



# ***Critical Elements Performance Standards***

***Presented by: NADP Career Management  
Naval Acquisition Career Center  
Mechanicsburg, PA***



# Career Stages



- **Entry**
  - *All Regular & 852 NADP Entry Level*
  - *Element Level*
    - Acceptable
    - Unacceptable
- **Journey**
  - *All Associates & EHAs*
  - *Element Level*
    - Acceptable
    - Unacceptable



# Entry Career Stage

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- **Element Level: Acceptable**
- **Performance Standard: With guidance and assistance**
  - *Accomplished the stated critical element, achieving desired results that were sound, accurate, thorough or documents; met applicable authorities, standards, policies, procedures and guidelines.*
  - *Planned, organized, prioritized and scheduled own work activities to deliver the critical element in a timely and effective manner.*
  - *Demonstrated ability to work well with others.*



# Entry Career Stage

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- **Element Level: Unacceptable**
- **Performance Standard: Through guidance was provided**
  - *Failed to achieve all or part of the stated critical element by failing to provide products or services that were sound, accurate, thorough, documented and/or failed to meet applicable authorities, standards, policies, procedures or guidelines; or*
  - *Failed to plan, organize, prioritize and schedule own work activities to deliver the critical element in a timely and effective manner; relied on others to redo or complete work assignments or*
  - *Demonstrated poor cooperation or inability to work with others.*



# Journey Career Stage



- **Element Level: Acceptable**
- **Performance Standard:**
  - *Completed the stated critical element by achieving results that met applicable standards, policies, procedures, and guidelines.*
  - *In achieving critical elements and work assignments, adhered to work/project schedules; organized or prioritized own tasks to complete assignments; adjusted own work priorities to achieve desired results.*
  - *Demonstrated ability to work well with others.*



# Journey Career Stage



- **Element Level: Unacceptable**
- **Performance Standard:**
  - *Failed to achieve all or part of the stated critical element; or*
  - *Failed to provide products that were sound, accurate, thorough and documented, and regularly failed to meet applicable authorities, standards, policies, procedures and guidelines; or*
  - *Failed to plan, organized, prioritize, and schedule own work activities to deliver the critical element in a timely and effective manner; relied on others to frequently assist with or redo work assignments; or*
  - *Demonstrated poor cooperation or inability to work with others.*