Performance Problem Analysis Worksheet

1. Briefly describe the performance problem and identify the employees directly affected.

2. How is NRCS mission affected?

3. Is the discrepancy caused by:
   - Environmental issues       ____ yes  ____ no
   - Organizational issues       ____ yes  ____ no
   - Motivational issues        ____ yes  ____ no
   - Lack of knowledge, skills or attitudes   ____ yes  ____ no?

4. Provide a brief rationale for the answers in 3 above.

5. Is a comprehensive needs analysis needed? Why or why not?
   If the answer is yes complete the Needs Assessment Plan Worksheet

6. Briefly describe the instructional goals if training can solve the problems.