



## INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
<b>Staff Number:</b>	NLC20150424	<b>Staff Name:</b>	Calvins Ojwang Otieno
<b>ID Number:</b>	26149409	<b>Employee E-mail:</b>	calvins.otieno@landcommission.go.ke
<b>Appraisal Type:</b>	ANNUAL FINANCIAL YEAR	<b>Appraisal Period:</b>	2023-2024
<b>Terms of Service:</b>	Permanent and Pensionable	<b>Gender:</b>	Male
<b>Work Station</b>	47-Nairobi City County	<b>Job Grade:</b>	NLC7
<b>Dept/Directorate</b>	CCO	<b>Appraisal Status</b>	Immediate Supervisor Reviewed
<b>Immediate Supervisor:</b>	Fatuma Abubakar Horow	<b>Immediate Supervisor Designation:</b>	COUNTY COORDINATOR
<b>Second Supervisor:</b>	Fatuma Abubakar Horow	<b>Supervisor Designation:</b>	COUNTY COORDINATOR

DEPARTMENTAL OBJECTIVES
To facilitate resolution of disputes and conflicts on land based resources.
To create awareness through advocacy, coordination and information dissemination on the role of NLC.
to secure public institutions land

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Document Public Land in Community/Group Land and Settlement Schemes in Nairobi county for FY23/24	No of parcels documented			0	0
Inventorize the status of Urban Centers in Nairobi county	proper inventory maintained			0	0
Facilitate recovery of Land belonging to Public Institutions in Nairobi county for the FY 23/24	no of parcels recovered			0	0
Facilitate the Processes for Renewal and Extension of Leases of Public Land in Nairobi county for the FY 23/24	no of renewal and extension of leases initiated			0	0
Carry out site inspections and generate ground status reports for parcels in Nairobi county for the FY23/24	no of site inspections attended and reports generated			0	0
<b>Total Appraisee Score on Performance Targets</b>				<b>0.00</b>	<b>0.00</b>
<b>Mean Appraisal Scores</b>				<b>0%</b>	<b>0%</b>

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
Targets are SMART	



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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

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Document Public Land in Community/Group Land and Settlement Schemes in Nairobi county for FY23/24	No of parcels documented	target not changed	ongoing
Inventorize the status of Urban Centers in Nairobi county	proper inventory maintained	Target not changed	ongoing
Facilitate recovery of Land belonging to Public Institutions in Nairobi county for the FY 23/24	no of parcels recovered	Target not changed	ongoing
Facilitate the Processes for Renewal and Extension of Leases of Public Land in Nairobi county for the FY 23/24	no of renewal and extension of leases initiated	target not changed	on demand basis
Carry out site inspections and generate ground status reports for parcels in Nairobi county for the FY23/24	no of site inspections attended and reports generated	target not changed	on demand basis

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
I will strive to meet all my set targets by end of the financial year	

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 am efficient and effective in carrying out duties assigned to me	

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
supervisory skills	1 month	Supervisory Management course
GIS For Land Administration and Management Course	1 month	Land Administration training



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APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
I need this training to enable handle members of the public in a professional manner	
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations