

Please answer the following questions below:

Employee	Supervisor
Are additional resources/tools needed?  NO	Have additional resources/tools that the employee requested been provided?
Are there any barriers or obstacles to successfully perform the work?  NO	If obstacles or barriers exist, what has been done to eliminate them?

**For Employees at their 30-Day and 90-Day milestone, please mark one:**

- Employee is making progress and meeting performance expectations
- Employee is not making progress and is not meeting performance expectations

<b>Supervisor Comments</b> Thomas is making progress in positions assigned. He has good attendance and works well with other staff. Improvements are needed in focusing on assigned tasks and reducing non work related talking with other staff. Additionally when line positions are assigned he must try to perform the task/position with out complaint.
<b>Employee Comments</b>

*This Evaluation has been reviewed with me on this date.*

<b>Employee Signature:</b> X Thomas Yang	<b>Date:</b> X 4-21-16
<b>Supervisor Signature:</b> 	<b>Date:</b> 4-21-16