EBO - EXCELLENCE BY OBJECTIVE

Living Our Shared Values - Accountability, Agility, Integrity, Passion, and Excellence

Completion Status	
√	Completed
→	Planned Forward
X	Deleted
}	Delegated to: _____
•	In Process & Planned Forward

Date: _____
Qtr. Start: _____
Employee: _____
Approval Review by: _____ **Date:** _____
Completion Review by: _____ **Date:** _____

	Priority (A1, A2, A3 . . ., A-, B, C, X)	EBO Action Items
√	A-	1. Take a night course or seminar or read a book that grows your knowledge, capabilities, skills, etc.
•	A3	2. Purchase and learn to use a key piece of technology to speed the efficiency, expand effectiveness, improve customer satisfaction, etc.
√	A1	3. Investigate alternatives to a process in an existing system that is causing difficulty for yourself, fellow employees, customers, or suppliers.
√	A2	4. Develop a tool or fixture that reduces assembly time or cost, or eliminates a troublesome step.
•	A5	5. Focus on changing a habit that is important to your long-term health or success.
√	A4	6. Volunteer to join or lead a group investigating an opportunity for positive change.
→	C	7. Take on the responsibility to be the back-up for a fellow employee's key duties, especially if it advances your career in the desired direction.
√	B	8. Volunteer for a community service activity you are passionate about.
	X	9. Purchase new Maserati company car and learn to operate.

SAMPLE

COMMENTS: _____