

A. ASSESSMENT

First assessor (surname, forename, post):

Opinion of first assessor:

Overall appraisal:

Conclusion regarding performance: satisfactory unsatisfactory

Date:

Signature of first assessor:

B. FINAL ASSESSOR'S PROPOSAL TO THE APPOINTING AUTHORITY:

Final assessor (surname, forename, post):

Where applicable, date of interview with the official/temporary staff member¹:

Final assessor's proposal

CONFIRMATION

NON-CONFIRMATION - reassignment to a post outside middle/senior management¹

Reasons² (must be given in the case of a proposal not to confirm appointment)

Date:

Signature of final assessor:

C. OFFICIAL'S/TEMPORARY STAFF MEMBER'S COMMENTS

Date:

Signature:

¹ Delete as appropriate

² See Article 6(1) of the internal rules on confirming the appointments of heads of unit, directors and directors-general.