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**Conduct staff appraisals: how to manage the process for the benefit of both the organization and its individual members**

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	<b>Responsibility Data</b>	Nigel Hunt
	<b>Publication Data</b>	Mumbai: Jaico Publishing House, 2001
	<b>Edition</b>	3rd ed.
	<b>Physical Description</b>	160 p.
	<b>Series Data</b>	How to;
	<b>ISBN</b>	81-7224-889-X
	<b>Subject Area</b>	Management
	<b>Subject Headings</b>	Employees -- Rating of
	<b>Call Number</b>	658.3125 HUN
Philadelphia University Library 2011		