|  |  |  |  |
| --- | --- | --- | --- |
| **EMPLOYEE** |  | **DEPARTMENT** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]  **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]
| **DAY:** |  | **DATE:** |  | **TIME:** |  | **DAY:** |  | **DATE:** |  | **TIME:** |  |
| *Employee Performance/Behavior Description* | *Employee Performance/Behavior Description* |
|  |  |
| **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]  **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]
| **DAY:** |  | **DATE:** |  | **TIME:** |  | **DAY:** |  | **DATE:** |  | **TIME:** |  |
| *Employee Performance/Behavior Description* | *Employee Performance/Behavior Description* |
|  |  |
| **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]  **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]
| **DAY:** |  | **DATE:** |  | **TIME:** |  | **DAY:** |  | **DATE:** |  | **TIME:** |  |
| *Employee Performance/Behavior Description* | *Employee Performance/Behavior Description* |
|  |  |
| **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]  **FAVORABLE** |[ ]  **UNFAVORABLE** |[ ]
| **DAY:** |  | **DATE:** |  | **TIME:** |  | **DAY:** |  | **DATE:** |  | **TIME:** |  |
| *Employee Performance/Behavior Description* | *Employee Performance/Behavior Description* |
|  |  |