**Form D – Mid-year review**

Name: Date:

Job title: Line-manager:

**Progress against objectives:**

1. Has anything changed since your appraisal? Do your objectives need to be revised? Think about your responsibilities, priorities and workload.
2. Bring any evidence to show the changes, and be prepared to discuss with your manager.
3. Have you already achieved some of your objectives? You will need to review and develop more stretching targets.

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| **Objective** | **Progress update/Agreed changes to objective** |
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**How are you developing?**

1. Is there anything hindering or preventing your development needs?
2. Bring any evidence, and be prepared to discuss with your manager.
3. Has your training and development helped you to undertake your role more effectively?
4. Have you identified any other development needs?

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| **Objective** | **Achievement of your training and development (including any hindrances/barriers)** | **Additional Support** |
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