This Evaluation was Prepared by:

Name:  **IAN JUSTICE**  
Supervisor

Approved by:

Name:  **Steve Plano**  
Department Manager

Reviewed by Personnel:

Name:  **Virginia Bailey**  

Date:  **4-4-84**
Please consider the individual's demonstrated performance on each responsibility in Section 1 and each performance factor in Section 2 and put in the rating box in each section one of the following numbers which most closely describes the nature of his/her performance.

<table>
<thead>
<tr>
<th>5 Outstanding</th>
<th>3 Meets Requirements</th>
<th>1 Unsatisfactory</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Exceeds Requirements</td>
<td>2 Needs Improvement</td>
<td></td>
</tr>
</tbody>
</table>

**MAJOR RESPONSIBILITIES AND PERFORMANCE OBJECTIVES**

<table>
<thead>
<tr>
<th>NOTE ACTUAL ACHIEVEMENTS OR COMMENT ON PERFORMANCE</th>
<th>MAJOR RESPONSIBILITIES OR WORK ASSIGNMENTS</th>
<th>PERFORMANCE OBJECTIVES NEXT REVIEW PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>WROTE/ADAPTED OS/ES SCRIPTS UNDER DIRECTION OF DIANE FISHER</td>
<td>RESPONSIBLE FOR HIS OWN SCRIPTS OPERATION</td>
<td></td>
</tr>
<tr>
<td>WROTE/ADAPTED TPUS SCRIPTS</td>
<td>RESPONSIBLE FOR DEBUG OF SCRIPTS</td>
<td></td>
</tr>
</tbody>
</table>

**RATING**

| 5   | 5   |
EVALUATION OF JOB-RELATED PERFORMANCE FACTORS

SECTION II:

PRODUCTIVITY
Accomplishment of set goals and effectiveness of time management
Comments: Randy has produced large numbers of scripts for both PANS and...
RATING: 5

QUALITY OF WORK
Accuracy and thoroughness in which work meets standards of performance as established by supervisor
Comments: The quality of Randy's work exceeds that of many full time developers and all of our 'contract' script developers.
RATING: 5

JOB KNOWLEDGE
Understanding of all phases of his/her work and related matters. Practical, procedural, specialized techniques or disciplines
Comments: Consider Randy. Now he has a very good knowledge of mainframe environments and systems. His working knowledge of TSO and PANS...
RATING: 4

PLANNING AND CONTROL
Ability to provide a realistic course of action and to follow through in attainment of objectives
Comments: Randy plans his work well. He has had little opportunity to...
RATING: 4

COORDINATING
Effectiveness of 'people-to-people' relationships (peers), coordinating skills to solve problems and attain common goals, insuring that operation and services not under his/her control are brought to bear effectively on his/her operation
Comments: Randy works well with others. He always makes his concerns known so that they can be resolved.
RATING: 4

ATTENDANCE
Refer to policy guidelines
Comments: Randy is restricted to 20 hours/week.
RATING: NA

OVERALL RATING
Please rate this employee's overall effectiveness on the job considering all major responsibilities, the level of achievement on each responsibility, and each performance factor rating
RATING: 5
SECTION III:

SUGGESTED PROFESSIONAL DEVELOPMENT
What specific action not already indicated can you suggest to help the employee improve upon his/her performance?
(For example, additional college courses.)

RANDY NEEDS TO CONTINUE TO PURSUE HIS DEVELOPMENT OUTSIDE DIACHN SYSTEMS BY ATTENDING COLLEGE.

GENERAL COMMENTS
Add any pertinent comments that merit attention which have not already been noted.

RANDY IS AN ASSET TO PRODUCT TEST & DIACHN SYSTEMS. HE IS CONSISTENTLY PRODUCING HIGH QUALITY WORK THAT WE WOULD NORMALLY HIRE A FULL TIME EMPLOYEE FOR.

SECTION IV:

EMPLOYEE COMMENTS
Each individual evaluated is encouraged to add comments to his/her review.

I am signing this evaluation to indicate that my supervisor and I have reviewed all comments contained herein.

Employee Signature  
Date  

RANDY CHELW