



Instruction

Defense Intelligence Agency

DEFENSE INTELLIGENCE AGENCY
WASHINGTON, DC 20340-5100

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OPR:

Performance Appraisal System

(b)(3):10 USC
424

- REFERENCES:** (a) Public Law 95-454, "Civil Service Reform Act of 1978"
(b) DIAM 22-16, "Civilian Awards Program," 1 September 1995
(c) Title 5 U.S.C. sections 5335, "Periodic Step-Increases" and 5343, "Prevailing Rate Determinations; Wage Schedules; and Night Differentials"
(d) Title 10 U.S.C. Chapter 83, "Civilian Defense Intelligence Employees"
(e) DIAM 22-58, Performance Appraisal System,

1. PURPOSE:

- 1.1. Replaces reference (e.).
- 1.2. This instruction implements Public Law 98-618, codified in 10 U.S.C. 1601. This instruction applies to all DIA civilian employees except for employees appointed into positions as Defense Intelligence Senior Executive Service, Defense Intelligence Senior Level, or student trainees. Individuals appointed to time limited appointments (temporary employees) are considered employees for the purposes of developing performance expectations and the rendering of performance appraisals.
- 1.3. This instruction establishes DIA's performance appraisal system and serves as general policy and procedural guide for the development, preparation, coordination, and promulgation of the performance appraisal system.
- 1.4. The performance appraisal system establishes accountability for performance and directly links employee performance to agency-based decisions such as performance-based awards, promotion, advanced educational opportunities and increased responsibility. The DIA system incorporates the essence of the Civil Service Reform Act of 1978, Public Law 94-454:

"Employees should be retained on the basis of the adequacy of their performance; inadequate performance should be corrected, and employees should be separated who cannot or will not improve their performance to meet required standards."

