INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS

Staff Number:	NLC20150276	**Staff Name:**	Edwin Okello Odhiambo
ID Number:	28555587	**Employee E-mail:**	edwin.okello@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:**	NLC7
Dept/Directorate	ICT	**Appraisal Status**	Approved/Closed/HR
Immediate Supervisor:	Meshack Mwiti Maitima	**Immediate Supervisor Designation:**	Principal Network Administrator
Second Supervisor:	Amos Parletuan Kasaine	**Supervisor Designation:**	HEAD,ICT

DEPARTMENTAL OBJECTIVES

Ensure automation of Commission's processes and procedures
Ensure secure, efficient and reliable IT infrastructure
Promote efficient utilization of Information Technology

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To ensure real-time replication of the database from 1st July 2023 to 31st June 2024	Number of applications replicated	Target achieved	Target was achieved	100	100
To configure install and test active devices in 10 counties from 1st July 2023 to 31 June 2024	Number of counties connected to GCCN Inspection report of the connected counties	Target achieved	Target was perfectly achieved	100	100
Installation and configuration of virtualization software 1st July to June 2024	Number of virtualized servers	Target achieved	Target was achieved	100	100
To generate user requirements on digitization of Land allocation of public land from 1st July 2023 to 31st June 2024	Generated user requirement report	Target achieved	Target was achieved	100	100
To upload 3 million Commission's records from 1st July 2023 to 31st June 2024	Number of records uploaded	Target achieved	Target achieved	100	100
To roll out unified communication to 10 counties from 1st July 2023 to 31 June 2024	Number of Counties connected to Unified Communication	Target achieved	Target achieved	100	100
To generate two vulnerability reports from 1st July 2023 to 31st June 2024	Vulnerability reports generated	Target achieved	Target achieved	100	100
To ensure operational CCTV system 1st July 2023 to 31st June 2024	Images/Clips stored within 90 days	Target achieved	Target achieved	100	100

To support officers within 20th floor 1st July 2023 to 31st June 2024	Number of officers supported Number of Machines attened	Target achieved	Target achieved	100	100
Total Appraisee Score on Performance Targets				**900.00**	**900.00**
Mean Appraisal Scores				**100%**	**100%**

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The target set are SMART and Achievable	The officer did well in achieving most of set target. The two he didnt achieve was caused by delayed release of funding to finalize the targets.

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 were achieved and others were not fully achieved due to financial challenges	The officer has exceedingly met all his set target. Good job and keep it up!

MID YEAR REVIEW

Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
To ensure real-time replication of the database from 1st July 2023 to 31st June 2024	Number of applications replicated	No target change	target not changed
To configure install and test active devices in 10 counties from 1st July 2023 to 31 June 2024	Number of counties connected to GCCN Inspection report of the connected counties	No target change	Target not changed
Installation and configuration of virtualization software 1st July to June 2024	Number of virtualized servers	No target change	Target not changed
To generate user requirements on digitization of Land allocation of public land from 1st July 2023 to 31st June 2024	Generated user requirement report	No target change	Target not changed
To upload 3 million Commission's records from 1st July 2023 to 31st June 2024	Number of records uploaded	No target change	Target not changed
To roll out unified communication to 10 counties from 1st July 2023 to 31 June 2024	Number of Counties connected to Unified Communication	No target change	Target not changed
To generate two vulnerability reports from 1st July 2023 to 31st June 2024	Vulnerability reports generated	No target change	Target not changed

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To ensure operational CCTV system 1st July 2023 to 31st June 2024	Images/Clips stored within 90 days	No target change	Target not changed
To support officers within 20th floor 1st July 2023 to 31st June 2024	Number of officers supported Number of Machines attened	No target change	Target not changed

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
No changes on targets that were set.	The officer is proceeding well in attaining the targets

VALUES AND STAFF COMPETENCIES APPRAISAL

Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Innovativeness	Excellent - Higher Than 100%
Managerial and Supervisory Competence	Planning and Organizing	Excellent - Higher Than 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
I am efficient and innovative when handling the tasks I am assigned.	The officer is very innovative in accomplishing his targets

STAFF TRAINING AND DEVELOPMENT NEEDS

Training & Development Needs	Duration	Type of Training
Senior Management	4 weeks	Senior Management Course

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The above course will help me throughout my career and in my growth and development	I recommend the training

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS

Second Supervisor Comments	Second Supervisor Recommendations
Good performance	None