



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20210546	Staff Name:	Grace Kawai Marube
ID Number:	30245366	Employee E-mail:	grace.marube@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2021-2022
Terms of Service:	Permanent and Pensionable	Gender:	Female
Work Station	47-Nairobi City County	Job Grade:	NLC7
Dept/Directorate	LV&T	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Isabel Muthanje Njeru	Immediate Supervisor Designation:	Chief valuer
Second Supervisor:	Joycelyn Kaaria Makena	Supervisor Designation:	Director Valuation And Taxation

DEPARTMENTAL OBJECTIVES
To undertake compulsory acquisition of land and creation of public rights of way (PROW) over land for County and National projectsal
To offer advisory services on valuation to national ,county government and government agencies
To undertake valuations for determination of SP & AR upon alienation of land & renewal of leases

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Compulsory acquisition and creation of public rights of way	Letters of awards	100	100	100	100
Advisory services to counties and government Agencies	Valuation reports	100	100	100	100
To undertake valuation for determination of SP & AR upon alienation of land & renewal of leases	Determined stamp premium and annual rents	100	100	100	100
Total Appraisee Score on Performance Targets				300.00	300.00
Mean Appraisal Scores				100%	100%

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
Targets are achievable	Proceed to the next stage

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



INDIVIDUAL APPRAISAL REPORT

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
Compulsory acquisition and creation of public rights of way	Letters of awards	No target changed	None
Advisory services to counties and government Agencies	Valuation reports	No target changed	None
To undertake valuation for determination of SP & AR upon alienation of land & renewal of leases	Determined stamp premium and annual rents	No target changed	None

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
No target added	No Target changed

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
The targets are achievable		She demonstrates competency in her duties

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Customer care skills	2 weeks	Customer Care skills
Supervisory skills	2 weeks	Supervisory management Course

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
The skills are required to better handle clients.	Recommend for training

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations
Grace works hard and diligently and is also a team-player.	The suggested training in supervisory and customer care skills is supported.