

# QUALITY STEP INCREASE (QSI) DEPARTMENT WORKSHEET

Employee's Name \_\_\_\_\_ SSN \_\_\_\_\_ Grade/Step \_\_\_\_\_

**I. Outstanding/Acceptable Performance Evaluations:** \_\_\_\_\_  
*(1 point for each consecutive year, not to exceed 3 years)*

**II. Departmental Factors:** \_\_\_\_\_  
**(1) Performance** *(20 possible points; do not exceed 50 words)*

**(2) Personal Initiative and Innovation** *(15 possible points; do not exceed 50 words)* \_\_\_\_\_

**(3) Leadership** *(12 possible points; do not exceed 50 words)* \_\_\_\_\_

**(4) Dedication and Loyalty** *(10 possible points; do not exceed 50 words)* \_\_\_\_\_

**III. ESC Factors: Substantial contribution to the operation and growth of the command/support of the NETPDTC Strategic Plan.** \_\_\_\_\_  
*(Total of 40 possible points)*

**IV. Total Points** \_\_\_\_\_