

EMPLOYEE PROGRESS REPORT
(Read Instructions on Verso)

CONFIDENTIAL

1. Name: (print) _____ Date: _____
2. Office: _____ Division: _____ Branch: _____
3. Type of rating: _____ Regular _____ Administrative
4. Period covered by this report: From _____ to _____
5. Adjective rating:

Satisfactory	
Unsatisfactory	
6. Certification that report has been discussed between employee and supervisor:

Employee

Rating Official

Reviewing Official