
E. ASSESSMENT OF OVERALL PERFORMANCE (*enter the overall performance ratings in the officer's appraisal reports for the last five years*)

整體表現評核 (記錄有關員工在離職前五年評核報告內的整體工作表現評級)

Period 期間	Overall performance ratings 整體工作表現評級
01.06.2012 - 21.02.2013	
22.02.2013 - 31.05.2013	(memo form report)
01.06.2013 - 21.07.2013	(memo form report)
22.07.2013 - 15.12.2013	
16.12.2013 - 31.05.2014	
01.06.2014 - 31.05.2015	
01.06.2015 - 15.03.2016	
16.03.2016 - 31.05.2016	(memo form report)
01.06.2016 - 31.05.2017	
01.06.2017 - 31.07.2017	(memo form report)
01.08.2017 - 31.01.2018	

F. DISCIPLINARY ACTIONS (Entry to this part includes disciplinary punishment(s) awarded with date(s) and the misconduct/criminal offence(s) to which the punishment(s) were related. If disciplinary actions were precluded by the departure of the officer, a factual account should be made of the developments pertinent to such actions.)

紀律處分 (本部份應列明有關人員所犯的不當行為 / 刑事罪行，曾受何種紀律懲處及懲處日期。如紀律行動因有關人員離職而終止，則須如實記錄有關行動的實際進展。)

G. RETENTION

保存

The whole copy of the form should be filed and kept up to and including 30.7.2025 (enter the last day of the seventh year from the date on which the officer left the service) unless there is a subsisting reason that obliges Government to retain the information for a longer period or unless the officer has given prescribed consent for any part of the information to be retained beyond 7 years.

本表格應全份歸檔，並保存至 _____ (填上有關人員離職後第七年最後一日的日期)為止(包括該日)。除非有具體理由規定政府須保留有關資料一段較長期間，或該員已給予訂明同意可保留表格任何部分的資料超過 7 年。

H. DECLARATION (*The officer responsible for the completion of the form should sign in this section*)

聲明 (負責填寫本表格的人員須在本部簽署)

This form is completed on Sep 2021 (date) by :

本表格於 _____ (日期) 由下述人員填寫：

Signature (for Judiciary Administrator)

簽署

Name in block letter
姓名(正楷)

Rank/Post
職級/職位