



## INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
<b>Staff Number:</b>	NLC20140030	<b>Staff Name:</b>	Frank Kibelekenya Kosiom
<b>ID Number:</b>	12985002	<b>Employee E-mail:</b>	frank.kibelekenya@landcommission.go.ke
<b>Appraisal Type:</b>	ANNUAL FINANCIAL YEAR	<b>Appraisal Period:</b>	2020-2021
<b>Terms of Service:</b>	Permanent and Pensionable	<b>Gender:</b>	Male
<b>Work Station</b>	32-Nakuru County	<b>Job Grade:</b>	NLC3
<b>Dept/Directorate</b>	CCO	<b>Appraisal Status</b>	Approved/Closed/HR
<b>Immediate Supervisor:</b>	Tache Kabale Arero	<b>Immediate Supervisor Designation:</b>	Acting Chief Executive Officer
<b>Second Supervisor:</b>	Tache Kabale Arero	<b>Supervisor Designation:</b>	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
1. Receive and recommend development applications (50 extension/renewal of lease) Number	Application documents			100	0
2. 2 Receive and recommend development applications(50 Subdivision	Application documents			80	0
3. Receive and recommend development application (50 Change/extension of user	Application documents			120	0
4. Receive and recommend 50 allocation of land.	Application documents			100	0
5. Receive and recommend development application 100 application for ownership documents/land regularization.	Application documents			150	0



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6. Undertake awareness/advocacy education activities on NLC mandate and land matters	Attendance list, reports, programmes, photos, invitation letters			195	0
7. Prepare comprehensive,continuous public land inventory for the County inclusive of ongoing public schools exercise	Inventory in place			150	0
8. Resolve 20 number of cases referred through ADR annually	Forms, reports, attendance list, land ref No., names of parties concerend			200	0
9. investigations for HLI, valuation etc. Number of cases investigated vis a vis received.	Number of application received			90	0
10. Advisories to both Government and Non state agencies	Advisories engagement documents			180	0
11. Conduct monthly staff meetings	Staff meeting Minutes			120	0
12. Conduct staff apperaisal	Filled appraisal forms, mid-year reviews, annual performance appraisal			180	0
13. Participate in monthly county engagement meetings	Minutes of meeting,programmes			190	0
<b>Total Appraisee Score on Performance Targets</b>				<b>1855.00</b>	<b>0.00</b>
<b>Mean Appraisal Scores</b>				<b>142.69%</b>	<b>0%</b>

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
I hope the target set are SMART.	

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



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APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES		IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE	
Application of professionalism in duty performance leads to excellent performance and team building.			
STAFF TRAINING AND DEVELOPMENT NEEDS			
Training & Development Needs	Duration	Type of Training	
Mediation training	3 weeks	Managerial	
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS	
Training imparts knowledge on clients' satisfaction.			
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS			
Second Supervisor Comments	Second Supervisor Recommendations		
None	None		