



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

California State Office
2800 Cottage Way, Suite W-1834
Sacramento, CA 95825
www.ca.blm.gov

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Instruction Memorandum No. **CA-2003-043**
Expires: 09/30/04

To: All Managers and Supervisors

From: State Director

Subject: Revised DI-2002 – Employee Performance and Results Report Form (EPRR)

Attached is the *revised* DI-2002 “Employee Performance and Results Report” (EPRR) Form. This revised DI-2002 includes the same information as the previous form, but provides additional information regarding the Privacy Act.

Supervisors and managers will need to begin using the updated DI-2002 form as follows:

- For employees that they have not yet established an Employee Performance Plan and Results Report for in FY 2003.
- For all FY 2004 performance plans.
- To establish performance plans for new employees.

Questions concerning the implementation of this IM may be directed to Mike Rosnack at (916) 978-4496.

Signed by:
James Wesley Abbott
Associate State Director

Authenticated by:
Richard A. Erickson
Records Management

Attachment:
DI-2002 EPRR Form (1998 Revised Version) 3 pp