



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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September 11, 2014

MEMORANDUM FOR DLA EXECUTIVE BOARD

SUBJECT: Directive-Type Memorandum (DTM) 14-026 – DLAI 1426.03, Performance Management System for Supervisors and Managers

Reference: DLAI 1426.03, Performance Management System for Supervisors and Managers (Effective June 26, 2014)

Purpose. This DTM enacts an immediate amendment to the referenced DLAI, changing the annual performance cycle for covered supervisors and managers as outlined below. All other guidance in the DLAI remains unchanged. The impact of this amendment is that the current performance cycle is extended by 3 months, thus covering the period October 1, 2013 through December 31, 2014. Thereafter, the annual 12-month cycle will mirror that of non-supervisory DLA employees (e.g., January 1 through December 31).

Applicability. This DTM applies Enterprise-wide to DLA employees who are covered by the referenced DLAI.

Procedures. Procedures in Enclosure 3 of DLAI 1426.03 are amended on page 9 as follows:

- a. At section 4.a(1) to read: “The annual performance-rating period covered by this DLAI begins January 1 and ends on December 31.”
- b. At section 4.a(2), change the word “December” to “March.”

Responsibilities. As described in the referenced DLAI. Management is responsible for adjusting performance practices and schedules based on the new performance period.

Releasability. UNLIMITED. This DTM is approved for public release.

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