

**Instructions:** The evaluator should assess each staff's (Information Officers) performance and knowledge by ticking the appropriate box in each subject

Serial No.	Subject	Good	Fair	Poor
1	DL biology & behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	DL breeding areas & Seasons (months)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	DL migration routes & Seasons (months)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	General DL survey operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	General DL control operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Data registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Data entry into database	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Data checking & correction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Data plotting & display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Locust data analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Vegetation data analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Rainfall data analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Weather data analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Remote sensing analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Data filing & archiving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Data backup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Use of other information sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Regular contact with National Meteo Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Reporting to LCU Head & PPD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	National reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Timely reporting to DLIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Interpretation & summary of survey results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23	Quality of reports to DLIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	Use of computer: file management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	Use of computer: Word	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26	Use of computer: Excel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	Use of email	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28	Use of Internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29	Use of remote sensing software	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	Use of GPS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31	* Use of eLocust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32	* Use of RAMSES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33	* Use of Palmtop computer, Psion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34	* Use of Codan HF radio and modem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35	* Psion-PC connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* if appropriate

Comments/Recommendations:

Evaluator: \_\_\_\_\_

Date: \_\_\_\_\_