# Performance Appraisal Report

### *Confidential*

The information in this report is confidential and must not be made known to anyone other than authorised personnel, unless released by expressed written permission. The Information must be considered together with all information gathered in the assessment process.

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| --- | --- |
| **Owner Name:** | Evejoy Mapuranga |
| **Period Under Review:** | January to 2020-12-31 |
| **Date Extracted:** | 2020-07-16 |

## **Relative Performance on each perspective**

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| **Categories of Rating Scores:** |
| * A ranking score below 40% indicates an extremely low level of performance in comparison with the representative sample of employees in the organisation. |
| * A percentile rank of 25 – 49 reflects a relatively low level of performance in comparison with the representative sample. |
| * A percentile rank of 50 – 74 reflects a fairly competitive performance by comparing the employee with the representative sample. |
| * A percentile rank of 75 and above reflects a high level of performance for the individual in question in comparison with the representative sample. |

## **Absolute Performance on each perspective**

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| * A negative score (below 0%) indicates an extremely low level of performance. Attention is required in such circumstances |
| * A percentile rank of 25 – 49 reflects a relatively low level of employee satisfaction on the element in question by comparison with the representative sample. |
| * A percentile rank of 50 – 74 reflects a fairly condusive environment in respect of the rated element in question by comparing it with the representative sample. |
| * A percentile rank of 75 and above reflects a high level of performance for the rating element in question in comparison with the representative sample. |

## **Summary of Results**

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| --- | --- | --- | --- | --- | --- | --- |
| **Perspective score** |  |  |  |  |  |  |
|  | **Nickel** | **Bronze** | **Silver** | **Diamond** | **Gold** | **Platinum** |
| *Financial* |  |  | **30%** |  |  |  |
| *Customer* |  |  | **20%** |  |  |  |
| *Internal business processes* |  | **0%** |  |  |  |  |
| *Learning and growth* |  |  | **20%** |  |  |  |
| *Overall Score* |  |  |  |  | **70%** |  |

###### **Evejoy Mapuranga's Relative Performance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Perspective** | **Score** | **Dept** | **Deviation** | **Company** | **Deviation** |
| *Financial* | **30%** | **40%** | **-10%** | **4.97%** | **25.03%** |
| *Customer* | **20%** | **10%** | **10%** | **3.67%** | **16.33%** |
| *Internal business processes* | **0%** | **5%** | **-5%** | **13.91%** | **-13.91%** |
| *Learning and growth* | **20%** | **25%** | **-5%** | **20%** | **0%** |
| *Overall* | **70%** | **80%** | **-10%** | **42.55%** | **27.45%** |

Evejoy Mapuranga's overall performance is 70% which is below the department's performance. Finance and Administration has an average score of 80%.

**Projects Worked on**

##### **No projects were mentioned**

## **Outstanding Action plans by project**

##### **No outstanding action plans**

## **Performance Improvement plans offered**

##### **No outstanding performance improvement plans were given**