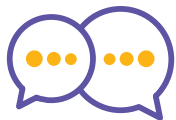


Professional development review (PDR)

Principles and process expectations

PDR principles

PDR is about:



regular conversations, not just ticking boxes



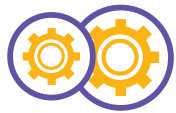
assessing and managing your own performance



your wellbeing, not just your work



being your authentic self and showing respect for others



showcasing your daily contribution



your priorities and your progress



ongoing reflection and review

PDR process expectations

PDR processes focus on the relationship between the individual and their line manager, and encourage a high-quality dialogue between them.

Informal performance conversations are conducted face-to-face on a frequent basis. Wherever possible, these conversations are forward-looking and focus on strengths and successes.

PDR processes are simple and flexible enough to provide individuals with clear expectations and a sense of ownership. PDR should be something people do, not something that is done to them.

Individuals take responsibility and prepare for meetings with their line managers, who in turn provide appropriate guidance, support and direction. Everyone is given adequate time to conduct PDR.

PDR processes are streamlined so individuals and line managers do not spend disproportionate amounts of time on administrative tasks or evidence gathering.

Line managers have a responsibility to be clear about their own role during PDR and to engage positively with the process, to help their team members be the best they can be.