

Subcontractor Performance and Feedback Protocol

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Performance Assessment and Feedback

Dear [Subcontractor Name],

As part of our ongoing commitment to quality and collaboration, we conduct regular assessments of our subcontractors' performance. The following feedback is intended to help you understand our evaluation and identify areas for improvement.

Performance Assessment

- **Quality of Work:** [Insert feedback on quality]
- **Timeliness:** [Insert feedback on adherence to timelines]
- **Communication:** [Insert feedback on communication effectiveness]
- **Adherence to Safety Standards:** [Insert feedback on safety compliance]

Areas for Improvement

[List specific areas where improvement is needed]

Positive Highlights

[Mention any positive aspects of the subcontractor's performance]

Next Steps

Please review this feedback and be prepared to discuss it further in our next meeting on [Insert Date]. We appreciate your contributions and look forward to seeing your continued growth.

Thank you,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]