



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20170482	Staff Name:	Austine Ogutu Odhiambo Otewa
ID Number:	27613895	Employee E-mail:	austine.odhiambo@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC6
Dept/Directorate	LV&T	Appraisal Status	Supervisor
Immediate Supervisor:	Isabel Muthanje Njeru	Immediate Supervisor Designation:	Principal Valuation and Taxation
Second Supervisor:	Joycelyn Kaaria Makena	Supervisor Designation:	Director Valuation And Taxation

DEPARTMENTAL OBJECTIVES
Avail land through Compulsory acquisition
To assess land and property taxes
Strengthen human resource capacity
To Offer Advisory Services on Valuation to the National Government and County Government and other government agencies

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To offer 3 advisory reports to various government agencies	Valuation report	Delivered 3No. advisory reports for County Government of Kwale		200	0
To issue awards to 2 projects	Plenary resolution	Issued awards to Soin Koru dam and Lapsset Projects		200	0
To undertake inquiry for 3 projects	Gazette notices	Undertook Inquiries for Lapsset, Gatundu Sewerage, Kigoro Water treatment and KOSAP		130	0



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To issue issue notices of taking possession for 2 projects	copies of the notices	Issued notices top PAPs affected by Kigoro treatment and KOSAP Project		100	0
To attend one short course training	certificate	Attended devolution training at Kenya School of Government		100	0
Total Appraisee Score on Performance Targets				730.00	0.00
Mean Appraisal Scores				146%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
Targets conform to the departmental objectives	The targets set are achievable

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
I was able to achieve the targets as amended during the mid term review.	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
To offer 3 advisory reports to various government agencies	Valuation report	To offer 1 No. advisory report to various government agencies	achieved
To issue awards to 2 projects	Plenary resolution	To issue award to 1No. project	Achieved
To undertake inquiry for 3 projects	Gazette notices	To undertake inquiry for 1No. project	achieved
To issue issue notices of taking possession for 2 projects	copies of the notices	Target not changed	Notice issued to 1No. project
To attend one short course training	certificate	Target not changed	Target to be achieved subject to Human Resource commitment to employee development

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
The targets have been reviewed talking into account the decline in new compulsory acquisition requests from various government agencies.	Most of targets set have been achieved as planned. However, for training he needs to be considered for the next available slot



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VALUES AND STAFF COMPETENCIES APPRAISAL

Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Professionalism	Excellent - Higher Than 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES

IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE

	Appraisee carries out his work with professionalism
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STAFF TRAINING AND DEVELOPMENT NEEDS

Training & Development Needs	Duration	Type of Training
SUPERVISORY SKILLS	1 month	Senior management and leadership training

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS

IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS

Training is essential for my career growth	The training is necessary for professional development and strengthens delivery of duties assigned
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SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS

Second Supervisor Comments	Second Supervisor Recommendations