

**BROADBANDING PROGRESSION RECOMMENDATION APPLICATION FORM**

This form is to be used by a supervisor when recommending the progression of a staff member in a broadbanded position to the higher HEO level.

Complete and forward the form and attachments to the Given names (in full): .....

**POSITION DETAILS (Completion by supervisor)**

Position Title: ..... Position Number: .....  
Broadbanded HEO Levels: ..... Current HEO Level:.....Step: .....  
.....

**RECOMMENDATION**

Supervisor

Recommended progression to higher level/step: HEO Level: ..... Step: .....

Recommended progression to commence on following date: ...../...../.....

Supported by the following: (please attach)

- Position descriptions for the broadbanded position
- The staff member has demonstrated performance which meets the Planning Development and Review work objectives to progress to the higher HEO level (please attach).

• ~~Recomm~~Not approved

approved state reason .....

.....  
: .....Signature : ..... Date:.....