



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20170510	Staff Name:	Collins Kariuki Wambia
ID Number:	28964149	Employee E-mail:	collins.kariuki@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:	NLC6
Dept/Directorate	F&CP	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Silas Odindo Mutsune	Immediate Supervisor Designation:	Senior Monitoring and Evaluation Officer
Second Supervisor:	Timothy Kariuki Kanyua	Supervisor Designation:	Head Monitoring and Evaluation

DEPARTMENTAL OBJECTIVES

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Develop NLC's annual workplan	Workplan FY 2023/24 developed	Workplan FY 2022-2023 Developed	Target achieved	100	100
Prepare project Concept notes for consideration for funding	Project concept notes prepared	Project concepts notes prepared and submitted	Target achieved	100	100
Collate, review, analyze, report & Submit Quarterly & Annual reports	Performance reports submitted	Performance reports collated, reviewed and analyzed	Target achieved	98	100
Prepare the commission's Annual report	Annual report prepared	Commision's Annual report prepared	Target achieved	100	100
Prepare Monitoring and Evaluation frameworks	M&E Frameworks developed	M&E Frameworks developed (Drafts)	Target achieved	90	90
Track the implementation of the Strategic Plan	Strategic plan implementation on course	Sp Implementation tracked via quarterly reports	Target achieved	90	90



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Undertake Commission's Mid and End year performance review workshop	Mid & End Year Performance reports submitted	Mid and Year performance review workshop undertaken	Target achieved	100	100
Coordinate and participate in the preparation of commission's Sub-Sector report	Commission's Sub-Sector report prepared	Commission's sub-sector report prepared and submitted to the National Treasury	Target achieved	95	100
Prepare and maintain an updated register of office records, Minutes, and asset register	an updated register of office records, Minutes, and asset register maintained	Asset register, Department's minutes and office records are all up to date	Target achieved	95	100
Total Appraisee Score on Performance Targets				868.00	880.00
Mean Appraisal Scores				96.44%	97.78%

APPRAISEE'S COMMENTS ON TARGET SETTING

IMMEDIATE SUPERVISOR'S ON TARGET SETTING

Targets were executed in line with the Department's workplan

The targets are agreeable. Kindly go ahead and implement

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 actualization of the target on the Monitoring framework was hindered by the lack of funds. The other targets were executed

MID YEAR REVIEW

Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Develop NLC's annual workplan	Workplan FY 2023/24 developed	Target not changed	Target to be attained in the 4th Quarter
Prepare project Concept notes for consideration for funding	Project concept notes prepared	Target not changed	3 Concept notes developed. 1) HLI Concept Note 2) Vesting Concept Note 3) Land Use Planning - Baseline Study on LUP Concept Note
Collate, review, analyze, report & Submit Quarterly & Annual reports	Performance reports submitted	Target not changed	1st & 2nd Quarter Performance Reports prepared



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Prepare the commission's Annual report	Annual report prepared	Target not changed	Commission's Annual Report FY 2021/22 prepared and published
Prepare Monitoring and Evaluation frameworks	M&E Frameworks developed	Target not changed	M&E Framework for Compulsory Land Acquisition Prepared (Draft stage)
Track the implementation of the Strategic Plan	Strategic plan implementation on course	Target not changed	Tracking of SP implementation undertaken through preparation of Quarterly performance reports
Undertake Commission's Mid and End year performance review workshop	Mid & End Year Performance reports submitted	Target not changed	Mid Year performance review undertaken. Target on course
Coordinate and participate in the preparation of commission's Sub-Sector report	Commission's Sub-Sector report prepared	Target not changed	Target achieved
Prepare and maintain an updated register of office records, Minutes, and asset register	an updated register of office records, Minutes, and asset register maintained	Target not changed	Target on course

MID YEAR APPRAISEES'S COMMENTS

Despite budgetary constraints, all the targets are on course to be achieved.

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

The appraisee is on track to achieving his targets

VALUES AND STAFF COMPETENCIES APPRAISAL

Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Professionalism	Excellent - Higher Than 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES

Targets set are within the appraisees control

IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE

STAFF TRAINING AND DEVELOPMENT NEEDS

Training & Development Needs	Duration	Type of Training
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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS

The training will provide skills necessary and relevant to the Commission

IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS

The training needs identified suffices. The management to consider supporting the staff to undertake the training.

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS

Second Supervisor Comments

The officer performed his duties well and achieved planned targets.

Second Supervisor Recommendations

Performance improvement training is recommended to further enhance performance.