



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20140048	Staff Name:	Japhet M'Nkanata Gikunda
ID Number:	7469712	Employee E-mail:	japhet.gikunda@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	30-Baringo County	Job Grade:	NLC3
Dept/Directorate	CCO	Appraisal Status	Immediate Supervisor Reviewed
Immediate Supervisor:	Tache Kabale Arero	Immediate Supervisor Designation:	Acting Chief Executive Officer
Second Supervisor:	Tache Kabale Arero	Supervisor Designation:	Acting Chief Executive Officer

DEPARTMENTAL OBJECTIVES

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
KRA1. Management and Administration of public land 1.1 To secure public institutional land.10 1.2 To enhance access to alienated land 10 1.3 To develop comprehensive public inventory and Data bases 200 1.4 To regularize Urban land allocation 2 to	1.1 No. of parcels identified and submitted to land Administration . 1.2 No. of public land in community land identified 1.3 Updated comprehensive public land inventory 1.4 No of Urban Centre undergoing planning and surveying	Achieve over 80%		80	0
KRA2 Use of land and security of land. 2.1 To mainstream land Use planning in the County development agenda	2.1 Status report prepared and submitted to HQS as base for monitoring	90		90	0
KRA 3 Land Disputes resolution and Conflict management rights 3.1 To provide redress to land disputes.(ADR/TDR)(40) 3.2 To provide redress for Historical land Injustice (HLI) (34)	3.1 No. of dispute handled (received and processed) 3.2 No. of (HLI)preliminary investigation conducted	90		90	0
KRA 4. INSTITUTIONAL STRENGTHENING 4.1 To enhance corporate image of the commission through County office. 4.2 To improve work environment. 4.3 To strengthen internal and processes. 4.4 Establish effective performance	4.1NO.of awareness forums/meetings. 4.2 NO.of CEPA Materials distributed 4.3 NO.of requisition 4.4 Updated Asset register. 4.5 NO.of work plan prepared and in place 4.6 NO.of PAS Filled	90		90	0



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Management and Administration of public land 1.1 To secure public institutional land.10 1.2 To enhance access to alienated land 10 1.3 To develop comprehensive public inventory and Data bases 200 1.4 To regularize Urban land allocation	No. of parcels identified and submitted to land Administration . 1.2 No. of public land in community land identified 1.3 Updated comprehensive public land inventory 1.4 No of Urban Centre undergoing planning and surveying	60		60	0
Total Appraiser Score on Performance Targets				410.00	0.00
Mean Appraisal Scores				82%	0%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The targets were deliver from work plan for this year and are realistic and achievable with necessary resources.	

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 performed excellent results during the year under review leading to registration of PAKA community land and issuance of titles and ADR /AJS case	

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
KRA1. Management and Administration of public land 1.1 To secure public institutional land.10 1.2 To enhance access to alienated land 10 1.3 To develop comprehensive public inventory and Data bases 200 1.4 To regularize Urban land allocation 2 to	1.1 No. of parcels identified and submitted to land Administration . 1.2 No. of public land in community land identified 1.3 Updated comprehensive public land inventory 1.4 No of Urban Centre undergoing planning and surveying	target were not changed	55% achieved during period under review
KRA2 Use of land and security of land. 2.1 To mainstream land Use planning in the County development agenda	2.1 Status report prepared and submitted to HQS as base for monitoring	target not changed	75% achieved during the period under review



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KRA 3 Land Disputes resolution and Conflict management rights 3.1 To provide redress to land disputes.(ADR/TDR)(40) 3.2 To provide redress for Historical land Injustice (HLI) (34)	3.1 No. of dispute handled (received and processed) 3.2 No. of (HLI)preliminary investigation conducted	targets were not changed	^5% achieved during period under review
KRA 4. INSTITUTIONAL STRENGTHENING 4.1 To enhance corporate image of the commission through County office. 4.2 To improve work environment. 4.3 To strengthen internal and processes. 4.4 Establish effective performance	4.1NO.of awareness forums/meetings. 4.2 NO.of CEPA Materials distributed 4.3 NO.of requisition 4.4 Updated Asset register. 4.5 NO.of work plan prepared and in place 4.6 NO.of PAS Filled	targets not changed	65% achieved during the period under review

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
Targets were not changed but the work progressed well .Many areas targeted were achieved during the period under review	The mid-year performance is acceptable. Please strive to achieve the remaining targets by close of the fourth quarter.

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	
Highly professional and motivated individual to achieve targets on time. performed over 90% of the task agreed		

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
There is need to train on Alternative Justice System and Arbitration to improve knowledge of dispute resolution	2 weeks	Online or physically on the training room
leadership and strategic management skills	6 weeks	professional

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
I need training on Alternative justice system and Arbitration to improve on knowledge in dispute and conflict management.	

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS
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Second Supervisor Comments	Second Supervisor Recommendations