

Appraisal WorkFlow Details				
	Name	E-Mail ID	Business Unit	
Employee				
L1 Manager				
L2 Manager				
HR Manager				
Discussion Manager				

Overall G & O Rating
Overall Competency Rating

	Individual G & O Ratings	
Objective #	Objective Title	Final Rating

Annual Objective Details	
	Significant Achievements
	Employee Comments
	L1 Manager Comments
	L2 Manager Comments

Performance Summary
Areas of strength determined through job performance
Areas of improvement determined through job performance
Short term goals
Long term goals

Discussion Summary	
Employee discussion Summary	NA
Manager discussion Summary	NA