ELECTRONICALLY FILED
2022 Aug 28 2:48 PM
CLERK OF COURT - CHANCERY

Performance Enhancement Program
ACTION PLAN

Alert Number AL12022-
Alert Date
Alert Review Date

Member Information Rank/Title Name IBM	Workstation	Notification Date
Direct Supervisor Information Rank/Title Name IBM	Workstation	Notification Date

This action plan is designed to assist in determining the root cause of the concern and to assist in the development of a non-punitive, proactive, and collaborative plan to improve the member's performance. *(Intervention resources can be found in the PEP Policy)*

Proposed Action plan:

a. None (Give explanation in Action Plan Details) ☐
b. Additional Training (Specify in Action Plan Details) ☐
c. Counseling ☐
d. Reassignment ☐
e. Fitness For Duty ☐
f. MPD Psychological Services ☐
g. EAP ☐
h. CONCERN ☐
i. Behavioral Health ☐
j. Other Intervention (Specify in Action Plan Details) ☐
k. Counseling Panel (2nd PEP Referral) ☐ Date Referred to Counseling Panel _____

Action Plan Details (summary, anticipated completion dates (if applicable), and method of measuring results)
If additional space is needed, attach a supplement sheet.

Supervisor involved in developing Action Plan (**Signature**) Rank/Title Name IBM	Workstation	Date

I acknowledge that I have had the opportunity to assist in the development of this action plan and I agree to undertake the steps agreed to in this plan.

Member (**Signature**) Rank/Title Name IBM	Workstation	Date

I have reviewed this action plan and agree with the recommendations. An assessment report shall be provided to me by _____ (3 months from the intervention date) and _____ (6 months from the intervention date).
Comments:

Workstation Commander (**Signature**) Rank/Title Name IBM	Workstation	Date
PEP Coordinator Rank/Title Name IBM	Workstation	Date Received

This form must be submitted to PEP Coordinator within 21 days of Commander Notification.

EXHIBIT 22