

**UNITED STATES MARINE CORPS
PERFORMANCE APPRAISAL REVIEW SYSTEM**

PART 1

NAME OF EMPLOYEE	SOCIAL SECURITY NUMBER
POSITION TITLE	SERIES AND GRADE
LOCATION OF EMPLOYEE (DIVISION/SECTION)	RATING PERIOD

RECORD OF REVIEWS AND FINAL APPRAISAL

	STANDARDS	DATE	PROGRESS REVIEW	DATE	FINAL RATING	DATE
SUPERVISOR						
EMPLOYEE						
REVIEWING OFFICIAL (UNACCEPTABLE ONLY)						

RATING OF RECORD
 INTERIM APPRAISAL

ACCEPTABLE
 UNACCEPTABLE

EMPLOYEE'S POSITION DESCRIPTION IS CURRENT AND ACCURATE?

YES
 NO

If **NO**, then the supervisor will rewrite Position Description within 60 days.

CRITICAL ELEMENTS

ELEMENTS	RATING	AU

CRITICAL ELEMENTS

ELEMENTS

RATING AU

COMMENTS OF SUPERVISOR

	YES	NO	NOT
The opportunities in Civilian Leadership Development (CLD) have been discussed with the employee.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An Individual Leadership Development Plan (ILDP) has been initiated by the employee and their mentor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>