employee organizations on 25 November 2015 and is updated as on November 1, 2021

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A dispute can be submitted insofar as it relates to staff appraisal. Click <u>here</u> for more information.