

## 2025-2026 EPAT Timeline

	Deadline		Requirement		
Pre-Conference (Beginning of the Year)	September 12th		Employee Completes Orientation, Self- Reflection and Goal Setting		
	September 19th		Supervisor Conducts Pre-Conference and Reviews Goal Setting		
September 22nd	Reminder to departments of required		100% completion of all Pre-Conference items		
Mid-Year	January 23rd		Employees Complete Mid-Year Self-Appraisal <ul style="list-style-type: none"><li>• Core Values</li><li>• Goal Review</li><li>• Leading and Managing Others (Managers Only)</li></ul>		
	February 13th		Supervisors complete Mid-Year Appraisal and Conference <ul style="list-style-type: none"><li>• Core Values</li><li>• Leading and Managing Others (Managers Only)</li><li>• Performance Goals</li></ul>		
	Employees starting between December 1, 2025 and February 28, 2026 will complete the Pre-Conference Section and End-of-Year Only.				
February 20th	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"><li>• End-of-Year Self- Reflection</li><li>• Core Values</li><li>• Goal Review</li><li>• Leading and Managing Others (Managers Only)</li></ul>		
	**Between May 19th and June 30th		Supervisors complete End-of-Year Self-Appraisal and Conference <ul style="list-style-type: none"><li>• Core Values</li><li>• Leading and Managing Others (Managers Only)</li><li>• Performance Goals</li></ul>		
June 25th	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.