



**Sumitomo Bank  
of California**

**OFFICER  
PERFORMANCE  
APPRAISAL REPORT**

(PREPARE ORIGINAL AND TWO COPIES)

DATE OF THIS APPRAISAL <i>12-29-95</i>
LENGTH OF TIME ON THIS JOB <i>1 year</i>

NAME <b>BRAZAS, Warren</b>	JOB TITLE <b>VP &amp; Bus. Dev. Officer</b>	UNIT <b>LABL #016</b>
PERIOD COVERED BY THIS APPRAISAL FROM <i>01/17/95</i> TO <i>12/31/95</i>	DATE OF LAST APPRAISAL/COUNSELING MEMO	DOES JOB DESCRIPTION ADEQUATELY DESCRIBE THE JOB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**I. DESCRIBE MAJOR OBJECTIVES AND MAJOR ACCOUNTABILITIES (PLAN)**  
Complete this section at the BEGINNING of the appraisal period. Include goals in management effectiveness. If applicable, include sales goals.

**II. PERFORMANCE SUMMARY (RESULT)**  
Describe performance related objectives. Comment on the degree to which each objective was achieved. If applicable, comment on the employee's customer relations and attainment of sales goals. (Attach additional sheet if necessary)

- A. See attached Job Description.
- B. See attached goals and objectives for 1996.

See attached.

COPIES

**SALES GOALS (CUSTOMER CONTACT POSITIONS ONLY):**

<b>DEPOSIT</b>		<b>LOAN</b>	
DDA	\$ _____	CONSUMER	\$ _____
TIME DEPOSIT	\$ _____	COMMERCIAL	\$ _____
OTHER	\$ _____	REAL ESTATE	\$ _____
<b>TOTAL:</b>	<b>\$ _____</b>	<b>TOTAL:</b>	<b>\$ _____</b>

**SALES GOALS ATTAINMENT (%):**

DEPOSIT	_____ %
LOAN	_____ %

**PLAN:**

<i>Warren H. Brazas</i>	<i>1-17-95</i>	_____ Appraiser's Signature	_____ Date	<i>[Signature]</i>	<i>1-17-95</i>	_____ Reviewer / Manager's Signature	_____ Date
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**II. OVERALL PERFORMANCE SUMMARY**

Comment on other accomplishments during this appraisal period.

See attached.

**V. MAJOR STRENGTHS AND ABILITIES**

Consider what this officer has done particularly well. Indicate improvements made since the last performance appraisal. Specifically comment on quality and interpersonal skills.

See attached.

**VI. IMPROVING PERFORMANCE**

What changes must the officer achieve to demonstrate growth or improvement in his/her present assignment? What changes must the officer achieve to prepare for future assignments?

See attached.

**VI. OVERALL RATING**

Outstanding     Commendable     Satisfactory     Below Standard     Unacceptable

Employees rated Below Standard or Unacceptable must demonstrate improvement to remain on assignment. Indicate in Section V what steps must be taken by the employee and state consequences if goals are not reached.

**VII. OFFICER'S COMMENTS**

RESULT:

Warner H. Boyer    1-2-96  
Employee's Signature    Date

\_\_\_\_\_  
Appraiser's Signature    Date

Jennifer    1-2-96  
Reviewer / Manager's Signature    Date

## II. PERFORMANCE SUMMARY

Warren performed at the Commendable Level for the evaluation period and for the entire year. Since joining the Bank, he has served as the prototype Business Development Officer for BLD. He is consistently in a Marketing thought process and looking for ways to obtain new business. He continuously follows up on the detailed requirements of the job with limited supervision requirements. His customer relationship skills are Outstanding and he has established himself creditably among many professionals in both Orange and San Diego Counties.

Warren has also established excellent rapport with the San Diego Office by providing leads to them, conducting various sales and marketing seminars and establishing personal rapport with the branch's management. In the area of sales, he did not meet his goals for the second half of 1995; however, a sincere effort was made on behalf of SBC and BLD on several credit worthy prospects.

## III. OVERALL PERFORMANCE SUMMARY

Warren is a consummate professional who is conscientious in his work habits. He presents himself in a professional manner and does an excellent job in networking with professionals. He has many contacts in the industry and is a self starter who requires very little supervision. Warren is thoughtful and helpful with the branches and he has earned their respect and affection by referring numerous pieces of business to them in the last 6 months. He also periodically performs training sessions in telemarketing, cold calling and takes various lenders with him on calls to lead by example. OVERALL RATING: COMMENDABLE

## IV. MAJOR STRENGTHS AND ABILITIES

Warren is a professional Business Development Officer who is very goal and team oriented. He is not afraid to cold calling and keeps meticulous records of his previous contacts for appropriate follow-up. He is well liked by the people he networks with and is not shy about asking for the business. At the same time, he is very good at referring leads requiring professional services to his network contacts. He is also well regarded by the BLD lending staff for his business development skills.

## V. IMPROVING PERFORMANCE

Not applicable to Warren. The only reason why Warren did not receive an Outstanding rating was because he fell short in achieving goals for the second half of the year. Nevertheless, Warren had a very good 1995 and we are counting on him to provide the leadership for the rest of the BLD Business Development Officers in achieving the goals for 1996.

WHR  
1/2/96