

PERFORMANCE REPORT OF GROUP 'D' EMPLOYEES INCLUDING
HANDLEMAN, CONSTABLE, CAMP FOLLOWERS ETC.

REPORT FOR THE PERIOD _____

PART - I

1. Name :
2. Father's Name :
3. Date of birth :
4. Designation :
5. Educational Qualification :
6. Works in which employed during :
the period under report
7. Period of absence during the year :
8. State of Health :
9. Intelligence :
10. Punctuality in attendance :
11. Amenability of Discipline :
12. Honesty & Integrity :
13. Comments on his/her performance:
to duty
14. Is He/She fit for promotion :
15. Are you prepared to retain him :
under you
16. GRADE (Outstanding/Very Good :
Good/Average/Below Average)

Signature of Reporting Officer

Name _____

Designation _____

PART - II

REMARKS OF THE ACCEPTING OFFICER

Dated _____

Signature _____

Name _____

Designation _____