**LAMPIRAN 2b**

**JPK/CA/PP-T1**

**BORANG PENILAIAN PRESTASI NCS - *CORE ABILITIES***

(Borang ini perlu diisi oleh PP pada setiap kali menjalankan Penilaian Prestasi)

***CORE ABILITIES* – TAHAP 1**

|  |  |  |
| --- | --- | --- |
| Nama Pelatih | : |  |
|  |  |  |
| No Kad Pengenalan | : |  |
| Nama & Kod Pusat Bertauliah | : |  |

**Skala Tahap Pencapaian**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **0** | **1** | **2** | **3** | **4** |
| **Sangat Lemah** | **Lemah** | **Sederhana** | **Baik** | **Sangat Baik** |

Nota: PP perlu bulatkan nilai skala pada *Abilities* berkaitan di ruangan yang disediakan

berpandukan kepada Skala Tahap Pencapaian.

| **ITEM** | **ABILITIES** | **SKALA TAHAP PENCAPAIAN** | | | | | **NO. CU & WA YANG DINILAI** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **CA01** | **BASIC WORKING COMMUNICATION** | | | | | | |
| 1.1 | Apply working language appropriately | 0 | 1 | 2 | 3 | 4 |  |
| 1.2 | Apply oral communication and speak reasonably | 0 | 1 | 2 | 3 | 4 |  |
| 1.3 | Understand reading material | 0 | 1 | 2 | 3 | 4 |  |
| **CA02** | **PERSONAL BEHAVIOUR SKILL** | | | | | | |
| 2.1 | Demonstrate honesty and integrity | 0 | 1 | 2 | 3 | 4 |  |
| 2.2 | Adopt work punctuality | 0 | 1 | 2 | 3 | 4 |  |
| 2.3 | Demonstrate team cooperation | 0 | 1 | 2 | 3 | 4 |  |
| **CA03** | **WORKPLACE ETHICS AWARENESS** | | | | | | |
| 3.1 | Respond to instruction | 0 | 1 | 2 | 3 | 4 |  |
| 3.2 | Demonstrate discipline | 0 | 1 | 2 | 3 | 4 |  |
| **CA04** | **HEALTH, SAFETY AND ENVIRONMENTAL AWARENESS** | | | | | | |
| 4.1 | Adhere to health awareness activity | 0 | 1 | 2 | 3 | 4 |  |
| 4.2 | Adhere to safety awareness activity | 0 | 1 | 2 | 3 | 4 |  |
| 4.3 | Adhere to environmental awareness activity | 0 | 1 | 2 | 3 | 4 |  |
| **JUMLAH** | |  |  |  |  |  |  |

**PENGESAHAN PP / PPD**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| TarikhPenilaian: |  | Nama PP: | |  | **T/tangan PP:** |  |
| Tarikh: |  | Nama PPD: | |  | **T/tangan PPD:** |  |
| **KEPUTUSAN** | | | **\_\_\_\_\_\_\_\_ / 44 X 70% = \_\_\_\_\_\_\_\_ %** | | | |

Pelatih hendaklah mencapai sekurang-kurangnya 60% markah minimum bagi keseluruhan *abilities* (minimum markah 60% daripada 44 markah adalah 26.4 markah).

Kemaskini Terakhir: 18 Oktober 2023.