LEAD AND SUCCEED COMMUNITY
MASTERING MANAGEMENT IN MODERN TIMES

Manager's Name:_____

Appraisal Date:_____

1. Employee Turnover Rate

- Turnover rate this year compared to last year: _____
- Please provide any additional context for the change in turnover rate:

2. Employee Satisfaction Score

- Employee satisfaction score: _____
- Any notable feedback from employee satisfaction surveys:

3. Individual Goal Achievement Rate

- Percentage of team members who achieved their individual goals: _____
- Comments on individuals' performance:

4. Team Goal Achievement Rate

- Was the team able to achieve set goals? (Yes/No)
- If no, please provide reasons:

5. Project Completion Rate

- Percentage of projects completed on time: _____
- If any projects were delayed, please provide reasons:

6. Quality of Work

- Please provide feedback on the quality of work produced by the team:

7. 360-Degree Feedback Score

- 360-degree feedback score: _____
- Key takeaways from 360-degree feedback:

8. Decision-Making Efficiency

- Please provide examples of efficient decision-making and its impact:

9. Internal Promotion Rate

- Number of team members promoted internally this year: _____
- Please provide comments on the team's development:

10. Conflict Resolution Efficiency

- Please provide examples of conflicts that were effectively managed:

Evaluator's Comments:

Evaluator's Name:_____

Evaluator's Position:_____

Please note that this form is just a guide and should be customized according to your organization's specific needs, goals, and appraisal methods.