

PEGS Form

Performance Evaluation And Goal Setting

UT SPACE INSTITUTE

INSTRUCTIONS: Consult personnel procedure 129 for information on the completion of this form. The supervisor should evaluate the employee's performance during the preceding period according to goals, if any, that were set earlier. Goals for the coming period should be set cooperatively between supervisor and employee. Comments can be written in the spaces provided below. If additional space is needed, add sheets.

If checked, the employee's performance in terms of progress in affirmative action must be evaluated.

Division/Office: _____

Date: _____

Employee: _____

Reviews Performance for Period: _____

Sets Goals for Period: _____

Goals:

Employee Comments:

Supervisor's Comments:

Signatures:

Employee: _____

Supervisor: _____