



**Harbor District Inc.**  
**Performance Review Policy**

**Adopted: September 1, 2020**

**Annual review of the Executive Director**

Conduct to evaluate performance, staff management, schedule, and goals for next year. Salary increase will be determined by performance, larger economic conditions, and change in job responsibilities as applicable. The review will be performed in the final quarter of the fiscal year by the Executive Committee or Executive Committee President.

**Annual review of HDI staff**

Conduct to evaluate performance, training opportunities, time management, and goals for next year. Salary increase will be determined by performance, larger economic conditions, and change in job responsibilities as applicable. The review will be performed in the final quarter of the fiscal year by the Executive Director or supervisor.