



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20170484	Staff Name:	Jacob Kipaa Lemasika
ID Number:	24814882	Employee E-mail:	jacob.kipaa@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2021-2022
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC5
Dept/Directorate	LV&T	Appraisal Status	Approved/Closed/HR
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

- 1.Compulsary acquisition and creation of PRow
- 2.To offer advisory services on valuation to the National Government and County Government and the Government agencies
- 3.To undertake valuation for alienation of land(rent and stamp duty)
- 4.To undertake valuation for lease extension/ renewal, sub-divisions and change of user

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraiser's Rating	Agreed Rating
1.Compulsory acquisition (land and improvements)	Valuation reports and master schedule	5 Acquisition projects handled		100	0
2.Advisory services to the National Government, Counties and Government Agencies	Valuation Reports	1 Number Advisory report handled		100	0
3.Valuation for alienation of land:determination of stand premium and ground rent	Rating for stand premium and annual rent	12 Number of files handled		100	0
4.valuation for lease renewals/ extension, sub-divisions and change of user	Valuation Values for payment	10 Number of files handled		100	0
Total Appraiser Score on Performance Targets				400.00	0.00
Mean Appraisal Scores				100%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING

Excellent results achieved

IMMEDIATE SUPERVISOR'S ON TARGET SETTING



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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
Excellent results	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
1.Compulsory acquisition (land and improvements)	Valuation reports and master schedule	No changes	Satisfactory. 100% rating
2.Advisory services to the National Government, Counties and Government Agencies	Valuation Reports	No changes	Achieved the set targets successfully. 100% rating
3.Valuation for alienation of land:determination of stand premium and ground rent	Rating for stand premium and annual rent	No changes	Satisfactory results obtained. 100% rating
4.valuation for lease renewals/ extension, sub-divisions and change of user	Valuation Values for payment	No changes	Achieved the set targets. 100% rating

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
The set targets were achieved. Excellent results	Mid-year targets appear to have been achieved.

VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
Excellent manager	

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Supervisory skills	4 weeks	Management

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
Capacity building	

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations



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Please have your supervisor do the ratings.

Training in managerial skills recommended.