

[Back to Employee List](#)

Appraisal Form

Five Year Plan:

12th

Financial Year:

2019-2020

Section A: Employee Details

Employee No.: 9901080

Name: Thinley Gyamtsho

Position Title: Specialist III

Position Level: ES3

Working Agency: RNR R & DC - Bajo, Department of Agriculture, Ministry of Agriculture and Forests

Section B: Performance

Output	Activity	Level 4 [3.00-4.00]	Level 3 [2.00-2.99]	Level 2 [1.00-1.99]	Level 1 [<=0.99]	Target Achieved	Justification	Final Score	Remark / Justification	Act
Technologies on water harvesting, springshed revival, and water management evaluated, generated, demonstrated, and disseminated	Provide technical guidance to ARDC Bajo Engineers for the construction/ renovation of irrigation schemes	4 irrigation schemes	3 irrigation schemes	2 irrigation schemes	1 irrigation schemes			Enter Score	Enter Remark/Justification	Dro
Technologies on water harvesting, springshed revival, and water management evaluated, generated, demonstrated, and disseminated	Provide technical guidance to regional Dzongkhags Engineers for the construction/renovation of irrigation schemes	4 irrigation schemes	3 irrigation schemes	2 irrigation schemes	1 irrigation schemes			Enter Score	Enter Remark/Justification	Dro
Technologies on water harvesting, springshed revival, and water management evaluated, generated, demonstrated, and disseminated	Develop guideline for gravity irrigation scheme (Open channel) construction	4 (AEZ)	3 (AEZ)	2 (AEZ)	1 (AEZ)			Enter Score	Enter Remark/Justification	Dro
Technologies on water harvesting, springshed	Develop guideline for gravity irrigation scheme (pipe) construction	4 (AEZ)	3 (AEZ)	2 (AEZ)	1 (AEZ)			Enter Score	Enter Remark/Justification	Dro

revival, and water management evaluated, generated, demonstrated, and disseminated										
Agriculture R&D related infrastructure built, maintained, and utilized	Provide technical guidance to ARDC Bajo Engineers for the construction/ renovation of R&D infrastructure	+7 civil works	5 civil works	3 civil works	2 civil works			Enter Score	Enter Remark/Justification	Dro
								Final Score:	0	

Adhoc Activities

Section C: Competency Behavior

Potential Assessment Area	Quality & Description	Level 4 [3.00-4.00]	Level 3 [2.00-2.99]	Level 2 [1.00-1.99]	Level 1 [<=0.99]	Final Score
1.Analytical Skills	Demonstrates sense of understanding and appreciation of one's work to meet organizational objectives and results	Makes critical judgment on her/his contribution to organization based on independent thinking by making good use of background knowledge	Makes strong judgements based on the work experiences upon receiving the guidance from supervisor to carry the work activities	Makes judgements by using limited work knowledge and timely supervision required to carry the work activities	Carries out work activities without critical judgement and not putting the work knowledge in use	0
2. Planning & Organizing	Demonstrates ability to plan and organize work activities around organization's objectives making optimum use of resources and time	Every day activities are guided by meticulous work plans and demonstrates good time management skills to meet agency's objectives by using available resources optimally to meet work activities without compromising the quality of the work output	Systematic work Planning on the work activities are drawn clearly and needs minimum supervision and resource and maintain quality of the work	Work plan are maintained but are not followed and requires extra resources to carry the activities and quality of work compromised	Does not follow clear work plan and mostly involved in ad hoc activities and work are not up to the expected quality	0
3.Decisiveness	Demonstrates sound judgment to identify and recognise problems and solutions, and escalate them to appropriate authority	Submits problems and recommended solutions before time for supervisory intervention.	Submits problems and recommended solutions on time for supervisory advice	Submits problems without recommendation on time	Waits for supervisory intervention to resolve issues	0
4.Leadership & Influencing Skills	Demonstrates urgency and proactivelytakes lead in assigned work activities and solicitsupport.	Initiates assigned works proactively, identifies and tries to solve bottlenecks in his/her own area of work	Work assigned are taken with strong responsibility to be completed	Any assigned work are done but requiring a minimum supervision	Initiates assigned work with reminder only	0

5. Interpersonal Skill	Demonstrates ability to work in teams and garner supports, built relationship and develop congenial work environment	Achieves individual performance targets while maintaining friendly relationship within and outside agency	Achieves individual performance with good relationship within but limited level of interpersonal skills outside agency	Achieves individual performance with limited relationship within and outside agency	works only to serve self-interest and meet personal goals	0
6. Oral/Written communication	Demonstrates ability to articulate one's ideas, views and opinions clearly and concisely both in oral and in writing	Articulates information to others in language that is clear, concise and easy to understand	Articulates information to other in languages that is understandable	Articulates information to other in limited language limited unto his/her level of understanding	Does not articulate information that is clear and concise	0
					Final Score:	0

Section D: Evaluation

Particular	Score Received	% Allocated	Final Score	Supervisor's Comments	Moderation Exercise Cat.	Agency Head's Comment
B. Performance	0	70%	0	<input type="text" value="Enter Comments"/>	<input type="text" value="Select Cat."/> ▼	<input type="text" value="Enter Comments"/>
C. Competency Behaviors	0	30%	0	<input type="text" value="Enter Comments"/>		
		Total Score:	0			