

<b>Name of Employee:</b>				<b>Designation:</b>				
<b>Department:</b>				<b>Date:</b>				
<b>Past Experience in this company:</b>								
Sr. No.	Particulars			Ratings				
				2	4	6	8	10
<b>Objectives Data</b>								
	Parameter	Target	Actual					
1								
2								
3								
4								
5								
<b>Other Attributes</b>								
1	Performance of duties							
2	Attendance & Punctuality							
3	Behaviour	A)Up						
		B)Down						
4	General Appearance							
5	Product Knowledge							
6	Handling of Equipments							
7	Leadership							
8	Problem Solving							
9	System Knowledge							
10	Technical Knowledge							
11	Communication	A)Up						
		B)Down						
12	Handling of Confidential Informations							
<b>Total Rating Points</b>								<b>0</b>
<b>Overall Rating (%)</b>					<b>0.00</b>			

**Rating Criteria:**

2=Poor, 4=Avg, 6= Satisf, 8= Good, 10= Excellent

**General Remarks:**

Department Head

Plant Head

H.R.