

PRISONER PERFORMANCE EVALUATION REPORT

PRISONER'S NAME (Last, First, MI)				DATE OF REPORT			
SSN				REPORT FOR MONTH OF			
NAME OF DETAIL				DATE ASSIGNED TO DETAIL			
SKILL LEVEL				CUSTODY LEVEL			
				MIN	MED	MIO	MAX
SKILLED				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEMI-SKILLED				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UNSKILLED				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INDIVIDUAL EVALUATION PLEASE READ NARRATIVE DESCRIPTION ON REVERSE SIDE							
QUALITIES	OUTSTANDING 5	+AVERAGE 4	AVERAGE 3	- AVERAGE 2	UNSATISFACTORY 1	NOT NOTED SEE REMARKS	
QUALITY OF WORK	<input type="checkbox"/>						
QUANTITY OF WORK	<input type="checkbox"/>						
INITIATIVE	<input type="checkbox"/>						
INTEREST	<input type="checkbox"/>						
DEPENDABILITY	<input type="checkbox"/>						
RESPONSE TO SUPERVISION	<input type="checkbox"/>						
ABILITY TO WORK WITH OTHERS	<input type="checkbox"/>						
REMARKS/OBSERVATIONS:							
PRISONER'S SIGNATURE				SUPERVISOR'S SIGNATURE			

A. QUALITY OF WORK	
<input type="checkbox"/>	1. Makes more errors than he should for his level of training, work must be redone.
<input type="checkbox"/>	2. Can do work but is careless. Makes mistakes and does not check his work.
<input type="checkbox"/>	3. Makes some mistakes but not more than expected at this skill level.
<input type="checkbox"/>	4. Makes fewer mistakes than most prisoners at this level of training
<input type="checkbox"/>	5. Does journeyman level work.
B. QUANTITY OF WORK	
<input type="checkbox"/>	1. Lazy, wastes time, goofs off.
<input type="checkbox"/>	2. Does just enough to get by, has to be told to do work.
<input type="checkbox"/>	3. Works steadily but does not push himself.
<input type="checkbox"/>	4. Willing worker, does a full day's work and wastes little time.
<input type="checkbox"/>	5. Works exceptionally hard all the time.
C. INITIATIVE	
<input type="checkbox"/>	1. Always waits.
<input type="checkbox"/>	2. Usually relies on others to tell him what to do.
<input type="checkbox"/>	3. Usually will start work without waiting to be told. Can adapt to changes in routines. Needs help planning work.
<input type="checkbox"/>	4. Usually can plan his own work well. Acts on his own in most things.
<input type="checkbox"/>	5. Plans his own work. Has good ideas on better way of doing things.
D. INTEREST - EAGERNESS TO LEARN	
<input type="checkbox"/>	1. Shows no interest in job. Regards work as a drag or a waste of time.
<input type="checkbox"/>	2. Shows minimal interest in job but no real eagerness to learn.
<input type="checkbox"/>	3. Shows interest in work. Wants to learn his job, but puts forth no extra effort.
<input type="checkbox"/>	4. Shows more interest than most. May do extra work to improve skills or ask questions about his work.
<input type="checkbox"/>	5. Wants to know everything there is to know about his job. Volunteers to do anything that will improve his knowledge.
E. NEED FOR SUPERVISION - DEPENDABILITY	
<input type="checkbox"/>	1. Needs constant supervision and is completely undependable. If left unsupervised, will cause trouble, and or wander off.
<input type="checkbox"/>	2. Needs closer supervision than most. Not very dependable or prompt.
<input type="checkbox"/>	3. Can be relied on for certain things but must be supervised for others. Usually prompt and dependable.
<input type="checkbox"/>	4. Needs little supervision. Is more dependable and prompt than most.
<input type="checkbox"/>	5. Needs no supervision and is completely dependable at all times.
F. RESPONSE TO SUPERVISION AND INSTRUCTION	
<input type="checkbox"/>	1. Resentful and hostile. Resists or ignores suggestions and argues with supervisor.
<input type="checkbox"/>	2. Usually resists or ignores suggestions. Usually is resentful and hostile.
<input type="checkbox"/>	3. Generally does what he/she is told to do without arguing. May have some resentment or hostility.
<input type="checkbox"/>	4. Has little or no hostility or resentment. Tries to improve.
<input type="checkbox"/>	5. Has no hostility or resentment and always does exactly what is told.
G. ABILITY TO WORK WITH OTHERS	
<input type="checkbox"/>	1. Does not get along with prisoners or military personnel at all. Hostile, negative attitude.
<input type="checkbox"/>	2. Does make friends, but not easily. Has some difficulties working with others.
<input type="checkbox"/>	3. Gets along with most co-workers and is accepted by them.
<input type="checkbox"/>	4. Friendly, congenial, helpful; other like to work with him.
<input type="checkbox"/>	5. Is able to work with anyone, very popular