



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:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	32-Nakuru County	Job Grade:	NLC3
Dept/Directorate	CCO	Appraisal Status	Appraisee
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

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 of extension/renewal of lease.			0	0
Receive and recommend development applications (50 subdivision on public land)	Number of subdivisions			0	0
Receive and recommend development applications (50 change of user)	Number of Change of user recommended			0	0
Receive and recommend 50 allocation of public land	Number of public land allocated.			0	0
Receive and recommend development application 100 application for ownership documents/land regularization	Number of ownership documents/land regularization			0	0
Undertake awareness/advocacy education activities on NLC mandate and land matters	Attendance list,reports,programmes,photos and invitation letters.			0	0
Prepare comprehensive,continuous public land inventory for the county inclusive of ongoing public schools exercise	Inventory			0	0
Resolve 20 number of cases referred through ADR/AJS annually	Forms,Reports,Attendance list,land reference number.names of parties concerned			0	0
Carrying out preliminary investigations for HLI,valuation etc	Cases investigated			0	0
Advisories to both Government and Non state agencies	Advisory engagement documents			0	0
Conduct montly staff meetings	Staff meeting minutes			0	0



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Conduct staff appraisals	Filed appraisals forms,mid year reviews,annual performance			0	0
To ensure all quarterly reports done and submitted on time	Number of reports submitted			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

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
Receive and recommend development applications (50 extension/renewal of lease)	Number of extension/renewal of lease.	1	1

MID YEAR APPRAISEES'S COMMENTS

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

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

STAFF TRAINING AND DEVELOPMENT NEEDS

Training & Development Needs	Duration	Type of Training
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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