

Performance Metrics Proposal for Yearly Evaluation

Date: [Insert Date]

To: [Recipient Name]

Position: [Recipient Position]

Company: [Company Name]

Address: [Company Address]

Dear [Recipient Name],

We are pleased to submit a proposal for the Performance Metrics to be used in the yearly evaluation of [Employee/Team Name]. This proposal outlines our suggested metrics and the rationale behind them to ensure a comprehensive assessment of performance throughout the year.

Proposed Performance Metrics

- **Key Performance Indicator 1:** [Description]
- **Key Performance Indicator 2:** [Description]
- **Key Performance Indicator 3:** [Description]

Rationale

The selected metrics align with our overall objectives and provide a framework for measuring success in a fair and transparent manner. By leveraging these metrics, we can ensure that all evaluations are data-driven and objective.

Conclusion

We believe that adopting these performance metrics will enhance our evaluation process and ultimately contribute to the growth and development of our team. We look forward to discussing this proposal with you at your earliest convenience.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Company Name]