

Remote Employee Performance Appraisal Form

Employee Name

Employee ID

Department

Position/Title

Review Period

Review Date

Reviewer (Manager/Supervisor)

Performance Criteria	Rating	Comments
Quality of Work	<input type="text"/>	<input type="text"/>
Communication	<input type="text"/>	<input type="text"/>
Reliability / Attendance	<input type="text"/>	<input type="text"/>
Initiative / Proactivity	<input type="text"/>	<input type="text"/>
Collaboration & Teamwork	<input type="text"/>	<input type="text"/>

Key Achievements

Areas for Improvement

Employee Comments

Manager's Summary & Recommendations

Goals for Next Period

Signatures

Employee Signature

Manager Signature

Date