COMPANY NAME

EMPLOYEE PERFORMANCE REVIEW

<table>
<thead>
<tr>
<th>Employee name and title</th>
<th>Evaluation for the period:</th>
<th>[Start date] – [End date]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervisor name and title</td>
<td>Department:</td>
<td></td>
</tr>
</tbody>
</table>

GOALS AND OBJECTIVES DURING THIS EVALUATION PERIOD

[Goals and objectives]
[Goals and objectives]
[Goals and objectives]

ACHIEVEMENTS, ACCOMPLISHMENTS, AND RESPONSIBILITIES *(completed by employee)*

- [Achievements, accomplishments, and responsibilities]
- [Achievements, accomplishments, and responsibilities]
- [Achievements, accomplishments, and responsibilities]

EVALUATION *(completed by supervisor)*

- 
- 
- 

STRENGTHS AND AREAS FOR DEVELOPMENT

- 
- 
- 

SUGGESTED CAREER PROGRESSION PLAN

GOALS AND OBJECTIVES FOR NEXT EVALUATION PERIOD

1. 
2. 
3. 

EMPLOYEE SIGNATURES SUPERVISOR SIGNATURE

<table>
<thead>
<tr>
<th>Signature</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>[Employee name]</td>
</tr>
<tr>
<td>Date</td>
<td>[End date]</td>
</tr>
</tbody>
</table>