

## OCM BOCES

**TITLE:** \_\_\_\_\_  
**DEPARTMENT:** \_\_\_\_\_  
**SUPERVISOR:** \_\_\_\_\_

**KEY:**

**E=Performance consistently exceeds expectations**

**C=Performance consistently meets expectations and in some cases surpasses expectations**

**M=Meets expectations**

**P=Performance partially meet expectations, and in some cases, does not meet expectations**

**D= Performance does not meet minimal expectations**

**Attach Attendance Calendar**

E	C	M	P	D
---	---	---	---	---

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

**OCM BOCES**  
**PERFORMANCE EVALUTION FOR OPERATIONS AND MAINTENANCE DEPARTMENT STAFF**

**Suggestions, comments, and/or concerns (any area marked as P or D should have a comment or suggestion for improvement):**

If more space is needed attach an additional page

**EMPLOYEE COMMENTS:**

What skills and or training do you need?

Employee's Goals:

Date of next review: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Evaluator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_