

Workplace Performance Evaluation - Form WPE-MM1986

Employee Name and Consent Signature: _____

Manager's Name: _____

BACKGROUND: The above-named employee is participating in a Consumer-driven Workplace Improvement Program designed to aid him/her in maximizing the goals of their organization. As the employee's supervisor/manager, your response to their performance provides the feedback necessary for them to identify opportunities to develop or maintain strengths. Thank you in advance for your participation and support in this process. Upon completion, please fax back to 1-888-614-9507. Thank you.

INSTRUCTIONS: Each Core Area of Evaluation is to be rated against the factors of the 7-point rating scale. Each factor of the rating scale is highlighted below:

SA - Strongly Agree (7); A - Agree (6); SWA - Somewhat Agree (5); SS - So-So (4);

SWD - Somewhat Disagree (3); D - Disagree (2); SD - Strongly Disagree (1)

You will place an (X) in the space underneath the factor that best describes your view of the individual's performance against the respective Core Area of Evaluation.

Core Areas of Evaluation	SD	D	SWD	SS	SWA	A	SA	N/A
This person's attendance is a model of what we'd like to see in every other employee in the company.								
This person clearly models how to return from breaks and lunch on time.								
The following characteristics align with company policy, procedures & guidelines:								
Work Rate – The amount of work performed by this person, models what we'd like to see in every other employee in this role.								
Work Quality – The quality of this person's work reflects what we'd like to see in every other employee in this role.								
Work Method – This person's adherence to the company's processes and the improvement outcomes to our processes, model what we'd like to see in every other employee.								