



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20200521	Staff Name:	TIMOTHY KARIUKI KANYUA
ID Number:	10975147	Employee E-mail:	timothy.kariuki@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2022-2023
Terms of Service:	Contract	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC3
Dept/Directorate	F&CP	Appraisal Status	Immediate Supervisor
Immediate Supervisor:	Benard Cherutich Kibet	Immediate Supervisor Designation:	Director
Second Supervisor:	Tache Kabale Arero	Supervisor Designation:	Acting Chief Executive Officer

DEPARTMENTAL OBJECTIVES
Ensure that all Directorates and Departments develop their workplans and in compliance with the Strategic Plan.
Monitoring, Evaluation and Reporting progress on all activities undertaken by the Commission in accordance with M& E framework
Ensure that Mid and End Term Reviews are undertaken and reported to the management for appropriate action
Ensure the preparation and submission of the Commission's Medium Term Budget

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Lead the development and implementation of the workplans for the Commission for FY 2022/2023	Workplans for FY 2022/2023 for the Commission developed and in use	Workplans for directorates and departments were successfully developed.		100	0
Leading in Monitoring and evaluation of commission's projects/programs	Effective and efficient M&E System in place	Monitoring was done for various programmes.		100	0
Lead the preparation of both Mid & End Year performance reports	Mid &End year performance reports in place	The reports were done as envisaged and submitted accordingly.		100	0



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Lead the preparation of the Commission's Medium Term Budget	Commission's Medium Term Budget report in place	The 2023/24 Commission MTEF budget was done and submitted as per the National Treasury guidelines		100	0
Ensure supervision and delegation of duties in the department	Staff in the Department are effectively utilized	All staff within the department were properly guided and supervised during the performance of the respective assignments		100	0
Total Appraisee Score on Performance Targets				500.00	0.00
Mean Appraisal Scores				100%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The targets were discussed and will be achieved subject to availability of required resources and favourable working environment	

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
The performance was as per expectation despite the challenges of inadequate finances.	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Lead the development and implementation of the workplans for the Commission for FY 2022/2023	Workplans for FY 2022/2023 for the Commission developed and in use	No target added.	Performance on target
Leading in Monitoring and evaluation of commission's projects/programs	Effective and efficient M&E System in place	Target not changed.	Performance is on course
Lead the preparation of both Mid & End Year performance reports	Mid & End year performance reports in place	Targets not changed	On course



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Lead the preparation of the Commission's Medium Term Budget	Commission's Medium Term Budget report in place	No target changed	On course
Ensure supervision and delegation of duties in the department	Staff in the Department are effectively utilized	No change	On course

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
Achievement of the targets is on target	The targets were agreed upon

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
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STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Results Based Monitoring and Evaluation	2 weeks	Monitoring and Evaluation
Project ME skills	2 weeks	Supervisory Managment course

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The training has been offered to me though it's still relevant and if offered will greatly enhance my performance.	

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations