



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210580	Staff Name:	Matilda Norah Kisengese
ID Number:	27915234	Employee E-mail:	matilda.kisengese@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2022-2023
Terms of Service:	Permanent and Pensionable	Gender:	Female
Work Station	47-Nairobi City County	Job Grade:	NLC7
Dept/Directorate	LA&R	Appraisal Status	Immediate Supervisor
Immediate Supervisor:	Brian Adungo Ikol	Immediate Supervisor Designation:	Director , Legal Affairs Enforcement
Second Supervisor:	Brian Adungo Ikol	Supervisor Designation:	Director , Legal Affairs Enforcement

DEPARTMENTAL OBJECTIVES
Preparation of legal opinion, studies report, policy, legal documents and correspondence as required from time to time
Provide legal advise on questions of law in court users
Advise on legal regulations and compliance risks
Monitor emerging trends
Help to develop mechanism to gather evidence, hold inquiries and other mechanism necessary for commission's exercise of its power and execution
Develop mechanism for investigation into HLI and develop related investigative findings
Coordinate with external counsel, relevant governmental institutions and stakeholders, to establish effective, efficient and timely coordinated process of legal enforcement mandate
Advising on constitutionalism and ethical values in reform process

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Court Attendance (Twice a week)	37 Attendance Sheet			0	0
Drafting Pleadings	Filed Pleadings			0	0
Attending internal and external meetings	Minutes			0	0
Report Writing	5 Reports			0	0
Preparing inter-Departmental Memos	Memos			0	0
Legal Opinion	1 opinion			0	0



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Project Support	GIZ Direct Funding Request form Terms of Reference GIZ Budget Form Terms of Reference			0	0
Total Appraiser Score on Performance Targets				0.00	0.00
Mean Appraisal Scores				0%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
	Add actual numbers to the performance indicators. Also refer to your job description for your detailed duties and responsibilities. Which you are required to report on.

APPRAISEE'S COMMENTS ON PERFORMANCE AT THE END OF THE YEAR INCLUDING ANY FACTORS THAT HINDERED PERFORMANCE	IMMEDIATE SUPERVISOR'S COMMENTS ON APPRAISEE'S PERFORMANCE AT THE END OF THE YEAR INCLUDING ANY FACTORS THAT HINDERED PERFORMANCE

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
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VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraiser's Values and Competencies	Immediate Supervisor Comments

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
A lot can be achieved if well facilitated.	Add actual numbers to the performance indicators. Also refer to your job description for your detailed duties and responsibilities. Which you are required to report on.

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Mediation Training	2 weeks	Alternative Dispute Resolution
Management skills	4 weeks	Management Course



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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The Mediation course will enable me to implore Alternative Dispute Resolution mechanisms on matters as opposed to all matters ending up in court which will greatly reduce on the backlog.	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations