



LUND
UNIVERSITY

DECISION

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29 January 2014

Reg. no PE 2013/750

Head of University Administration

Decision on staff appraisals

Background

The staff appraisal is an annual structured work-related dialogue between the line manager and the employee, which provides an opportunity for planning the following year, and a transparent and predictable assessment of the previous year.

At the staff appraisal, the individual's goals and need for professional development are to be specified. These are to be linked to the goals of the organisation.

New material was developed and discussed together with the employee organisations on 25 June 2013, in accordance with the Employment (Co-Determination in the Workplace) Act.

Training on the conduct of staff appraisals is offered regularly.

Decision

The University decides that staff appraisals are to be conducted annually for all employees at Lund University.

This decision was made by the undersigned Head of University Administration after a presentation by Director of Human Resources Ingrid Estrada-Magnusson. Human Resources Consultant Jenny Palmgren participated in the processing of the matter.

Susanne Kristensson

Ingrid Estrada-Magnusson
(Human Resources)