



**PERFORMANCE EVALUATION FORM SABBATICAL LEAVE /
INDUSTRIAL INTERFERENCE LEAVE / POTENTIAL DEVELOPMENT
SCHEME DEVELOPMENT SCHEME**

PART A : TO BE FILLED IN BY THE OFFICER			
Name	:		
Agency	:		
Evaluation period	:	From	until

PERCENT (%)	ASSESSMENT LEVEL	DESCRIPTION
90 and above	excellent	Excellent and consistent performance
80 – 89	Very good	Always do a good job and rarely make mistakes
70 – 79	Good	Good performance and trying to fix mistakes
60 – 69	Middle	Meet work requirements with a reasonable error rate
50 – 59	Weak	Needs improvement in work performance
49 and down	Very Weak	Failure in work performance

PART B : TO BE FILLED IN BY THE SUPERVISOR			
Percent	:		Signature : _____
Remark	:	_____	Date : _____
		_____	Official stamp : _____

PART C : TO BE FILLED IN BY THE DEAN / HEAD OF PTj			
I *support / do not support with the assessment as above.	:		Signature : _____
Remark	:	_____	Date : _____
		_____	Official stamp : _____

*Cross out any that do not apply