

PERFORMANCE FEEDBACK WORKSHEET (AB thru TSgt)

I. PERSONAL INFORMATION

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| NAME Jack P. Carpenter | GRADE C/3C | UNIT Air Force ROTC 365th Cadet Wing |
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II. TYPES OF FEEDBACK: INITIAL MID-TERM RATEE REQUESTED RATER DIRECTED

III. PRIMARY DUTIES

- Prepare for LLAB by studying Field Training Manual and other assigned materials
- Carry out all tasks from the TRS/CC when holding FTP Leadership Positions
- Meet Air Force ROTC retention standards by passing the PFA and meeting attendance requirements

IV. PERFORMANCE FEEDBACK

1. PRIMARY/ADDITIONAL DUTIES. Consider Adapting, Learning, Quality, Timeliness, Professional Growth, Communication Skills. (For SSgt/TSgt also consider Supervisory, Leadership and Technical Ability.)

N/A Initial Feedback Does Not Meet Meets Above Average Clearly Exceeds

- Dedicate maximum effort to preparing for Field Training (FT)
- Ensure timely communication with supervisor and fellow flight members
- Ask questions of your supervisor if you need clarification
- Rely on your chain of command for information

2. STANDARDS, CONDUCT, CHARACTER & MILITARY BEARING. Consider Dress & Appearance, Personal/Professional Conduct On/Off Duty. (For SSgt/TSgt also consider Enforcement of Standards and Customs & Courtesies.)

N/A Initial Feedback Does Not Meet Meets Above Average Clearly Exceeds

- Practice customs and courtesies at all times
- Learn FT decorum
- Ensure proper uniform wear; assist AS100s with uniform wear when appropriate

3. FITNESS. Maintains Air Force Physical Fitness Standards.

Does Not Meet Meets Exempt

- Attempt to score a personal best on the Physical Fitness Assessment (PFA)
- Attend at least two Physical Training (PT) sessions each week; strive to attend three sessions weekly
- Take part in individual or group work outs outside of ROTC to prepare for FT

4. TRAINING REQUIREMENTS. Consider Upgrade, Ancillary, OJT, & Readiness. (For SSgt/TSgt also consider PME, Off-duty Education, Technical Growth, and Upgrade Training.)

N/A Initial Feedback Does Not Meet Meets Above Average Clearly Exceeds

- Volunteer for additional/optional training opportunities when possible
- Ensure that you study your Field Training Manual (FTM); learning the material early will help better prepare you for the rest of the semester

5. TEAMWORK/FOLLOWERSHIP. Consider Team Building, Support of Team & Followership. (For SSgt/TSgt also consider Leadership, Team Accomplishments, Recognition/Reward Others.)

N/A Initial Feedback Does Not Meet Meets Above Average Clearly Exceeds

- Consider reviewing FTM material with your fellow flight members
- Strive to improve performance on Group Leadership Problems (GLPs) over first semester

6. OTHER COMMENTS. Consider Promotion, Future Duty/Assignment/Education Recommendations and Safety, Security & Human Relations.

N/A Initial Feedback Does Not Meet Meets Above Average Clearly Exceeds

- Ensure you effectively manage your time this semester by balancing academics, ROTC, and extracurriculars

V. STRENGTHS, SUGGESTED GOALS, AND ADDITIONAL COMMENTS (Enlisted Professional Development: EES, Assignments, PME, Mentoring, Career Advice, etc.)

- Ensure you meet with your mentor outside of LLAB. Your mentor is a great resource for preparing field training.
- While optional, Field Evaluation (FE) Sessions are an outstanding way to prepare for field training

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, United States Code, Section 8013 and Executive Order 9397, 22 November 1943.

PURPOSE: Information is needed for verification of the individual's name and Social Security Number (SSN) as captured on the form at the time of the rating.

ROUTINE USES: May specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3).

DISCLOSURE: Disclosure is mandatory; SSN is used for positive identification.

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| RATEE SIGNATURE | RATER SIGNATURE | DATE |
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