	Managerial Performance Bench Mark													
. N	Attributes	Rating -ve							1.7/6					
Λ	Decision Making	-ve	2	3	1	5	6	7	0	0	+ve			
A	Decision making	_		3	4	5	O	- /	8	9	П			
	He takes decision on time most of the time.													
I. ii	He takes into account different perspective before		1	-	-									
"	he takes his decision.	-												
ii	He normally emerges with a solution / different													
••	alternatives when faced with s difficult situation.													
v.	He consults all concerned prior to taking decisions													
<i>/</i> .	He accepts disagreements effectively and even													
	changes his own decision at times.													
/i.	His overall decision making													
В	Interpersonal Relationship Skills	1	2	3	4	5	6	7	8	9	1(
	The personal relationship skills								0	3	- 1			
Ι.	He generally mixes around with people.													
i.	He keeps relationship with people other than work													
	relationship.													
ii.	He is quite resourceful and manages to get his													
	work done by others and also gets their support.													
٧.	When he is assertive, people take him in the right													
	spirit and do not get offended.													
/ .	He is humble and does not look down upon													
,i	or put down others Overall Effective Interpersonal relationship													
/i.	Overall Effective interpersonal relationship													
C	Task Orientation	1	2	3	4	5	6	7	8	9	10			
1	He is always focused on his tasks													
	He normally completes his tasks on time and													
ii	informs if there is a delay.													
ii	informs if there is a delay. His follow up on various tasks for which he has to													
ii ii.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular.													
ii ii.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from													
ii ii. ∨.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular.													
ii ii. v.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation													
ii ii. v.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates.	1	2	3	4	5	6	7	8	9	1(
ii ii. v.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities	1	2	3	4	5	6	7	8	9	1(
iii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively	1	2	3	4	5	6	7	8	9	1(
I. ii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective	1	2	3	4	5	6	7	8	9	1(
ii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective His analysis leaves little scope for any	1	2	3	4	5	6	7	8	9	1(
ii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective His analysis leaves little scope for any improvements.	1	2	3	4	5	6	7	8	9	1(
ii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective His analysis leaves little scope for any	1	2	3	4	5	6	7	8	9	10			
ii ii. v. D	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective His analysis leaves little scope for any improvements. He understands different perspective quickly when	1	2	3	4	5	6	7	8	9	1(
ii ii. /. /. ii. ii.	informs if there is a delay. His follow up on various tasks for which he has to depend on others is prompt and regular. He insists on and get the tasks accomplished from his subordinates. Overall Task Orientation Analytical Abilities He analyses issues qualitatively His analysis in complete from all perspective His analysis leaves little scope for any improvements. He understands different perspective quickly when \faced with a disagreement situation.	1	2	3	4	5	6	7	8	9	1(

I. ii. iii iv. v. vi.	He is generally organised and planned and attends to his day to day work as per schedule. He is punctual at work and at appointments He effective implements his planned work most of the time. If he has to deviate from his planning for urgent work he does not get disturbed and manages his work effectively and returns to his planned work. He executes effective control over his people and follows up and takes it to its logical conclusion. Overall Organisation, Planning and Control.	1	2	3	4	5	6	7	8	9	10
I. ii. iii iv. v.	He anticipates and acts accordingly whenever required. He reaches out in case of need and provides his help. He prepares his approach proactively I.e. he anticipates and prepares in advance. He shows his eagerness to try new methods for getting his tasks accomplished. Overall Proactive behaviour.										
G	Adaptability	1	2	3	4	5	6	7	8	9	10
l. 	He adapts to different situations easily and maintains his effectiveness under all situations.										
ii. iii iv	He understands points of views of other which does not agree with him and also changes himself suitably whenever required. He does not have strong preference or likes and dislikes for a work / people. Overall adaptability										
iii	not agree with him and also changes himself suitably whenever required. He does not have strong preference or likes and dislikes for a work / people.	1	2	3	4	5	6	7	8	9	10
iii iv	not agree with him and also changes himself suitably whenever required. He does not have strong preference or likes and dislikes for a work / people. Overall adaptability	1	2	3	4	5	6	7	8	9	10
iii iv H I. ii. iii. iv.	not agree with him and also changes himself suitably whenever required. He does not have strong preference or likes and dislikes for a work / people. Overall adaptability Handle Crisis Situation He does not get disturbed when he can not follow his schedule. He can handle multiple task simultaneously at one time. He remains calm and composed during difficult situations and deals with issues rationally. He takes charge of the work during crises situations.	1	2	3	4	5	6	7	8	9	10

iii. iv. v.	share information with others He expresses positive body language while listening as well as communication. He manages to express his thoughts effectively in written communication. He is pleasing in his tone, volume level and choice of words Overall written and Spoken communication skills.										
J.	Job Ownership	1	2	3	4	5	6	7	8	9	10
1.	He takes up assignments enthusiastically.										
ii.	He maintains same enthusiasm throughout for all assignments.										
iii.	He follows up with all concerned till such time he gets results.										
	gets results.										
iv.	He does not hesitate to contact even higher authorities, if his work gets stuck at some level. Overall Ownership of his Job.										

- 1 The rater should look at the consistency in each of the statement that has been made above.
- 2 The rater is to be objective about the rated and remain unaffected by personal relationship
- 3 The rater is to be as frank, honest and open about the ratee as is possible
- 4 This is a voluntary exercise wherein an individual chooses, out of his will, to get rated by a group of Manager the individual is working with. All assessment are requested to be treated confidentially. This exercise will improve the personal traits of the rated and so a request is made to be serious and positive
- 5 In the Scales given above "1" has the lowest score and hence considered negative. "5" has the highest score, henceconsidered positive