



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210569	Staff Name:	Joseph Mukiama Mwereria
ID Number:	28333311	Employee E-mail:	joseph.mwereria@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2022-2023
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC7
Dept/Directorate	LP&R	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Adelbert Pius Moriangi	Immediate Supervisor Designation:	Principal Land Rights Monitoring Officer
Second Supervisor:	Ally Munira Jadeed	Supervisor Designation:	Chief Land Use Planning Officer

DEPARTMENTAL OBJECTIVES

1. To monitor and oversee land use planning throughout the country
2. To develop tools for Monitoring and Overseeing Land Use Planning throughout the Country
3. To oversee the implementation of various tools and guidelines for quality assurance

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Assist in preparation of draft guidelines for preparation of land use and management plans for land held by public agencies.	<ul style="list-style-type: none"> - List of public agencies - Attendance schedules - Work session reports -Draft guidelines 	Inventory of land held by public agencies . Budget prepared. Program for works session . Desktop zero draft guidelines developed.	target achieved	100	100



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Assist in monitoring and overseeing the preparation of County Spatial Plans. 5. No	<ul style="list-style-type: none"> - Monitoring checklist administered - Reporting template - Monitoring reports 	Laikipia, Kirinyaga, Kajiado, Machakos, Kiambu, Murang'a and West Pokot County Spatial Plans prepared and are at advanced stages.	target achieved	200	140
Assist in monitoring and overseeing the implementation of County Spatial Plans.	<ul style="list-style-type: none"> - Work plan - Implementation checklist administered - Reporting template - Implementation report 	The status of the implementation of county spatial plans for Makueni, Lamu and Baringo have been done by the Commission	target achieved	100	100
Assist in the oversight of the implementation of the National Land Use Policy (NLUP)	<ul style="list-style-type: none"> - Number of tools disseminated to implementing agencies - Number of implementing agencies sensitized on NLUP. - Sensitization reports 	The National Land Use Policy was launched and disseminated to implementing agencies. Engaged Konza, Kajiado, Machakos, Kiambu and Kirinyaga in the implementation of NLUP	target achieved	100	100
Assist in the oversight of the implementation of the National Spatial Plan (NSP)	<ul style="list-style-type: none"> - Number of NSP tools disseminated to the implementing agencies. - Number of implementing agencies sensitized on NSP. - Sensitization reports 	The National Spatial Plan was launched and disseminated to the implementing agencies.	target achieved	100	100



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Assist in monitoring and overseeing the preparation & implementation of Local Physical & Land use Plans - Urban Plans/PDPs	<ul style="list-style-type: none"> - Number of plans reviewed - Comments on the plans reviewed. - Work session reports - Advisories 	19 urban plans were vetted and 13 advisory letters were dispatched.	target achieved	100	100
Assist in determining the status of land use planning in the country.	<ul style="list-style-type: none"> - Land use planning Status Report - Updated Score Card 	Draft status of land use planning report in place. 47 request letters sent to all the counties. Scorecard prepared.	target achieved	100	100
Assist in the development of a Land Use Plans Depository	<ul style="list-style-type: none"> - Number of approved hard and soft copy plans received. - Plans register records. 	2 plans were received and deposited. These were Konza technopolis and Narok CSP . 2. 2 hard copy and 1 soft copy plans were received . 3, Plan register in place.	target achieved	100	100
Assist in the strenghtening of communication with stakeholders	<ul style="list-style-type: none"> - Advisory letters sent to the counties - Attendance lists of sensitization workshops -Sensitization workshops reports - Training materials used - Training reports reports prepared. 	CSP sensitization workshops held in 33 counties. 47 request letters for sensitization sent to all the counties.	target achieved	100	100
Total Appraisee Score on Performance Targets				1000.00	940.00
Mean Appraisal Scores				111.11%	104.44%

APPRAISEE'S COMMENTS ON TARGET SETTING

All targets are achievable if necessary resources are provided

IMMEDIATE SUPERVISOR'S ON TARGET SETTING

targets have been discussed and 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 met expectations in all the agreed targets	the appraisee was able to achieve the set target even though there were financial constraints

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Assist in preparation of draft guidelines for preparation of land use and management plans for land held by public agencies.	<ul style="list-style-type: none"> - List of public agencies - Attendance schedules - Work session reports -Draft guidelines 	Target not changed	Continued with targets set earlier
Assist in monitoring and overseeing the preparation of County Spatial Plans. 5. No	<ul style="list-style-type: none"> - Monitoring checklist administered - Reporting template - Monitoring reports 	Target not changed	Continued with targets set earlier
Assist in monitoring and overseeing the implementation of County Spatial Plans.	<ul style="list-style-type: none"> - Work plan - Implementation checklist administered - Reporting template - Implementation report 	Target not changed	Continued with targets set earlier
Assist in the oversight of the implementation of the National Land Use Policy (NLUP)	<ul style="list-style-type: none"> -Number of tools disseminated to implementing agencies - Number of implementing agencies sensitized on NLUP. - Sensitization reports 	Target not changed	Continued with targets set earlier
Assist in the oversight of the implementation of the National Spatial Plan (NSP)	<ul style="list-style-type: none"> - Number of NSP tools disseminated to the implementing agencies. - Number of implementing agencies sensitized on NSP. - Sensitization reports 	Target not changed	Continued with targets set earlier
Assist in monitoring and overseeing the preparation & implementation of Local Physical & Land use Plans - Urban Plans/PDPs	<ul style="list-style-type: none"> - Number of plans reviewed - Comments on the plans reviewed. - Work session reports - Advisories 	Target not changed	Continued with targets set earlier
Assist in determining the status of land use planning in the country.	<ul style="list-style-type: none"> - Land use planning Status Report - Updated Score Card 	Target not changed	Continued with targets set earlier
Assist in the development of a Land Use Plans Depository	<ul style="list-style-type: none"> - Number of approved hard and soft copy plans received. - Plans register records. 	Target not changed	Continued with targets set earlier



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Assist in the strengthening of communication with stakeholders	<ul style="list-style-type: none"> - Advisory letters sent to the counties - Attendance lists of sensitization workshops -Sensitization workshops reports - Training materials used - Training reports reports prepared. 	Target not changed	Continued with targets set earlier
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MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
The targets are still achievable	

VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Rule of Law	Very Good - Upto 100%
Core Competencies	Integrity	Very Good - Upto 100%
Core Competencies	Efficiency	Good - Between 80% and 99%
Core Competencies	Transparency and Accountability	Very Good - Upto 100%
Values	Respect for National /Gender Diversity	Very Good - Upto 100%
Values	Fairness	Very Good - Upto 100%
Values	Confidentiality	Very Good - Upto 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
I've continued developing these attributes and getting more proficient	the appraisee has the above outlined values and competencies

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Environmental Impact Assessment and audit course	3 weeks	Technical course
Climate change policy, planning and budgeting course	2 weeks	Technical course
Geographical Information System	3 months	Technical course

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
Training on these areas will make work more achievable	these are essential courses if availed, will go along in improving the appraisees' competencies

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
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Second Supervisor Comments	Second Supervisor Recommendations
The officer undertook his assignments satisfactorily.	The officer needs to be accorded the trainings listed to sharpen his working skills