

FACULTY OF JURIDICAL SCIENCES

Lecture-38



PERFORMANCE APPRAISAL METHOD

Performance appraisal is a process where the employee's performance, contributions & skills are evaluated against his/her job requirements. This provides a uniform platform to measure financial rewards, selection for promotions, or assignments to important projects for each candidate.

Performance Appraisal in HRM creates a healthy competition between colleagues. It also helps employees compare and improve upon their skills if needed. Appraisals are usually held annually in most companies.

How Performance Appraisals Work?

Every company has a different approach to their performance appraisal. Some companies hold an annual review process, which may have assessment sessions annually, semi-annually, or quarterly.

Some companies also adopt a method of one-on-one check-ins, which are considered less formal than the annual assessments. Managers are able to provide frequent feedback to their employees in this system. These check-ins help the employees to periodically check their performance and re-evaluate their goals if needed. This approach works well on agile and collaborative projects. Different methods are best suited for different companies. Some organizations also base their appraisals based on the kind of projects their employees are currently working on.

Process of Performance Appraisal in HRM

Performance Standards

Set Up Measurable Goals

Communicate About Performance

Measure Actual Performance

Discuss Appraisal With Employee

Corrective Actions

Feedback