

Performance Management



- Different Types of Appraisal Forms for use by different groups of employees e.g. Managerial, Executives, Technical, Clerical etc.
- Appraisal grouping for the purpose of grouping staff for each appraisal exercise and selecting which Appraisal Form to use for each exercise.
- Unlimited Appraisal exercises per annum e.g. Annual review, Performance review, Confirmation review, etc.
- Supports both KPI/KRA based Appraisal as well as Job Behavioral based Appraisal
- Items & Rating Factors on the Appraisal Form is dynamic i.e. Can be determined and set by the users.
- Appraisal exercise review scores can be user defined to be mapped to a user defined Ranking Table for the purpose to assists in drafting up the 'Bell Curve' graph.
- Simulation runs of Rewards and Compensation (e.g. Bonus and Increment) based on Performance Appraisal Scores
- Individual Key Result Areas (KRA) and Yardstick of Measurement can be setup and maintained within the system
- Supports 360 degree or multi rate Appraisal – self review, superior, peer and / or external.
- For multi-rater Appraisal, system can support different Appraisal Form for each Appraiser.
- Peer reviewer for each employee for each Appraisal exercise.
- Time based review for multiple reviewer and supports overlapping time period e.g. Jan to May – 1 reviewer, March to December – another reviewer.
- History of appraisal done and ability to re-print any previous appraisal results of any staff across the group, taking into consideration of transfers done between subsidiaries.
- Head Of Departments can access his/her employees Appraisal records
- Online Appraisal review using Employee Self Service.



The Philosophy of Continuous Improvement...