



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20150193	Staff Name:	Benson Murithi Njoka
ID Number:	26431371	Employee E-mail:	benson.njoka@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2023-2024
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC7
Dept/Directorate	LAM	Appraisal Status	Approved/Closed/HR
Immediate Supervisor:	Paddy Odera Makene	Immediate Supervisor Designation:	Senior Surveyor
Second Supervisor:	Samuel Gatuku Wanjohi	Supervisor Designation:	Principal Surveyor

DEPARTMENTAL OBJECTIVES
1. Implementing the policies of the commission relating to survey, public land information management and land rights monitoring oversight functions
2. Coordination of all matters surveying in relation to NLC functions and mandate
3. Offer advisory services on land administration and survey to the commission
4. Creation and strengthening of NLC's capacity for managing an effective computerized public land inventory
5. Safeguarding of land information
6. Undertaking final survey and vesting in the commission

AGREED PERFORMANCE TARGETS					
Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
1.Data conversion and Scanning.	Coordinate transformation of 200 maps and Harmonization of coordinates. and Scanning 200 maps Quality checks of the scanned maps Repair /prepare maps for scanning Returning obtained maps and plans in good shape	180	180	90	90
2.Georeferencing and Digitization	1.Georeferencing 200 scanned maps, Checking and rectifying georeferencing/residual error. Reporting of ArcGis license updates. 2.Carry out digitization of land parcels of georeferenced maps.	180	180	90	100
3.GIS Quality Control Assurance	1.Overlaying of 200 georeferenced maps for spatial correctness, 2.Storage and Backing up of georeferenced maps Review quality control workflow in reference to work 3.Ensure spatial data quality control population of attribute information.	180	150	90	100



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4. Aquisition of Maps,RIMS,PDPs from counties	Scanning,georeferencing,digitisation of 80 public land parcels.And storing of the digitised shapefiles in the geodatabase	60	80	75	80
.Ground truthing/Ground status verification of public land parcels	Conduct 80 ground status checks to verify the public land parcels, If there is any encroachment, devolved functions etc and advice the commission on the same through reports.	100	100	125	125
6.Collection of Spatial coordinates.	Collection of Spatial coordinates of public land parcels across atleast 4 counties to be used in mapping public land, amenities and facilities and thereafter stored in PLI.	30	30	60	60
7. Pre-acquisition survey	At least two(2)mega projects and four(4) medium projects done annually	1	2	50	100
8. Final Survey	At least one (1) mega project and two (2) medium projects done annually	1	2	50	100
Total Appraisee Score on Performance Targets				630.00	755.00
Mean Appraisal Scores				78.75%	94.38 %

APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
i will strive to realize the set targets	Appraisee can achieve the set targets

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
Did my best to acheive my target for the year	The appraisee managed to achieve most of the targets

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks
1.Data conversion and Scanning.	Coordinate transformation of 200 maps and Harmonization of coordinates. and Scanning 200 maps Quality checks of the scanned maps Repair /prepare maps for scanning Returning obtained maps and plans in good shape	Target not changed	40



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2.Georeferencing and Digitization	1.Georeferencing 200 scanned maps, Checking and rectifying georeferencing/residual error. Reporting of ArcGis license updates. 2.Carry out digitization of land parcels of georeferenced maps.	Target not changed	40
3.GIS Quality Control Assurance	1.Overlaying of 200 georeferenced maps for spatial correctness, 2.Storage and Backing up of georeferenced maps Review quality control workflow in reference to work 3.Ensure spatial data quality control population of attribute information.	Target not changed	40
4. Aquisition of Maps,RIMS,PDPs from counties	Scanning,georeferencing,digitisation of 80 public land parcels.And storing of the digitised shapefiles in the geodatabase	Target not changed	30
.Ground truthing/Ground status verification of public land parcels	Conduct 80 ground status checks to verify the public land parcels, If there is any encroachment, devolved functions etc and advice the commission on the same through reports.	Target not changed	40
6.Collection of Spatial coordinates.	Collection of Spatial coordinates of public land parcels across atleast 4 counties to be used in mapping public land, amenities and facilities and thereafter stored in PLI.	Target not changed	30
7. Pre-acquisition survey	At least two(2)mega projects and four(4) medium projects done annually	Target not changed	20
8. Final Survey	At least one (1) mega project and two (2) medium projects done annually	Target not changed	20

MID YEAR APPRAISEES'S COMMENTS

hoping to achieve the agreed targets at the end of the year

MID YEAR IMMEDIATE SUPERVISORS COMMENTS

Appraisee is on course to achieving the set targets.

VALUES AND STAFF COMPETENCIES APPRAISAL



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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
Will work professionally in executing my duties		The appraisee was able to carry out his work in accordance with the rule of law
STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
Supervisory skills	1 month	supervisory management course
Continous professional development	4 weeks	Drone surveys Training
APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS		IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
looking forward to attend the training		The appraisee to apply for training in CORS observations
SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS		
Second Supervisor Comments	Second Supervisor Recommendations	
The appraisee was able to perform his work exceptionally, with minimal distractions.	The appraisee to apply for trainings in CORS observations and Senior Management Course at the Kenya School of Government	