



IATSE LOCAL 411

International Alliance of Theatrical Stage Employees, Moving Picture Technicians,
Artists and Allied Crafts of the United States, its Territories and Canada

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IATSE LOCAL 411 PERMITTEE EVALUATION FORM

This form is to be completed by the Key Craftserver

Permittee Full Name _____ Number of Days worked (approx.): _____

Production Name: _____ Unit: Main or 2nd Unit Date worked: _____

Starting Location: _____ Shooting Location: _____

Reporting Key Craftserver: _____ Truck Vendor: _____

Position worked: Key Assist , 14hr Background Server , 6hr Background Server , 6hr Compliance Driver
(select one)

RATING SYSTEM

1. Poor 2. Below average 3. Average 4. Above average 5. Excellent N/A (Not applicable)

1. Did Permittee contact you by phone/text before the shift? Yes / No

2. Was Permittee on time? Yes / No.

If late, how long and reason given _____

3. Was Permittee prepared for work?

a) Work attire: 1 2 3 4 5

b) Weather attire: 1 2 3 4 5

c) Proper footwear: 1 2 3 4 5

d) Overall professional appearance: 1 2 3 4 5

4. Follows instructions well: -----1 2 3 4 5

5. Takes initiative & wants to learn new tasks: -----1 2 3 4 5

6. Able to work with little or no supervision: -----1 2 3 4 5

7. Shows good team work skills: -----1 2 3 4 5

8. Food preparation skills: -----1 2 3 4 5 N/A

9. Level of hygiene practised (e.g. washes hands, hair tied back): -----1 2 3 4 5

10. Ability to do hard work over long hours: -----1 2 3 4 5 N/A

11. Ability to read a callsheet: -----1 2 3 4 5 N/A

- 12. Ability to use a walkie talkie: -----1 2 3 4 5 N/A
- 13. Ability to use production resources (ADs, electricians, locations, transport): -----1 2 3 4 5 N/A
- 14. Level of set etiquette: -----1 2 3 4 5
- 15. Ability to set up, maintain & wrap a background table/station*: -----1 2 3 4 5 N/A
- 16. Ability to set up, maintain & wrap a crew table/station: -----1 2 3 4 5 N/A
- 17. Ability to set up, maintain and wrap the craft truck: -----1 2 3 4 5 N/A
- 18. Understands how to properly serve/tray cast and crew on set: -----1 2 3 4 5 N/A
- 19. Ability to interact with, prioritize and serve cast & executives: ----- 1 2 3 4 5 N/A
- 20. Level of knowledge regarding Occupational Health and Safety: ----- 1 2 3 4 5 N/A
- 21. Ability to complete the driver's inspection and log book**: ----- 1 2 3 4 5 N/A
- 22. Good attitude: ----- 1 2 3 4 5
- 23. Able to help load/off load craft truck, move 18L water jugs, coolers, etc. ----- 1 2 3 4 5
- 24. Willing to learn job skills: ----- 1 2 3 4 5
- 25. How likely are you to recommend this person to another show?

- YES! This person could take a show tomorrow
- Absolutely, great daily
- Maybe
- Definitely not

***For Background Server or Compliance Driver calls ONLY, use all that are appropriate and select N/A if not.**
(For comments on any particular issue, please note the questions number(s) from above, 1-25, then make your specific comment(s) below)

****6 Hour Drive Call ONLY**

- Did they pick up a production vehicle? Yes No
- Did they arrive on time? Yes No
- Truck/ production vehicle incident free? Yes No

If no, please explain: _____

Additional Comments regarding driving: _____
