University of California, Davis EMPLOYEE PERFORMANCE APPRAISAL REPORT

EMPLOYEE SUMMARY OF ACCOMPLISHMENTS

	Period covered (month/day/year): from	to	
Em	ployee Name	Department	
This provides an opportunity to reflect upon actual work and ensure good communication between employee and supervisor. Use of this form is optional, but may be required by a dean, vice chancellor, or department. Examples of well-written summaries of accomplishments are on the Web at http://www.hr.ucdavis.edu/Forms. Use this form (with additional sheets if needed) to describe:			
1. 2. 3. 4. 5.	training and development needs, if any	nt opportunity and affirmative	

EPAR (6/03) EparRev4Accomp.doc

Date

Employee Signature