 Platte River Power Authority	<h1>Policy</h1>	Version #: 4.1 Original effective date: 03/27/2014 Next review date: 10/30/2023
	TITLE: General manager annual performance review process policy	Page 1 of 3

Purpose:

The purpose of this policy is to establish the process by which the board of directors provides performance feedback to the general manager. The intent of such feedback is to help ensure that the general manager is aware of the board's expectations and to provide the support needed to be successful in their job.

Policy:


It is the board's policy to provide regular feedback on performance to the general manager, and to do so in a way that incorporates input from a variety of sources while focusing on board expectation and strategies. An annual review with the general manager will be held in March of each year. The focus of the review should be two-fold. First, accomplishments for the previous year should be reviewed individually and feedback provided regarding the quality, timeliness and acceptability of their results. Second, a discussion should take place regarding the board's expectations for the upcoming year.

In preparation for that discussion, the board will solicit input from all board members and designated direct reports. The board may further consider input from selected internal Platte River staff. Such input will be solicited in early March of each year and reported to the board prior to the March meeting.

If any board member wishes to make changes to the performance feedback survey, such proposal should be first brought to the full board for discussion and approval. Since the content of the performance feedback survey incorporates board expectations, any future changes to that survey should be made as early in the year as feasible in order to best provide guidance to the general manager.

The board may provide performance feedback to the general manager using the feedback surveys, the appointee's annual reports, direct board discussion or other means that appropriately reflect job performance. Copies of all written feedback will be provided to each direct report. The general manager shall prepare a written, memo-style annual report including a self-evaluation prior to any performance discussions with the board. The general manager will include his annual performance appraisal with general counsel as part of his report to the board. In all situations, the board is committed to following Platte River's Equal Opportunity Policy [[Handbook](#)] and will not discuss, allude to or be influenced by non-job-related factors.

As part of the annual performance review process, the board will review the salary of the general manager and shall determine any applicable adjustments. This review should be conducted in a manner consistent with the board's employee total compensation policy regarding market-based compensation practices and methodology. The board may direct staff to either use the existing internal market survey process or may choose to use an external third-party vendor to evaluate the market practices and current pay levels for the position. In either case, the market survey

 Platte River Power Authority	<h1>Policy</h1>	Version #: 4.1 Original effective date: 03/27/2014 Next review date: 10/30/2023
	TITLE: General manager annual performance review process policy	Page 2 of 3

should reflect a broad cross section of similarly situated generation and transmission utilities. Any changes in pay resulting from the survey should be communicated to the general manager during the March board meeting.

Implementing parties and assigned responsibilities:

The board of directors is responsible for carrying out this policy and may delegate actions under this policy through the general manager to internal Platte River staff.


The board chair and vice chair, in conjunction with the general manager, are responsible for identifying the appropriate internal support staff to assist with the process, for working with all board members to determine the content and audience for any performance feedback survey, and to direct staff regarding any desired market survey to help determine compensation.

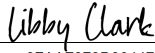


Associated items (if applicable):

Employee total compensation policy originally adopted by the board on March 28, 2013.
Platte River's Employee Handbook

Definitions (if applicable):

--

 Platte River Power Authority	<h1>Policy</h1>	Version #: 4.1 Original effective date: 03/27/2014 Next review date: 10/30/2023
	TITLE: General manager annual performance review process policy	Page 3 of 3

Document owner: Director of human resources and safety <small>DocuSigned by:</small>  6FAAF373D904473...		Original effective date: 03/27/2014
Authority: Board of directors <small>DS</small> 	10/13/2022	Review frequency: Annually
Counsel review: General counsel <small>DS</small> 		Current effective date: 10/30/2022

Version	Date	Action	Author	Change Tracking (new, review, revision)
1.0	03/27/2014	Original policy - board Resolution No. 06-14	Karin Hollohan	New
2.0	10/29/2015	Revised by board of directors - Resolution No. 12-15	Karin Hollohan	Revision
3.0	02/25/2016	Revised by board of directors - Resolution No. 01-16	Karin Hollohan	Revision
3.1	10/30/2020	Placed on new template and reviewed	Libby Clark	Review
4.0	08/26/2021	Revised by board of directors - Resolution No. 08-21	Libby Clark	Revision
4.1	10/11/2022	Reviewed, no changes	Libby Clark	Review