

LAB TECH
For the Contract Employees

PERFORMANCE REPORT FOR PERIOD FROM _____ 20 to _____ 20

- 1. Name _____ Father's Name _____ Qualification _____
2. Class _____
3. Scale of pay and present pay. _____
4. Date of increment _____
5. Date of appointment with total service _____
6. Age _____
7. Branches in which employed during the year with period. _____
8. Quality of work:-
a) Ability in material testing. _____
b) Speed of work. _____
c) Accuracy. _____
9. Observations on:-
(a) Intelligence _____
(b) Sense of responsibility _____
(c) Skill _____
(d) Amenability to discipline _____
(e) Punctuality _____
10. Is he doing his present job satisfactorily or not?
11. General Remarks _____

Name _____

Designation _____

Date _____

Name _____

Designation _____

CERTIFICATE

Certified that I _____
(Name of Official) **Personnel Number (if allotted)**

_____ have on _____ submitted my
(Group/Service) **(BPS)** **(Date)**

Performance Evaluation Report for the period _____

to _____
(Name/Designation of Reporting Officer)

My countersigning officer is _____
(Name/Designation of Countersigning Officer)

Signature _____

Designation / Department _____

Note:-This certificate is required to be dispatched by the officer being reported upon to the Officer In-charge entrusted with the maintenance of his/her C.R dossier on the same date the PER is forwarded to his/her reporting officer.