



30-Day Evaluation Form

Employee Name: _____

Position: _____

Supervisor: _____

Evaluation Date: _____

Onboarding & Training Review

Training/Policy Area	Completed (Y/N)	Notes/Comments
Day 1 Orientation		
Policy Review		
BQA (Beef Quality Assurance) Training		
FarmSafe Alberta Training		

Performance Review

Criteria	Rating (1–5)	Notes/Examples
Attendance & Punctuality		
Job Knowledge & Skills		
Adherence to Safety Procedures		
Proper Use of PPE		
Animal Handling & Welfare		
Communication & Teamwork		
Adherence to Policies & Procedures		
Time Management & Task Completion		

Rating Scale: 1 = Unsatisfactory, 3 = Meets Expectations, 5 = Exceeds Expectations

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Supervisor Comments

Provide feedback on strengths, areas for improvement, and any concerns:

Employee Comments

Employee feedback or questions:

Action Items & Next Steps

Item/Action Required	Completion Date	Notes
Complete BQA Training (if outstanding)		
Complete FarmSafe Training (if outstanding)		
Other (Specify)		

Signatures:

Employee: _____ Date: _____

Supervisor: _____ Date: _____

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