



# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

Recognized by Indian Nursing Council vide letter No. 18-916/2002/inc dated : 08.11.2002, Affiliated to NTR University of Health Sciences, A.P. Vijayawada

e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	JEEVANA GUPTA VITTA.	Emp.No.	415-00108
Designation	Account-cum-Cashier	Date of Joining	25.11.1997

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>A</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Punctuality		
2 Quality of work	Communication	Behavioural Trainings
3 Working together		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *[Signature]*

Remarks of the Reviewer:

(Principal)

Final Rating : A

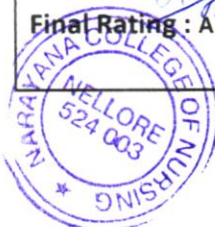
*[Signature]*  
Signature

Principal

HR Comments:

Rating Recorded: A

Signature :



NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	KISHORE.JAMJAM	Emp.No.	413-00040
Designation	Office Manager/Supt	Date of Joining	25.02.2007

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>A</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	.	Leadership
2	punctuality	
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *A. Indu*

Remarks of the Reviewer:  
(Principal)

Final Rating: A

*A. Indu*  
Signature

HR Comments:

Rating Recorded: A

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanainursingcollege.com

Emp. Name	B KOTESWARA RAO.	Emp.No.	410-00009
Designation	Administation Officer	Date of Joining	01.08.2002

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>A</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Quality of Work	Team work Relations	Grooming Standards.
2	Communication		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: A

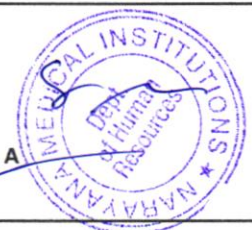
Signature :

Final Rating : A

Signature

Principal

NARAYANA COLLEGE OF NURSING  
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NELLORE - 524 003





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CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SURESH.E	Emp.No.	456-00121
Designation	Driver	Date of Joining	18.12.2006

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Job Knowledge	Attendance	Grooming
2	Punctuality	
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *A. Suresh*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

Signature *Suresh*  
Principal

Rating Recorded: B  
Signature :



NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	BELLAMKONDA SRIHARI.	Emp.No.	456-04038
Designation	Driver	Date of Joining	05.08.2019

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Job Knowledge.	Attendance.	Grooming
2			
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2020

Sign of the HOD: *A. S. S.*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature : *[Signature]*

Signature *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SATANI SOMAIAH.	Emp.No.	456-03589
Designation	Driver	Date of Joining	22.09.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Attendance	work knowledge.	Team work.
2 communication		
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018

Sign of the HOD: *A. S. Sade*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

Signature *A. S. Sade*

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

Ph No: 0861-2317969 | Fax: 0861-2311968.

Recognized by Indian Nursing Council and A.P. Nurses & Midwives Council

Affiliated to NTR University of Health Sciences, A.P. Vijayawada.

Accredited by "International Accreditation Organization (IAO)"

website: www.narayanannursingcollege.com | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	SHAIK MASTHAN.	Emp.No.	456-04582
Designation	Driver	Date of Joining	18.12.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		C

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Attendance	Communication
2		
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

Sign of the HOD: *A. Saw*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : C

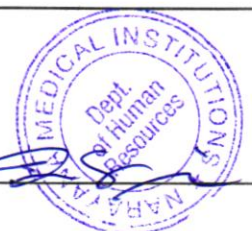
Signature *A. Saw*

Rating Recorded: C

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
Nellore - 524003



Award: (Higher Education Review Cell - 10 Nursing College - 2020)  
IAO (International Accreditation Organization (2020 - 2025))



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	LAKSHMAN RAO.PARRI	Emp.No.	413-00073
Designation	LDC/AV Aids Tech	Date of Joining	15.10.2008

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Wk on time	Team work	Communication skills
2	Grooming standards		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *A. S. Parri*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

Signature

Rating Recorded **B**

Signature :

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.







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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	K GUNAVATHI.	Emp.No.	425-00040
Designation	Mess Incharge	Date of Joining	23.12.2007

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
	communication	Communication
work, Team		
building		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *[Signature]*

Remarks of the Reviewer:  
(Principal)

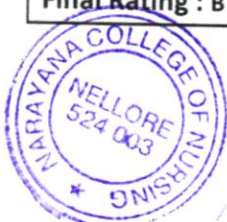
Final Rating : B

Signature *[Signature]*

HR Comments:

Rating Recorded: B

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	PRASAD.Y.G.V.	Emp.No.	415-00136
Designation	Store Incharge (Mess)	Date of Joining	26.12.2008

### PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

### PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge	Communication
3		presentation skills

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *A. Sare*

Remarks of the Reviewer:

(Principal)

*A. Sare*

HR Comments:

Rating Recorded: B

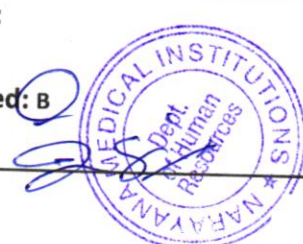
Signature :

Final Rating : B

*A. Sare*  
Signature



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	PENCHALAI AH.GADDAM	Emp.No.	414-00232
Designation	Store Incharge	Date of Joining	26.11.2015

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Communication
3		Presentation skills

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: *A. S. Ravi*

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

*A. S. Ravi*  
Signature

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SOBHA RANI.G	Emp.No.	425-00194
Designation	Account-cum-Cashier	Date of Joining	11.04.2012

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Level of execution		
2	Creativity	Team Building	Computer Skills
3	Tasks Completed in time		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD:

Remarks of the Reviewer:

(Principal)

HR Comments:

Rating Recorded: B

Signature :

Final Rating : B

Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

Recognized by Indian Nursing Council vide letter No. 18-916/2002/inc dated : 08.11.2002, Affiliated to NTR University of Health Sciences, A.P. Vijayawada

e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	TIRUMURU ANUSHA.	Emp.No.	414-00208
Designation	LDC	Date of Joining	20.01.2015

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Team work	Punctuality	Communication skills
2 Ability to learn		
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature : 



Final Rating : B

Signature 

Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	UJWALA.MARTHU	Emp.No.	414-00249
Designation	Librarian	Date of Joining	15.05.2017

### PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		B

### PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Record Maintenance	New technique	Computer Skills
2	Communication		
3			

#### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

Signature

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanahospital.com

Emp. Name	TAMMISSETY MADHAVI.	Emp.No.	413-00303
Designation	Asst. Librarian	Date of Joining	21.06.2019

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Proper Maintenance of records	Communication	Computer Skills
2		
3 Alerts		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2020

Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : C

Signature: 

Rating Recorded: C

Signature : 



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003



# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	VEPAKOMMA SARALA.	Emp.No.	413-00287
Designation	Com.Operator	Date of Joining	04.07.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>A</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Proper maintenance	Communication
2	Attendance	computer skills
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018


Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: A

Signature : 

Signature   
Principal



NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	T.SWAMI DASS.	Emp.No.	413-00132
Designation	Com.Operator	Date of Joining	09.07.2010

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Job knowledge.	communication.	excel.
2	quality of work		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature :



Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	TELIMETI SANDHYA RANI.	Emp.No.	414-00188
Designation	Com.Operator	Date of Joining	03.02.2014

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Team work.	Attendance.	Grooming.
2 Early Learning		Excel.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature : 

Final Rating : B

Signature 

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003,





Emp. Name	NELLIPUDI KALYANI.	Emp.No.	425-01031
Designation	Peon/Ayah	Date of Joining	04.03.2021

**PART-A**

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

**PART-B**

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Hard working	communication
3		Behavioural

**Declaration:**

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

Sign of the HOD:

Remarks of the Reviewer:

(Principal)

HR Comments:

Rating Recorded: B

Signature :



Final Rating : B

Signature

Principal

**NARAYANA COLLEGE OF NURSING**

Award: (Higher Educational Review, Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

Ph No: 0861-2317969 | Fax: 0861-2311968.

Recognized by Indian Nursing Council and A.P. Nurses & Midwives Council

Affiliated to NTR University of Health Sciences, A.P. Vijayawada.

Accredited by "International Accreditation Organization (IAO)"

website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	DODLA BUJJAMMA.	Emp.No.	425-01020
Designation	Peon/Ayah	Date of Joining	04.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge.	Communication.
3		Behavioural

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : c

Signature

Rating Recorded: C

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	CH PADMA.	Emp.No.	425-00234
Designation	Peon/Office girl	Date of Joining	26.10.2004

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

Signature

HR Comments:

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SYED GOUSIA.	Emp.No.	413-00290
Designation	P.A/Steno	Date of Joining	19.09.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non-verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		Execul
2	Job Knowledge	communication.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is: 2018-2018

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

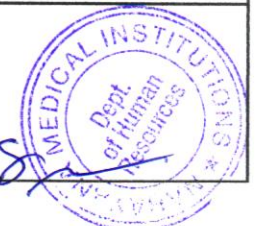
Signature

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	RAMESH.PANTRANGI	Emp.No.	456-04029
Designation	LDC	Date of Joining	26.08.2009

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

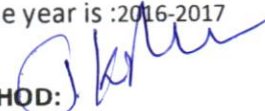
S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	quality of work	communication
2		Attendance
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD: 

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

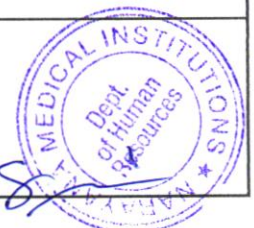
Signature : 

Final Rating : B

Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	CH.BUJJAMMA.	Emp.No.	415-00031
Designation	Peon/Ayah	Date of Joining	16.12.2008

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Communication
3		Behavioural

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

Sign of the HOD:

Remarks of the Reviewer:

(Principal)

HR Comments:

Rating Recorded: B

Signature :



Final Rating : B

Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003





# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

Recognized by Indian Nursing Council vide letter No. 18-916/2002/inc dated : 08.11.2002, Affiliated to NTR University of Health Sciences, A.P. Vijayawada

e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	KOTURU SAI KUMAR.	Emp.No.	413-00292
Designation	Xerox Operator	Date of Joining	06.10.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A– Outstanding (OS); B– Meets Expectations (ME); C–Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	job knowledge	communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

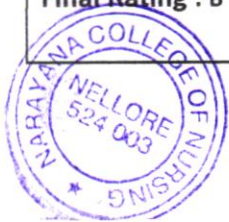
Final Rating : B

Signature

HR Comments:

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	DARA USHA.	Emp.No.	413-00289
Designation	Peon/Office girl	Date of Joining	08.08.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A– Outstanding (OS); B– Meets Expectations (ME); C–Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	communication.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is 2019-2018

Sign of the HOD:

Remarks of the Reviewer:

(Principal)

Final Rating : B

Signature

Principal

HR Comments:

Rating Recorded: B

Signature :



NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

Ph No: 0861-2317969 | Fax: 0861-2311968.

Recognized by Indian Nursing Council and A.P. Nurses & Midwives Council

Affiliated to NTR University of Health Sciences, A.P. Vijayawada.

Accredited by "International Accreditation Organization (IAO)"

website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	APPAGUNTA RADHAMMA.	Emp.No.	425-01075
Designation	Bearer	Date of Joining	18.12.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Attendance	Priority Setting	Team work
2 Communication		
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi.*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

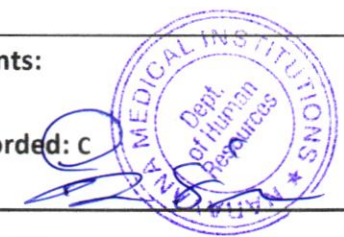
HR Comments:

Rating Recorded: C

Signature :



*A. S. Reddy*  
Signature  
Principal



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	GUTHI NARASIMHULU.	Emp.No.	456-04460
Designation	Chowkodar	Date of Joining	16.07.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 Team work	Completion of work	Safety training
2 New techniques	in time	
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Guvathu*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature :

Final Rating : B

Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
Nellore - 524003

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





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website: www.narayanannursingcollege.com | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	CHIMMA LAKSHMAIAH.	Emp.No.	425-01012
Designation	Chowkodar	Date of Joining	17.02.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		C

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Team work.	Attendance	Grooming Standards
2	Accuracy		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : C

*A. Reddy*  
Signature

Rating Recorded: C  
Signature :



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





# NARAYANA COLLEGE OF NURSING

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Accredited by "International Accreditation Organization (IAO)"

website: www.narayanannursingcollege.com | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	MENATI RAJESWARAMMA.	Emp.No.	425-01000
Designation	Bearer	Date of Joining	14.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Fast Service	Attendance	Team work Relations
2	Communication		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

Final Rating : B

*A. J. S.*  
Signature

Principal

HR Comments:

Rating Recorded: B

Signature : *[Signature]*



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



Emp. Name	MENATI PADMA.	Emp.No.	425-00998
Designation	Bearer	Date of Joining	14.12.2020

**PART-A**

**State key job responsibilities handled by the employee during the period and rate the performance.**

Evaluate the employee on the following factors

**A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)**

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

**PART-B**

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	<i>Grooming Standards</i>	<i>Fast Services</i>	<i>Safety Management</i>
2	<i>Team Work</i>		
3			

**Declaration:**

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Guvathu*  
Sign of the HOD:

Remarks of the Reviewer: (Principal)	HR Comments:
Final Rating : <b>B</b>	Rating Recorded: <b>B</b>
Signature	Signature :



Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))

Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	BUDITI GOVINDA RAO.	Emp.No.	425-00990
Designation	Asst Cook	Date of Joining	18.11.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Completion of work	Attendance	Grooming
2	on time		
3	New techniques		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*[Signature]*  
Signature  
Principal

HR Comments:

Rating Recorded: B

Signature : *[Signature]*



NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	NELLORE SEENAI AH.	Emp.No.	425-00997
Designation	Asst Cook	Date of Joining	14.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		C

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 New techniques	Team work Relations	Grooming
2 Accuracy		(Hand Dis) +
3 New techniques		Communication.

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavallu*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : C

*A. S. S.*  
Signature

HR Comments:

Rating Recorded: ✓

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



Award: (Higher Education Review Top 10 Nursing College - 2020)  
IAO (International Accreditation Organization (2020 - 2025))



Emp. Name	YEPURU SEENAI AH.	Emp.No.	425-01013
Designation	Mali/Gardener	Date of Joining	04.03.2021

**PART-A**

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

**PART-B**

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 <i>Prop8 Cleaning</i>	<i>New techniques</i>	<i>Equipment utilization.</i>
2 <i>Working on time</i>		
3		

**Declaration:**

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

HR Comments:

Final Rating : B

*A. S. Reddy*  
Signature

Principal

Rating Recorded: B

Signature : *[Signature]*



**NARAYANA COLLEGE OF NURSING**

Award: (Higher Education Review - Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	DASARI ANIL KUMAR.	Emp.No.	456-03545
Designation	Cleaner	Date of Joining	07.08.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Fast Service	Team work	Attendance
2	Attendance		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018

*K. Gunavallu*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*K. Gunavallu*  
Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003,

HR Comments:

Rating Recorded: B

Signature :





# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

Ph No: 0861-2317969 | Fax: 0861-2311968.

Recognized by Indian Nursing Council and A.P. Nurses & Midwives Council

Affiliated to NTR University of Health Sciences, A.P. Vijayawada.

Accredited by "International Accreditation Organization (IAO)"

website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	KONAPUREDDY SURESH.	Emp.No.	425-01073
Designation	House Keeper	Date of Joining	09.12.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Job knowledge	Attendance	Grooming
2			
3			

### Declaration:

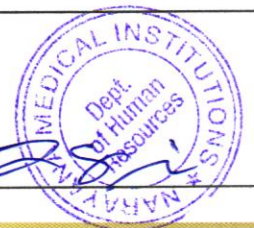
I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Puravallu*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: C  
Signature :



Final Rating: C

*A. S. S.*  
Signature  
Principal



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review, Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	ASHOK.MANNEM	Emp.No.	425-00778
Designation	Head Cook	Date of Joining	14.09.2017

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Hard work.	Attendance.
2		Behavioural.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature :

*A. Jeeva*  
Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanahospitalcollege.com

Emp. Name	PENCHALAIHAH.ANNAM	Emp.No.	421-00074
Designation	Cook	Date of Joining	14.04.2010

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	working knowledge	Attendance	Grooming
2			
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Guvavalla*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature :



Signature

Principal  
NARAYANA COLLEGE OF NURSING  
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Emp. Name	YEPURU ANITHA.	Emp.No.	425-01019
Designation	Cleaning	Date of Joining	04.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 <i>quality of work</i>	<i>communication</i>	<i>Punctuality</i>
2		<i>Grooming</i>
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. G. G. G.*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: **B**

Signature :



*A. J. P.*  
Signature

Principal

NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





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Emp. Name	ANNABATHINA PADMAMMA.	Emp.No.	425-01018
Designation	Cleaning	Date of Joining	04.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Job knowledge.	Team work & Relations	Communication
2	Punctuality		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

*A. G. S. S. S.*  
Signature

Rating Recorded: B

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
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Emp. Name	EAPURU BABU RAO.	Emp.No.	456-04603
Designation	Cleaner	Date of Joining	30.12.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1 <i>width of knowledge</i>	<i>Grooming standards</i>	<i>Attendance / Punctuality</i>
2 <i>quality of work</i>	<i>communication</i>	<i>communications.</i>
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: *C*

Signature :



*A. Raju*  
Signature

Principal

NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SHAIK AKBAR SALEEM.	Emp.No.	456-03549
Designation	Cleaner	Date of Joining	13.08.2018

### PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		C

### PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1	Team working knowledge	communication	Communications
2	Quality of work		
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

Final Rating : C

*K. Gunavalli*  
Signature

HR Comments:

Rating Recorded: C

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddyalem,  
NELLORE - 524 003.





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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	ANNEM PENCHALIAH.	Emp.No.	425-00979
Designation	Cook	Date of Joining	23.11.2019

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge	punctuality
3		Team work.

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2020

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*A. S. S. S.*  
Signature

HR Comments:

Rating Recorded **B**

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	VIJAYA.PEDHANAGARI	Emp.No.	425-00820
Designation	Warden	Date of Joining	16.02.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Team Lead
3	Communication	

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2018-2019

*[Signature]*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*[Signature]*  
Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003,

HR Comments:

Rating Recorded: B

Signature : *[Signature]*





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Emp. Name	DARA NAGAMANI.	Emp.No.	425-01035
Designation	Warden	Date of Joining	24.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Communication
3		Team Lead

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

HR Comments:

Rating Recorded: B

Signature :

Final Rating : B

*K. Gunavalli*  
Signature

Principal



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review, Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	KANDUNURU SARASWATHI.	Emp.No.	425-00911
Designation	Warden	Date of Joining	11.02.2019

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1			
2	Job knowledge	Communication.	Team lead
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2020

*K. Gyanavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

*A. S. Rave*  
Signature

Rating Recorded: B

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	PARUSU VANI.	Emp.No.	425-00865
Designation	Warden	Date of Joining	17.07.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		C

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Communication.
3		Team Lead

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018

*K. Guvvala*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : c

*A. Indu*  
Signature

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.

HR Comments:

Rating Recorded: c

Signature :





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	PALLIPATI MADHAVI.	Emp.No.	425-00856
Designation	Warden	Date of Joining	06.07.2018

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge	Team lead
3	Communication	

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2019-2018

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Rating Recorded: B

Signature :

Final Rating : B

*A. S. Rao*  
Signature

Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.







# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	UDATHA RAMANAMMA.	Emp.No.	425-00253
Designation	Warden	Date of Joining	02.07.2011

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

	Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1			
2	Team work	Communication	leadership
3			

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Guravalli*  
Sign of the HOD:

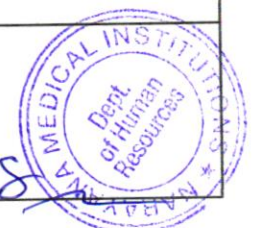
Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

*A. S. Sawa*  
Signature

Rating Recorded: B  
Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	SATISH KUMAR.ALAHARI	Emp.No.	414-00228
Designation	UDC	Date of Joining	16.09.2015

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge	Communication
3		MS-office.

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating - C

Signature

Rating Recorded: C

Signature :

Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	RASHEEDA BEGUM.SHAIK	Emp.No.	413-00266
Designation	UDC	Date of Joining	19.12.2016

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge	communication
3		MS-office

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

*A. J. Polu*  
Signature

Rating Recorded: B  
Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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Emp. Name	MEDABALLI RADHA.	Emp.No.	425-01015
Designation	Sweeper/Scavenger	Date of Joining	04.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

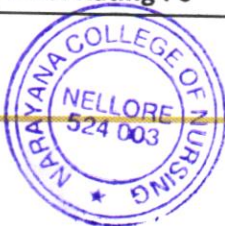
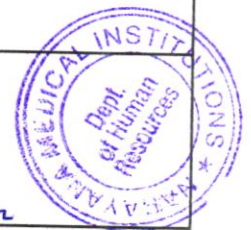
Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gopalakrishna*  
Sign of the HOD:

Remarks of the Reviewer: (Principal)	HR Comments:
Final Rating : c	Rating Recorded: c
<i>A. J. ...</i> Signature	<i>[Signature]</i> Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003

Award: (Higher Education Review Top 10 Nursing College - 2020)  
IAO (International Accreditation Organization (2020 - 2025))



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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	CHIMMA NILAVENI.	Emp.No.	425-01014
Designation	Sweeper/Scavenger	Date of Joining	04.03.2021

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Ravavalli*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

Final Rating : C

*[Signature]*  
Signature

Principal

HR Comments:

Rating Recorded: c

Signature : *[Signature]*



NARAYANA COLLEGE OF NURSING

Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



Emp. Name	ANNABATINA SWATHI.	Emp.No.	425-01016
Designation	Sweeper/Scavenger	Date of Joining	04.03.2021

### PART-A

**State key job responsibilities handled by the employee during the period and rate the performance.**

Evaluate the employee on the following factors

**A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)**

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	C
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	C
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>C</b>

### PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	<i>Job Knowledge</i>	<i>Communication</i>
3		

#### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi*  
Sign of the HOD:

**Remarks of the Reviewer:**

(Principal)

**HR Comments:**

**Rating Recorded:** *C*

**Signature :** *[Signature]*

**Final Rating:** *C*

**Signature** *[Signature]*

Principal

**NARAYANA COLLEGE OF NURSING**

Award: (Higher Education Review Board - Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))





# NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	POLURU UMA.	Emp.No.	425-00995
Designation	Sweeper/Scavenger	Date of Joining	02.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		Grooming

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating: B

*A. S. Paul*  
Signature

Rating Recorded: B  
Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
Nellore - 524 003

Award: (Higher Education Review - Top 10 Nursing College - 2020)

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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	DARLA SWAPNA.	Emp.No.	425-00994
Designation	Sweeper/Scavenger	Date of Joining	02.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		Punctuality,

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : B

Signature *[Signature]*

Rating Recorded: B

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
Nellore - 524003

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Emp. Name	DAMAVARAPU MARTHAMMA.	Emp.No.	425-00991
Designation	Sweeper/Scavenger	Date of Joining	02.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*J. Gunavathi*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*A. S. Rave*  
Signature

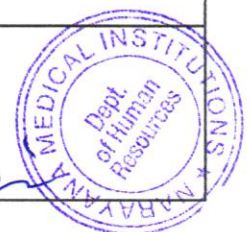
Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,

HR Comments:

Rating Recorded: B

Signature :



Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



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website: www.narayanannursingcollege.com | | e-mail: narayana\_nursing@yahoo.co.in



Emp. Name	KAMATAM JAYAMMA.	Emp.No.	425-00993
Designation	Sweeper/Scavenger	Date of Joining	02.12.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A– Outstanding (OS); B– Meets Expectations (ME); C–Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job knowledge.	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*K. Gunavalli*  
Signature

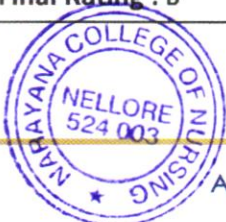
Principal

NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.

HR Comments:

Rating Recorded: B

Signature :



Award: (Higher Education Review Top 10 Nursing College - 2020)

IAO (International Accreditation Organization (2020 - 2025))



# NARAYANA COLLEGE OF NURSING

CHINTHAREDDYPALEM :: NELLORE - 524 003. A.P.

Recognized by Indian Nursing Council vide letter No. 18-916/2002/inc dated : 08.11.2002, Affiliated to NTR University of Health Sciences, A.P. Vijayawada

e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	PAVANI.PENETI	Emp.No.	425-00800
Designation	Sweeper/Scavenger	Date of Joining	05.12.2017

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A– Outstanding (OS); B– Meets Expectations (ME); C–Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	C
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	C
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	C
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Gunavalli*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

HR Comments:

Final Rating : C

*A. Sree*  
Signature

Rating Recorded: C

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.





# NARAYANA COLLEGE OF NURSING

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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	NAGAMMA.JAJUM	Emp.No.	425-00676
Designation	Sweeper/Scavenger	Date of Joining	17.08.2016

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A– Outstanding (OS); B– Meets Expectations (ME); C–Needs Improvement (NI);D – Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting,Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Govvala*  
Sign of the HOD:

Remarks of the Reviewer:

(Principal)

Final Rating : B

*A. S. Reddy*  
Signature

HR Comments:

Rating Recorded: B

Signature : *[Signature]*



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	KATARI KAMAKSHAMMA.	Emp.No.	425-00444
Designation	Sweeper/Scavenger	Date of Joining	12.09.2014

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>B</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	communication.
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Annavally*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

Final Rating : B

*A. S. Reddy*  
Signature

HR Comments:

Rating Recorded: B

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	INGILELA SUMA.	Emp.No.	456-04681
Designation	Peon/Office girl	Date of Joining	17.03.2020

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI); D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	B
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	A
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	B
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	A
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	B
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Job Knowledge.	Communication
3		Team work,

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2020-2021

*K. Anurag*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

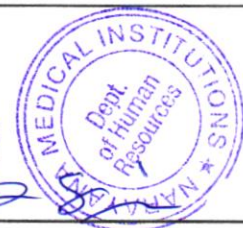
HR Comments:

Final Rating : C

*A. S. Narayana*  
Signature

Rating Recorded: C

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
Chinthareddypalem,  
NELLORE - 524 003.



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e-mail : narayana\_nursing@yahoo.co.in website : www.narayanannursingcollege.com

Emp. Name	YANADAMMA.	Emp.No.	425-00235
Designation	Sweeper/Scavenger	Date of Joining	02.04.2007

## PART-A

State key job responsibilities handled by the employee during the period and rate the performance.

Evaluate the employee on the following factors

A- Outstanding (OS); B- Meets Expectations (ME); C-Needs Improvement (NI);D - Below Expectations (NP)

S.No	Factors	Rating
1	<b>Job Knowledge:</b> Grasp of knowledge, technique and procedure in work and related matters.	A
2	<b>Initiative &amp; Learning:</b> Shows initiative to learn & grow in her/ his role. Is enthusiastic and offers creative alternatives to improve even routine tasks.	B
3	<b>Quality&amp;Interest in work:</b> Accuracy, Presentability, Reliability, Completion of work on-time, Priority setting, Ability to learn new job quickly and willingness to work together with others.	A
4	<b>Communication&amp; Attitude:</b> Ability to effectively convey information and ideas to others with courtesy, empathy and respect(in verbal / non -verbal communication)	B
5	<b>Code of conduct:</b> Work place etiquette, Disciplinary Aspects, Attendance/Punctuality, Grooming standards , Team work& Relations	A
<b>Overall Rating:</b>		<b>C</b>

## PART-B

Major Strengths Consistently Displayed	Area/s That Need Improvement	Required Trainings
1		
2	Team work	Communication
3		

### Declaration:

I have completed the cumulative performance appraisal of the appraisee and communicated the outcome of the appraisal to him/her in terms of strengths and areas of improvement and the final performance rating for the year is :2016-2017

*K. Guvvala*  
Sign of the HOD:

Remarks of the Reviewer:  
(Principal)

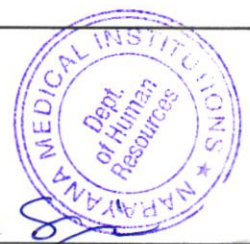
HR Comments:

Final Rating : C

*A. S. Sani*  
Signature

Rating Recorded: C

Signature :



Principal  
NARAYANA COLLEGE OF NURSING  
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NELLORE - 524 003.