



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150423	Staff Name:	Moses Napwora Barasa
ID Number:	23888303	Employee E-mail:	moses.barasa@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2021-2022
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	42-kisumu County	Job Grade:	NLC8
Dept/Directorate	CCO	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Protas Appida Otieno	Immediate Supervisor Designation:	Principal Land Administration
Second Supervisor:	Protas Appida Otieno	Supervisor Designation:	Principal Land Administration

DEPARTMENTAL OBJECTIVES

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Helping the County Coordinator to identify public institution land for recovery (4)	Number of ground Reports made and investigations done	5	5	125	125
Assisting the County Coordinator with preliminary investigations on development applications(5)	Number of reports	7	7	140	140
To investigate whether the disputes submitted meet ADR threshold (5)	Number of reports done	3	3	60	60
Sensitize public on NLC mandates (3)	Number of awareness forums/meetings	3	6	100	200
Processing of Court matters and liaising with Legal department to act (25)	Office ELC file/diary	30	30	120	120
Carrying out Site visits /inspections on behalf of the County Coordinator (5)	Number of field reports done	10	10	200	200
Total Appraisee Score on Performance Targets				745.00	845.00
Mean Appraisal Scores				124.17%	140.83 %

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The targets were set as agreed with my supervisor	The targets were agreed upon with the appraisee



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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
I discharged my roles as per the set appraisal targets.	The appraisee is diligent on assignments given

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Helping the County Coordinator to identify public institution land for recovery (4)	Number of ground Reports made and investigations done	Not changed	3
Assisting the County Coordinator with preliminary investigations on development applications(5)	Number of reports	Not Changed	1
To investigate whether the disputes submitted meet ADR threshold (5)	Number of reports done	Not changed	2
Sensitize public on NLC mandates (3)	Number of awareness forums/meetings	Not Changed	6
Processing of Court matters and liaising with Legal department to act (25)	Office ELC file/diary	Not changed	30
Carrying out Site visits /inspections on behalf of the County Coordinator (5)	Number of field reports done	Not changed	4

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
There was no change on targets and proceeding on well.	The targets are achievable and therefore there is no need to vary the targets

VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Professionalism	Excellent - Higher Than 100%
Core Competencies	Integrity	Very Good - Upto 100%
Core Competencies	Efficiency	Very Good - Upto 100%
Core Competencies	Transparency and Accountability	Good - Between 80% and 99%
Managerial and Supervisory Competence	Promoting use of Information Technology	Very Good - Upto 100%
Managerial and Supervisory Competence	Planning and Organizing	Good - Between 80% and 99%
Values	Respect for National /Gender Diversity	Good - Between 80% and 99%



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APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES		IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE	
I thank my immediate supervisor for his guidance and mentorship		Very responsive to any assignment given.	
STAFF TRAINING AND DEVELOPMENT NEEDS			
Training & Development Needs	Duration	Type of Training	
Introduction to G.I.S	6 weeks	Soft skills	
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS	
Not been trained as requested.		Training in G.I.S will enhance his performance in the office.	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS			
Second Supervisor Comments	Second Supervisor Recommendations		
The appraisee is very responsible to any task assigned to him.	Training in G.I.S will enhance his performance in the office.		