



**NATIONAL SEMI ARID RESOURCES RESEARCH
INSTITUTE (NaSARRI) - SERERE**

**P.O . Soroti - Uganda
Office: +256-454 463 665/463 663
Email:director@nasarri.go.ug
Website:http://nasarri.go.ug**



Our Ref:.....09 45 00.....

Your Ref:.....

1st July, 2016

Mr. Mbalule Simon
Systems Administrator
NaSARRI

FEED BACK ON PERFORMANCE APPRAISAL FOR THE PREVIOUS CONTRACT

In relation to Director General's letter Ref: NS 154/1 dated July 01 2016 concerning guidelines for renewal of employment contracts for Technicians and Support Staff 2016, I do hereby provide to you feed back on your performance. This will include areas that require improvement and areas where you excelled as summarised below:-

Excellent Performance	Components for Improvement
<p>i. Maintenance of LAN/WAN set up.</p> <p>ii. Troubleshooting and resolving computer related problems from end users</p> <p>iii. Operating and maintaining the internet server to ensure uninterrupted service round the clock.</p>	<p>i. Testing and evaluating hardware systems and software programmes.</p>

Yours sincerely,


Dr. Michael A. Ugen
DIRECTOR

cc: Programme Leaders
cc: HR & Administrative Officer
cc: Internal Auditor
cc: Finance Officer