



DPMAP: 21st Century Performance Management

IMCOM Update - #13

DPMAP: Writing SMART Standards - "R"

Standards should be written using the SMART criteria, providing the framework for developing effective results and expectations.

In order to help you remember the criteria for an effective performance standard, we will utilize the acronym SMART, where the letters S-M-A-R-T have a particular meaning. Not every performance standard has to have a quantitative standard assigned to it. Whenever possible, supervisors should include specific deadlines, time limitations, budget restrictions, or other standards for quality, quantity, timeliness, or cost-effectiveness.

While not every performance standard lends itself to utilizing all five aspects of the SMART criteria, supervisors should strive to include as many of the SMART elements as possible.

Let's take them one at a time...

"R" is for "Relevant." Why is the goal important?

"Relevant" means that the performance standard is important to the employee and the organization. The employee's work fits into the organization's goals and priorities. The organization's mission, function statement, and other strategic and project planning documents provide the basis and context for the work and its relationship to the greater DoD mission. Establishing the "line of sight" is important because it underscores the importance of duties, and how they support the organization.

The performance element should have a direct and obvious link to organizational goals. It should be job-specific and focus on work important to the organization's success. When writing performance elements, they should be created based on the organization goals.

Until next time.....Stay Tuned and Stay Positive!