

CONFIDENTIAL



ACR Form for employees in Grade 15 and below

NOT TO BE FOLDED

PAKISTAN
WATER AND POWER DEVELOPMENT AUTHORITY

Power Wing
Wing

Name of Department in Full

ANNUAL/SPECIAL/INTERIM Report for the period ending: - _____

PART-I
PERSONAL DATA

1. Name _____
2. Father's/Husband's Name _____
3. Designation _____
4. Present Pay and NPS **Rs: /- BPS -** _____
5. Academic and Technical qualification _____
6. Date of birth _____ 7. Place of birth _____
- 8 Date of joining WAPDA service _____ 9. Date of entry in present grade _____
- 10 Departmental Examination (s) passed (if any) _____

PART-II
PERSONAL QUALITIES AND PERFORMANCE

11. The rating should be recorded by initialing the appropriate box. The rating denoted by the alphabets is as follows: A1- "Very Good"; A- "Good"; B-"Average"; C-" Below Average"; D-"Poor"

| | A1 | A | B | C | D | Remarks |
|--|----|---|---|---|---|---------|
| a. Integrity (view about the officials reputation should also be indicated) in the remarks column. | | | | | | |
| b. Initiative and drive. | | | | | | |
| c. Intelligence. | | | | | | |
| d. Ability to work under stress and strain. | | | | | | |
| e. Professional knowledge. | | | | | | |
| f. Capacity to organize work. | | | | | | |
| g. Tact and C-operation | | | | | | |
| h. Amenability to discipline | | | | | | |
| i. Ability to command and train his subordinates | | | | | | |
| j. Ability to deal with public | | | | | | |

PART-III

12. Comparing the official with other officials of the same grade, give general assessment of the official by initiating the appropriate box below:

| | Very good | Good | Average | Below Average | Poor |
|-------|-----------|------|---------|---------------|------|
| I.O | | | | | |
| S.R.O | | | | | |

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