



FAIR WAGES AND SALARIES COMMISSION
PERFORMANCE APPRAISAL SCORE SUMMARY SHEET

NAME OF ENTITY:

SECTOR: **PERIOD OF APPRAISAL:** TO

DD /MM /YYYY

DD /MM /YYYY

ADDRESS:

EMAIL ADDRESS: **PHONE NUMBER(S)** /

Arranged on Departmental Basis

S/NO	NAME OF EMPLOYEE	GRADE/ POSITION	DEPARTMENT/ DIRECTORATE	LEVEL ON SSSS	NOTCH/ POINT	NUMBER OF YEARS ON GRADE	APPRAISAL SCORE IN %	REMARKS
1	Eg. Jacob Kojo Amissah	Senior Accountant	Accounts	18H	2	4	63	
2								
3								
4								
5								
6								
...								

OTHER DETAILS

1. Corporate Objectives of the Entity for the Current Year:

- a.
- b.
- c. ...

2. Level of Achievement on Corporate Objectives (in percentage):

NAME OF HEAD OF ENTITY :

SIGNATURE OF HEAD OF ENTITY: **DATE:**

DD /MM /YYYY