

APPENDIX B

Definitions of Qualifications

All employees are to be assessed against the same criteria (qualifications). However, for most assessment criteria defined here, performance expectations change according to the level of the employee. Most assessment criteria "roll up"; in other words, employees are assumed to possess the skills and abilities assessed at lower levels. Although an employee is to be rated against the performance expectations described under each qualification for his or her level, any deficiencies in the skills or abilities that are described under the lower levels should be noted in the appraisal narrative (e.g. an FS-2 employee is expected to have mastered all aspects of the qualifications described at the FS-1 level; and an EXFS-1 employee is expected to have mastered all aspects of the qualifications described at the FS-1 and FS-2 levels).

These descriptions of performance expectations may change following decisions on FS restructuring, the creation of the Management/Consular stream, and GE conversion.

THE FOLLOWING PAGES PROVIDE THE DEFINITIONS FOR EACH QUALIFICATION.