

Performance Evaluation System (PES) – Agency Transfer Evaluation Form

- Applies to classified employees who were employed with a State Agency on June 30th of the performance year and transferred agencies between July 1 and September 30.
- Completion of this form will assign an evaluation of “Not Evaluated” to the affected employee.
- Employee will maintain eligibility for a performance adjustment, subject to the Appointing Authority’s determination that employee’s performance merited such adjustment.
- No additional PES evaluation form is required.
- Planning for the new performance year is required in accordance with SCS Rule 10.5.

Employee Name	Personnel #	Date
Employee Signature		
Evaluating Supervisor Name	Personnel #	Date
Evaluating Supervisor Signature		