



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150129	Staff Name:	Justus Matheka Kyalo
ID Number:	12592670	Employee E-mail:	justus.matheka@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2021-2022
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	34-Kajiado County	Job Grade:	NLC5
Dept/Directorate	CCO	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Fatuma Abubakar Horow	Immediate Supervisor Designation:	COUNTY COORDINATOR
Second Supervisor:	Fatuma Abubakar Horow	Supervisor Designation:	COUNTY COORDINATOR

DEPARTMENTAL OBJECTIVES

- To secure public institutional land.
- To enhance access to alienated and unalienated public land for development.
- To develop a comprehensive public land inventory and data base.
- To provide redress to land disputes
- To mainstream land use planning in the county and national development agenda.

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
1.To identify 10 NO. of undocumented parcels of land for public institutions and submit to Land Administration & Management Directorate for processing	No of Parcels identified and submitted to land Administration & Management for Processing.	11	11	110	110
2. Resolve 85% no of cases referred through ADR	Percentage of cases resolved through ADR.	85%	85%	100	100
3. Documentation/Titling 10 no. of public institutions land.	No. of public institutions land documented.	12	10	120	100
4. undertake 12 no. public awareness/advocacy/education activities on NLC mandate in Land matters.	No. of public awareness/advocacy undertaken	21	21	175	130
5. Identify 1 no .of public land in the country for vesting	No. of public land identified for vesting	0	0	0	0
6. Receive and Process 5 development Applications	No. of development applications received and processed.	7	7	140	140
To update to the County comprehensive public land inventory database with 100 No. of parcels.	No. of parcels updated in the County comprehensive public land Inventory database.	100	100	100	100
Total Appraisee Score on Performance Targets				745.00	680.00



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Mean Appraisal Scores		106.43%	97.14%
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APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
Targets are achievable as set above.	Vesting of Public could not be finalized due to lack of resources for the financial year under review

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
-no application received regarding public land in the county for vesting. Other targets were achieved as set.	fair performance

MID YEAR REVIEW

Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
1.To identify 10 NO. of undocumented parcels of land for public institutions and submit to Land Administration & Management Directorate for processing	No of Parcels identified and submitted to land Administration & Management for Processing.	Not changed	40% on course
2. Resolve 85% no of cases referred through ADR	Percentage of cases resolved through ADR.	NOT Changed	On course
3. Documentation/Titling 10 no. of public institutions land.	No. of public institutions land documented.	target not changed	on progress
4. undertake 12 no. public awareness/advocacy/education activities on NLC mandate in Land matters.	No. of public awareness/advocacy undertaken	Not Changed	On course
5.Identify 1 no .of public land in the country for vesting	No. of public land identified for vesting	Not Changed	On Course
6.Recieve and Process 5 development Applications	No. of development applications received and processed.	Not Changed	On Course
To update to the County comprehensive public land inventory database with 100 No. of parcels.	No. of parcels updated in the County comprehensive public land Inventory database.	Target no changed	on progress

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
Done as agreed.	Good Progress



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VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Managerial and Supervisory Competence	Training and Development	Good - Between 80% and 99%
Managerial and Supervisory Competence	Promoting use of Information Technology	Good - Between 80% and 99%
APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES		IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
I respect the rule of law, promote the use of technology, anticipate risk and mitigate against them.		Recommended for the training need stated above
STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Senior Leadership course	six (6) weeks	Management
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
strategic Leadership Development Program course		Recommended for SLDP training
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS		
Second Supervisor Comments	Second Supervisor Recommendations	
Good Performance considering availability of enough resources	Recommended for SLDP course at the Kenya School of Government	