**FM 013 - Performance Review of an ARAC Peer Evaluator**

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| Prepared by: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Name of member of the ARAC MLAG) | Date: | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

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| Reviewed by: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Name of member of the MLAG) | Date: | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

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| **Name of the applicant**: |  |
| **ARAC AB member** |  |

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| --- | --- |
| **Evaluated Organization** |  |
| **Date of the Evaluation:** |  |
| **Function on the evaluation team:** | **team leader  peer evaluator team member** |
| **Present qualification:** | **lead peer evaluator  Peer evaluator**  **trainee peer evaluator** |

**Performance monitoring documents reviewed:**

Performance Log(s) issued by: name(s) of the peer evaluator(s) issuing the performance log(s)

Performance letter issued by the evaluated AB

**Conclusion:** (delete as appropriate)

Performance as team member / team leader is satisfactory

Performance as team member / team leader is not satisfactory as indicated below

Evaluation techniques need to be improved

Understanding ARAC MD 002, ISO/IEC 17011 and/or other mandatory requirements for the ARAC MLA requires improvement.

Preparation for the evaluation needs improvement

Written or spoken communication needs improvement

Performance in training as lead evaluator is satisfactory

**If necessary, add comments on actions for improvement or any relevant positive comment:**

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**Decision in relation to qualification**: (delete as appropriate)

Qualify as an evaluator

Qualify as a lead evaluator

Maintain qualification as a trainee evaluator

Maintain qualification as evaluator

Maintain qualification as a lead evaluator

Train as lead evaluator

Change qualification from lead evaluator to evaluator

Change qualification from evaluator to trainee evaluator

Suspend qualification

Remove from the ARAC Peer Evaluators List