



## INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
<b>Staff Number:</b>	NLC20150270	<b>Staff Name:</b>	Agnes Ipote Oiyie
<b>ID Number:</b>	30435640	<b>Employee E-mail:</b>	agnes.ipite@landcommission.go.ke
<b>Appraisal Type:</b>	ANNUAL FINANCIAL YEAR	<b>Appraisal Period:</b>	2022-2023
<b>Terms of Service:</b>	Permanent and Pensionable	<b>Gender:</b>	Female
<b>Work Station</b>	33-Narok County	<b>Job Grade:</b>	NLC8
<b>Dept/Directorate</b>	CCO	<b>Appraisal Status</b>	Approved/Closed/HR
<b>Immediate Supervisor:</b>	Susie Kidemi Namunyak	<b>Immediate Supervisor Designation:</b>	COUNTY COORDINATOR
<b>Second Supervisor:</b>	Francis Mirara Mwaura	<b>Supervisor Designation:</b>	Intern

DEPARTMENTAL OBJECTIVES
To secure public institutional land
To develop a comprehensive public land inventory data base
To improve work environment
To enhance access to alienated and unalienated public land for development.
To mainstream land use Planning in the National and County Development agenda

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
collection/keeping data of public land utilities	list of public utilities	100		100	0
To attend and participate in County Development approval Meetings.	meetings (2), attendance list	101		101	0
Participate in Data Collection on Alternative Justice System	No of data collected(AJS reports)	99		99	0
To receive and recommend applications for Renewal /Extension of Leases from clients	No. of Application submitted to land Administration	100		100	0
Preparation of requisition forms for office equipment, fitting ,cleaning supplies and other essential quarterly basis.	No of requisition for office equipment ,furniture fitting and cleaning.	120		120	0
To conduct site visit and/investigations.	No. of ground reports	100		100	0
to attend and participate in dispute resolution meetings	no of dispute resolution meeting attended.	120		120	0
indentification of natural resources and sensitive areas.	no of sites identified	100		100	0
<b>Total Appraisee Score on Performance Targets</b>				<b>840.00</b>	<b>0.00</b>



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<b>Mean Appraisal Scores</b>		<b>105%</b>	<b>0%</b>
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<b>APPRAISEE'S COMMENTS ON TARGET SETTING</b>	<b>IMMEDIATE SUPERVISOR'S ON TARGET SETTING</b>
will strife to achieve the target set	The Targets are SMART.

<b>APPRAISEE'S COMMENTS ON PERFORMANCE AT THE END OF THE YEAR INCLUDING ANY FACTORS THAT HINDERED PERFORMANCE</b>	<b>IMMEDIATE SUPERVISOR'S COMMENTS ON APPRAISEE'S PERFORMANCE AT THE END OF THE YEAR INCLUDING ANY FACTORS THAT HINDERED PERFORMANCE</b>
targets achieved	The targets were fully met.

<b>MID YEAR REVIEW</b>			
<b>Agreed Performance Target</b>	<b>Performance Indicator</b>	<b>Target changed or Added</b>	<b>Remarks</b>
collection/keeping data of public land utilities	list of public utilities	Target not changed	Data collected and furnished
To attend and participate in County Development approval Meetings.	meetings (2), attendance list	Target not changed	Active participation in meetings
Participate in Data Collection on Alternative Justice System	No of data collected(AJS reports)	Target not changed	Data collected
To receive and recommend applications for Renewal /Extension of Leases from clients	No. of Application submitted to land Administration	Target not changed	Ground report status prepared
Preparation of requisition forms for office equipment, fitting ,cleaning supplies and other essential quarterly basis.	No of requisition for office equipment ,furniture fitting and cleaning.	Target not changed	Number of requisition prepared and forwarded to HQ
To conduct site visit and/investigations.	No. of ground reports	Target not changed	Ground reports Prepared and finalized
to attend and participate in dispute resolution meetings	no of dispute resolution meeting attended.	Target not changed	Active participations in the meetings
indentification of natural resources and sensitive areas.	no of sites identified	Target not changed	Site identified and documented

<b>MID YEAR APPRAISEES'S COMMENTS</b>	<b>MID YEAR IMMEDIATE SUPERVISORS COMMENTS</b>
will strife to achieve the target set	The targets are SMART.

<b>VALUES AND STAFF COMPETENCIES APPRAISAL</b>		
<b>Criteria Cluster</b>	<b>Appraisee's Values and Competencies</b>	<b>Immediate Supervisor Comments</b>
Core Competencies	Integrity	Good - Between 80% and 99%



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Managerial and Supervisory Competence	Planning and Organizing	Good - Between 80% and 99%
Values	Respect for National /Gender Diversity	Very Good - Upto 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
	Good performance.

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
supervisory skills	one month	supervisory management course
Supervisory Skills	one month	Supervisory Management Course
supervisory skills	one month	supervisory management course

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
will strife to meet the target set	Staff training is necessary.

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations
Good performance during the year under review.	Further training is necessary.