



GOVERNMENT OF SINDH
SCHOOL EDUCATION & LITERACY DEPARTMENT
Karachi dated, the 02nd June, 2021

NOTIFICATION

NO.SO(A&T)SELD/ACR/2-8/2020: With approval of the Competent Authority i.e Chief Minister, Sindh, the Performance Evaluation Report (PER) Proforma for Teaching Staff of School Education & Literacy Department, Government of Sindh from BPS-09 to BPS-16 (**vide Annexure-A**) is hereby notified with immediate effect.

AHMED BAKHSH NAREJO
SECRETARY TO GOVERNMENT OF SINDH
Karachi date, the 02nd June, 2021

1. The Principal Secretary to Chief Minister, Sindh
 2. The Deputy Secretary (Staff) to Chief Secretary, Sindh, Karachi
 3. The Director School Education (P/ES&S) All _____.
 4. The District Education Officer (P/ES&S) All _____
 5. The PS to Minister for School Education & Literacy, Sindh.
 6. The PS to Secretary, School Education & Literacy Department, Government of Sindh, Karachi
 7. The website.
 8. The Office File.



**(PARVEZ AHMED MUGHAL)
SECTION OFFICER (A&T-1)**



For Teaching
Faculty



G
SCHOOL EDUCATION AND LITERACY DEPARTMENT
PERFORMANCE EVALUATION REPORT (PER)

FOR THE PERIOD _____ TO _____

PART I

1. Full Name (in block letters):			
2. CNIC#:	3. Pers#	4. Contact no.:	
5. Date of: (a) Birth:	(b) Entry into Service:	(c) Since present post:	
6. Designation with BPS:	7. Post held during the period:		
8. Place of Posting:	9. SEMIS Code:	10. Qualifications (last degree):	

PART II

S. No.	Indicator	A	B	C	D	Comments
Standard 1: Individual Persona						
1	Abides by Policies and Procedures Follows official policies, and procedures within school and classroom.					
2	Appearance and Conduct Dresses and behaves appropriately in school and classroom.					
3	Punctuality and Regularity Arrives and leaves school according to official timings. Conducts classes on time.					
4	Communication and Collaboration Communicates and collaborates respectfully with school staff and students.					
5	Healthy Interaction with Parents Promotes cooperation and communication between school and parents.					
Standard 2: Planning and Instruction						
6	Content Mastery Demonstrates conceptual clarity across grades.					
7	Lesson Planning Prepares daily lesson plans aligned with the given school curriculum.					
8	Execution and Teaching Techniques Executes planned lesson using various teaching strategies.					
9	Student-Centered Teaching Uses child-centered, activity-based learning methodology.					
Standard 3: Assessment						
10	Conducts Regular and Grade-Appropriate Assessment Designs and conducts assessments at appropriate level.					
11	Checks Note Book/Diary Regularly and accurately checks students' work.					
12	Records Feedback Checks assessments correctly and provides timely feedback.					

13	Improves through Review/Assessment Uses assessment results to improve teaching and learning.														
Standard 4: Classroom Management															
14	Maintains Classroom Environment Keeps classroom space organized and clean, and manages time efficiently.														
15	Maintains Discipline and Ethical Values Resolves disciplinary issues without hitting, harassment or abuse, and tries to nurture ethical values amongst students.														
16	Maintains Positive Interaction in Class Shows respect and kindness towards all children.														
17	Actively Listens to Students Listens and pays attention to students' needs and responses.														
Standard 5: Professional Outlook															
18	Self-Development Researches and updates knowledge and improves practice.														
19	Initiative and Drive Takes lead in organizing events, and co-curricular activities.														
20	Uses Technology to Enhance Practice Uses available technology to communicate with students, parents and staff; prepare and deliver lessons; improve professional skills; and/or make routine tasks more efficient as relevant.														
Student Results and Overall Grading															
21	Student Results														
	<table border="1"> <thead> <tr> <th>Subject Taught</th> <th>Class</th> <th>Total Number Of Students</th> <th>No. Of Students Passing</th> <th>Percentage Of Students Passing¹</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Subject Taught	Class	Total Number Of Students	No. Of Students Passing	Percentage Of Students Passing ¹									
Subject Taught	Class	Total Number Of Students	No. Of Students Passing	Percentage Of Students Passing ¹											
22	Financial and Administrative Evaluation														
23	Overall Grading														
24	Comments														



1

>70% students passing	A
60-70% students passing	B
50-60% students passing	C
<50% students passing	D

FITNESS FOR PROMOTION
(Initial the appropriate box below)

Fit for promotion	
Not fit for promotion	

		Signature
		Name of Reporting Officer
Date:	Stamp	Designation

PART III - REMARKS OF THE COUNTERSIGNING OFFICER

I consider that the assessment made by the Reporting Officer is very good/reasonably good/ strict/ lenient/ biased.
The remarks underlined in ink should be communicated in writing. I have the following remarks to add.

Dated: _____

Signature, with Name & Designation: _____

