

# Performance Appraisal

Digital appraisals for effective and  
efficient evaluation of your crew.

Appraisals help develop individuals, improve organisational performance, and feed into planning. They also establish individual learning needs and enable organisational training needs analysis.

Well-prepared and well-conducted performance appraisals provide unique opportunities to help all crew improve, develop, and make a more effective contribution to the organisations in which they work.

## Designed to your specifications

With our Performance Appraisal feature you design the appraisal you need, with focus on relevant topics for the specific ranks on board, and the ability to set up an appraisal schedule relative to the actual service record onboard.

It makes it possible to create and schedule appraisal interviews onboard at sign-on, during the assignment and at sign-off, and optimise the questions in the digital form to ensure they are relevant to the specific evaluation period.

The scheduling mechanism ensures that the correct appraisal form is used and that everyone at the rank you target is notified of their upcoming scheduled performance appraisal.



### Good performance appraisals will:

- ⊕ Provide a transparent aid to performance measurement
- ⊕ Clarify and define priorities and objectives resolving confusion and misunderstanding
- ⊕ Motivate through agreed aims and targets, achievement-recognition and feedback
- ⊕ Identify personal strengths, training needs and learning desires
- ⊕ Aid career and personal and organisational succession planning
- ⊕ Present a valuable opportunity for coaching, counselling and feedback
- ⊕ Help to reinforce organisational culture, values, strategies, objectives, priorities
- ⊕ Put the seafarer in focus and help with compliance with the MLC 2006

## Create an atmosphere of trust, support and encouragement

Performance Appraisal is designed to facilitate a consistent process of continuous feedback and communication that enables the company, the evaluator and the seafarer to work together to ensure that an employee's performance is continually reviewed:

- + Get your appraisal forms digitalised
- + Configure appraisal process phase and rank
- + Distribute to your learning platform online and onboard
- + Schedule and notify the crew
- + Onshore monitoring of completion by vessel
- + Ensure accountability and consistency
- + Feedback loop ensuring opportunities for improvement

**All integrated into your learning platform**

## Improved quality

In addition to reducing the process time, Performance Appraisal will also allow you to provide feedback to individual appraisers through the onshore dashboard. This will assist in improving the overall quality of the appraisals and communicate expectations to the supervisors and managers, thus improving their ability to conduct appraisal and feedback discussions. Improved quality of the reporting will assist in improving the talent planning processes. Often appraisals are conducted for compliance but lack quality. Scoring is often arbitrary and comments vague, meaning valuable opportunities for improvement are lost.

Our Performance Appraisal feature creates a valuable feedback loop where each appraisal is quickly rated for its quality by the shore-based administrator, and comments are returned to the onboard supervisor, confirming that the appraisal is 'read' and 'reviewed', furthermore allowing crew to develop their own skills as appraisers.

### Fast, efficient & secure



Keep track of schedules and deadlines.



Transparent, secure and reduces the need for paper or sending scanned copies via email.



As soon as the data is transferred, information is made available to the shore manager's dashboard, meaning planning of assignments, promotions and identified training can begin immediately.



Contact us today to see how our team of dedicated experts can help you take your recruitment and promotion to the next level: [contact@oceantg.com](mailto:contact@oceantg.com)

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