**[](https://www.smartsheet.com/try-it?trp=8613&utm_source=integrated+content&utm_campaign=/free-employee-performance-review-templates&utm_medium=peer+review+word+template&lx=QruzzlsMSf2tlyjCGTrMul2F3tjZfBYMXSEruozjq1E)PEER REVIEW FORM**

***Peer reviews are anonymous. Do not include your name on this form.***

***The individual being reviewed will not be informed of which coworkers participated in the peer review.***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EMPLOYEE INFO** | | | | | |
| **PEER REVIEW FOR** |  | | | **DATE OF REVIEW** |  |
| **CHARACTERISTICS** | | | | | |
| **QUALITY** | | **UNSATISFACTORY** | **SATISFACTORY** | **GOOD** | **EXCELLENT** |
| **Works to Full Potential** | |  |  |  |  |
| **Quality of Work** | |  |  |  |  |
| **Work Consistency** | |  |  |  |  |
| **Communication** | |  |  |  |  |
| **Independent Work** | |  |  |  |  |
| **Takes Initiative** | |  |  |  |  |
| **Group Work** | |  |  |  |  |
| **Productivity** | |  |  |  |  |
| **Creativity** | |  |  |  |  |
| **Honesty** | |  |  |  |  |
| **Integrity** | |  |  |  |  |
| **Coworker Relations** | |  |  |  |  |
| **Client Relations** | |  |  |  |  |
| **Technical Skills** | |  |  |  |  |
| **Dependability** | |  |  |  |  |
| **Punctuality** | |  |  |  |  |
| **Attendance** | |  |  |  |  |
| **STRENGTHS / TRAINING NEEDS** | | | | | |
| **DETAIL EMPLOYEE'S GREATEST STRENGTHS** | | | | | |
|  | | | | | |
| **DETAIL ASPECTS REQUIRING IMPROVEMENT** | | | | | |
|  | | | | | |
| **ADDITIONAL COMMENTS** | | | | | |
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