Employee Name:	**Monwabisi Xinwa**	Business Unit:	**Head Office**
Employee ID:	**EMPP15**	Department:	**ICT MEDIA AND MARKETING**
Appraisal Mode:	**Quarterly**	Year:	**2021-2022**
Period:	**Q1**		

Overall Manager Rating **4.00**	L1 Rating **4**

KPI

Question	Employee Rating & Comment	L1 Manager Rating & Comment
Initiative	**3 -** meet the expectations Comments - I assisted Litha with her computer that was switching on off while she is working. ihave finished comparing specification for Mbhashe Tables and gave Aviwe feedback.	**3 -** meet the expectations Comments - Ok
Effective organisation and prioritisation of most task.	**4 -** meet and exceeded the expectat Comments - ihave finished comparing specification for Mbhashe Tables and gave Aviwe feedback. I have obtained VMTSP certificate. I do prioritize if the is any task that I am assigned to quickly do. i have sorted the email issue (sending separate email with EC tenders, National tenders, and WC tender). I did finish scraping tenders from Western cape and tested the on the app running on my local machine and then after I updated main scraper application on piglet.	**4 -** meet and exceeded the expectat Comments - Agree. Well done on obtaining the Veeam certificate.
Has Killer Instinct.	**4 -** meet and exceeded the expectat Comments - I assisted Litha with her computer that was switching on off while she is working.	**4 -** meet and exceeded the expectat Comments - Veeam certificate, hackathon proposal, and Western Cape are probably better examples of killer instincts.
Actively seeks feedback on projects or any other tasks you are working on.	**4 -** meet and exceeded the expectat Comments - I do seek feedback regarding the task I have been assigned to do. I also give back the feedback regarding the the task I am working on.	**4 -** meet and exceeded the expectat Comments - Generally agree.
How is your performance compared to your last assessment review	**4 -** meet and exceeded the expectat Comments - My performance was better than last month I also show somhle how to edit our site(lpc.cc) but the only issue is to get the folder with our site from afrihost clientzone so that somhle can edit it local then changes to remote host if all changes are approved. I have also briefed Lami with hackathon since he was away. I did finish scraping tenders from Western cape and tested the on the app running on my local machine and then after I updated main scraper application on piglet. i have sorted the email issue (sending separate email with EC tenders, National tenders, and WC tender). I have also fixed issue with EC tenders to advance the application performance. I assisted Litha with her computer that was switching on off while she is working. I update Mxolisi with dev team progress regrads problem solution we have chosen. With dev team finished the use cases for all of our hackathon challenges. I have started but no done yet with laravel learning. I have obtained VMTSP certificate.	**4 -** meet and exceeded the expectat Comments - Happy with your performance this month.
Attitude	**4 -** meet and exceeded the expectat Comments - I have good attitude towards my colleagues and I also to the task I am assigned to work on.	**4 -** meet and exceeded the expectat Comments - Happy with attitude
Productivity	**4 -** meet and exceeded the expectat Comments - ihave finished comparing specification for Mbhashe Tables and gave Aviwe feedback. I did finish scraping tenders from Western cape and tested the on the app running on my local machine and then after I updated main scraper application on piglet. i have sorted the email issue (sending separate email with EC tenders, National tenders, and WC tender). I have also fixed issue with EC tenders to advance the application performance. I assisted Litha with her computer that was switching on off while she is working. I update Mxolisi with dev team progress regrads problem solution we have chosen. With dev team finished the use cases for all of our hackathon challenges. I have started but no done yet with laravel learning. I have obtained VMTSP certificate.	**4 -** meet and exceeded the expectat Comments - A very productive month. Happy with the functionality we keep adding to the scraper.
Lives up to company values. (Can work independently or in team. Can deliver in tight deadlines)..	**4 -** meet and exceeded the expectat Comments - I do live up to company values, I do all the task assigned to me I am also willing and assist my colleagues with the stuff/task(if I know it) that they are struggling with.	**4 -** meet and exceeded the expectat Comments - Agree
Did you finish your assigned projects, to the satisfaction of the person who assigned it to you?	**4 -** meet and exceeded the expectat Comments - I did finish scraping tenders from Western cape and tested the on the app running on my local machine and then after I updated main scraper application on piglet. i have sorted the email issue (sending separate email with EC tenders, National tenders, and WC tender). I have also fixed issue with EC tenders to advance the application performance. I assisted Litha with her computer that was switching on off while she is working. I update Mxolisi with dev team progress regrads problem solution we have chosen. With dev team finished the use cases for all of our hackathon challenges. I have started but no done yet with laravel learning. I have obtained VMTSP certificate.	**4 -** meet and exceeded the expectat Comments - Well done on Veeam certificate. Well done to you and all the developers on Hackathon proposal.
Did you communicate appropriately throughout your execution of your assigned projects?	**4 -** meet and exceeded the expectat Comments - I did communicate during the task execution I am working on, I also asked for help where I feel like needing help and I appreciate the help I am getting.	**4 -** meet and exceeded the expectat Comments - I never got the list of the parastatals we are scraping from. Especially since we wanted to Identify if we have all the Eastern Cape only based parastatals. eg Amathole Water, ASPIRE, Chris Hani Development Agency etc

Employee Comments

Manager Comments

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Employee Signature

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Manager Signature