

ACADEMIC AND STAFF FORM 2018

First and last name:

Titles:

Department/Office/Institute:

I. SELF-ASSESSMENT OF PERFORMING TASKS

1. Results of performing tasks

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2. The implementation of professional ethics

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3. The responsibility, the attitude, the cooperation with colleagues, students and the implementation of the code of conduct of officials:

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4. The performance of other officials' obligations:

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SELF-ASSESSMENT OF MANAGEMENT OFFICERS

5. Competence in leadership, management, administration and implementation of tasks:

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6. The results of being assigned

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II. SELF-ASSESSMENT, CLASSIFICATION OF STAFF

1. Assessment of advantages and disadvantages:

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2. Classification

(Classify the assessment according to 1 of 4 following levels; Excellent tasks; good tasks ;Average tasks; bad tasks)

III. COMMENTS

Opinions of colleagues

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IV. ASSESSMENT RESULTS OF AUTHORITY

1. Review advantages and disadvantages:

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2. Results of assessment and classification:

(Classify the assessment according to 1 of 4 following levels; Excellent tasks; good tasks; Average tasks; bad tasks)

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Hanoi, May 2019
Authorized person signature