



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210563	Staff Name:	Pascaliah Chepkoech
ID Number:	31660387	Employee E-mail:	pascaliah.chepkoech@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Female
Work Station	47-Nairobi City County	Job Grade:	NLC7
Dept/Directorate	LAM	Appraisal Status	Immediate Supervisor Reviewed
Immediate Supervisor:	Zachary Ndege Msongo	Immediate Supervisor Designation:	Principal Land Administration Officer
Second Supervisor:	Samuel Mwenje Nthuni	Supervisor Designation:	Director Land Administration and Management

DEPARTMENTAL OBJECTIVES

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To process 50 documents for schools between 1st July 2023 and 30th June 2024	no of schools documented			0	0
To perform the vesting of 4 compulsorily acquired land and document the surrenders between 1st July 2023 and 30th June 2024	no of parcels of land acquired and surrendered			0	0
To enhance access to 1 alienated or unalienated land reservations	report on access granted			0	0
To conduct 20 site inspections to aid in preparing ground status reports between 1st July 2023 and 30th June 2024	no of ground reports submitted			0	0
Attend 20 meetings on government projects between 1st July 2023 and 30th June 2024	No of meetings attended			0	0
Reservation and documentation of land for Affordable Housing project between 1st July 2023 and 30th June 2024	No of land parcels reserved			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
targets are smart	Targets set are smart and achievable



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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
To process 50 documents for schools between 1st July 2023 and 30th June 2024	no of schools documented	target not changed	8 schools documented so far awaiting requests
To perform the vesting of 4 compulsorily acquired land and document the surrenders between 1st July 2023 and 30th June 2024	no of parcels of land acquired and surrendered	Target not changed	1 parcel of land acquired for vesting
To enhance access to 1 alienated or unalienated land reservations	report on access granted	target not changed	1 report generated on land reservations
To conduct 20 site inspections to aid in preparing ground status reports between 1st July 2023 and 30th June 2024	no of ground reports submitted	target not changed	7 site inspections carried out and reports submitted
Attend 20 meetings on government projects between 1st July 2023 and 30th June 2024	No of meetings attended	Target not changed	20 meetings attended
Reservation and documentation of land for Affordable Housing project between 1st July 2023 and 30th June 2024	No of land parcels reserved	Target not changed	Ongoing

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
I will strive to achieve and exceed the set targets by end of financial year 2023/2024	Keep up and strive to meet the targets

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	
creative,honest,transparent in carrying out duties assigned to me.		



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STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
GIS For Land Administration and Management Course	1 month	GIS For Land Administration and Management Course
senior management course	1 month	senior management course
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
I need the trainings		
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS		
Second Supervisor Comments	Second Supervisor Recommendations	