



College of Education- Kharod, Tal. Ankleshwar, Dist. Bharuch

Performa for performance appraisal for Non- teaching staff

Name of the staff member for the appraisal: _____

Name of the trainee: _____ Sem: _____ Roll No. _____

Instruction: You have to evaluate the above mentioned faculty member on the following statements. For that you have to put right tick mark in the relevant scale

Sr. No.	Statement	Agree	Neutral	Disagree
1.	His / Her behavior with the students is proper			
2.	He/ She listen to our problems properly.			
3.	He /she guide us properly.			
4.	He /She takes enough care to solve our problem.			
5.	He /She tries to do his / her work with full involvement			
6.	His /Her attitude towards our various functions is positive enough.			
7.	His / Her values are high.			
8.	He / She is always ready to help us.			
9.	He /She try to escape from accepting the responsibilities.			
10.	He / She expect nothing from us.			

Instruction : Answer the following questions about the above mentioned faculty member in detail :

Q.1 Are you satisfy with the various types of work being done by the staff member for you ? Yes / No.

Q.2 Do you have any suggestion regarding the improvement of the staff member ? Yes / No.

If yes give suggestions.

Thanks for your support

