



Department of Shared Administrative Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fisk

Memorandum

To: Department Secretaries, Chiefs of Staff, and HR Administrators
From: Kay Barnhill, State Personnel Director
Date: March 19, 2026
Subject: **FY26 MyARPerformance Dates**

The FY26 employee performance evaluation process is well underway. As you are aware, the system has been open for evaluating managers to begin selecting star ratings, attaching any documentation, and making notes/comments to an employee's performance evaluation document. Evaluating managers can complete performance evaluations in the MyARPerformance Manager tile at <https://ease.arkansas.gov>.

Below are the next dates that correspond with action items for the FY26 performance evaluation process:

- **May 1, 2026.** The last day to submit to OPM the names for your department's Performance Review Committee, + the last day to submit your department's performance evaluation appeal policy to OPM. You only need to submit your appeal policy if there are changes to last year's policy.
- **May 22, 2026.** The last day for employee evaluations to be completed in the system. Your department may want to establish internal deadlines to ensure that evaluations are thoroughly reviewed prior to this date.
- **June 1, 2026.** The system will be available for employees to view their performance evaluation document in EASE beginning at midnight. This also begins the first day an employee can file a performance evaluation appeal. Please ensure your employees are aware of the process for submitting a performance evaluation appeal.
- **June 3, 2026.** The last day an employee can submit a performance evaluation appeal. All appeals must be submitted by close of business this day.
- **June 12, 2026.** The last day for a department to review all performance evaluation appeals and make any system changes to the performance evaluation document.
- **July 5, 2026.** FY26 performance increase will be added to an eligible employee's base salary.

Performance Compensation—Information about performance compensation will be provided later. HR Administrators should begin determining the employees who are ineligible for compensation and marking them in AASIS.

Please review the [MyARPerformance Policy](#) for more information about performance evaluations or contact OPM if you have any policy questions. Technical questions related to the system should be submitted to the AASIS help desk.