

# Annual Confidential Report Form

**Header:** Annual Confidential Report

**Introduction:**

A brief overview of the reporting year and objectives.

**Section 1: Yearly Highlights**

- Key accomplishments and contributions throughout the year.

**Section 2: Skill Evaluation**

Assess competencies and professional skills with examples.

**Section 3: Development Needs**

Identify areas for growth and suggested training.

**Section 4: Future Goals**

Set clear expectations for the next reporting year.

**Signature Section:**

- **Supervisor's Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_