

CLASS → B. COM (F)

SUB → Human Resource Management

TOPIC → Performance Appraisal

I. B. (P4) College Panipat

Meaning of PERFORMANCE APPRAISAL

Performance Appraisal is the systematic evaluation of performance of employees & to understand the abilities of a person for further growth & development. It is generally done in a systematic way which are as follows: →

- 1) The supervisors measure the work of employees & compare it with targets & plans.
- 2) The supervisors analysis the factors behind the performance.

DEFINITION →

According to Edwin. B. Flippo : →

"Performance Appraisal is a systematic, periodic and so far as humanly possible, an impartial rating of an employee's excellence in matters pertaining to his present job & to his potentialities for a better job."

# ★ IMPORTANCE OF PERFORMANCE APPRAISAL

- ★ Performance Feedback
- ★ Employee Training & Development
- ★ Decisions
- ★ Validation of Selection Process
- ★ Layoff decisions
- ★ Career Development

## ★ PERFORMANCE APP. PROCESS

