

2025-2026 EPAT Timeline

	Deadline		Requirement		
Pre-Conference (Beginning of the Year)	August 22nd		Employee Completes Self-Reflection		
	September 5th		Supervisor Conducts Pre-Conference and Goal Setting		
October 3rd	Reminder to departments of required 100% completion of all Pre-Conference				
Mid-Year	January 23rd		Employees Complete Mid-Year Self-Appraisal <ul style="list-style-type: none">• Core Values• Leading and Managing Others (Managers Only)• Performance Goals		
	February 13th		Supervisors complete Mid-Year Appraisal and Conference <ul style="list-style-type: none">• Core Values• Leading and Managing Others (Managers Only)• Performance Goals		
	Employees starting between December 1, 2025 and February 28, 2026 will complete the Pre-Conference Section and End-of-Year Only.				
March 2nd	Reminder to departments of required 100% completion of all Mid-Year Appraisals				
End-of-Year	*Between May 1st and June 2nd		Employees complete End-of-Year Self Appraisal <ul style="list-style-type: none">• End-of-Year Self- Reflection• Core Values• Leading and Managing Others (Managers Only)• Performance Goals		
	**Between May 19th and June 30th		Supervisors complete End-of-Year Self-Appraisal and Conference <ul style="list-style-type: none">• Core Values• Leading and Managing Others (Managers Only)• Performance Goals		
June 30th	Reminder to departments of required 100% completion of all components				
End-of-Year/ Work Schedule Timelines	Work Schedule	201/202	211	231	252/261
	*Employee Timeline	May 3rd	May 9th	May 16th	May 23rd

EPAT is not used by employees using a state-mandated tool, such as TKES, LKES, and GaLEADs.