|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SUPERVISOR DETAILS** | | | | | | | | | | | | |
| Name: |  | | | | | | | Date: |  | | | |
| **PERSONNEL DETAILS** | | | | | | | | | | | | |
| Name: |  | | | | | | | Position: |  | | | |
| Offshore Period – From: | | | |  | | | | To: |  | | | |
| **PROJECT DETAILS** | | | | | | | | | | | | |
| Project: | |  | | | | | | Vessel: |  | | | |
| Work scope: | | |  | | | | | | | | | |
| **APPRAISAL DETAILS** | | | | | | | | | | | | |
| Use the key below to complete the ratings for the categories stated  Please ensure this appraisal is discussed with the individual & comments added prior to submission | | | | | | | | | | | | |
| 1 | 2 | | 3 | | 4 | 5 | 6 | | 7 | 8 | 9 | 10 |
| Unsatisfactory | Requires Improvement | | | | Capable | | Satisfactory | | | Excels | | Outstanding |
| **CATEGORY** | | | | | | **RATING** | **COMMENTS** | | | | | |
| **Job (Position) Knowledge** | | | | | |  |  | | | | | |
| **Technical Knowledge** | | | | | |  |  | | | | | |
| **Level of competence for position** | | | | | |  |  | | | | | |
| **Ability to work on own initiative** | | | | | |  |  | | | | | |
| **Ability to work as part of a team** | | | | | |  |  | | | | | |
| **HSE awareness and safe working practices** | | | | | |  |  | | | | | |
| **Attitude** | | | | | |  |  | | | | | |
| **Potential** | | | | | |  |  | | | | | |
| **SUPERVISOR COMMENTS** | | | | | |  |  | | | | | |
|  | | | | | |  |  | | | | | |
| **APPRAISEE COMMENTS** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |