

**ASK HRK**

Dear HR Knowledge: We have a remote workforce and are wondering how we should approach annual performance evaluations?

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Given the upheaval we have all faced due to COVID, many employers have let performance evaluations take a back seat. Many organizations have shifted to a remote work model for the first time, leading to questions on how to manage annual evaluations, with some questioning whether or not they should even be done.

In light of all the workforce challenges, we believe it's still important to conduct performance evaluations. Increased transparency and communication are as important as ever and keeping track and a record of how everyone is doing at their jobs is the cornerstone of success. Generally speaking, if an organization had an effective performance management process before COVID, it should continue applying those same guiding principles. Of course, when practices change, it might not make sense to use the same measurements as before, so there may need to be new processes and objectives established.

In addition to annual evaluations, we believe in open dialogue throughout the year, whether employees work on site or are remote. Employees want to know how they are doing and have a clear understanding about their potential growth and future within the organization. Job security and growth is top of mind for employees, particularly due to the impact the pandemic has had on the job market. Now more than ever, employees are looking for better opportunities. In this tight job

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market, it is crucial for employers to focus on and invest in their current workforce -- otherwise they may need to go back to the drawing board to recruit, interview, and train.

The question of whether reviews are still a best practice is common and one that we have often addressed prior to, currently, and likely far beyond COVID, which is why we created this piece [here](#).

Have we convinced you to jump on the bandwagon and revamp your performance evaluation process? We have created a resource on Performance Review Best Practices [here](#), so HRK is also here to help! We have a webinar scheduled on this very topic, which you can register for [here](#).

The People Simplifying HR

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