



## INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
<b>Staff Number:</b>	NLC20210542	<b>Staff Name:</b>	Kennedy Kiprotich Koske
<b>ID Number:</b>	28112619	<b>Employee E-mail:</b>	kennedy.koske@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>	Male
<b>Work Station</b>	47-Nairobi City County	<b>Job Grade:</b>	NLC6
<b>Dept/Directorate</b>	LV&T	<b>Appraisal Status</b>	Approved/Closed/HR
<b>Immediate Supervisor:</b>	Isabel Muthanje Njeru	<b>Immediate Supervisor Designation:</b>	Chief valuer
<b>Second Supervisor:</b>	Joycelyn Kaaria Makena	<b>Supervisor Designation:</b>	Director Valuation And Taxation

### DEPARTMENTAL OBJECTIVES

To avail land through compulsory acquisition

To assess land and property taxes

To strengthen human resources capacity

### AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
Prepare facilitation budgets for approval	Five approved requests			0	0
Undertake valuation for determination of Stand Premium and Annual Ground Rent upon alienation of land and renewal of leases	Ten signed reports			0	0
Undertake valuation for advisory purposes	Two signed valuation reports			0	0
To issue Notices of Taking Possession within the financial year	Signed Notices of Taking Possession			0	0
To bill professional fees for Advisory Valuations done	Two signed valuation fee notes			0	0
To participate in project reconnaissance visits and public sensitization by the Commission	Signed attendance lists and site visit reports			0	0
To undertake inspections, data collection and due diligence for assigned Compulsory Acquisition Projects	Three signed valuation reports			0	0
To attend/hold inquiry exercise	Three signed inquiry reports			0	0
To prepare valuation schedules	Three signed valuation schedules			0	0
Participate in review of Processes and Procedures Manual	Finalized Processes and Procedures Manual			0	0
<b>Total Appraisee Score on Performance Targets</b>				<b>0.00</b>	<b>0.00</b>



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<b>Mean Appraisal Scores</b>		<b>0%</b>	<b>0%</b>
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<b>APPRAISEE'S COMMENTS ON TARGET SETTING</b>	<b>IMMEDIATE SUPERVISOR'S ON TARGET SETTING</b>
The targets set are achievable	Targets are achievable

<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>

<b>MID YEAR REVIEW</b>			
<b>Agreed Performance Target</b>	<b>Performance Indicator</b>	<b>Target changed or Added</b>	<b>Remarks</b>

<b>MID YEAR APPRAISEES'S COMMENTS</b>	<b>MID YEAR IMMEDIATE SUPERVISORS COMMENTS</b>
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<b>VALUES AND STAFF COMPETENCIES APPRAISAL</b>		
<b>Criteria Cluster</b>	<b>Appraisee's Values and Competencies</b>	<b>Immediate Supervisor Comments</b>

<b>APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES</b>	<b>IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE</b>
Professionalism is held high in discharging services to the public	He knows his work and handles his duties with high level of professionalism

<b>STAFF TRAINING AND DEVELOPMENT NEEDS</b>		
<b>Training &amp; Development Needs</b>	<b>Duration</b>	<b>Type of Training</b>
Managerial & Supervisory Skills	2 months	Supervisory Management Course
Leadership skills	2 months	Leadership course
Customer Care skills	2 months	Customer Care Course

<b>APPRAISEE'S COMMENTS ON TRAINING &amp; DEVELOPMENT NEEDS</b>	<b>IMMEDIATE SUPERVISOR COMMENTS ON TRAINING &amp; DEVELOPMENT NEEDS</b>
The trainings will enable me undertake my responsibilities as well as enable supervise work.	The training needs requested are necessary

<b>SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS</b>	
<b>Second Supervisor Comments</b>	<b>Second Supervisor Recommendations</b>
Appraisal satisfactory. Targets set are realistic and achievable and meet the smart criteria of a target. I recommend proper facilitation in terms of infrastructure to ensure that the targets are achieved within the period planned.	Supervision to be undertaken to ensure that the key output indicators are achieved within the period.