Partnering Evaluation Program (PEP)

The Partnering workshop is just the beginning of the process. The true test of Partnering is putting the principles in action. The tool used to determine if the process is working is the Partnering Evaluation Program (PEP).

PEP is a web-based application that any member of the Partnership team can access on the internet from the Partnering Office homepage: **apps.azdot.gov/WebSignOn/logon.asp** **(Requires Internet Explorer)**

Team members with access to a computer can have access to PEP.

Team members can:

- Self register for a PEP account
- Enter ratings online
- Enter comments
- View/print any and all Summary Reports for the team
- View/print any and all the Comments Reports to prepare for the next meeting and to use as discussion topics.
- Review other team members' ratings and run numerous reports. Team members do not have to wait for the next meeting or workshop. There is no need to rely on someone else to print or distribute reports.

Below are some suggestions to ensure success with your partnership:

- Link the Goals of the Partnering Agreement to the Goals rated on PEP.
- For each Goal (Quality, Communication, Issue Resolution, Team Work & Relationships, etc.), ensure that team members identify the sub-goals that will be used to measure partnership performance. These descriptions should be entered in PEP. The Partnering Champions have rights within the PEP database that allows them to enter ratings for other team members.
- Remember, team members are rating the PROCESSES used to achieve their goals, not each other. Even if the team is experiencing quality issues or schedule delays, how well are they working together to correct the issues is what should be measured.
- When writing comments, it's important to write specific comments – providing factual information that will help team leaders take corrective action or provide appropriate recognition.

Effective Comment	Ineffective Comment
"We need more training in how to resolve conflict"	"Poor relationships between team members"
"I don't receive notification about changes to the concrete pouring schedule"	"Poor communication between contractor and agency"

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