



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20170480	Staff Name:	Juma Peter Kaunda
ID Number:	22290078	Employee E-mail:	peter.kaunda@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:	NLC5
Dept/Directorate	LV&T	Appraisal Status	Immediate Supervisor
Immediate Supervisor:	Joycelyn Kaaria Makena	Immediate Supervisor Designation:	Director Valuation And Taxation
Second Supervisor:	Joycelyn Kaaria Makena	Supervisor Designation:	Director Valuation And Taxation

DEPARTMENTAL OBJECTIVES

Avail land through compulsory land acquisition process.

To strength human resource capacity for the directorate.

To assess land and property taxes.

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Undertake compulsory land acquisition for 10 projects between 01 July, 2023 to 30 June, 2024.	Number of compulsory land acquisition projects executed in the financial period.			0	0
Have 10-Gazette Notices of "Intention to Acquire" published between 01 July, 2023 to 30 June, 2024.	The number of "Intention to Acquire" Gazettes published.			0	0
Undertake ground inspections for 10-projects between 01 July, 2023 to 30 June, 2024.	The number of inspections undertaken in the FY 2023 to 2024.			0	0
Determine interests on land for 10-compulsory land acquisition projects between 01 July, 2023 to 30 June, 2024.	The number of inquiry gazettes and inquiry reports undertaken.			0	0
Service of awards for 10-projects between 01 July, 2023 to 30 June, 2024.	The percentage (%) of awards served.			0	0
Prepare 10-valuation schedules for approval by the Land Valuation & Taxation Committee (LV&TC) between 01 July, 2023 to 30 June, 2024.	The number of approved valuation schedules.			0	0
Serve notices of taking possession and vesting for 10-projects between 01 July, 2023 to 30 June, 2024.	The percentage (%) of served notices of taking possession and vesting.			0	0
Provide technical input for resolution of 5-disputes between 01 July, 2023 to 30 June, 2024.	The number of technical reports on resolved compensation disputes.			0	0



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Prepare 3-technical advisories to various stakeholders.	The number of valuation advisory reports and fee notes served/issued.			0	0
Prepare a policy framework assessment of property taxes subject to the provisions of the law.	Draft policy framework.			0	0
Prepare a policy guideline on land taxation for county governments.	Draft policy guidelines.			0	0
Assess stand premiums, annual ground rents and royalties for 100-properties.	The number of valuation reports assessed/done.			0	0
Total Appraiser Score on Performance Targets				0.00	0.00
Mean Appraisal Scores				0%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The targets set are achievable	The targets set are reasonable and achievable.

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

MID YEAR REVIEW

Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Undertake compulsory land acquisition for 10 projects between 01 July, 2023 to 30 June, 2024.	Number of compulsory land acquisition projects executed in the financial period.	Target not changed.	For Q1 and Q2, five (5) projects had gazettes published; namely, Lower Nzoia (Main Drain Component - No. 11260 of 25.8.2023), Ahero-Kisii-Isebania Road Project - No. 11266 of 25.8.2023, Thwake Multi-Purpose - No. 11267 of 25.8.2023, LR No. 13139/660
Have 10-Gazette Notices of "Intention to Acquire" published between 01 July, 2023 to 30 June, 2024.	The number of "Intention to Acquire" Gazettes published.	Target not changed.	For Q1 and Q2, five (5) projects had gazettes published; namely, Lower Nzoia (Main Drain Component - No. 11260 of 25.8.2023), Ahero-Kisii-Isebania Road Project - No. 11266 of 25.8.2023, Thwake Multi-Purpose - No. 11267 of 25.8.2023, LR No. 13139/660
Undertake ground inspections for 10-projects between 01 July, 2023 to 30 June, 2024.	The number of inspections undertaken in the FY 2023 to 2024.	Target retained.	Undertook ground inspection on two (2) projects; namely, Lower Nzoia (Cross Drains 1, 2, 3, 4 & 5) and LR No. 13139/660 in Mandera County.
Determine interests on land for 10-compulsory land acquisition projects between 01 July, 2023 to 30 June, 2024.	The number of inquiry gazettes and inquiry reports undertaken.	Target retained.	Public inquiries undertaken in one (1) projects; namely Lower Nzoia (Cross Drains 1, 2, 3, 4 & 5) and one other scheduled for the Month of February 2024, being LR No. 13139/660 in Mandera County.



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Service of awards for 10-projects between 01 July, 2023 to 30 June, 2024.	The percentage (%) of awards served.	Target retained.	Awards issued in Tow (2) Projects; namely Lower Nzoia (Main Drains 1) and Lower Nzoia (Secondary Canal 8 (Realignment)). Service of awards scheduled for Ruiru II Dam Water Supply Project in Kiambu County (Campsite & Disposal Component).
Prepare 10-valuation schedules for approval by the Land Valuation & Taxation Committee (LV&TC) between 01 July, 2023 to 30 June, 2024.	The number of approved valuation schedules.	Target retained.	Valuation schedules approved for four (4) projects; namely, Lower Nzoia (Cross Drain Canals 1 to 5), Lower Nzoia (Main Drain 1 Canals), Lower Nzoia (Secondary Canal 8 Realignment), Ruiru II Dam Water Supply Project in Kiambu County (Campsite and Disp
Serve notices of taking possession and vesting for 10-projects between 01 July, 2023 to 30 June, 2024.	The percentage (%) of served notices of taking possession and vesting.	Target to be reviewed to five (5) projects.	One (1) project, namely, Thwake Multi-Purpose Dam Project in Makueni and Kitui Counties, has requisition made for service of awards in the month of October, 2023.
Provide technical input for resolution of 5-disputes between 01 July, 2023 to 30 June, 2024.	The number of technical reports on resolved compensation disputes.	Target retained.	This has been undertaken in a number of projects named above as part of the Land Acquisition Process.
Prepare 3-technical advisories to various stakeholders.	The number of valuation advisory reports and fee notes served/issued.	Target retained.	One (1) technical report undertaken on 12 October, 2023 for Lower Nzoia Project (Dibuoro Primary School Management) at Candela Hotel in Siaya Town, Siaya County.
Prepare a policy framework assessment of property taxes subject to the provisions of the law.	Draft policy framework.	Target retained.	None undertaken.
Prepare a policy guideline on land taxation for county governments.	Draft policy guidelines.	Target retained.	None undertaken in Q1 and Q2 FY 2023/2024.
Assess stand premiums, annual ground rents and royalties for 100-properties.	The number of valuation reports assessed/done.	Target retained.	A number undertaken in Q1 and Q2, FY 2023/2024.

MID YEAR APPRAISEES'S COMMENTS

The set and remaining targets will be achieved in Q3 and Q4, FY 2023/2024.

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

Targets are SMART and achievable.

VALUES AND STAFF COMPETENCIES APPRAISAL

Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
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APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES		IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE	
I will appreciate training opportunity.			
STAFF TRAINING AND DEVELOPMENT NEEDS			
Training & Development Needs		Duration	Type of Training
The appraisee needs training on additional supervisory skills.		1-month.	Supervisory Management Course.
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS			
Second Supervisor Comments		Second Supervisor Recommendations	