

For all Categories
of Contract/Daily Wages/Contingent Employees.

CONFIDENTIAL



University of Home Economics Lahore

DEPARTMENT/OFFICE _____

QUARTERLY PERFORMANCE EVALUATION REPORT

For the period _____ to _____

Part-I

1. Name (in block letters) with Father's Name _____
2. Date of Birth. _____
3. Current Designation with BPS. _____
a) Currently Serving as _____
b) Currently Serving in the Department of _____
6. Academic/Professional Qualifications _____
7. Period served _____
c) in the present post _____
d) under HoD/ Reporting Officer _____

Part-II

I **INTEGRITY**

Honest	Reported to be Corrupt	Believed to be Corrupt
<input type="text"/>	<input type="text"/>	<input type="text"/>

II **OVERALL GRADING**

Comparing him/her with other Employees of the same level and keeping in view the evaluation on account of personal qualities, attitudes, proficiency in job, integrity, efficiency, punctuality etc., give your general assessment of the Employee by initialing the appropriate box below.

(i)	Good	<input type="text"/>
(ii)	Average	<input type="text"/>
(iii)	Poor	<input type="text"/>

III **RECOMMENDATION FOR RETENTION/EXTENSION IN SERVICE**

Recommended	Not Recommended
<input type="text"/>	<input type="text"/>

IV

Useful	Not Useful
<input type="text"/>	<input type="text"/>

Remarks if any:

Name of the HoD/Reporting Officer _____ (Capital letters)

Designation _____

Date _____ Signature _____