



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150347	Staff Name:	Fridah Muriuki Kendi
ID Number:	24020854	Employee E-mail:	fridah.muriuki@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:	NLC8
Dept/Directorate	LV&T	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Danson Ngugi Njenga	Immediate Supervisor Designation:	Senior Valuation and Taxation
Second Supervisor:	Dorica Ongaga Buyaki	Supervisor Designation:	Principal Valuation and Taxation

DEPARTMENTAL OBJECTIVES

Avail land through compulsory acquisition

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To Open Project files after the request has been approved	Files		6 files	0	150
To facilitate publication of Kenya gazettes	Kenya Gazettes (Projects) Published		14 gazettes	0	140
To file Documents in their respective files	Files		20 filings	0	150
To liase with the Ministry of Lands and Physical Planning on Older acquisitions executed by the Ministry	Number of cases solved		9 cases	0	90
To follow up payment of the Published Kenya Gazettes with the acquiring entities	Receipts		10 gazettes followed up	0	100
Attending to the Project Affected Persons	Number of persons attended		About 30 PAPs attended to	0	125
Collecting Pro forma invoices from the Government Press for onward transmission to acquiring entities	Number of Pro forma invoices		14 proforma invoices sent.	0	140
Total Appraisee Score on Performance Targets				0.00	895.00
Mean Appraisal Scores				0%	127.86 %

APPRAISEE'S COMMENTS ON TARGET SETTING

As the targets were set, duties are performed as required and according to the job description

IMMEDIATE SUPERVISOR'S ON TARGET SETTING

Please edit the targets appropriately



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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

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
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VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Independence	Excellent - Higher Than 100%
Managerial and Supervisory Competence	Accountability in Managing Resources	Excellent - Higher Than 100%
Values	Fairness	Excellent - Higher Than 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
1. Duties performed as set 2. High level of accountability 3. Very efficient	Exceeded expectations

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
management course	4 weeks.	supervisory management course.
Customer Care Skills	2 weeks.	Customer Care Management

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The request is put forward for the training to achieve more desired results	The training needs are recommended for training.

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations
Targets as set are achievable with provision of the necessary resources.	The officer is recommended for further training as per the selected short courses.