



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20140030	Staff Name:	Frank Kibelekenya Kosiom
ID Number:	12985002	Employee E-mail:	frank.kibelekenya@landcommission.go.ke
Appraisal Type:	MID FINANCIAL YEAR	Appraisal Period:	2019-2020
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	32-Nakuru County	Job Grade:	NLC3
Dept/Directorate	CCO	Appraisal Status	Immediate Supervisor Reviewed
Immediate Supervisor:	Tache Kabale Arero	Immediate Supervisor Designation:	Acting Chief Executive Officer
Second Supervisor:	Tache Kabale Arero	Supervisor Designation:	Acting Chief Executive Officer

DEPARTMENTAL OBJECTIVES

To facilitate access and use of land for socio - economic and environmental sustainability

To create awareness through advocacy, coordination and information dissemination on the role of NLC

To enhance secure storage, access and retrieval of public land information

To facilitate resolution of dispute and conflicts on land and land based resources

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Receive and recommend development applications (50 extension/renewal of lease)	Number			0	0
Receive and recommend development applications(50 Subdivision)	Number			0	0
Receive and recommend development application (50 Change/extension of user)	Number			0	0
Receive and recommend 50 allocation of land	Number			0	0
Receive and recommend development application 100 application for ownership documents/land regularization	Number			0	0
Undertake awareness/advocacy education activities on NLC mandate and land matters	Attendance list, reports, programmes, photos, invitation letters			0	0
Prepare comprehensive,continuous public land inventory for the County inclusive of ongoing public schools exercise	Inventory in place			0	0
Resolve 20 number of cases referred through ADR annually	Forms, reports, attendance list, land ref No., names of parties concerend			0	0



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Carrying out preliminary investigations for HLI, valuation etc.	Number of cases investigated vis a vis received			0	0
Advisories to both Government and Non state agencies	Advisories engagement documents			0	0
Conduct monthly staff meetings	Staff meeting Minutes			0	0
Conduct staff apperaisal	Filled appraisal forms, mid-year reviews, annual performance appraisal			0	0
Participate in monthly county engagement meetings	Minutes of meeting,programmes			0	0
Total Appraisee 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
I will strive to achieve the target	Kindly urgently carry out the mid-year review and then revert

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

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
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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
I will strive to be entrusted with the resources and responsibly implement assigned activities.	

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Human Resource Mngement Skills	1 month	HRM Course
Alternative Justice System Skills	1 month	Alternative Justice system course
Mainstreaming HLI issues skills	3 weeks	Mainstreaming HLI issues Course



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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The training shall impact positively in the performanceb of my duties	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations