

Criteria for regular performance reviews of employees, managing members, and directing members	
Quality of work	Evaluation
Performs work accurately	
Pays attention to detail	
Works in an organized manner	
Dependability	
Maintains a specified level of attendance	
Is punctual	
Is attentive	
Follows instructions	
Meets agreed upon deadlines without external reminding/badgering	
Gives sufficient notice of changes re attendance/deadlines/etc.	
Communication	
Expresses ideas explanations clearly	
Writes effectively	
Problem solving and Critical thinking	
Identifies problems that, if solved, would improve the company	
Troubleshoots problems	
Solves problems creatively	
Cooperativism	
Is trustworthy to all	
Is friendly, courteous, and kind to all	
Seeks consensus in decision-making	
Asks questions and challenges the status quo	
Gives constructive feedback to help others improve	
Holds others accountable	
Receives criticism constructively	
Praises others' accomplishments	
Encourages, supports, and helps others	
Recognizes and resolves tensions and/or conflicts proactively	

Criteria for regular performance reviews of employees, managing members, and directing members (continued)	
Expertise	Evaluation
Continuously builds expertise (learns) and aims for excellence in one or more areas of Company's operations Area(s):	
Demonstrates company values	
Values individuals' diverse expertises, experiences, and interests and the actualization of an individual's full identity in their workplace	
Values individuals' diverse identities, languages and dialects, national origins, immigration statuses, and abilities	
Values our members' local communities and the scientific community	
Values democratic governance and distributed ownership	
Values a clean and healthy environment	
Values scientific inquiry	

Criteria for promotion from employee to managing member and for regular performance reviews of managing and directing members	
Leadership, Initiative, and Independence	Evaluation
Contributes well-researched proposals that will improve the company	
Takes responsibility for completing proposals or managing projects	
Manages a project workload effectively with assignments and scheduling	
Communicates progress on projects under their responsibility	
Measures success or failure and communicates	
Takes responsibility for successes/failures of projects under their responsibility	
Minimum labor contribution	
Employees only: Has worked at least 800 hours for the company	
Managing and directing members only: Works ≥ 70 hrs/mo, excluding leave	

Criteria for promotion from managing member to directing member and for regular performance reviews of directing members	
Labor and capital contributions	Evaluation
Managing members only: Has worked at least 1,600 hours for the company	
Directing members only: Maintains minimum capital investment in company	