The trial period is an initial period of service during which the manager or supervisor assesses the performance of a newly hired employee to determine if the employee meets the requirements and expectation of the position. To the extent permitted by each country’s law, each employee will serve a probationary trial period of no longer than 12 months. Supervisors should consult with their unit HR Manager and/or Global HR Programs [1] regarding termination of an employee during or at the end of the trial period.

**Authority:**
Approved by the Vice President for Human Resources

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