



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210626	Staff Name:	Winnierose Wangui Wahome
ID Number:	22824602	Employee E-mail:	winnierose.wahome@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Female
Work Station	22-Kiambu County	Job Grade:	NLC7
Dept/Directorate	CCO	Appraisal Status	Immediate Supervisor
Immediate Supervisor:	Molu Michael Halake	Immediate Supervisor Designation:	COUNTY COORDINATOR
Second Supervisor:	Michael Molu Halake	Supervisor Designation:	COUNTY COORDINATOR

DEPARTMENTAL OBJECTIVES

Institutional Strengthening

management and administration of public land

land dispute resolution and conflict management

Land use and security of and rights

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Recover public institution lands	Number of public institution land parcels identified for recovery - 40			0	0
Document public institution land	number of parcels identified and submitted to land administration for processing - 100			0	0
Documentation of surveyed and surveyed acquired public land	Number of parcels identified - 150			0	0
Strengthen processes for renewal and extension of leases and public land	number of application submitted to land administration-70			0	0
Documentation public land in community/group/company lands and settlement schemes	number of public land parcels identified - 70			0	0
inventorize the status of urban centres	quarterly status reports on status of urban centers submitted -6			0	0
inventorize public land in the county	quarterly status report -4			0	0
monitor and oversight land use planning throughout the county	quarter status report and submitted - 4			0	0



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resolve land disputes and conflicts through the use of ADR/TDR	number of dispute handled, received and processed -20			0	0
strengthen communication with stakeholders	number of public awareness forums/meetings -14			0	0
enhance visibility	number of communication, educational, public awareness materials distributed -40			0	0
establish effective performance management, monitoring and reporting frameworks	number of performance appraisal filled-1			0	0
establish effective performance management, monitoring and reporting frameworks	annual review report-1			0	0
establish effective performance management, monitoring and reporting frameworks	number of quarterly reports-4			0	0
establish effective performance management, monitoring and reporting frameworks	workplan prepared and in place-1			0	0
ensure prudent utilization of resources	100%utilization of office imprest			0	0
Requisition and maintain appropriate infrastructure and equipment	Number of requisitions-4			0	0
Requisition and maintain appropriate infrastructure and equipment	An updated asset register-1			0	0
Total Appraisee 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
target did not change	Targets are set as per the work plan

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
Recover public institution lands	Number of public institution land parcels identified for recovery - 40	Target did not change	Halfway done
Document public institution land	number of parcels identified and submitted to land administration for processing - 100	Target did not change	Halfway Done
Documentation of surveyed and surveyed acquired public land	Number of parcels identified - 150	Target did not change	Halfway Done



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Strengthen processes for renewal and extension of leases and public land	number of application submitted to land administration-70	Target did not change	Halfway Done
Documentation public land in community/group/company lands and settlement schemes	number of public land parcels identified - 70	Target did not change	Halfway Done
inventorize the status of urban centres	quarterly status reports on status of urban centers submitted -6	Target did not change	Halfway Done
inventorize public land in the county	quarterly status report -4	Target did not change	Halfway Done
monitor and oversight land use planning throughout the county	quarter status report and submitted - 4	Target did not change	Halfway Done
resolve land disputes and conflicts through the use of ADR/TDR	number of dispute handled, received and processed -20	Target did not change	Halfway Done
strengthen communication with stakeholders	number of public awareness forums/meetings -14	Target did not change	Halfway Done
enhance visibility	number of communication, educational, public awareness materials distributed -40	Target did not change	Halfway Done
establish effective performance management, monitoring and reporting frameworks	number of performance appraisal filled-1	Target did not change	Halfway Done
establish effective performance management, monitoring and reporting frameworks	annual review report-1	Target did not change	Halfway Done
establish effective performance management, monitoring and reporting frameworks	number of quarterly reports-4	Target did not change	Halfway Done
establish effective performance management, monitoring and reporting frameworks	workplan prepared and in place-1	Target did not change	Halfway Done
ensure prudent utilization of resources	100%utilization of office imprest	Target did not change	Halfway Done
Requisition and maintain appropriate infrastructure and equipment	Number of requisitions-4	Target did not change	Halfway Done
Requisition and maintain appropriate infrastructure and equipment	An updated asset register-1	Target did not change	Halfway Done



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MID YEAR APPRAISEES'S COMMENTS		MID YEAR IMMEDIATE SUPERVISORS COMMENTS	
I strive to do the best I can until I know better.			
VALUES AND STAFF COMPETENCIES APPRAISAL			
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments	
APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES		IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE	
building trust and allowing better understanding and resolution of conflicts.			
STAFF TRAINING AND DEVELOPMENT NEEDS			
Training & Development Needs	Duration	Type of Training	
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS	
The training will be essential in enhancing productivity at work			
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS			
Second Supervisor Comments	Second Supervisor Recommendations		