



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150222	Staff Name:	Samuel Mwenje Nthuni
ID Number:	21933797	Employee E-mail:	samuel.nthuni@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Contract	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC2
Dept/Directorate	LAM	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 secure public institutions land

To secure public land

To enhance access to alienated and unalienated public land for development

To regularize urban land allocations

Generation of own source revenue and AIA

Creation of public land registers from land allocation processes

Conduct Sessions on cases that have been submitted by disputing parties

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To Develop 30% Public Land Inventory for the country between 1st July 2023 and 30th June 2024	Percentage of inventory developed	15% of the targetted 30%		60	0
To Develop and implement frameworks for administration and management of public land and Recover public institutional land on recommendation of EACC and other statutory bodies	i)No. of Guidelines and manuals developed and in use ii)Monitoring tools developed and in use iii) No. of Reservation Letters	3 guidelines		100	0
To do Allocation of public land and amelioration of the disadvantaged persons between 1st July 2023 to 30th June 2024	No. of settlement schemes reserved			0	0
To Process 1000 renewal and extension of leases on public land	i)No. of notices issued ii)No. of Letters of Allotment and extension approvals issued			0	0



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To Document of land rights in urban centers by regularizing the standards and procedures and giving notices of intention to allocate and letters of allotments for the financial year 2023/2024	i)Regularization standards and procedures in place ii)No. of Notices Issued and allotments issued			0	0
To generate 200 million in own source revenue and AIA by way of Letter of allotment fees, stand premium, annual rent, approval fees and consent fees	i)Amount generated in kshs			0	0
To conduct Sessions on cases that have been submitted by disputing parties	i)No of ADR held ii)Reports on disputes resolved			0	0
To Inventorize Natural Resources in Kenya for the financial year 2023/2024	Natural resources inventory/Atlas updated			0	0
To Map Ecologically Sensitive lands in the country and ensuring theme-based maps are in place for the financial year 2023/2024	i)No. of reports/advisories ii) No. of theme- based maps			0	0
To develop Governance frameworks for management of Natural Resource for the financial year 2023/2024	No. of draft frameworks developed			0	0
Total Appraisee Score on Performance Targets				160.00	0.00
Mean Appraisal Scores				16%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
	Set targets are okay

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
To Develop 30% Public Land Inventory for the country between 1st July 2023 and 30th June 2024	Percentage of inventory developed	Target not changed	15% done
To Develop and implement frameworks for administration and management of public land and Recover public institutional land on recommendation of EACC and other statutory bodies	i)No. of Guidelines and manuals developed and in use ii)Monitoring tools developed and in use iii) No. of Reservation Letters	Target not changed	Ongoing



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To do Allocation of public land and amelioration of the disadvantaged persons between 1st July 2023 to 30th June 2024	No. of settlement schemes reserved	Target not changed	30 settlement schemes reserved
To Process 1000 renewal and extension of leases on public land	i)No. of notices issued ii)No. of Letters of Allotment and extension approvals issued	Target not changed	600 allotments for renewal of lease approved
To Document of land rights in urban centers by regularizing the standards and procedures and giving notices of intention to allocate and letters of allotments for the financial year 2023/2024	i)Regularization standards and procedures in place ii)No. of Notices Issued and allotments issued	Target not changed	i)1 regularization standard and procedure in place ii)50 notices issued
To generate 200 million in own source revenue and AIA by way of Letter of allotment fees, stand premium, annual rent, approval fees and consent fees	i)Amount generated in kshs	Target not changed	800,000Kshs generated by way of allotment fees
To conduct Sessions on cases that have been submitted by disputing parties	i)No of ADR held ii)Reports on disputes resolved	Target not changed	10 ADR sessions held
To Inventorize Natural Resources in Kenya for the financial year 2023/2024	Natural resources inventory/Atlas updated	Target not changed	Atlas updated
To Map Ecologically Sensitive lands in the country and ensuring theme-based maps are in place for the financial year 2023/2024	i)No. of reports/advisories ii) No. of theme- based maps	Target not changed	Reports and maps developed
To develop Governance frameworks for management of Natural Resource for the financial year 2023/2024	No. of draft frameworks developed	Target not changed	ongoing

MID YEAR APPRAISEES'S COMMENTS

I will aim to achieve my set targets by end of the year

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

Strive to achieve set targets by close of the financial year

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



INDIVIDUAL APPRAISAL REPORT

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
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	