



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150165	Staff Name:	Clementine Kisangau Wavinya
ID Number:	23680224	Employee E-mail:	clementine.wavinya@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2021-2022
Terms of Service:	Permanent and Pensionable	Gender:	Female
Work Station	47-Nairobi City County	Job Grade:	NLC6
Dept/Directorate	LP&R	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Mary Wandia Macharia	Immediate Supervisor Designation:	Deputy Director Research
Second Supervisor:	Mary Macharia Wandia	Supervisor Designation:	Deputy Director Research

DEPARTMENTAL OBJECTIVES

Conduct themed research on land and use of natural resources to inform policy.

Improved service delivery in land management.

Increased partnerships.

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Conduct research on Tenants at will in Mombasa and Lamu Counties.	Research report.	Research undertaken and report prepared.	80	100	80
Research on Effects of Land fragmentation on Land Use and Food Security in of Nyamira, Laikipia, Nandi, Trans Nzoia, Taita Taveta, Kiambu, Nakuru, Tana River, Makueni, Isiolo, Kisumu, Vihiga and Kajiado.	Research Report and publication	Research report published, launched and ongoing dissemination.	100	120	100
Develop research proposals and concepts as per Department work-plan	Proposals, Concepts and Terms of References (ToRs).	4 research proposals prepared and 2 ToRs.	110	110	110
Attend research conferences and workshops.	Attendance registers and reports	National Research Conference, Landac Conference, and 6 online workshops attended.	90	120	90



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Organize research seminars.	Invitations, Seminar proceedings and attendance records.	8 research seminars organized and attended.	50	95	50
Prepare Department Quarter and Annual Reports.	Quarter and Annual Reports.	All quarter reports prepared and submitted. Annual report drafted	120	120	120
Training for continued capacity development.	Certificates.	2 online trainings attended.	70	100	70
Support to other Commission activities.	Reports.	Paper on public land fraud prepared & Responses to Senate, National Assembly and Ombudsman questions prepared and submitted.	90	100	90
Total Appraisee Score on Performance Targets				865.00	710.00
Mean Appraisal Scores				108.12%	88.75 %

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
Covid-19 pandemic and inadequate finances still a challenge in achieving set targets..	Targets well achieved despite financial challenges. There is room for improvement especially on the Seminar series.

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
Targets set achieved. Training required for improved service delivery.	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Conduct research on Tenants at will in Mombasa and Lamu Counties.	Research report.	Target not changed.	Data collection in the 2 counties done and ongoing data analysis and report writing.



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Research on Effects of Land fragmentation on Land Use and Food Security in of Nyamira, Laikipia, Nandi, Trans Nzoia, Taita Taveta, Kiambu, Nakuru, Tana River, Makueni, Isiolo, Kisumu, Vihiga and Kajiado.	Research Report and publication	Target not changed.	Research report done. Validation of the report in progress.
Develop research proposals and concepts as per Department work-plan	Proposals, Concepts and Terms of References (ToRs).	Target not changed.	Terms of References done.
Attend research conferences and workshops.	Attendance registers and reports	Target not changed.	Ongoing (2 conferences attended. Virtual workshops and webinars attended).
Organize research seminars.	Invitations, Seminar proceedings and attendance records.	Target not changed.	Work ongoing. 1st and 2nd Quarter seminars held.
Prepare Department Quarter and Annual Reports.	Quarter and Annual Reports.	Target not changed.	1st, 2nd quarter and Mid-Year Department reports done.
Training for continued capacity development.	Certificates.	Target not changed.	Ongoing virtual courses.
Support to other Commission activities.	Reports.	Target Added.	Commission paper on Role of NLC in Preventing Public Land Fraud.

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
Achievement of targets set on course. Training of staff on relevant courses required.	Good Effort, lets aim higher.

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

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Advanced Excel and Data Modelling	4 weeks	Research
Senior Management course	1 month	Management
GPS and Mobile Mapping for General Applications	4 weeks	Research
Proposals, Concepts and Grant writing	2 weeks	Research



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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
Training needs remain unmet.	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations
satisfactory performance.	Require training on data processing.