



INDIVIDUAL APPRAISAL REPORT

PERSONAL DETAILS			
Staff Number:	NLC20170482	Staff Name:	Austine Ogutu Odhiambo Otewa
ID Number:	27613895	Employee E-mail:	austine.odhiambo@landcommission.go.ke
Appraisal Type:	ANNUAL FINANCIAL YEAR	Appraisal Period:	2022-2023
Terms of Service:	Permanent and Pensionable	Gender:	Male
Work Station	47-Nairobi City County	Job Grade:	NLC6
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

Avail land through Compulsory acquisition

Strengthen human resource capacity

To assess land and property taxes

AGREED PERFORMANCE TARGETS

Agreed Performance Target	Performance Indicator	Results Achieved	Agreed Actual Results Achieved	Appraisee's Rating	Agreed Rating
To issue awards to 5No. projects by the end of the financial year	Commission resolutions Minutes	5 No project awards issued	5 No project awards issued	100	100
To conduct inquiries for 5No. projects by the end of the financial year	Gazette notices	6 No.inquiries conducted	6 No.inquiries conducted	120	120
To serve notices of taking possession to 3No. projects by the end of financial year	Notices of taking possession, Letters to request for facilitation	3 No, project notice of taking possession served	3 No, project notice of taking possession served	100	100
To be involved in 3No. new acquisition projects	Gazette notices	1 new project allocated	1 new project allocated	40	40
To execute 5No. requests for assessment of stand premium and annual rent for alienation and renewal of grant by the end of financial year	Valuation report, executed request form from land administration	10 No. lease renewals done	10 No. lease renewals done	200	200
To be involved in 3No. new acquisition projects	Gazette notices	1 No. new project allocated	1 new project allocated	40	40
Total Appraisee Score on Performance Targets				600.00	600.00
Mean Appraisal Scores				100%	100%



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APPRAISEE'S COMMENTS ON TARGET SETTING	IMMEDIATE SUPERVISOR'S ON TARGET SETTING
The targets align with the directorate objectives and are achievable within the period set.	The targets set were achieved. Where targets are not achieved they depend on external factors out of Commissions control

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
The targets that depended wholly on me were achieved.	Targets achieved as per the plan

MID YEAR REVIEW			
Agreed Performance Target	Performance Indicator	Target changed or Added	Remarks

MID YEAR APPRAISEES'S COMMENTS	MID YEAR IMMEDIATE SUPERVISORS COMMENTS
The targets are achievable are aligns to my job description	The targets set have not changed and they are being achieved.

VALUES AND STAFF COMPETENCIES APPRAISAL		
Criteria Cluster	Appraisee's Values and Competencies	Immediate Supervisor Comments
Core Competencies	Efficiency	Excellent - Higher Than 100%

APPRAISEE'S COMMENTS ON VALUES AND COMPETENCIES	IMMEDIATE SUPERVISOR COMMENTS ON APPRAISEE'S ATTRIBUTES/ATTITUDE
Its my desire to be assessed based on my professional work	Does his work with high professionalism and delivers assigned duties

STAFF TRAINING AND DEVELOPMENT NEEDS		
Training & Development Needs	Duration	Type of Training
SUPERVISORY SKILLS	3 months	Senior management and leadership training
Mediation skills	1 month	Alternative Dispute Resolution

APPRAISEE'S COMMENTS ON TRAINING & DEVELOPMENT NEEDS	IMMEDIATE SUPERVISOR COMMENTS ON TRAINING & DEVELOPMENT NEEDS
These skill will equip me to better execute my duties.	Recommended for training. It will enhance his performance and sharpen the skills. The trainings were not undertaken as required.

SECOND SUPERVISOR COMMENTS AND RECOMMENDATIONS	
Second Supervisor Comments	Second Supervisor Recommendations
The Appraisee is diligent in his work and a team player.	The Appraisee would benefit from a complementary senior management training.