

**403 PC ASSESSMENT CHECKLIST  
 LEADERSHIP APPOINTMENT**

Cadet's Name: \_\_\_\_\_

Squadron: \_\_\_\_\_

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

Flight: \_\_\_\_\_

	Assessment (circle one)	Notes
Select a leadership approach.	I D C E	
Communicate as a team leader.	I D C E	
Supervise team members.	I D C E	
Solve problems.	I D C E	
Motivate team members.	I D C E	
Provide feedback to team members.	I D C E	
Meet expectations of team members.	I D C E	
Perform self-assessment.	I C	

I = Incomplete D = Completed With Difficulty C = Completed Without Difficulty E = Exceeded Standard

<b>Assessor's Name:</b>	<b>Position:</b>
<b>Assessor's Signature:</b>	<b>Date:</b>

*This form shall be reproduced locally.*

### 403 PC ASSESSMENT CHECKLIST OVERALL ASSESSMENT

The PO 403 Overall Assessment includes the evaluation of both the leadership assignment and the leadership appointment.

**Assessor's feedback:**

PO 403 Overall Assessment						
Check One	Incomplete		Completed With Difficulty		Completed Without Difficulty	Exceeded Standard
<b>Overall Performance</b>	The cadet has not achieved the performance standard by receiving an "incomplete" on more than four (between both assessments) of the criteria.		The cadet has achieved the performance standard by receiving an "incomplete" on less than five (between both assessments) of the criteria.		The cadet has achieved the performance standard by receiving a minimum of "completed with difficulty" on all criteria and "completed without difficulty" on nine (between both assessments) or more of the criteria.	The cadet has achieved the performance standard by receiving a minimum of "completed without difficulty" on all criteria and "exceeded standard" on 12 (between both assessments) or more of the criteria.

<b>Assessor's Name:</b>	<b>Position:</b>
<b>Assessor's Signature:</b>	<b>Date:</b>

*This form shall be reproduced locally.*