

Annual Peer Review Feedback Form Sample

This **annual peer review feedback form sample** provides a structured template for collecting constructive evaluations from colleagues to enhance performance and professional growth. It facilitates clear, concise communication of strengths and areas for improvement, promoting a culture of continuous development. Utilizing this sample ensures consistent, effective feedback across teams and departments.

Your Name

Enter your name

Person Reviewed

Enter colleague's name

Review Date

Strengths (What does this colleague do well?)

List key strengths, achievements, and positive contributions

Areas for Improvement (How could this colleague develop further?)

Share suggestions for growth, skill development, or improvement

Collaboration & Teamwork

Select one

Communication Skills

Select one

Dependability & Accountability

Select one

Specific Examples (Optional)

Provide any examples that highlight your feedback

Overall Feedback & Recommendations

Summarize your feedback and offer recommendations for the future

Submit Feedback