



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150248	Staff Name:	George Mwanyae Katana
ID Number:	26915189	Employee E-mail:	george.mwanyae@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2016 - 2017
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	02-Kwale County	Job Grade:	NLC8
Dept/Directorate	CCO	Appraisal Status	Immediate Supervisor
Immediate Supervisor:	Daud Omar Abdullahi	Immediate Supervisor Designation:	Nlc county coordinator
Second Supervisor:	Daud Omar Abdullahi	Supervisor Designation:	Nlc county coordinator

DEPARTMENTAL OBJECTIVES

20 development applications

10 application for ownership documents

5 linkages and partnership

10 encouraging application of ADR

5 attendance of stakeholders forum

10 awareness of role of nlc

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
DEVELOPMENT APPLICATION	RECORDS AVAILABLE			0	0
APPLICATION FOR OWNERSHIP DOCUMENTS	RECORDS AVAILABLE			0	0
LINKAGES AND PARTNERSHIP	RECORDS AVAILABLE			0	0
ENCOURAGING APPLICATION OF ADR	RECORDS AVAILABLE			0	0
ATTENDANCE OF STAKEHOLDERS FORUM	RECORDS AVAILABLE			0	0
AWARENESS ON ROLE OF NLC	RECORDS AVAILABLE			0	0
AWARENESS ON ROLE OF NLC	RECORDS AVAILABLE			0	0
Total Appraisee Score on Performance Targets				0.00	0.00
Mean Appraisal Scores				0%	0%



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APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING

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
DEVELOPMENT APPLICATION	RECORDS AVAILABLE	12 CASES 8 REMAINING	60%
APPLICATION FOR OWNERSHIP DOCUMENTS	RECORDS AVAILABLE	5 CASES 5 REMAINING	50%
LINKAGES AND PARTNERSHIP	RECORDS AVAILABLE	4 CASES 1 REMAINING	80%
ENCOURAGING APPLICATION OF ADR	RECORDS AVAILABLE	9 CASES 1 REMAINING	90%
ATTENDANCE OF STAKEHOLDERS FORUM	RECORDS AVAILABLE	5 CASES DONE	100%
AWARENESS ON ROLE OF NLC	RECORDS AVAILABLE	6 CASES 4 REMAINING	60%

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS

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
I BELIEVE I HAVE LEARNED ALOT DURING THIS PERIOD.THE KNOWLEDGE AND SKILLS I ACQUIRED HAVE HELPED ME TO BE ABLE TO WORK UNDER PRESSURE AND UNDER LESS SUPERVISION AND BE ABLE TO DELIVER OUR OBJECTIVE.	

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
TRAINING ON LAND ADMINISTRATION AND PLANNING	two months	LAND ADMINISTRATION AND PLANNING PENDING
INDUCTION AND SECRETARIAT TRAINING	two weeks	INDUCTION AND SECRETARIAT TRAINING PENDING
CIVIC AND PUBLIC PARTICIPATION	two weeks	CIVIC AND PUBLIC PARTICIPATION PENDING



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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
TO HELP US TACKLE MATTERS TO DO WITH SUCH AND HELP US IDENTIFY WITH OUR ROLES.	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations