



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210655	Staff Name:	Wilson Wangari Mwangi
ID Number:	25798773	Employee E-mail:	wilson.mwangi@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC6
Dept/Directorate	F&CP	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Silas Odindo Mutsune	Immediate Supervisor Designation:	Senior Monitoring and Evaluation Officer
Second Supervisor:	Timothy Kariuki Kanyua	Supervisor Designation:	Head Monitoring and Evaluation

DEPARTMENTAL OBJECTIVES

To lead the formulation of the Commission's corporate strategy

To ensure that all Directorates and Departments develop their workplans and in compliance with the Strategic Plan

To monitor, evaluate and Report progress on all activities undertaken by the commission in accordance with M& E framework

To ensure that Mid and End Term Reviews are undertaken and reported to the management for appropriate action

To Ensure the Commission's Budget is prepared within the agreed timelines in compliance with National Treasury guidelines

To Coordinate the preparation and submission of project concept notes for consideration by the EOP and National

To Document and manage minutes, memos and other records for the department

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Participate in the preparation of MTEF budget	MTEF budget prepared	Prepared Successfully	Target achieved	100	100
Participate in the preparation of Concept Notes	Concept Notes Prepared	Concept Notes Prepared and shared with National Treasury and potential donors	Target achieved	100	0
Participate in the preparation of M&E frameworks	M&E frameworks prepared	M&E Framework populated	Target achieved	95	0
Participate in the preparation of (4) quarterly performance reports	Quarterly Performance Reports Prepared	Four Quarterly Reports in Place	Target achieved	95	0



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Lead the Compilation/development of the Commission's annual report	Commission's Annual Report Prepared	FY2022/2023 Developed, Published and Publicized	Target achieved	180	0
Participate in the review of the Commission's Strategic Plan (2021-2026)	Strategic Plan Reviewed	SP Review Framework in place. Lack of funds impeding the completion of SP Review	Target achieved	80	0
Participate in the preparation of the FY 2024/25 Commission's annual work plan	Annual Workplan Prepared	Commission Annual Workplan prepared	Target achieved	100	0
Participate in the development of performance contracting guidelines	Developed performance contracting guidelines	PC Guidelines Developed	Target achieved	100	0
Participate in the development of Commission Papers	Commission Papers developed	Commission Papers Developed	Target achieved	99	0
Total Appraisee Score on Performance Targets				949.00	100.00
Mean Appraisal Scores				105.44%	11.11 %

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
We jointly developed these performance targets, which demonstrates that the Department works as a team	The target set are Specific, Measurable, Achievable and Realistic

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
FY2022/2023 was, unequivocally, my best year so far, performance-wise. I was a member of the Interagency Technical Committee that developed the Kenya Natural Resources Atlas and spearheaded the compilation of FY2022/2023 Annual Report.	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Participate in the preparation of MTEF budget	MTEF budget prepared	Target not changed	The process is ongoing
Participate in the preparation of Concept Notes	Concept Notes Prepared	Target not changed	Concept notes development is a continuous process



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Participate in the preparation of M&E frameworks	M&E frameworks prepared	Target not changed	filling the performance and achievements made so far
Participate in the preparation of (4) quarterly performance reports	Quarterly Performance Reports Prepared	Target not changed;	the process ongoing
Lead the Compilation/development of the Commission's annual report	Commission's Annual Report Prepared	target not changed;	the process of compiling the FY2023/24 annual report has started
Participate in the review of the Commission's Strategic Plan (2021-2026)	Strategic Plan Reviewed	target not changed	The process is ongoing
Participate in the preparation of the FY 2024/25 Commission's annual work plan	Annual Workplan Prepared	Target not changed	the process will begin in the 3rd Quarter
Participate in the development of performance contracting guidelines	Developed performance contracting guidelines	target not changed	Guidelines developed; being reviewed by the Commission
Participate in the development of Commission Papers	Commission Papers developed	target not changed	Papers are occasionally developed

MID YEAR APPRAISEES'S COMMENTS

All targets remained unchanged

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

Targets not changed.

VALUES AND STAFF COMPETENCIES APPRAISAL

Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
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APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES

Meritocracy is my driving force in the workplace. An exceptional blend of research and report writing skills

IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE

STAFF TRAINING AND DEVELOPMENT NEEDS

Training & Development Needs	Duration	Type of Training
Project Development & Management	4 weeks	Project Management

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS

Project Development & Management course at KSG will enhance my productivity

IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS

The highlighted professional Course will greatly impact positively on the appraisee's' productivity

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS



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Second Supervisor Comments	Second Supervisor Recommendations
The Apraisee made tremendous effort towards achieving his set target.	The appraisee will need additional training in Data analysis to enable him to discharge his duties fully.