

Retail Staff Compliance Evaluation Sheet

Staff Name:

Employee ID:

Date:

Department:

Evaluator:

Compliance Area	Compliant	Non-Compliant	Comments
Uniform & Appearance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Attendance & Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Customer Service Protocol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Health & Safety Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Store Policies Adherence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Cash Handling Procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Product Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Overall Comments / Recommendations:

Staff Signature & Date

Evaluator Signature & Date