

This document has been redacted for Public Interest Immunity claims made by Victoria Police. These claims are not yet resolved.

## Performance Discussion

Performance Discussion	
<b>Date of Meeting</b>	3 Jul 2008
<b>Summary of Meeting</b>	Mid cycle feedback given to Fox-O [redacted] Noted he was progressing well at the unit. No issues of performance needed attention. Noted his successful completion of the Diploma of business (Front Line Management course) and successful development of an [redacted] with [redacted] which fulfilled his Development Plan. Further recognised his contribution to the [redacted] Human Source Management courses. Fox-O was satisfied with this feedback meeting.
<b>Last updated by</b>	[redacted] on 30 Jan 2009 10:19 AM
<b>Date of Meeting</b>	30 Jan 2009
<b>Summary of Meeting</b>	End Cycle feedback meeting conducted with Fox-O [redacted] Discussed successful completion of the 2008 PDA and the assessment ratings made. Fox-O is a reliable and trustworthy member of the office who performs at a consistent high standard. Further discussed his performance focus and development plan for 2009. This assessment was acknowledged by Fox-O [redacted] who was satisfied with the feedback.
<b>Last updated by</b>	[redacted] on 30 Jan 2009 10:37 AM

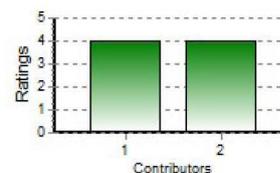
## Your capability in detail

### STRATEGIC FOCUS

Evidence Summary / Validation					
Date	Item	Name & No.	Validated	Validation Comments (Required if Evidence is Not Valid)	Last updated by
30 Oct 2008	Undertook training in new controlled operations procedures. Built partnership and liaison with Controlled Ops Unit staff. Completed first approved controlled operations authority for SDU in October 2008. Liaised with stake holders and streamlined procedures in the application process specific to SDU needs for future SDU applications.		Yes		on 30 Jan 2009 09:01

Drives performance - Committed to raising performance levels by holding people accountable for delivering against agreed objectives and standards.

Capability/Competency # Ratings	Relationship Average
1 Assessor	Sometimes Above Level
2 Self	Sometimes Above Level

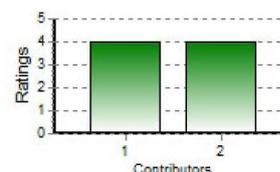


### CUSTOMER / COMMUNITY / STAKEHOLDER FOCUS

Evidence Summary / Validation					
Date	Item	Name & No.	Validated	Validation Comments (Required if Evidence is Not Valid)	Last updated by
15 Sep 2008	In dealing with the court discovery process regarding the release of SDU IR's to the defence, I liaised with the informant and Task Force management at Purana. I Maintained confidentiality when dealing with OPP and Corrections Victoria to answer these defence subpoenas. I provided informed advice and risk management options to Purana concerning the release of these IR's. I then actively oversaw the review and sanitisation process with investigators to maintain confidentiality and protection of the source's identity.		Yes		on 30 Jan 2009 09:01

Champions Customer Focus - Drives a customer focus culture in the organisation where client service is everyone's responsibility.

Capability/Competency # Ratings	Relationship Average
1 Assessor	Sometimes Above Level
2 Self	Sometimes Above Level



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## My Performance Objectives

A Safer Victoria - Reduce Crime by 12%		
Task	<b>Provide specialised human source management.</b>	
Measurement(s)	Service 80% of applications received annually.	
Target Date		
	<u>Statement Of Achievement</u>	<u>Rating</u>
Assessor	Processed applications in a timely and efficient manner	Met
Self	In my role at the SDU as a Source handler I regularly receive requests for assistance via my controllers. On every occasion I service these applications and liaise with the investigators who have requested SDU services. The result of this has assisted in identifying human sources that provide information to Vic Police and helped solve crime across Victoria in line with the organisations goal to reduce crime by 12%.	Met

Connecting the Community - Improve community confidence in Victoria Police		
Task	<b>Liaison and support to other agencies through training courses.</b>	
Measurement(s)	Provide consultation / conduct four training courses annually.	
Target Date		
	<u>Statement Of Achievement</u>	<u>Rating</u>
Assessor	Enthusiastic member to deliver training in a professional manner	Met
Self	In my role as a [REDACTED] at the SDU I regularly provide training to staff within Victoria Police at the [REDACTED] and [REDACTED] Human Source Management Courses. These courses have been conducted on a regular basis throughout the length of this PDA cycle. I have assisted as a role player and also with presentations for the students. I have received favourable feedback from HSMU and students about the professional way I have conducted myself.	Met

Valuing Our People - Provide ethical, values based leadership and improve organisational performance		
Task	<b>Ensure code of ethics, code of conduct and organisational values are adhered to.</b>	
Measurement(s)	100% compliance.	
Target Date		
	<u>Statement Of Achievement</u>	<u>Rating</u>
Assessor	<b>Fox-O</b> [REDACTED] is one of the most ethical members I have ever supervised and is trusted to manage high risk Human Sources at the Source Development Unit.	Met
Self	In my role as a [REDACTED] at SDU, I manage high risk human sources throughout this PDA cycle. The management of these sources requires high level ethical risk management strategies to be implemented so as to maintain integrity / community confidence in the SDU and Victoria Police. Evidence of this is documented in my source contact reports. I also regularly provided source management advice to regional and crime department source handlers which is always based on the highest ethical values in line with Victoria Police code of ethics and code of conduct.	Met

## My Personal Development (Voluntary)

What are your career goal(s) for the next 1-2 years.	
Self	1. Continue to work at SDU and develop / improve [REDACTED] trade craft management of high risk human sources. 2. Perform upgrading duties at [REDACTED] level to develop management skills for promotion.

What are your longer term career goals? (Further career goal setting information can be found here <a href="http://intranet/content.asp?Document_ID=16244">http://intranet/content.asp?Document_ID=16244</a> )	
Self	Work towards promotion to [REDACTED] rank.

What capabilities & skills would you like to develop as part of your ongoing career development?	

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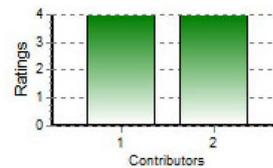
## Performance Discussion

Performance Discussion	
<b>Date of Meeting</b>	5 Dec 2008
<b>Summary of Meeting</b>	Briefing conducted as to expectations with Fox-O [redacted] and required achievements for the forthcoming 12 month cycle. Fox-O [redacted] continues to perform upgrading as a SDU Controller [redacted] and will be seeking promotion. Fox-O [redacted] performing very well and was happy with the feedback.
<b>Last updated by</b>	[redacted] on 7 Sep 2010 11:58 AM
<b>Date of Meeting</b>	22 Jun 2009
<b>Summary of Meeting</b>	Mid cycle feedback conducted with Fox-O [redacted]. Briefing conducted as to progress and Fox-O [redacted] continues to perform very well and was happy with the feedback. Fox-O [redacted] is currently upgraded at the SDU as a Controller since my transfer to [redacted] CIU.
<b>Last updated by</b>	[redacted] on 7 Sep 2010 12:02 PM
<b>Date of Meeting</b>	3 May 2010
<b>Summary of Meeting</b>	Meeting between D/Insp O'Connor and Fox-O [redacted] regarding this PDA cycle. Evidence placed in PDA and all performance assessment criteria. Fox-O [redacted] is currently applying for [redacted] positions and is looking to move forward in his career. Fox-O [redacted] has recently completed 4 months external upgrading at [redacted] Uniform and has received very favourable feedback from Insp White and Supt Sheridan from [redacted] PSA.
<b>Last updated by</b>	[redacted] on 24 Aug 2010 9:56 AM

## PROGRESSION CRITERIA & ASSESSMENT

Has the employee demonstrated 'Satisfactory' performance ?

Progression #	Criteria Ratings	Relationship Average
1	Assessor	Yes
2	Self	Yes



### Legend

Capability/Competency Ratings	1 Consistently Below Level	2 Sometimes Below Level	3 At Level	4 Sometimes Above Level	5 Consistently Above Level
Progression Criteria Ratings	1 No (Unsatisfactory Performance)	2 No (Absent LWOP)	3 Deferred (As per PDA VPMG)	4 Yes	

## Evidence Summary / Validation

Evidence Summary / Validation						
Date	Item	Name & No.	Validated	Validation Comments (Required if Evidence is Not Valid)	Linked Capability	Last updated by
3 May 2010	I have performed approximately 6 months upgrading to █████ rank at the SDU during this PDA cycle. This gave me the opportunity to raise my level of thinking in particularly managing the risks associated with staff who handle high risk human sources. I was able to implement change management in relation to dealing with human sources at this unit. In particular a greater focus on handlers completing necessary administration, in particular the SDU migration of secure database onto Interpose and the new administration reporting procedures.		Yes	Organisationally aware and has performed extended periods of upgrading. Driver performance and committed to meeting objectives.	STRATEGIC FOCUS	█████ on 7 Sep 2010 12:36
3 May 2010	I have performed approximately 6 months upgrading to █████ rank at the SDU during this PDA cycle. This gave me the opportunity to raise my level of thinking in particularly managing the risks associated with staff who handle high risk human sources. I was able to implement change management in relation to dealing with human sources at this unit. In particular a greater focus on handlers completing necessary administration, in particular the SDU migration of secure database onto Interpose and the new administration reporting procedures.		Yes	Fox-O demonstrates his commitment to team work through the positive results he achieves from his staff and from members who he assists at the Crime Department.	MANAGERIAL SKILL	█████ on 7 Sep 2010 12:40
3 May 2010	I have performed approximately 6 months upgrading to █████ rank at the SDU during this PDA cycle. This gave me the opportunity to raise my level of thinking in particularly managing the risks associated with staff who handle high risk human sources. I was able to implement change management in relation to dealing with human sources at this unit. In particular a greater focus on handlers completing necessary administration, in particular the SDU migration of secure database onto Interpose and the new administration reporting procedures. There was initial resistance in relation to this new interpose system from staff. I was able to demonstrate the benefits of the new system from what had previously been used within Victoria Police. Over a period of time I was able to take staff through utilising the new system whilst ensuring business continuity.		Yes	Fox-O provides a positive working environment who supports his staff. Fox-O is a positive role model in the work place.	LEADERSHIP	█████ on 7 Sep 2010 12:42
3 May 2010	In my role at █████ at SDU, I pride myself in providing service both internally within this office and externally to investigators and outside organisations such as the department of corrections. In this PDA cycle I have regularly liaised with numerous		Yes	Service delivery is one of Fox-O's greatest strengths. His management of financial records and supervision of expenditure contributes to continual improvement. He	SERVICE DELIVERY	█████ on 7 Sep 2010 17:03

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	investigators and external bodies. I have received positive feedback from investigators, particularly within the Crime Department, as to the level of service I have provided in their jobs from the SDU.			encourages growth and technical skill development of his staff. <b>Fox-O</b> is well regarded by those members who he assists with specialist services through his role as a Controller / Handler at the Source Development Unit.		
3 May 2010	I understand the importance of forming valued relationships with other agencies so as to best provide service delivery excellence to our customers. I was delegated the task of forming an [REDACTED] with [REDACTED] to allow [REDACTED] within the [REDACTED] and to ensure valued intelligence could be obtained.	Yes		<b>Fox-O</b> is well regarded by assorted external agencies and his is sought out by them for professional advice.	RELATIONSHIP	[REDACTED] on 7 Sep 2010 17:05
3 May 2010	In my role at [REDACTED] at SDU, I pride myself in providing service both internally within this office and externally to investigators and outside organisations such as the department of corrections. in this PDA cycle I have regularly liaised with numerous investigators and external bodies. I have received positive feedback from investigators, particularly within the Crime Department, as to the level of service I have provided in their jobs from the SDU.  As the Crime Department is our major stake holder, it is important to maintain a focus in relation to high level organised crime. The human sources that I manage primarily provide intelligence that is relevant to the majority of all major crime investigations in Victoria. Whilst managing human sources over the length of this PDA cycle, I have strived to focus the Human Sources in providing targeted intelligence that assist in reducing the solving of major crime and preventing further offences. This is in line with Victoria Police Way Ahead Business plan.	Yes		<b>Fox-O</b> has an excellent understanding of this capability and constantly drives a positive focus on customer focus.	CUSTOMER / COMMUNITY / STAKEHOLDER FOCUS	[REDACTED] on 7 Sep 2010 17:11
3 May 2010	Throughout this PDA cycle, my role as a source handler and upgraded as a controller has assisted the SDU in meeting the strategic action plans of the Intel & Covert Support Department and ultimately the Business Plans and focus of Victoria Police.	Yes		The SDU is strategically placed to demonstrate a commitment to the Action Plan. <b>Fox-O</b> contributes to reducing crime at the highest levels of policing through his role as a Handler and Controller at the SDU. The very nature of the work attracts the highest level of risk which he manages efficiently.	EMPLOYEE'S CONTRIBUTION TO THE ACTION PLAN	[REDACTED] on 7 Sep 2010 17:15

## Folder sign-off

### Fox-O

Date signed-off: 24 Aug 2010

Comments:



### Black-O

Date signed-off: 07 Sep 2010

Comments:



### ANDREW JOHN GLOW

Date signed-off: 08 Sep 2010

Comments:



### Performance Development Unit (PDU)

Date signed-off: 08 Sep 2010

Action: Close Folder

Comments:

