

Georgia State Defense Force
PERFORMANCE EVALUATION

**FORM
623-1A**

Rated Individual (Last, First, Middle):		SSN:	Rank/Grade:	Date:
Unit:	Position:	Period of Evaluation:		
		FROM:	TO:	

INSTRUCTIONS: Comments must be based on performance and potential based on that performance. Promotion recommendations are prohibited. Consider or comment on enrollment/completion of job related education. Do not consider previous promotion recommendations, family activities, marital status, race, sex, ethnic origin, age or religion.

RATER: Focus your evaluation on what the individual did, how well he/she did it, and how the individual contributed to the mission. Write in "concise" bullet format. You may include recommendations for skill or educational development or assignment.

REVIEWER: Carefully review Raters' evaluation. It should be accurate, unbiased, uninflated. If you disagree, you may ask the Rater to review the evaluation. You may not direct a change in the evaluation. Mark "Non-Concur" and explain. You may make recommendations for skill enhancement or assignment, not promotion.

	1 Exceeds Standards	2 Meets Standards	3 Below Standards
RATING KEY ⇌			
PERFORMANCE FACTORS ↓			
Position Knowledge: Has knowledge, skill and ability to effectively and efficiently perform all position tasks. Technical ability. Duty proficiency. MOS competency.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Leadership Skills: Sets and enforces standards. Works well with all others. Fosters teamwork. Self-confident. Sets good example. Planning and executing. Motivational.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Communications Skills: Listens, speaks, presents, and writes effectively.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Organizational Skills: Plans, coordinates, schedules, and uses resources effectively. Meets schedules. Maintains an organized workspace.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Responsibility & Accountability: Welfare and safety of others. Care and maintenance of equipment. Encourages others to learn. Responsible and dependable.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Motivation: Displays initiative. Always ready and eager to assist regardless of the task.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Judgment and Decision-Making: Makes timely and accurate decisions. Uses logic in decision making. Knows consequences. Retains composure in stressful situations. Requires minimal supervision.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Drill Attendance: Number of drills attended? Exceeds = 10-12 drills + extra duty assignments Meets = 10-12 drills Below = Less than 10 drills	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Annual Training: Attended and participated in Annual Training.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Values: Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, Personal Courage.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Military Bearing & Fitness: Mental and physical ability. Endurance. Stamina. Displays confidence and enthusiasm, professional, looks like a GSDF soldier.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Personal Development: Maintains required annual updates to training certifications. Seeks additional educational opportunities to continue development.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
OVERALL EVALUATION ⇌	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>

RATING OFFICIAL (OIC / NOIC)

COMMENTS:

NAME:

RANK:

TITLE:

SIGNATURE:

DATE:

REVIEWING OFFICIAL (BDE / UNIT COMMANDER)

CONCUR

NON-CONCUR

COMMENTS:

NAME:

RANK:

TITLE:

SIGNATURE:

DATE:

RATED INDIVIDUAL

COMMENTS:

SIGNATURE:

DATE:

BRIEF SUMMARY OF NEW GOALS & OBJECTIVES