



Appraisal Review

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|----------------------------|--|-----------------|---|
| Employee Name | Hughes, Seamus | Employee Number | Sensitive personal information redacted by the RHI Inquiry |
| Organization Email Address | Seamus.Hughes@economy-ni.gov.uk | Organization | DfE, Geological Survey NI / Minerals |
| Job | Administrative Other | Manager | Fleming, Lorraine |

Performance Review Details

| | | | |
|---------------------|---------------------------|---------------------------|-----------|
| Initiator | Hughes, Seamus | Period in Post - Yrs | 5 |
| Appraisal Purpose | End of Year Review | Period in Post - Mnths | 10 |
| Period Start Date | 02-Apr-2012 | Any Temporary Promotion | |
| Period End Date | 31-Mar-2013 | Temporary Promotion Grade | |
| Template | NICS | Trial Period Review | |
| Main Appraiser | McMaster, Colette | Reason for Trial Period | |
| Appraisal Date | 09-Jul-2013 | | |
| Next Appraisal Date | | | |

Objectives

| | | |
|-------------|----------|--|
| Total Score | Comments | Objectives achieved as far as possible. Seamus continues to make a significant contribution to the work of the Branch. Seamus is a very reliable member of staff and always willing to take responsibility for new/additional areas of work depending on business need. |
|-------------|----------|--|

[Show All Details](#) | [Hide All Details](#)

| Details | Objective Name | Start Date | End Date | Comments |
|---|------------------------|-------------|-------------|-------------------------------------|
| <input type="checkbox"/> Hide | PPA 4 Corporate Issues | 02-Apr-2012 | 31-Mar-2013 | Objectives achieved where possible. |

Additional Details

Created By **Hughes, Mr Francis James (Seamus)**
 Detail **To ensure compliance within my section on EDRMS, HR Connect, Account NI and any other corporate requirements.**

Key Area **Corporate Issues**

Key Output(s) **Compliance with EDRMS, HR, Account NI and other relevant corporate requirements as they arise**

Link to Branch Plan **All relevant sections**

Performance Ratings

| Details | Participant | Participation Type | Appraised Performance | Overall Performance |
|---------|-------------------|--------------------|-----------------------|---------------------|
| | No results found. | | | |

| | | | | |
|---|----------------------------|-------------|-------------|-------------------------------------|
| <input type="checkbox"/> Hide | PPA 5 Personal Development | 02-Apr-2012 | 31-Mar-2013 | Objectives achieved where possible. |
|---|----------------------------|-------------|-------------|-------------------------------------|

Additional Details

Created by **hughes, mr francis james (seamus)**
 Detail **To identify training and development needs in line with the Branch and Departmental objectives.**

Personal Development

Key Area

Personal Development and training needs addressed.

Key Output(s)

All relevant sections

Link to Branch Plan

Performance Ratings

| Details | Participant | Participation Type | Appraised Performance | Overall Performance |
|---------|-------------------|--------------------|-----------------------|---------------------|
| | No results found. | | | |

| | | | | |
|---|-------------------------------|-------------|-------------|--|
| <input checked="" type="checkbox"/> Hide | PPA 6 Personal Responsibility | 02-Apr-2012 | 31-Mar-2013 | Objectives achieved where appropriate. |
|---|-------------------------------|-------------|-------------|--|

Additional Details

Created By **Hughes, Mr Francis James (Seamus)**
 Detail **To take personal responsibility that at all times actions are honest and carried out with integrity to safeguard public resources for which I am responsible.**

Personal Responsibility

Key Area

Acting with integrity to safeguard public resources

Key Output(s)

All relevant sections

Link to Branch Plan

Performance Ratings

| Details | Participant | Participation Type | Appraised Performance | Overall Performance |
|---------|-------------------|--------------------|-----------------------|---------------------|
| | No results found. | | | |

| | | | | |
|---|-------------------------|-------------|-------------|--|
| <input checked="" type="checkbox"/> Hide | PPA1 Policy Development | 02-Apr-2012 | 31-Mar-2013 | Objectives achieved across a range of sectors for which Branch has policy lead. Key areas of note during the reporting year concern equine matters around horse meat issue, as well as the Departmental response to snow storm. Seamus made a significant contribution to all of these priority work issues. |
|---|-------------------------|-------------|-------------|--|

Additional Details

Created By **Hughes, Mr Francis James (Seamus)**
 Detail **Contribute to policy development in areas of Bees, Equines, Wine, Spirit Drinks, Olive Oil, Horticulture and Hardship**

To make the Marketing of Fresh Horticultural Produce (Amendment) Regulations (Northern Ireland) 2012

To make the Quality Standards for Bananas (Enforcement) Regulations (Northern Ireland) Regulations 2012

To make the Olive Oil (NI) Regulations 2012

To ensure the Irish Whiskey Technical file submission to

the EU Commission to comply with the Spirit Drinks Regulations 2008. Due with Commission by end December 2012 Defra/DAFM to submit.

Work with Defra on the review of the EC Fruit and Veg regime National Strategy and provide input as required.

Provide input to CAP Reform Working Group 3 (Promoting Food Chain Organisation).

Key Area **Policy Development**

Key Output(s) **Policy development in Bees, Equines, Horticulture, Wine , Spirit Drinks Olive Oil and Hardship**

Link to Branch Plan **3,4,5, 12, 13 &14**

Performance Ratings

| Details | Participant | Participation Type | Appraised Performance | Overall Performance |
|-------------------|-------------|--------------------|-----------------------|---------------------|
| No results found. | | | | |

| | | | | |
|--|-----------------------|-------------|-------------|--|
| <input checked="" type="checkbox"/> Hide | PPA2 Service Delivery | 02-Apr-2012 | 31-Mar-2013 | Objectives achieved where necessary. Areas of note concern the ongoing implementation of the Bee Health Strategy with external and internal stakeholders, and work with ECNI in bring forward actions in the Equine Strategy for NI. Seamus has made a significant contribution to the work of the Branch in these and associated areas. |
|--|-----------------------|-------------|-------------|--|

Additional Details

Created By **Hughes, Mr Francis James (Seamus)**
 Detail **Management of the Bee Health Strategy Implementation Group to progress delivery on agreed actions.**

To assist the ECNI in progressing its delivery programme on the Equine Strategy.

To co-ordinate other delivery actions relating to my work areas arising from policy developments in conjunction with wider DARD colleagues on an ongoing basis.

Key Area **Service Delivery**

Key Output(s) **ECNI delivery on Equine Strategy, Implementation of Bee Health Strategy and other delivery actions.**

Link to Branch Plan **12 & 13 and all other relevant sections**

Performance Ratings