



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150156	Staff Name:	Silvester Osodo Musera
ID Number:	8575647	Employee E-mail:	silvester.osodo@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2020-2021
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	06-Taita -Taveta County	Job Grade:	NLC4
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 facilitate resolution of disputes and conflicts on land based resources.

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

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

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraiser's Rating	Agreed Rating
Identify, verify and update 100 No. of public land in the county from 1st July 2020 to 30th June 2021	Number of parcels received, verified and updated			0	0
Receive and record 100 No. of applications by public institution from 1st July 2020 to 30th June 2021	Number of applications received			0	0
Receive 50 No. of applications on subdivision/ amalgamation of public land from 1st July 2020 to 30th June 2021	Number of applications received and recorded			0	0
Receive 100 No. of applications for allocation / applications for ownership documents / land regularization from 1st July 2020 to 30th June 2021	Number of applications received and recorded			0	0
Preparing reports of preliminary investigations for Historical land injustice from 1st July 2020 to 30th June 2021	List of cases filed Preliminary reports Ground/site reports			0	0
Chairing the staff meetings for the financial year 2020/2021	Minutes prepared and filed			0	0
Total Appraiser Score on Performance Targets				0.00	0.00
Mean Appraisal Scores				0%	0%



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APPRAISEE'S COMMENTS ON TARGET SETTING	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
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MID YEAR REVIEW

Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Identify, verify and update 100 No. of public land in the county from 1st July 2020 to 30th June 2021	Number of parcels received, verified and updated	Target not changed	60 parcels identified
Receive and record 100 No. of applications by public institution from 1st July 2020 to 30th June 2021	Number of applications received	Target not changed	57 applications received
Receive 50 No. of applications on subdivision/ amalgamation of public land from 1st July 2020 to 30th June 2021	Number of applications received and recorded	target not changed	23 applications received so far
Receive 100 No. of applications for allocation / applications for ownership documents / land regularization from 1st July 2020 to 30th June 2021	Number of applications received and recorded	target not changed	40 applications received so far
Preparing reports of preliminary investigations for Historical land injustice from 1st July 2020 to 30th June 2021	List of cases filed Preliminary reports Ground/site reports	target not changed	27 reports prepared for HLI
Chairing the staff meetings for the financial year 2020/2021	Minutes prepared and filed	Target not changed	6 meetings held

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
I hope to achieve all my set targets by end of the 2020/2021 financial year	Strive to achieve all set targets by end of the performance cycle

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
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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	