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*Paper Laid by
Hon. David Were MP
on 16/12/2015*

THE NATIONAL ASSEMBLY

11TH PARLIAMENT – THIRD SESSION - 2015

DEPARTMENTAL COMMITTEE LABOUR AND SOCIAL WELFARE

REPORT ON THE VETTING OF PRINCIPAL SECRETARY NOMINEES

1. MRS.SUSAN N. MOCHACHE – STATE DEPARTMENT FOR SOCIAL SECURITY & SERVICES
2. MRS.ZEINAB W.ABDALLA HUSSEIN – STATE DEPARTMENT FOR GENDER AFFAIRS
3. MR.JOSEPH ROBERT OKUDO – STATE DEPARTMENT FOR CULTURE & ARTS

DIRECTORATE OF COMMITTEE SERVICES,
CLERK'S CHAMBERS,
PARLIAMENT BUILDINGS,
NAIROBI

DECEMBER, 2015

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1.0 PREFACE

On behalf of the Members of the Departmental Committee on Labour and Social Welfare and pursuant to the provisions of Standing Order 199, it is my pleasure and duty to present to the House, the Committee's Report on the vetting of Principal Secretary nominees, Mrs. Susan Nyamoita Mochache, Mrs. Zeinab Wanjiku Abdalla Hussein and Mr. Joseph Robert Okudo, for appointment to the positions of Principal Secretary in the State Departments of Social Security and Services, Gender Affairs and Culture & Arts respectively.

1.1 Committee Membership

The Departmental Committee on Labour and Social Welfare was constituted by the House on Thursday 16th May, 2013 and comprises the following Members:-

1. Hon. David Were, MP - Chairperson
2. Hon. Tiyah Galgalo Ali, MP – Vice Chairperson
3. Hon. Janet Teyiaa, MP
4. Hon. Peris Tobiko, MP
5. Hon. John Ndirangu Kariuki, MP
6. Hon. Winnie Karimi Njuguna, MP
7. Hon. Janet Nangabo, MP
8. Hon. John Serut, MP
9. Hon. Samuel Gichigi, MP
10. Hon. Elijah Lagat, MP
11. Hon. Cornelly Serem, MP
12. Hon. Abdinoor Mohamed Ali, MP
13. Hon. Daniel Wanyama, MP
14. Hon. Regina Nyeris Changorok, MP
15. Hon. Wesley Korir, MP
16. Hon. Kinoti Gatobu Boniface, MP
17. Hon. Elijah Mosomi Moindi, MP
18. Hon. James Onyango K'Oyoo, MP

19. Hon. Omondi John Ogutu, MP
20. Hon. Aisha Jumwa Karisa, MP
21. Hon. Patrick Wangamati, MP
22. Hon. Rose Museo Mumo, MP
23. Hon. Silvance Onyango Osele, MP
24. Hon. Mustafa Idd, MP
25. Hon. Nyasuna Gladys Wanga, MP
26. Hon. John Owuor Onyango Kobado, MP
27. Hon. Mwanyoha Hassan Mohammed, MP
28. Hon. Mlolwa Jones Mwangogo, MP
29. Hon. Ferdinand Waititu, MP

1.2 Committee mandate

The Committee is established in accordance with Standing Order 216 with the following mandates:-

- a) Investigate, inquire into, and report on all matters relating to the mandate, management, activities, administration, operations and estimates of the assigned ministries and departments;*
- b) Study the programme and policy objectives of ministries and departments and the effectiveness of the implementation.*
- c) Study and review all legislation referred to it.*
- d) Investigate and inquire into all matters relating to the assigned ministries and departments as they may deem necessary and as may be referred to them by the House.*
- e) Vet and report on all appointments where the Constitution or any law requires the National Assembly to approve, except those under Standing Order 204 (Committee on Appointments); and*
- f) Make reports and recommendations to the House as often as possible, including recommendation of proposed legislation.*

.3 Nomination of the Principal Secretaries

Pursuant to Article 152(2) of the Constitution, H.E. the President, forwarded to the Speaker of the National Assembly, the names of the nominees vide letter dated 2nd December, 2015 for vetting by the various Departmental Committees and consideration for approval by the National Assembly for appointment as Principal Secretaries. Among the nominees were Mrs. Susan Nyamoita Mochache, Mrs. Zeinab Wanjiku Abdalla Hussein and Mr. Joseph Robert Okudo for the positions of Principal Secretary for Social Security and Services, Gender Affairs and Culture and Arts respectively.

On 2nd December, 2015, the Honourable Speaker in a communication to the House, informed the House that he had received the names of the nominees and directed that their names and Curriculum Vitae be referred to the various Departmental Committees for vetting and reporting to the House within 14 days (by 15th December, 2015).

Article 155(1) of the Constitution provides that there is established the Office of the Principal Secretary, which is an office in the public service. Further, Article 155 (3) provides that the President shall nominate a person for appointment as Principal Secretary from among persons recommended by the Public Service Commission; and with approval of the National Assembly, appoint the Principal Secretaries. The duties of Principal Secretaries shall be the administration of a State department.

1.4 Committee meetings

The Committee held five sittings during which the nominees appeared and were vetted in accordance with the Public Appointments (Parliamentary Approval) Act No. 33 of 2011 for appointments as Principal Secretaries.

1.5 Adoption of the Report

The Members of the Departmental Committee on Labour and Social Welfare, pursuant to Standing Order 199 adopted this report on the vetting of Principal Secretary Nominees for Social Security and Services, Gender Affairs and Culture and Arts and affixed their signatures on 14th December, 2015.

1.6 Acknowledgements

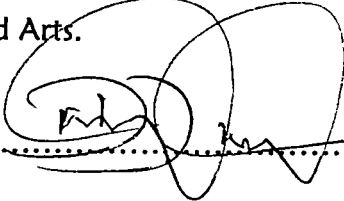
The Committee wishes to sincerely thank the Offices of the Speaker and the Clerk of the

National Assembly for the necessary support extended to it in the execution of its mandate.

I take this opportunity to thank all Members for their useful contribution during the deliberations and vetting of the nominees which enabled the Committee to complete the task within the stipulated period.

The Committee wishes to record its appreciation for services rendered by the staff of the National Assembly attached to the Committee, whose efforts and input made the work of the Committee and the production of this Report possible.

On behalf of the Departmental Committee on Labour and Social Welfare, it is my pleasure and duty to present the Committee's Report on the vetting of the nominees for the position of Principal Secretary in the State Department for Social Security and Services, Gender Affairs and Culture and Arts.

Signed.......... Date..... 15-12-2011.....

Hon. David Were, MP

Chairperson, Departmental Committee on Labour and Social Welfare

BACKGROUND

2.1 Establishment of the Committee

The Departmental Committee (J) on Labour and Social Welfare is established under Standing Order 216 with one of the mandates being to consider for approval by the House, appointments of Principal Secretaries under Article 152(2) of the Constitution.

2.2 Appointment Process of the Principal Secretaries Nominees

(i) H.E. the President, in accordance with the provisions of Article 152(2) of the Constitution, forwarded to the Speaker of the National Assembly, the names of nominees vide letter dated 2nd December, 2015 for vetting and approval for appointment by the National Assembly as Principal Secretaries.

(ii) On 2nd December, 2015, the Honourable Speaker in a communication referred the names of the nominees to the Departmental Committees for vetting and reporting to the House within 14 days.

(iii) On 3rd December, 2015, an advertisement was placed in the print media inviting the public to submit memoranda by way of affidavit on the suitability or otherwise of the nominees in conformity with Section 6(9) of the Public Appointments (Parliamentary Approval) Act 2011. The submissions were to be received latest by 9th December, 2015.

(iv) The Office of the Clerk made a request to the Ethics and Anti-Corruption Commission, Kenya Revenue Authority (KRA), Higher Education Loans Board (HELB) and the Criminal Investigations Department vide letters dated 2nd December, 2015 to provide reports about the nominees on: -

- Matters touching on integrity;
- Tax compliance;
- Loan repayments;
- Conduct.

In response, Higher Education's Loans Board (HELB) confirmed that Susan Nyamoita Mochache, Zeinab Wanjiku Abdalla Hussein and Joseph Robert Okudo had, among others, benefited from the Loans Scheme and that they had cleared their loan. The Kenya Revenue Authority confirmed that the nominees were tax compliant while the Ethics and Anti-Corruption Commission stated that the Commission had not received adverse reports or opened investigations against them.

2.3 Procedure for Vetting and Matters for Consideration by the Committee

The Chairperson informed the Committee that the provisions of the Public Appointments (Parliamentary Approval) Act (No.33 of 2011) 2011 apply with respect to appointments to public office requiring the approval of Parliament.

Section 5 of the Public Appointments (Parliamentary Approval) Act provides that the appointing authority shall, in writing to the Clerk, notify the House upon nominating a person for appointment. Upon receipt of the notification for appointment, the Clerk invited the relevant committee to hold an approval hearing as required under section 6 of the Public Appointments (Parliamentary Approval) Act. The Clerk shall notify the nominee and the public of the time and place for holding the approval hearing at least seven days prior to the hearing.

Section 6(7) of the Public Appointments (Parliamentary Approval) Act provides that “ *an approval hearing shall focus on a candidate's academic credentials, professional training and experience, personal integrity and background*”

Section 6(9) of the Public Appointments (Parliamentary Approval) Act provides that “*any person may, prior to the approval hearing and by a written statement on oath, provide the Clerk with evidence contesting the suitability of a candidate to hold the office to which the candidate has been nominated*”.

Section 6 (10) further provides that “*a candidate may, at any time, by notice in writing addressed to the Clerk, withdraw from the approval process and the candidate's nomination*”

Il thereupon lapse.”

ection 7 of the Public Appointments (Parliamentary Approval) Act, 2011 provides that the issues for consideration by the relevant House in relation to any nomination shall be:-

- (a) the procedure used to arrive at the nominee;
- (b) any constitutional or statutory requirements relating to the office in question; and
- (c) the suitability of the nominee for appointment proposed having regard to whether the nominee's abilities, experience and qualities meet the needs of the body to which nomination is being made.

The Committee held a sitting on Thursday 10th December 2015 and was informed that-

- (1) pursuant to Standing Order 42(1), the Honorable Speaker informed the House that he had received the notification of nomination of Mr. Joseph Okudo, Ms. Susan Mochache, Ms. Lilian Omollo and Ms. Zeinab W. Hussein for consideration and appointment as the Principal Secretaries to Culture & Arts, Social Security & Services, Public Service & Youth and Gender Affairs respectively;
- (2) the Committee was informed placed an advertisement in the print media inviting the public to submit memoranda by way of written statements on oath (sworn affidavits) on the suitability or otherwise of the nominees to hold office in conformity with section 6(9) of the Public Appointments (Parliamentary Approval) Act 2011. The submissions were to be received latest by Wednesday 9th December, 2015 and by the deadline date, the Clerk of the National Assembly had not received any memoranda from the public;
- (3) pursuant to provisions of Article 118 of the Constitution, section 6(4) of the Public Appointments (Parliamentary Approval) Act and Standing Order 45(3), the general public was also notified in the print media by the Clerk of the National Assembly of the intention of the Committee on Appointments to conduct the vetting and approval hearing of the nominee on Friday 11th December, 2015;
- (4) the Clerk of the National Assembly had received academic certificates and curriculum vitae from each of the nominees;
- (5) the Clerk of the National Assembly had received clearance certificates from the Higher Education Loans Board, Kenya Revenue Authority, Ethics and Anti-Corruption

Commission, Criminal Investigations Department and the Credit Reference Bureau with respect to each of the nominees; and

- (6) none of the nominees had notified the Clerk of the National Assembly of withdrawal from the approval process as outlined under Section 6(10) of the Public Appointments (Parliamentary Approvals) Act .

In view of the foregoing, the Committee resolved to proceed with the approval hearing as scheduled on the 11th December 2015 at 9:00am as required and in accordance with the provisions of the Constitution, the Public Appointments (Parliamentary Approval) Act (No. 33 of 2011) and the National Assembly Standing Orders.

3.0 VETTING OF THE NOMINEES

In conducting the vetting process, the Committee examined the nominees against the following criteria, amongst others, as set out in the Public Appointments (Parliamentary Approval) Act No. 33 of 2011.

- (i) Academic qualifications
- (ii) Employment record
- (iii) Professional affiliations
- (iv) Potential conflict of interest
- (v) Knowledge of the relevant subject
- (vi) Overall suitability for the position
- (vii) Tax compliance
- (viii) Integrity

During its Sittings held on Friday, 11th December, 2015, the Committee conducted oral interview of the nominees.

3.1 MRS. SUSAN MOCHACHE- PRINCIPAL SECRETARY NOMINEE, SOCIAL SECURITY AND SERVICES

Mrs. Susan Mochache appeared before the Committee on Friday 11th December, 2015 at 9.00a.m, submitted her original testimonials and informed them as follows:-

That:-

Personal Background

She was born on 17th November, 1973 and is married with two children.

Academic qualifications

1. She holds a Master of Science in Communications Management from University of Strathclyde, Scotland, United Kingdom (2008), Bachelor of Science in International Business Administration from United States International University Kenya (1995) and Kenya Certificate of Secondary Education from Pangani Girls School (1992).
2. She has undergone professional trainings which includes Change Management, programme and Negotiations, Executive Mentorship programme, Strategic Methods and Project Structuring Techniques amongst others.
3. That her academic credentials were relevant for the technical tasks undertaken at the Ministry.
4. She had additional skills which would enhance her managerial capacity.

Professional experience

1. She is currently serving in Communication Authority of Kenya (CA) as an Assistant Director, Universal Service Obligation and Funding to-date. Safaricom limited where she was the Dealer Manager/Administrator. Other organizations she has served include Brulto Limited, where she served as a distribution Manager; Lonhro Motors East Africa, where she served as a Sales Administrator; Sigma Surface Coatings where she served as Sales Executive and Brand Manager.
2. She chaired national committee that developed Kenya's National Broadband Strategy through consensus building over a period of 18 months.
3. She conceptualized and created statistical Unit that was responsible for the well-publicized ICT sector publications and national surveys.
4. She Spearheaded establishment of operational frameworks for Universal Service Fund (A

fund created to leverage ICT investment in rural and remote areas in Kenya).

5. She led a task force that was responsible for realization of regional single network among member states of the Northern Corridor projects and forged and fortified strategic collaboration and funding engagements for projects with local and international partners including the USAID and INTEL.
6. She was further handpicked as a Project member to a team that undertook project conceptualization and implementation of the public funded telecommunication infrastructure projects, the East Africa Submarine System and the National Optic Fibre backbone and transformed dealer business approach and evolved successful business models that led consistently and positioned Safaricom as the market leader.

Potential Conflict of interest

She stated that she has no family members or persons, parties, categories of litigation or financial arrangements that are likely to present a potential conflict of interest when she assumes if given the chance.

Knowledge of the relevant subject

1. She has experience in Social Assistance Related programmes such as providing leadership on the establishment of the Universal Access Fund which involved policy development, legislation, regulations and finally the operational framework for the fund
2. The nominee exhibited impressive knowledge of topical issues touching on the State Department of Social Security and Services docket. She was keen on making positive proposals on how to move the Ministry forward.
3. The nominee displayed passionately an interest to learn on what the State Department of Social Security and Services is all about.

Integrity

1. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
2. She has never been charged in a Court of Law, is not a member of any political party,

has no potential conflict of interest

3. She is not under any investigations by Ethics and Anti-Corruption Commission

3.1.1 Committee Observations

The Committee made the following observations having considered her curriculum vitae and heard her oral submission during the vetting exercise:-

1. The Committee established that due diligence was followed in the nomination of the nominee since she was recruited in a competitive, transparent and fair process before her nomination.
2. The Committee found her qualified for the position due to the vast academic and management experience. Her interaction with both the private and the public sector depict her as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies her for the appointment as a Principal Secretary, Social Security and Services.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Social Security and Services docket. She was keen on making positive proposals on how to move the Ministry forward. The nominee displayed passionately an interest to learn on what the State Department of Social Security is all about.
5. The nominee did not have any integrity issues since he was tax compliant, has clearance from Kenya Revenue Authority, the Higher Educations Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau.

3.1.2 Conclusion

The Committee found the nominee suitable for appointment as the Principal Secretary, Social Security and Services in the Ministry of Labour, Social Security and Services and East African Affairs.

3.2 MRS. ZEINAB W. HUSSEIN – PRINCIPAL SECRETARY NOMINEE, GENDER AFFAIRS

Mrs. Zeinab W. Hussein appeared before the Committee on Friday 11th December, 2015 at 10.00a.m, submitted her original testimonials and informed them as follows:-

That:-

Personal Background

She was born in 22nd April, 1973 and married with four daughters.

Academic Background

1. She completed her O level in 1990 where she obtained B+ and joined Egerton University in 1992-1996 where she graduated with BSC. In Agricultural Economics.
2. She has Masters in Business Administration from the University of Nairobi.
3. She attained her Masters in Public Administration at Harvard University for two years instead of three because the programme offered at Kennedy School of Government was one year course meant for people with work experience which is very intensive

Professional Experience

1. She has been in the private sector for seventeen years where she has held various positions in different companies both locally and internationally.
2. She is currently the head of Human Resource at McKinsey & Company Africa Office whereas earlier on she had worked as the Head of recruitment and administration in Johannesburg and Lagos.
3. She has worked as a CEO and founder of Accelerate Africa Management Consulting.
4. She has served as an associate consultant with McKinsey & Company in the sub-Saharan Africa Office.

5. She has worked in Shell Oil Products and Shell Aviation as a Regional Sales and Marketing Manager in West Africa, East Africa and the Middle East Regions.
6. She has worked as an internal auditor in Shell Oil products in Middle East and African regions.

Potential Conflict of interest

She stated that she has no family members or persons, parties, categories of litigation or financial arrangements that are likely to present a potential conflict of interest when she assumes to office if given the chance.

Knowledge of the relevant subject

1. The nominee exhibited impressive knowledge of topical issues touching on the State Department of Gender Affairs docket. She was keen on making positive proposals on how to move the Ministry forward.
2. The nominee displayed passionately an interest to learn on what the State Department of Gender Affairs is all about.

Integrity

1. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
2. She has never been charged in a Court of Law, is not a member of any political party and has no potential conflict of interest.
3. She is not under any investigations by Ethics and Anti-Corruption Commission.

3.2.1 Committee Observations

The Committee made the following observations having considered her curriculum vitae and heard her oral submission during the vetting exercise:-

1. The Committee established that due diligence was followed in the nomination of the

nominee since she was recruited in a competitive, transparent and fair process before her nomination.

2. That her academic credentials are relevant for the position she was nominated to serve in the Ministry. Her interaction with both the private and the public sector depict her as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies her for the appointment as a Principal Secretary, Gender Affairs.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Gender Affairs docket .She had a passion in Gender issues with positive proposals on how to move the State Department forward.
5. The nominee did not have any integrity concerns since she was tax compliant, has clearance from Kenya Revenue Authority, the Higher Education Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau.

3.2.2 Conclusion

The Committee found the nominee suitable for appointment as the Principal Secretary for Gender Affairs in the Ministry of Public Service, Youth and Gender Affairs.

3.3 MR. JOSEPH ROBERT OKUDO– PRINCIPAL SECRETARY NOMINEE, CULTURE AND THE ARTS

Mr. Joseph Robert Okudo appeared before the Committee on Friday, 11thDecember, 2015, at 11.00a.m and informed them as follows;

That:-

Personal Background

He was born on 19th May, 1967.

Academic Qualifications

1. He sat for his Kenya Certificate of Education ("O" Level) in 1983 and Kenya Advanced Certificate of Education ("A" level) in 1985 both from Nairobi School.
2. He holds a Masters Degree in Business Administration from Copenhagen Business School/Inoorero University; a Bachelor of Arts Degree in Economics & Sociology from the University of Nairobi.
3. He has undergone various professional courses including business to business evaluation & formulation workshop, private sector development strategy, grant management, project database capital market operations amongst others.

Professional Experience

1. He is currently working in the Royal Danish Embassy as the Program Manager, Private Sector Advisor. Business sector programme support and Business-Business Programme in the same organization.
2. He represents Danish Embassy in Business Advocacy Fund, a fund that supports Business member Organization in Kenya in dialogue with the aim of creating an enabling Business environment.
3. He has served in African Conservation Center where he served as a Program Head and Senior Enterprise Specialist and as a Business Consultant.
4. He worked as an acting program manager where his responsibilities were to identify value of community economic resource base in wildlife with intention of building the community's capacity to utilize these resources through enterprise in a way that will encourage them to conserve the environment and wildlife.
5. He served in Kenya Industrial Estates as a Branch Manager, project officer and senior project officer.
6. He has served in Standard K Limited as Clerk.

Knowledge of the relevant subject

That he was well versed with the functions of the Ministry and the supervisory role he will play in ensuring the fulfillment of the Ministry's mandate. His background in African

Conservation Center gave him exposure to culture and the Arts issues.

Integrity

- I. He has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- II. He has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest, and has fully complied with his tax obligation.

Personal vision for the state department

He will mainstream culture and arts in the grassroots level by involving counties and do roundtable meetings with those responsible to identify unexploited talents. He has a donor background hence has the right connection/network to support him in his work.

3.3.1 Committee Observations

The Committee made the following observations having considered his curriculum vitae and heard his oral submission during the vetting exercise:-

1. Due diligence was followed in the nomination of the nominee since he was recruited in a competitive, transparent and fair process before his nomination.
2. The nominee qualified for the position due to the vast academic and management experience. His interaction with both the private and the public sector depict him as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies him for the appointment as a Principal Secretary, Culture and Arts.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Culture and Arts docket and was keen on making positive proposals on how to move the Ministry forward.
5. The nominee did not have any integrity concerns since he was tax compliant, has

clearance from Kenya Revenue Authority, the Higher Education Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau.

3.3.2 Conclusion

The Committee found the nominee suitable for appointment as the Principal Secretary for Culture and Arts in the Ministry of Sports, Culture and Arts.

4.0 RECOMMENDATION

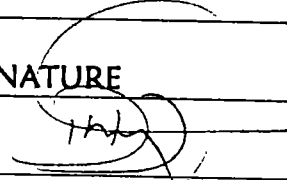
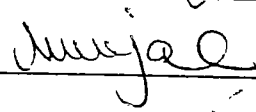
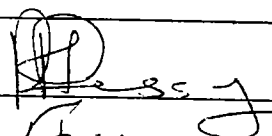
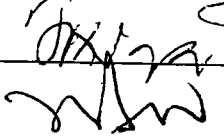

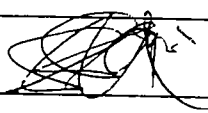
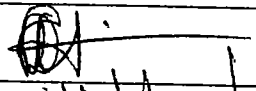
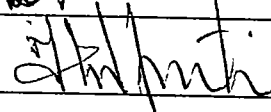

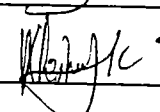
Having considered the suitability, capacity and integrity of the nominees, and pursuant to Article 155(3) of the Constitution and Section 8(2) of the Public Appointments (Parliamentary Approval) Act No. 33 of 2011, the Committee on Labour and Social Welfare recommends that the National Assembly approves the nomination of:-

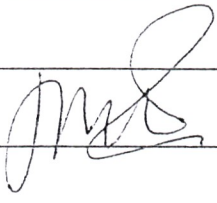
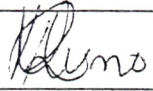
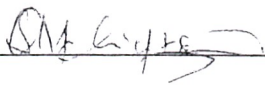
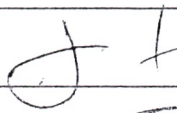

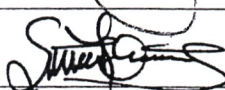
1. Mrs. Susan N. Mochache, for appointment by H.E. the President as Principal Secretary for the State Department for Social Security and Services in the Ministry of Labour, Social Security & Services and East African Affairs.
2. Mrs. Zeinab W. Abdalla Hussein, for appointment by H.E. the President as Principal Secretary for the State Department for Gender Affairs in the Ministry of Youth and Public Service.
3. Mr. Joseph Robert Okudo, for appointment by H.E. the President as Principal Secretary for the State Department of Culture & Arts in the Ministry of Sports, Culture and the Arts.

DEPARTMENTAL COMMITTEE ON LABOUR AND SOCIAL WELFARE

ADOPTION LIST

We, the Members of the Departmental Committee on Labour and Social Welfare, pursuant to Standing Order 199 adopted this report on the vetting of Principal Secretary Nominees for Social Security and Services, Gender Affairs and Culture and Arts and affixed our signatures on 14th December, 2015.

NAME	SIGNATURE
Hon David Were, MP-Chairperson	
Hon. Tiyah Galgalo, MP-Vice Chairperson	
Hon. Janet Teyiaa, MP	
Hon. Peris Tobiko, MP	
Hon. John Ndirangu Kariuki, MP	
Hon. John Serut, MP	
Hon. Winnie Karimi Njuguna, MP	
Hon. Samuel Gichigi, Mp	
Hon. Cornelly Serem, MP	
Hon. Dan Wanyama, MP	
Hon .Elijah Lagat, MP	
Hon. Patrick Wangamati, MP	
Hon. Nyasuna Gladys Wanga, MP	
Hon. Abdinoor Mohamed Ali, MP	
Hon. Regina Nyeris Changorok, MP	
Hon. Wesley Korir ,MP	

	Hon. Kinoti Gatobu, MP	
	Hon. Elijah Mosomi Moindi, MP	
	Hon. James Onyango K'Oyoo, MP	
	Hon. Omondi John Ogutu, MP	
	Hon. Rose Museo Mumo, MP	
	Hon. Mustaffa Idd, MP	
	Hon. John Owuor O. Kobado, MP	
	Hon. Janet Nangabo, MP	
	Hon. Mwanzyoha Hassan Mohammed, MP	
	Hon. Mlolwa Jones Mwangogo, MP	
	Hon. Silvance Onyango Osele, MP	
	Hon. Aisha Jumwa Karissa, MP	
	Hon. Ferdinand Waititu, MP	

Erick Nyambati

For: Clerk of the National Assembly

APPENDIX (1) – CORRESPONDENCE



Tel: (020) 2223901/2227471
Fax: (020) 214254
Email: chairperson@publicservice.go.ke

OFFICE OF THE CHAIRPERSON

COMMISSION HOUSE
P.O. BOX 30095-00101
NAIROBI KENYA

Ref. No. PSC.SEC.93/71 Vol.III

10th July 2015

His Excellency Hon. Uhuru Kenyatta, CGH
President and Commander in Chief of the
Defence Forces of The Republic of Kenya
State House
NAIROBI

Your Excellency,

**PERSONS RECOMMENDED FOR THE POSITION OF PRINCIPAL
SECRETARY IN THE PUBLIC SERVICE**

This has reference to the Chief of Staff and Head of Public Service letter dated 25th June, 2015.

While acknowledging receipt of the list of eighty seven (87) persons recommended for appointment, the Chief of Staff and Head of Public Service did request the Commission to review the advertisement to include specified skills and talents.

Consequently, a re-advertisement was made in the print media and Commission website on 27th June, 2015. Out of the three hundred and seventy nine (379) applications received, seventy two (72) were shortlisted for final interviews which were held on 9th and 10th July, 2015.

Owing to the urgency, it has not been possible to obtain background checks on the shortlisted candidates from the National Intelligence Service and Ethics and Anti-Corruption Commission.

Your Excellency, attached is a summary indicating the nominees' academic and professional qualifications, current responsibilities and contact addresses for your reference.

The list includes:

44 persons recommended in May 2013;
87 persons in May 2015; and
65 persons in July 2015

The full list of recommended persons by this Commission is hereby submitted to you as a talent pool from which you may pick Principal Secretaries whenever required.

I take this opportunity to thank you most sincerely for the support accorded to the Commission during the entire recruitment process.

Yours *Sincerely*
M. Kobia

PROF. MARGARET KOBIA, PhD, CBS
CHAIRPERSON
PUBLIC SERVICE COMMISSION

Encl.

PUBLIC SERVICE COMMISSION

PERSONS RECOMMENDED FOR THE POSITION OF PRINCIPAL SECRETARY IN THE
PUBLIC SERVICE – JULY 2015

S/No.	Name
1	Andrew N. Kamau
2	William K. Kiprono
3	Gerald M. Macharia
4	Eng. Michael Muchiri
5	Dr. Sabah Ahmed Omar
6	Samuel W. Tiras
7	Dr. John M. Omiti, PhD
8	Dr. Beatrice K. Njenga
9	Joseph Muhwanga
10	Dr. Kennedy N. Mulwa, HSC
11	Peter L. Leitoro
12	John K. Sergon, EBS
13	Amb. Peter N. R. O. Ogego
14	Dr. Boniface K. Maket
15	Dr. Kenneth Chelule
16	Hassan Noor Hassan, EBS
17	Lilian Mbogo-Omollo
18	Dr. Nicholas M. Muraguri, OGW
19	Millicent J. Ogutu
20	Waithaka Njuguna X. N. Iraki, PhD
21	Dr. Saeed M. Mwangi
22	Andrew W. Ngunya
23	Kennedy M. W. Kihara, EBS
24	Dr. Joyce A. W. Nyairo, PhD
25	Mark Ekiru Narengo
26	Eng. Peter K. Maranga
27	Bruce Dominic Odhiambo
28	Prof. Solomon Mpoke, PhD, MBS
29	Catherine A. Nyambala
30	Raphael K. Wanjogu
31	Major (Rtd) Charles Chacha
32	Amb. Leonard N. Ngaithe
33	Eva A. Obara, MBS

S/No.	Name
34	Saitoti Torome
35	Michael K. Katundu
36	Catherine A. Namuye
37	Pauline W. Warui
38	Mary N. Khaemba
39	Job J. A. Ogonda
40	Dr. Marisella N. Ouma
41	Jasper M. Mbiuki
42	Dr. Bernard N. Okumu
43	Dr. Christopher Wanga, MBS
44	Caroline W. Kariuki
45	Irene W. Gikemi
46	Ali Daud Mohamed
47	Joseph R. Okudo
48	June K. Gachui
49	Susan N. Mochache
50	Timothy G. Muthaura
51	Patrick N. Mwangi
52	Stephen O. Mallowah
53	Joe Onsando
54	James K. Tendwa
55	Christopher K. A. Foot
56	Joseph Mucheru
57	Robert M. N. Kariuki
58	W. Irungu Nyakera
59	Prof. James H. P. Kahindi
60	Emukule Ekirapa
61	Martin Njau Mburu
62	Nzioka Siwadie Waita
63	Davin Owino Odhiambo
64	Dr. Jane W. Njuru
65	Mary Kimotho M'Mukindia

PUBLIC SERVICE COMMISSION

PERSONS RECOMMENDED FOR THE POSITION OF PRINCIPAL SECRETARY IN THE
PUBLIC SERVICE – MAY 2015

S/No	Name
1	Elijah L. Letangule
2	Beatrice N. Kituyi
3	Dr. John Masasabi Wekesa
4	Prof. Lawrence D.E. Ikamari
5	Eng. Michael O. Owino, HSC
6	Dr. George O. Kwedho
7	Dr. Dinah C. Mwinzi, PhD, MBS
8	Amb. (Dr.) Joseph K. Kiplagat
9	Dr. Maringa Paul Mwangi
10	George J. N. Anyango
11	Safia Abdi
12	Adan Wario Kabelo
13	Itemere S. Ashihundu Shihemi
14	Dr. Samson Muchelule
15	Betty C. Maina, MBS
16	Philomena B. Koech
17	Dr. Katherine W. Getao
18	Amb. (Dr.) Martin Kimani
19	Gituro Wainaina
20	Albert K. Mwenda
21	Stephen Masha
22	Maureen M. Mwangovya
23	Amb. Benjamin A. M. Mweri
24	Nancy W. Karigithu, MBS
25	Dr. Kennedy M. Nyaundi, PhD
26	Enosh O. Momanyi
27	Dr. Kenneth S. Ombongi, OGW

S/No	Name
28	John R. Nyaoro
29	Solomon A. M. K. Kitungu
30	Eng. Lawrence N. Simitu
31	Amb. David M. Mutui, MBS
32	Abdul K. Mwasserah, EBS
33	Dr. William K. Maina, OGW
34	Peter Munywoki Mutie
35	Victor Kyalo
36	Esther Gondosio Muia
37	Col. (Rtd.) Hilary K. Kioko, MBS
38	Sammy M. Makove
39	Julius Monzi Muia, PhD, EBS
40	Sabdiyo B. Dido
41	Zakayo M. Lolpejalai
42	Sunya Orre Morongei
43	Dr. Moses M. Ikiara, PhD., MBS
44	Michael M. Mugo
45	Amb. Peter K. Kaberla
46	Bruno M. Linyiru
47	Dr. Stephen L. Mutunga, PhD, MBS
48	Patrick M. Bucha, MBS
49	Dr. Anne Karimi Kinyua, PhD, MBS
50	Prof. Rose A. O. Odhiambo, HSC
51	Bahati K. Keranga Mwita
52	Khalid Masud Salim
53	Arch. Aidah N. Munano, HSC
54	Ruth W. Mwaniki
55	Michael K. Ruthuku

56	Dr. Stanley S. Sonoiya
57	David K. Njoroge
58	Kipkorir Lagat
59	Dr. Andrew Tuimur
60	Dr. Thomas K. Serrem
61	Juliana N. Yiapan
62	Ole Mapelu Zakayo
63	Amb. Ken N. Osinde
64	Paul Machira Gichohi
65	Anne K. Mugo, MBS
66	Robert Muriithi Ndegwa, OGW
67	Lydia Hiuko Muriuki
68	Bishop David W. Lengala
69	William O. Oduol
70	George O. Ooko
71	Amb. Philip R. O. Owade

72	Eng. Petronilla A. Ogut
73	Dr. Margaret W. Mwakima
74	Bakari Garise Omara
75	Dr. Thomas Daido Dulu
76	Julius K. Korir
77	Eng. Patrick W. Munialo
78	Peter B. Kusimba
79	Lojore Edward Ekidor
80	Julius Kiptarus, HSC, OGW
81	Dr. Joseph K. Sitienei, OGW
82	Prof. David R. Tuigong, PhD
83	Teresa Chebet Maina
84	Philip Kisia Aluda, MBS,
85	Rashid Kassim Amin
86	Dr. Mary C. Lopokoiyit
87	Micah Pkopus Powon

PUBLIC SERVICE COMMISSION

PERSONS RECOMMENDED FOR THE POSITION OF PRINCIPAL SECRETARY IN THE
PUBLIC SERVICE – MAY 2013

S/No.	Name
1.	Dr. Sambili Edward Cherutich, CBS
2.	Dr. Ludeki Chweya, PhD., CBS
3.	Lucas Meso
4.	Christopher Kiprotich Kiptoo, PhD
5.	Maina Teresa Chebet
6.	Dr. Cyrus Njiru, PhD., CBS
7.	Eng. Abdulrazaq A. Ali, CBS
8.	Rodah Awinja Masaviru, OGW
9.	Siele David Kipngetich
10.	Maina Chemutai Betty, MBS, HSC
11.	Amb. Mweri Benjamin Adam Mure
12.	Richard Ethan Karuri Ndubai, CBS
13.	Nancy Wakarima Karigithu, MBS
14.	Bitange Ndemo, PhD., CBS
15.	Dr. Francis Nyakeya Nyangaga
16.	Barrack Rongah Ndegwa, HSC
17.	John Rao Nyaoro, HSC
18.	Solomon A. M. K. Kitungu
19.	Abdul Khalfan Mwasserah
20.	Dena Joseph Tui Hamisi

21.	Peter Munywoki Mutie
22.	Paul M. Wasanga, MBS
23.	Sabdiyo Bashuna Dido
24.	Amb. Galma Mukhe Boru
25.	Dr. Moses Muriira Ikiara, PhD, MBS,
26.	Sarah M. Kilemi, PhD
27.	Paul O. Odola, MBS
28.	Prof. Shaukat Ali Abdulrazak
29.	Paul Wanyagah
30.	Njoki Kahiga, OGW
31.	Dr. Stanley Sonoiya Serser
32.	Charles Talengo Sunkuli
33.	Amb. Ruth Sereti Solitei, MBS
34.	Dr. Rachel Gesami
35.	Anne K. Mugo, MBS
36.	Amb. Lanyasunya John Lepi
37.	Eng. M.O. Kidenda, MBS, HSC
38.	Prof. Jacqueline Adhiambo Oduol, EBS
39.	Alice Akinyi Kaudia, PhD., EBS, HSC
40.	Sabina Wakio Maghanga
41.	Gwiyo Leah Adda

42.	Eng. Patrick Wanyonyi Munialo
43.	John Long'oggy Ekuru Aukot, PhD
44.	Dr. Malachy Charles Ekal Imana
45.	Epuu Joseph Elim

46.	Tirop Kosgey, CBS
47.	Fatuma Hirsi Mohamed
48.	Dr. Idle O. Farah



ELEVENTH PARLIAMENT (THIRD SESSION)
THE NATIONAL ASSEMBLY

MESSAGES

MESSAGE FROM THE PRESIDENT
(No. 36 of 2015)

ON THE NOMINATION OF CABINET SECRETARIES AND
PRINCIPAL SECRETARIES

Honourable Members,

Pursuant to Standing Order 42 of the National Assembly Standing Orders, I wish to convey a Message from His Excellency the President. The Message was submitted by way of a letter which was delivered to my office yesterday, the 1st of December, 2015 for presentation to the House in accordance with Article 152(2) and 155(3) of the Constitution.

Hon. Members, Article 152(2) requires that, and I quote;

“(2) The President shall nominate and, with the approval of the National Assembly, appoint Cabinet Secretaries.”

Article 155(3) on the other hand states;

“(3) The President shall—

(a) nominate a person for appointment as Principal Secretary from among persons recommended by the Public Service Commission; and
(b) with the approval of the National Assembly, appoint Principal Secretaries.”

In the Message, His Excellency the President has nominated the following to serve as Cabinet Secretaries:-

S/No.	Name	Ministry
(i)	Daniel Kazungu Muzee	Mining
(ii)	Festus Mwangi Kiunjira	Devolution and Planning
(iii)	Willy Kipkorir Bett	Agriculture
(iv)	Sicily Kanini Kariuki	Public Service, Youth and Gender Affairs

- (v) Charles Cheruyot Keter Energy and Petroleum
- (vi) Dr. Cleopa Kilonzo Mailu Health
- (vii) Joseph Mucheru Information, Communication and Technology

Hon. Members,

H.E. the President has further nominated the following as Principal Secretaries:

<u>S/No.</u>	<u>Name</u>	<u>State Department</u>
(1)	Joe Okudo	Arts, Culture
(2)	Sammy Itemere	Broadcasting & Telecommunications
(3)	Micah Powon	Correctional Services
(4)	Amb. Peter K Kaberia	Defence
(5)	Betty Chemutai Maina	EAC Integration
(6)	Charles Sunkuli	Environment
(7)	Lilian Omollo	Youth and Public Service
(8)	Dr. Nicholas Muraguri	Health
(9)	Aidah Munano	Housing & Urban Development
(10)	Eng. Victor Kyalo	ICT & Innovation
(11)	Julius Korir	Industry & Enterprise Development
(12)	Dr. Chris Kiptoo	International Trade
(13)	Patrick Nduati Mwangi	Irrigation
(14)	Dr. Andrew K. Tumur	Livestock
(15)	Nancy Karigithu	Maritime Commerce
(16)	Dr. Margaret Mwakima	Natural Resources
(17)	Andrew Kamau Nganga	Petroleum

(18)	Saitou Torome	Planning & Statistics
(19)	Dr. Paul Maringa Mwangi	Public Works
(20)	Susan Mochache	Social Security & Services
(21)	Fatuma Hersi	Tourism
(22)	Wilson Nyakera Irungu	Transport
(23)	Dr. Dinah Jerotich Mwinzi	Vocational & Technical Training
(24)	Zeinab W Hussein	Gender Affairs

Hon. Members,

H.E. the President now seeks the approval of the National Assembly on the nominees for appointment to as Cabinet Secretaries. At the same time, Standing Order 45 requires that upon receipt of notification of nomination for appointments, such nominations shall stand committed to the relevant Departmental Committees for consideration. Consequently, the nominations for appointment to the positions of Principal Secretaries are hereby referred to the respective Departmental Committees as follows:-

S/No.	Departmental Committee	Nominee
(1)	Finance, Planning & Trade	(i) Saitou Torome
		(ii) Julius Korir
		(iii) Fatuma Hersi
		(iv) Dr. Chris Kiptoo
(2)	Energy, Information & Communication	(i) Sammy Itemere
		(ii) Eng. Victor Kyalo
		(iii) Andrew Kamau Ng'anga
(3)	Administration & National Security	(i) Micah Powon
(4)	Environment & Natural Resources	(i) Charles Sunkuli
		(ii) Dr. Margaret Mwakima
(5)	Transport, Public Works	(i) Aidah Munano

	& Housing	(ii) Dr. Paul Maringa Nganga
		(iii) Wilson Nakera Irungu
		(iv) Nancy Karigithu
(6)	Defence & Foreign Relations	(i) Amb. Peter K. Kaberia
(7)	Agriculture, Livestock & Cooperatives	(i) Dr. Andrew K. Tuimur
		(ii) Patrick Nduati Mwangi
(8)	Health	(i) Dr. Nicholas Muraguri
(9)	Education Research Technology	(i) Dr. Dinah Jerotich Mwinzi
(10)	Labour and Social Welfare	(i) Betty Chemutai Maina
		(ii) Susan Muchache
		(iii) Joseph Okudo
		(iv) Zeinab W. Hussein

The Departmental Committees Administration & National Security and that on Labour and Social Welfare will jointly vet the proposed appointment of Ms. Lilian Omollo, as the state department on Youth and Public Service, for which she is nominated to, falls within the mandate of the two Committees.

Further, and pursuant to the provisions of Standing Order 204(4), the nomination on the seven (7) Cabinet Secretaries is hereby referred to the *Committee on Appointment*.

I have also directed the Clerk to publish and circulate, tomorrow, the list of the nominees, showing clearly the respective Committees which will vet each one of the nominees.

Hon. Members, section 8 of the Public Appointments (Parliamentary Approval) Act requires that unless otherwise provide in law, a Committee shall consider a nomination and table a report for debate and decision in the House within fourteen (14) days from the date of notification. It is therefore imperative that each of the aforementioned Committees immediately seizes itself of the matter to enable speedy conclusion within the set timelines. For the avoidance of doubt, the Committees are expected to have concluded their deliberation and table the necessary reports by

December 14, 2015. You will note that this is the time that the House ought to consider and make a decision on the nominees for appointment to the Ethics and Anti-Corruption Commission, being the 21st and last day following the conveyance of the names in the House.

Hon. Members,

From the foregoing, and aware that the House is scheduled to break for long recess tomorrow in accordance with the House Calendar, it is only prudent that the House be recalled from the recess for Special Sitings on or around December 16th to 18th, 2015. Notably, about 12 Committees will be involved in the vetting exercise. It therefore follows that, the approval process will also be considered by the House by way of various separate motions. To this end, it may not be possible to conclude with all the separate motions within the required timelines. I have therefore requested the Leader of the Majority Party to move a motion tomorrow for the extension of the time for consideration of the nominations pursuant to the provisions of section 13 of the Public Appointments (Parliamentary Approval) Act. This will allow the conclusion of the approval motions after the tabling of the reports when the House is recalled for the special sitting on or around December 16, 2015. For avoidance of doubt, the said section states:-

“13(1) Despite the provisions of this Act or any other written law, where a time is prescribed for doing an act or taking a proceeding by the National Assembly relating to a public appointment, the National Assembly may, by resolution, extend that time by a period not exceeding fourteen days.”

Hon. Members,

In this regard, I wish to guide the Committees and the House as follows:-

- (i) The Committees should immediately notify the nominees and the general public of the time and place of holding approval hearings in good time to ensure commencement of the necessary hearings in good time; and
- (ii) The Committees are expected to have concluded their reports to the House on or before December 15, 2015 to enable the House to consider the respective reports and the nominees immediately thereafter.

Finally Hon. Members, let me take this early opportunity to correct the impression made by the print and electronic media with regard to the vetting of the nominees for

the position of Cabinet Secretaries and Principal Secretaries. Articles 152(5)(a) and 155(4) allows the President to re-assign a Cabinet Secretary or a Principal Secretary respectively. The interpretation of these provisions is that a person vetted and approved for appointment to the position of Cabinet Secretary or Principal Secretary may be reassigned within the same position by the President. Indeed, any appointment approved by the National Assembly would not require subsequent vetting if the reassignment is of the same nature and responsibility. Consequently, serving Cabinet and Principal Secretaries who have been moved to other Ministries or State Departments will ~~be~~ NOT require further approval of the House.

I thank you



THE HON. JUSTIN B.N. MUTURI, EGH, MP
SPEAKER OF THE NATIONAL ASSEMBLY

DECEMBER-02, 2015

REPUBLIC OF KENYA


**NATIONAL ASSEMBLY
ELEVENTH PARLIAMENT - THIRD SESSION**

In the Matter of the Approval by the National Assembly of persons nominated for appointment as Principal Secretaries

SUBMISSION OF MEMORANDA

Pursuant to Article 155(3) of the Constitution, H.E. the President shall nominate and with the approval of the National Assembly, appoint Cabinet Secretaries. Pursuant to the said Article, H.E. the President has nominated the following twenty-four (24) persons for appointment as Principal Secretaries for their respective ministries as indicated below:-

No.	MINISTRY	NOMINEE
1.	Devolution & Planning PS - Planning & Statistics	Saitoti Torome
2.	Interior & Coordination of National Government PS - Correctional Services	Micah Powon
3.	Public Service Youth & Gender Affairs PS - Youth and Public Service PS - Gender Affairs	Lilian Omollo Zeinab Zeinab W. Hussein
4.	Defence	Amb. Peter K. Kaberia
5.	Education, Science & Technology PS - Vocational and Technical Training	Dr. Dinah Jerotich Mwinzi
6.	Health	Dr. Nicholas Muraguri
7.	Transport & Infrastructure PS - Housing & Urban Development PS - Public Works PS - Transport PS - Maritime Commerce	Aidah Munano Dr. Paul Maringa Mwangi Wilson Nyakera Irungu Nancy Karigithu
8.	Environment, & Mineral Resources PS - Environment PS - Natural Resources	Charles Sunkuli Dr. Margaret Mwakima
9.	Information, Communication & Technology PS - ICT and Innovation PS - Broadcasting & Telecommunications	Eng. Victor Kyalo Sammy Itemere
10.	Sports, Culture and the Arts	Joseph Okudo
11.	Energy and Petroleum PS - Petroleum	Andrew Kamau Nganga
12.	Agriculture, Livestock & Fisheries PS - Livestock	Dr. Andrew K. Tuimur
13.	Industrialization & Enterprise Development	Julius Korir
14.	Tourism PS - Tourism PS - International Trade	Fatuma Hersi Dr. Chris Kiptoo
15.	Water & Irrigation	Patrick Nduati Mwangi
16.	Labour & East African Affairs PS - Social Security and Services PS - East African Community Integration	Susan Mochache Betty Chemutai Maina

Following the receipt of the nominations from H.E. the President, the respective Departmental Committees are mandated pursuant to Standing Order 216(5)(f) to vet, consider their suitability for appointment to their respective positions and submit their reports to the House for approval.

Pursuant to Section 6(9) of the Public Appointments (Parliamentary Approval) Act, 2011, the respective Departmental Committees now invites interested members of the public to submit any representations by written statement on oath (affidavit), that they may have on the suitability or otherwise of the said nominees for appointment as Principal Secretaries for their respective ministries. The representations may be forwarded to the **Clerk of the National Assembly, P.O. Box 41842-00100, Nairobi**; hand-delivered to the **Office of the Clerk, Main Parliament Buildings, Nairobi**; or emailed to clerk@parliament.go.ke; to be received on or before **Wednesday 9th December, 2015 at 5.00 pm.**

**JUSTIN BUNDI, CBS
CLERK OF THE NATIONAL ASSEMBLY**

REPUBLIC OF KENYA


**NATIONAL ASSEMBLY
ELEVENTH PARLIAMENT - THIRD SESSION**
**NOTIFICATION FOR VETTING OF PERSONS
NOMINATED FOR APPOINTMENT AS PRINCIPAL
SECRETARIES BY THE DEPARTMENTAL COMMITTEES**

Pursuant to Article 155(3) of the Constitution and Section 6(9) of the Public Appointments (Parliamentary Approval) Act, 2011, the National Assembly invites the following persons nominated for appointment as Principal Secretaries for vetting by the respective Departmental Committees.

Pursuant to provisions of Article 118 of the Constitution, Section 6(4) of the Public Appointments (Parliamentary Approval) Act (No.33 of 2011) and Standing Order 45(3), the general public is hereby notified that the respective Departmental Committees shall conduct the vetting of the following persons for appointment as Principal Secretaries for their respective ministries on **Friday 11th December, 2015 as indicated below:-**

DEPARTMENTAL COMMITTEE	MINISTRY	NOMINEE	TIME
VENUE - COMMITTEE ROOM 5TH FLOOR, CONTINENTAL HOUSE			
DC - Finance, Planning & Trade	1. Devolution & Planning PS - Planning & Statistics	Saitoti Torome	9.00 am
	2. Industrialization & Enterprise Development PS - Tourism PS - International Trade	Julius Korir Fatuma Hersi Dr. Chris Kiptoo	10.00 am 11.00 am 12.00 noon
DC - Health	Health	Dr. Nicholas Muraguri	2.00 pm
VENUE - COMMITTEE ROOM 4TH FLOOR, CONTINENTAL HOUSE			
DC - Energy, Information & Communication	1. Information, Communication & Technology PS - Broadcasting & Telecommunications PS - ICT & Innovation	Sammy Itemere Eng. Victor Kyalo	9.00 am 10.00 am
	2. Energy & Petroleum PS - Petroleum	Andrew Kamau Nganga	11.00 am
DC - Administration & National Security	1. Interior & Coordination of National Government PS - Correctional Services	Micah Powon	2.00 pm
Joint DC - Administration & National Security and DC - Labour & Social Services	2. Public Service Youth & Gender Affairs PS - Youth and Public Service	Lilian Omollo	3.00 pm
VENUE - COMMITTEE ROOM 2ND FLOOR, CONTINENTAL HOUSE			
DC - Labour & Social Services	1. Labour & East African Affairs PS - Social Security & Services PS - East African Community Integration	Susan Mochache Betty Chemutai Maina	9.00 am 10.00 am
	2. Public Service Youth & Gender Affairs PS - Gender Services	Zeinab W. Hussein	11.00 am
	3. Sports, Culture & the Arts	Joseph Okudo	12.00 am
DC - Environment & Natural Resources	Environment & Mineral Resources PS - Environment PS - Natural Resources	Charles Sunkuli Dr. Margaret Mwakima	2.00 pm 3.00 pm
VENUE - COMMITTEE ROOM No. 7 MAIN PARLIAMENT BUILDINGS:			
DEPARTMENTAL COMMITTEE	MINISTRY	NOMINEE	TIME
DC - Transport, Public Works & Housing	Transport & Infrastructure PS - Housing & Urban Development PS - Public Works PS - Transport	Aidah Munano Dr. Paul Maringa Nganga Wilson Nakera Irungu	9.00 am 10.00 am 11.00 am
	PS - Maritime Commerce	Nancy Karigithu	12.00 noon
	Defence	Amb. Peter K. Kaberia	2.00 pm
	DC - Defence & Foreign Relations	Defence	Amb. Peter K. Kaberia
VENUE - COMMITTEE ROOM No. 9 MAIN PARLIAMENT BUILDINGS:			
DC - Agriculture, Livestock & Cooperatives	1. Agriculture, Livestock & Fisheries PS - Livestock	Dr. Andrew K. Tuimur	9.00 am
	2. Water & Irrigation PS - Irrigation	Patrick Nduati Mwangi	10.00 am
DC - Education Research Technology	Education, Science & Technology PS - Vocational & Technical Training	Dr. Dinah Jerotich Mwinzi	2.00 pm

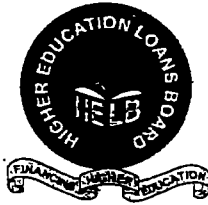
The nominees should bring the originals of their identity card, academic and professional certificates and other relevant testimonials. In addition, the nominees should bring letters/certificate of clearance/compliance from the following:-

- Ethics and Anti-Corruption Commission;
- Kenya Revenue Authority;
- Higher Education Loans Board;
- Criminal Investigations Department; and
- Any of the Credit Reference Bureaus.

**JUSTIN BUNDI, CBS
CLERK OF THE NATIONAL ASSEMBLY**

1023

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HIGHER EDUCATION LOANS BOARD

Tel: 0711052000, 2278000, 0722205292, 0733205292,
0704333035, 0704 333036, 0737205292, 0754556899
Fax: 2252330
E-mail: ceo@helb.co.ke
Website: www.helb.co.ke

Anniversary Towers
18th Floor, University Way
P.O Box 69489-00400
Nairobi, Kenya

HEL.B/RD/56593/POV/182

8th December, 2015

Justin N. Bundi CBS,
National Assembly
P.O Box 41842-00100
NAIROBI.

*Betty
distribute to relevant
committees
w/ J. N
9/12*

*Director-Committees
pls deal
JN
8/12*

Dear *Justin,*

RE: VETTING OF NOMINEES FOR APPOINTMENT AS PRINCIPAL SECRETARIES BY THE DEPARTMENTAL COMMITTEES, NATIONAL ASSEMBLY

We acknowledge with thanks the receipt no. NA/GEN.CORR/2015 of your letter regarding the vetting of nominees for appointment as Principal Secretaries by Departmental Committees -National Assembly.

We urge you to encourage the applicants to seek their clearance and compliance certificates from HELB as part of testimonials and conformity to Chapter Six of the Constitution of Kenya.

We wish to thank you most sincerely for allowing us to provide you this information as this kind of collaboration goes a long way in assisting HELB finance needy Kenyans pursuing higher education now and in the future.

Yours sincerely

MARY W. MUCHEE (MRS)
HEAD OF RESEARCH, STRATEGY & PLANNING
FOR: CHIEF EXECUTIVE OFFICER & BOARD SECRETARY



ISO 9001: 2008 Certified. Working with you to finance Higher Education now and in the future

Please find a list confirming the loan status of the Nominees with the Board.

1. Nominee for Devolution and Planning, PS –Planning & Statistics

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Saitoti Torome	8814319	Cleared cert no. 8663	Oct-2003

2. Nominees for Interior & coordination of National Government. PS Correctional services

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Micah Powon	8366576	Cleared cert no, 32528	Oct-2011

3. Nominees for Public Youth & Gender Affairs, PS –Youth and Public Service & PS- Gender Affairs

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Lilian Omollo	13406241	Cleared cert no, 82111	Sep-2014
2	Zeinab W. Hussein	16115523	cleared	Dec-2006

4. Nominee for Defence

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
24	Amb. Peter K. Kaberia	32981720	Non-Beneficiary	N/A

5. Nominee for Education, Science & Technology. PS-Vocational and Technical training

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Dr. Dinah Jerotich Mwinzi	7060116	Cleared cert no. 44873	Aug-2009

6. Nominee for Health

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Dr. Nicholas Muraguri	10895429	Cleared cert no. 18484	Nov-2009

7. Nominees for Transport & Infrastructure. PS-Housing & Urban Development, PS-Public Works, PS-Transport & PS-Maritime Commerce

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Aidoh Munano	4826949	Cleared cert no. 45137	Feb-2013
2	Dr. Paul Maringa Mwangi	1211175	Cleared cert no. 38106	Jul-2012
3	Wilson Nyakera Irungu	22796847	Non-Beneficiary	N/A
4	Nancy Karigithu	3125155	Cleared cert no. 16847	Jan-2009

8. Nominees for Environment & Mineral Resources, PS-Environment & PS- Natural Resources

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Charles Sunkuli	11368302	Cleared cert no. 44904	Feb-2013
2	Dr. Margaret Mwakima	9079179	Cleared cert no. 32626	Dec-2011

9. Nominees for Information, Communication & Technology. PS-ICT and Innovation, PS-Broadcasting

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Eng. Victor Kyalo	8174825	Cleared cert no. 26030	Jun-2009
2	Sammy Itemere	0393186	Non-Beneficiary	N/A

10. Nominee for Sports, Culture and the Arts

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Joseph Okudo	922985	Cleared	Dec-1999

11. Nominee for Energy and Petroleum. PS- Petroleum

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Andrew Kamau Nganga	8745978	Cleared cert no. 81270	Apr-2015

12. Nominee for Agriculture, Livestock & Fisheries. PS- livestock

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Dr. Andrew K. Tuimur	12211069	Cleared cert no. 45548	Feb-2013

13. Nominee for Industrialization & Enterprise Development.

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Julius Korir	9042630	Cleared cert no. 51538	May-2004

14. Nominees for Tourism. PS-Tourism & PS International Trade

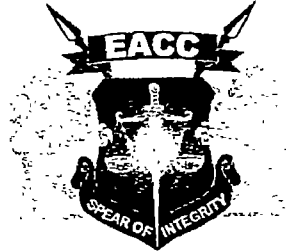
S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Fatuma Hirsi	13403001	Non-Beneficiary	N/A
2	Dr. Chris Kiptoo	9958087	Cleared cert no. 45069 for undergraduate loan & cert no 86308 for post-graduate loan	Feb2009 & Sep-2015

15. Nominee for Water & Irrigation.

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Patrick Nduati Mwangi	10044888	Cleared cert no. 83757	Oct-2008

16. Nominees for Labour & East African Affairs. PS Social Security and Services, PS East African community Integration

S/NO	NAME	ID NO.	STATUS	YEAR OF CLEARANCE
1	Susan Mochache	11689192	Non-Beneficiary	N/A
2	Betty Chemutai Maina	7698687	Cleared cert no. 47442	Apr-2013



13
Director - Committees
Pls deal
JW
8/12

ETHICS AND ANTI-CORRUPTION COMMISSION

INTEGRITY CENTRE (Valley Rd. /Milimani Rd. Junction) P.O. Box 61130 -00200, NAIROBI, Kenya
TEL.: 254 (020) 2717318/ 310722, MOBILE: 0729 888881/2/3
Fax: 254 (020) 2719757 Email: eacc@integrity.go.ke Website: www.eacc.go.ke

When replying please quote:

Our Ref: EACC.7/10/5 Vol.II (3)

7th December, 2015

Justin N. Bundi, CBS
Clerk of the National Assembly
National Assembly
Clerk's Chambers
Parliament Building
P.O. Box 41842-00100
NAIROBI

Betty
Circulate to
relevant committees
WJ
8/12

Dear *Mr Bundi,*

REF: VETTING OF NOMINEES FOR APPOINTMENT AS CABINET SECRETARIES AND PRINCIPAL SECRETARIES BY THE DEPARTMENTAL COMMITTEES

We acknowledge receipt of your letters dated 2nd December 2015 referenced NA/COMM/APPT/2015 and a subsequent letter ref. No. NA/GN.CORR/2015 dated 7th December 2015 on the above matter.

The Commission confirms that there are no outstanding issues or ongoing investigations against the following nominees.

(a) Cabinet Secretaries

S/No	Ministry	Nominee	ID No
1.	Energy and Petroleum	Charles Cheruiyot Keter	10012180
2.	Information, Communication & Technology	Joseph Mucheru	10088486
3.	Public Service, Youth & Gender Affairs	Sicily Kanini Kariuki	7806180
4	Devolution and Planning	Festus Mwangi Kiunjuri	9075393
5	Agriculture Livestock and Fisheries	Willy Kipkorir Bett	3448933
6	Health	Dr. Cleopha Kilonzo Mailu	4829569

(b) **Principal Secretaries**

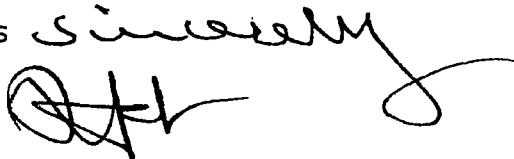
S/No	Ministry	Nominee
1.	Devolution & Planning	Saitoti Torome
	PS- Planning & Statistics	
2.	Interior & Coordination of National Government	Micah Powon
	PS-Correctional Services	
3.	Public Service Youth & Gender Affairs	
	PS-Youth and Public Service	Lillian Omollo
	PS-Gender Affairs	Zeinab W. Hussein
4.	Defence	Amb. Peter K. Kaberia
5.	Education, Science & Technology	
	PS- Vocational and Technical Training	Dr. Dinah Jerotich Mwinzi
6.	Health	Dr. Nicholas Muraguri
7.	Transport & Infrastructure	
	PS- Housing & Urban Development	Aidah Munano
	PS- Public Works	Dr. Paul Maringa Mwangi
	PS- Transport	Wilson Nyakera Irungu
8.	Environment & Mineral Resources	
	PS- Environment	Charles Sunkuli
	PS- Natural Resources	Dr. Margaret Mwakima
9.	Information, Communication & Technology	
	PS- Broadcasting & Telecommunications	Sammy Itemere
10.	Sports, Culture and the Arts	Joseph Okudo
11.	Energy and Petroleum	
	PS- Petroleum	Andrew Kamau Ng'ang'a
12.	Agriculture, Livestock & Fisheries	
	PS- Livestock	Dr. Andrew K. Tuimur
13.	Industrialization & Enterprise Development	Julius Korir
14.	Tourism	
	PS- Tourism	Fatuma Hersi
	PS- International Trade	Dr. Chris Kiptoo
15.	Water & Irrigation	Patrick Nduati Mwangi
16.	Labour & East African Affairs	
	PS- Social Security and Services	Susan Mochache
	PS- East African Community Integration	Betty Chemutai Maina

The Commission confirms that there are allegations in which the following persons are adversely mentioned and we are in the process of verifying the same.

S/No	Ministry	Nominee
Cabinet Secretaries		
1	Mining	Daniel Kazungu Muzee
Principal Secretaries		
1.	Transport & Infrastructure	
	PS- Maritime Commerce	Nancy Karigithu
2.	Information, Communication & Technology	
	PS- ICT & Innovation	Eng. Victor Kyalo

Please note that the absence of records in our database is not a guarantee of absolute integrity of the nominees.

Yours



HALAKHE D. WAQO ACIarb
SECRETARY/CHIEF EXECUTIVE OFFICER

EKI/tm



KENYA REVENUE AUTHORITY

ISO 9001:2008 CERTIFIED

2025

14

Director - Committees

Betty
Pse circulate to relevant committees
Mg w/mg
8/12
Pls deal
JN
8/12

8th December, 2015

Ref: CDT/HQ/54

The Clerk of the National Assembly,
National Assembly,
Parliament Buildings,
P.O. Box 41842-00100,
NAIROBI

Dear Sir,

RE: VETTING OF NOMINEES FOR APPOINTMENT AS PRINCIPAL SECRETARIES

Reference is made to your letter dated 2nd December, 2015, referenced NA/GE.CORR/2015.

This letter confirms the tax compliance status for the nominees listed below:

NO	MINISTRY	NAME	PIN NUMBER	TAX STATUS
1	Devolution & Planning	Saitoti Torome	A001245716V	Compliant
2	Interior & Coordination of National Government	Micah Powon	A001237326M	Compliant
3	Public Service, Youth & Gender Affairs	Lillian Muthoni Mbogo - Omollo	A002771120E	Compliant
4	Public Service, Youth & Gender Affairs	Zeinab Hussein (Beth Wanjiru Kinuthia)	A002494424Z	Compliant
5	Defence	Amb. Peter Kirimi Kaberia	A002662705N	Compliant
6	Education, Science & Technology	Dr. Dinah Jerotich Mwinzi	A001846267J	Compliant
7	Health	Dr. Nicholas Muraguri	A003260217W	Compliant
8	Transport & Infrastructure	Aidah Munano	A000229516L	Compliant
9	Transport & Infrastructure	Dr. Paul Maringa Mwangi	A003101190X	Compliant

Tulipe Ushuru, Tujitegeme!



10	Transport & Infrastructure	Wilson Nyakera Irungu	A004407956E	Compliant
11	Transport & Infrastructure	Nancy Karigithu	A001118680S	Compliant
12	Environment & Mineral Resources	Charles Sunkuli	A001550445K	Compliant
13	Environment & Mineral Resources	Dr. Margaret Mwakima	A001550445K	Compliant
14	Information, Communication & Technology	Eng. Victor Kyalo	A001098663A	Compliant
15	Information, Communication & Technology	Sammy Itemere	A000138462P	Compliant
16	Sports, Culture, and the Arts	Joseph Okudo	A0012175885Z	Compliant
17	Energy and Petroleum	Andrew Kamau Nganga	A001158640M	Compliant
18	Agriculture, Livestock, & Fisheries	Dr. Andrew K. Tuimur	A001114089L	Compliant
19	Industrialization & Enterprise Development	Julius Korir	A002220639E	Compliant
20	Tourism	Fatuma Hersi	A001278352W	Compliant
21	Tourism	Dr Christopher Kiptoo	A001791736T	Compliant
22	Water & Irrigation	Patrick Nduati Mwangi	A001493605K	Compliant
23	Labour & East African Affairs	Susan Mochache	A002714896K	Compliant
24	East African Community Integration	Betty Chemutai Maina	A002659381M	Compliant

Yours faithfully,



Alice Owuor, OGW.
COMMISSIONER,
DOMESTIC TAXES DEPARTMENT

15

NATIONAL POLICE SERVICE
DIRECTORATE OF CRIMINAL INVESTIGATIONS

Telegrams: "CRIMINAL" Nairobi
Email: director @cid.go.ke
Tel: 020343312, 0202603724.



MAZINGIRA HOUSE
KIAMBU ROAD
P.O. Box 30036 NAIROBI.

CONFIDENTIAL

CID/SEC/6/7/3/VOL.IV/102

4th December, 2015

The Clerk of the National Assembly
Clerk's Chambers
Parliament Buildings
P.O. BOX 41842-00100
NAIROBI

Director - Committee
PS note
JW
7/12

Atten: (Justin N. Bundi), CBS

**VETTING OF NOMINEES FOR APPOINTMENT AS
PRINCIPAL SECRETARIES BY THE DEPARTMENTAL
COMMITTEES**

The Director Criminal Investigations is in receipt of your letter NA/GEN/CORR/2015 dated 2nd December, 2015 in regard to the above captioned matter.

The Directorate only issues a police clearance certificate upon request by the nominee.

Joseph H. Ashimala
(JOSEPH H. ASHIMALA) MBS ndc (K)
FOR: DIRECTOR CRIMINAL INVESTIGATIONS

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APPENDIX (2) – MINUTES

Minutes of the 58th sitting of the Departmental Committee on Labour and Social Welfare
held in Second Floor , Continental House on 14th December at 11.00a.m.

Members Present

1. Hon. David Were, MP - Chairperson
2. Hon. Tiyah Galgalo, MP – Vice Chairperson
3. Hon. Samuel Gichigi,MP
4. Hon. Mwanyoha Hassan Mohamed, MP
5. Hon. Peris Tobiko, MP
6. Hon. James Onyango K'oyoo, MP
7. Hon. Elijah Lagat,MP
8. Hon. Elijah Mosomi Moindi, MP
9. Hon. Jones M. Mlolwa, MP
10. Hon. John B.Serut,MP
11. Hon. Rose Museo Mumo,MP
12. Hon Regina Nyeris, MP
13. Hon. Silvance Onyango Osele,MP
14. Hon. John Ndirangu Kariuki, MP
15. Hon. Wesley Korir,MP
16. Hon. Mustafa Idd, MP

Members absent with Apology

1. Hon. John Ogutu Omondi,MP
2. Hon. Kinoti Gitobu Boniface,MP
3. Hon. Winnie Karimi Njuguna, MP
4. Hon. Cornelly Serem, MP
5. Hon. Wangamati Patrick, MP
6. Hon. John Owuor Onyango Kobado, MP
7. Hon. Janet Teyiaa,MP
8. Hon. Janet Nangabo, MP

9. Hon. Ferdinand Waititu,MP
10. Hon. Dan Wanyama, MP
11. Hon. Abdi Noor Ali, MP
12. Hon. Nyasuna Gladys Wanga, MP
13. Hon. Aisha Jumwa Karisa,MP

In- Attendance - National Assembly Secretariat.

1. Mr.Erick Nyambati -Third Clerk Assistant(Lead Clerk)
2. Mr.Abdirahman Gele Hassan -Third Clerk Assistant
3. Ms.Ella Kendi Mwenda -Third Clerk Assistant
4. Ms.Brigitta Mati -Legal Counsel I
5. Mr.Eugene Lotesh - Audio Officer

Minute No.295/2015 Preliminaries

The meeting was called to order at 11.20a.m followed by a word of prayer from the Chairperson.

Minute No.296/2015 Confirmation of the Previous Minutes.

Minutes of the 55th,56th and 57th were confirmed to be true records of the proceedings.

Minute No.297/2015 Consideration of the report on the vetting of the Principal Secretary Nominees for Social Security & Services, Gender Affairs and Culture & Arts.

The Committee considered the report on the vetting of the Principal Secretary Nominees for Social Security & Services, Gender Affairs and Culture & Arts and made the observations of the nominee as follows;

1. **MRS. SUSAN MOCHACHE- PRINCIPAL SECRETARY NOMINEE, SOCIAL SECURITY AND SERVICES**

Personal Background

She was born on 17th November, 1973 and is married with two children.

Academic qualifications

- I. She holds a Master of Science in Communications Management from University of Strathclyde, Scotland, United Kingdom (2008), Bachelor of Science in International Business Administration from United States International University Kenya (1995) and Kenya Certificate of Secondary Education from Pangani Girls School (1992).
- II. She has undergone professional trainings which includes Change Management, programme and Negotiations, Executive Mentorship programme, Strategic Methods and Project Structuring Techniques amongst others.
- III. That her academic credentials were relevant for the technical tasks undertaken at the Ministry.
- IV. She had additional skills which would enhance her managerial capacity.

Professional experience

- I. She is currently serving in Communication Authority of Kenya (CA) as an Assistant Director, Universal Service Obligation and Funding to-date. Safaricom limited where she was the Dealer Manager/Administrator. Other organizations she has served include Brulto Limited, where she served as a distribution Manager; Lonhro Motors East Africa, where she served as a Sales Administrator; Sigma Surface Coatings where she served as Sales Executive and Brand Manager.
- II. She chaired national committee that developed Kenya's National Broadband Strategy through consensus building over a period of 18 months.
- III. She conceptualized and created statistical Unit that was responsible for the well-publicized ICT sector publications and national surveys.
- IV. She Spearheaded establishment of operational frameworks for Universal Service Fund (A fund created to leverage ICT investment in rural and remote areas in Kenya).
- V. She led a task force that was responsible for realization of regional single network among member states of the Northern Corridor projects and forged and fortified strategic collaboration and funding engagements for projects with

local and international partners including the USAID and INTEL.

- VI. She was further handpicked as a Project member to a team that undertook project conceptualization and implementation of the public funded telecommunication infrastructure projects, the East Africa Submarine System and the National Optic Fibre backbone and transformed dealer business approach and evolved successful business models that led consistently and positioned Safaricom as the market leader.

Potential Conflict of interest

She stated that she has no family members or persons, parties, categories of litigation or financial arrangements that are likely to present a potential conflict of interest when she assumes if given the chance.

Knowledge of the relevant subject

- I. She has experience in Social Assistance Related programmes such as providing leadership on the establishment of the Universal Access Fund which involved policy development, legislation, regulations and finally the operational framework for the fund
- II. The nominee exhibited impressive knowledge of topical issues touching on the State Department of Social Security and Services docket. She was keen on making positive proposals on how to move the Ministry forward.
- III. The nominee displayed passionately an interest to learn on what the State Department of Social Security and Services is all about.

Integrity

1. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
2. She has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest

3. She is not under any investigations by Ethics and Anti-Corruption Commission

Committee's Observations

The Committee made the following observations having considered her curriculum vitae and heard her oral submission during the vetting exercise:-

1. The Committee established that due diligence was followed in the nomination of the nominee since she was recruited in a competitive, transparent and fair process before her nomination.
2. The Committee found her qualified for the position due to the vast academic and management experience. Her interaction with both the private and the public sector depict her as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies her for the appointment as a Principal Secretary, Social Security and Services.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Social Security and Services docket. She was keen on making positive proposals on how to move the Ministry forward. The nominee displayed passionately an interest to learn on what the State Department of Social Security is all about.
5. The nominee did not have any integrity issues since he was tax compliant, has clearance from Kenya Revenue Authority, the Higher Educations Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau.
6. The Committee found the nominee suitable for appointment as the Principal Secretary, Social Security and Services in the Ministry of Labour, Social Security and

Services and East African Affairs.

2.MRS. ZEINAB W. HUSSEIN – PRINCIPAL SECRETARY NOMINEE, GENDER AFFAIRS

Personal Background

She was born in 22nd April, 1973 and married with four daughters.

Academic Background

1. She completed her O level in 1990 where she obtained B+and joined Egerton University in 1992-1996 where she graduated with BSC. In Agricultural Economics.
2. She has Masters in Business Administration from the University of Nairobi.
3. She attained her Masters in Public Administration at Harvard University for two years instead of three because the programme offered at Kennedy School of Government was one year course meant for people with work experience which is very intensive

Professional Experience

1. She has been in the private sector for seventeen years where she has held various positions in different companies both locally and internationally.
2. She is currently the head of Human Resource at McKinsey & Company Africa Office whereas earlier on she had worked as the Head of recruitment and administration in Johannesburg and Lagos.
3. She has worked as a CEO and founder of Accelerate Africa Management Consulting.
4. She has served as an associate consultant with McKinsey & Company in the sub-Saharan Africa Office.
5. She has worked in Shell Oil Products and Shell Aviation as a Regional Sales and Marketing Manager in West Africa, East Africa and the Middle East Regions.

6. She has worked as an internal auditor in Shell Oil products in Middle East and African regions.

Potential Conflict of interest

She stated that she has no family members or persons, parties, categories of litigation or financial arrangements that are likely to present a potential conflict of interest when she assumes to office if given the chance.

Knowledge of the relevant subject

1. The nominee exhibited impressive knowledge of topical issues touching on the State Department of Gender Affairs docket. She was keen on making positive proposals on how to move the Ministry forward.
2. The nominee displayed passionately an interest to learn on what the State Department of Gender Affairs is all about.

Integrity

1. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
2. She has never been charged in a Court of Law, is not a member of any political party and has no potential conflict of interest.
3. She is not under any investigations by Ethics and Anti-Corruption Commission.

Committee Observations

The Committee made the following observations having considered her curriculum vitae and heard her oral submission during the vetting exercise:-

1. The Committee established that due diligence was followed in the nomination of the nominee since she was recruited in a competitive, transparent and fair process before her nomination.

2. That her academic credentials are relevant for the position she was nominated to serve in the Ministry. Her interaction with both the private and the public sector depict her as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies her for the appointment as a Principal Secretary, Gender Affairs.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Gender Affairs. She had a passion in Gender issues with positive proposals on how to move the State Department forward.
5. The nominee did not have any integrity concerns since she was tax compliant, has clearance from Kenya Revenue Authority, the Higher Education Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau.
6. The Committee found the nominee suitable for appointment as the Principal Secretary for Gender Affairs in the Ministry of Public Service, Youth and Gender Affairs.

3.MR. JOSEPH ROBERT OKUDO– PRINCIPAL SECRETARY NOMINEE, CULTURE AND THE ARTS

Personal Background

He was born on 19th May, 1967.

Academic Qualifications

1. He sat for his Kenya Certificate of Education (“O” Level) in 1983 and Kenya Advanced Certificate of Education (“A” level) in 1985 both from Nairobi School.
2. He holds a Masters Degree in Business Administration from Copenhagen Business

School/Inorero University; a Bachelor of Arts Degree in Economics & Sociology from the University of Nairobi.

3. He has undergone various professional courses including business to business evaluation & formulation workshop, private sector development strategy, grant management, project database and capital market operations.

Professional Experience

1. He is currently working in the Royal Danish Embassy as the Program Manager, Private Sector Advisor. Business sector programme support and Business-Business Programme in the same organization.
2. He represents Danish Embassy in Business Advocacy Fund, a fund that supports Business member Organization in Kenya in dialogue with the aim of creating an enabling Business environment.
3. He has served in African Conservation Center where he served as a Program Head and Senior Enterprise Specialist and as a Business Consultant.
4. He worked as an acting program manager where his responsibilities were to identify value of community economic resource base in wildlife with intention of building the community's capacity to utilize these resources through enterprise in a way that will encourage them to conserve the environment and wildlife.
5. He served in Kenya Industrial Estates as a Branch Manager, project officer and senior project officer.
6. He has served in Standard K Limited as Clerk.

Knowledge of the relevant subject

That he was well versed with the functions of the Ministry and the supervisory role he will play in ensuring the fulfillment of the Ministry's mandate. His background in African Conservation Center gave him exposure to culture and the Arts issues.

Integrity

1. He has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.

- II. He has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest, and has fully complied with his tax obligation.

Personal vision for the state department

He promised to mainstream culture and arts in the grassroots level by involving counties and do roundtable meetings with those responsible to identify unexploited talents. He has a donor background hence has the right connection/network to support him in his work.

Committee Observations

The Committee the following observations having considered his curriculum vitae and heard his oral submission during the vetting exercise:-

1. Due diligence was followed in the nomination of the nominee since he was recruited in a competitive, transparent and fair process before his nomination.
2. The nominee qualified for the position due to the vast academic and management experience. His interaction with both the private and the public sector depict him as a people person and a team player, attributes that are essential in leadership.
3. The nominee had the requisite abilities, qualifications and experience, which qualifies him for the appointment as a Principal Secretary, Culture and Arts.
4. The nominee exhibited knowledge of topical issues touching on the State Department of Culture and Arts docket and was keen on making positive proposals on how to move the Ministry forward.
5. The nominee did not have any integrity concerns since he was tax compliant, has clearance from Kenya Revenue Authority, the Higher Education Loan Board, Ethics and Anti-Corruption Commission, Criminal Investigation Department and Credit reference Bureau

6. The Committee found the nominee suitable for appointment as the Principal Secretary for Culture and Arts in the Ministry of Sports, Culture and Arts.

MINUTE NO.298/2015 COMMITTEE RECOMMENDATION

Having considered the suitability, capacity and integrity of the nominees, and pursuant to Article 155(3) of the Constitution and Section 8(2) of the public Appointments (Parliamentary Approval) Act No. 33 of 2011, the Committee recommended that the National Assembly approves the nomination and subsequent appointment of the following to position of Principal Secretaries:

1. Mrs. Susan Nyamoita Mochache, Principal Secretary Social Security and Services.
2. Mrs. Zeinab W. Abdalla Hussein, Principal Secretary Gender Affairs.
3. Mr. Joseph Robert Okudo, Principal Secretary Culture & Arts.

MINUTE NO.299/2015 ADOPTION OF THE REPORT

The Members present unanimously adopted the report on the vetting of the Principal Secretary Nominees for Social Security & Services, Gender Affairs and Culture & Arts.

Signature..........Date.....15-12-2015.....

Hon.David Were,MP - Chairperson

Minutes of the 57th sitting of the Departmental Committee on Labour and Social Welfare held in Second Floor , Continental House on 11th December at 9.00a.m.

Members Present

1. Hon. David Were, MP - Chairperson
2. Hon. Tiyah Galgalo, MP – Vice Chairperson
3. Hon.Samuel Gichigi,MP
4. Hon. Mwanyoha Hassan Mohamed, MP
5. Hon. Peris Tobiko, MP
6. Hon. Winnie Karimi Njuguna, MP
7. Hon. James Onyango K'oyoo, MP
8. Hon. Cornelly Serem, MP
9. Hon.Elijah Lagat,MP
10. Hon. Elijah MosomiMoindi, MP
11. Hon. Jones M. Mlolwa, MP
12. Hon. John Ndirangu Kariuki, MP

Members absent with Apology

1. Hon. John Ogutu Omondi,MP
2. Hon.Kinoti Gitobu Boniface,MP
3. Hon.JohnB.Serut,MP
4. Hon. Wangamati Patrick, MP
5. Hon.Wesley Korir,MP
6. Hon. John Owuor Onyango Kobado, MP
7. Hon.Janet Teyiaa,MP
8. Hon. Janet Nangabo, MP

9. Hon. Rose Museo Mumo,MP
10. Hon. Ferdinand Waititu,MP
11. Hon. Silvance Onyango Osele,MP
12. Hon. Dan Wanyama, MP
13. Hon. Abdi Noor Ali, MP
14. Hon. Nyasuna Gladys Wanga, MP
15. Hon. Mustafa Idd, MP
16. Hon Regina Nyeris, MP
17. Hon. Aisha Jumwa Karisa,MP

In – Attendance

Mr. Joseph Robert Okudo

National Assembly Secretariat.

1. Mr. Erick Nyambati -Third Clerk Assistant(Lead Clerk)
2. Mr. Abdirahman Gele Hassan -Third Clerk Assistant
3. Ms. Ella Kendi Mwenda -Third Clerk Assistant
4. Ms. Brigitta Mati- Legal Counsel I
5. Mr. Eugene Lotesh - Audio Officer

Minute No.292/2015 Preliminaries

The meeting was called to order at 11.20a.m followed by a word of prayer from the Chairperson. Introductions were done thereafter.

Minute No.293/2015 Confirmation of the Previous Minutes.

Confirmation of the minutes of the previous sitting were deferred to the next meeting.

Minute No.294/2015 Meeting with the nominee for the position of the Principal Secretary Culture and the Arts– Mr. Joseph Robert Okudo.

Mr. Joseph Robert Okudo appeared before the Committee and informed the committee as follows

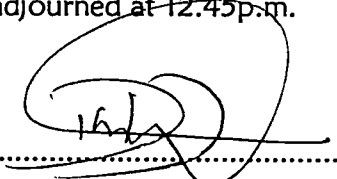
That:-

1. He was born on 19th May, 1967.
2. He sat for his Kenya Certificate of Education (“O” Level) in 1983 and Kenya Advanced Certificate of Education (“A” level) in 1985 both from Nairobi School.
3. He holds a Masters Degree in Business Administration from Copenhagen Business School/Inoorero University; a Bachelor of Arts Degree in Economics & Sociology from the University of Nairobi.
4. He has undergone various professional courses including Business to Business Evaluation, formulation workshop, Private sector Development Strategy, Grant Management, Reporting, and Project Database, Capital Market Operations, amongst others.
5. He is currently working in the Royal Danish Embassy as the Program Manager, Private Sector Advisor, business sector programme support and Business-Business Programme in the same organization.
6. He represents Danish Embassy in Business Advocacy Fund, a fund that supports Business member Organization in Kenya in dialogue with the aim of creating an enabling Business environment.
7. He has served in African Conservation Center where he served as a Program Head and Senior Enterprise Specialist and as a Business Consultant.
8. He served in Kenya Industrial Estates as a Branch Manager, project officer and senior project officer.
9. He has served in Standard K Limited as Clerk.
10. He has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
11. He has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest, and has fully complied with his tax obligation.

12. He will mainstream Culture and Arts in the grass root level by involving Counties and do roundtable meetings with those responsible to identify unexploited talents.
13. He has a donor background hence has the right connection/network to support him in his work.
14. He will involve private sector fully in the docket that he is in charge.
15. There are several bills and policies which need to be implemented and to create enabling environment.
16. He worked as an Acting Program Head- Resource where his responsibilities were to identify value of community economic resource base in wildlife with intention of building the community's capacity to utilize these resources through enterprise in a way that will encourage them to conserve the environment and wildlife.

Minute No.295/ 2015 Adjournment.

The meeting was adjourned at ~~12.45~~ p.m.

Signature..........Date..... 14-12-2015.....

Hon.David Were – Chairperson

Minutes of the 56th sitting of the Departmental Committee on Labour and Social Welfare held in Second Floor , Continental House on 11th December at 10.00a.m.

Members Present

1. Hon. David Were, MP - Chairperson
2. Hon. Tiyah Galgalo, MP – Vice Chairperson
3. Hon.Samuel Gichigi,MP
4. Hon. Mwanyoha Hassan Mohamed, MP
5. Hon. Peris Tobiko, MP
6. Hon. Winnie Karimi Njuguna, MP
7. Hon. James Onyango K'oyoo, MP
8. Hon. Cornelly Serem, MP
9. Hon.Elijah Lagat,MP
10. Hon. Elijah Mosomi Moindi, MP
11. Hon. Wangamati Patrick, MP
12. Hon. Jones M. Mlolwa, MP
13. Hon. John Ndirangu Kariuki, MP

Members absent with Apology

1. Hon. John Ogutu Omondi,MP
2. Hon.John B.Serut,MP
3. Hon.Kinoti Gitobu Boniface,MP
4. Hon.Wesley Korir,MP
5. Hon. John Owuor Onyango Kobado, MP
6. Hon.Janet Teyiaa,MP
7. Hon. Janet Nangabo, MP

8. Hon.Rose Museo Mumo,MP
9. Hon.Ferdinand Waititu,MP
10. Hon.Silvance Onyango Osele,MP
11. Hon. Dan Wanyama, MP
12. Hon. Abdi Noor Ali, MP
13. Hon. Nyasuna Gladys Wanga, MP
14. Hon. Mustafa Idd, MP
15. Hon Regina Nyeris, MP
16. Hon.AishaJumwaKarisa,MP

In – Attendance

Mrs.Zeinab W.A.Hussein

National Assembly Secretariat.

1. Mr.ErickNyambati -Third Clerk Assistant(Lead Clerk)
2. Mr.Abdirahman Gele Hassan -Third Clerk Assistant
3. Ms.Ella Kendi Mwenda -Third Clerk Assistant
4. Ms.Brigitta Mati -Legal Counsel I
5. Mr.Eugene Lotesh - Audio Officer

Minute No. 289/2015 Preliminaries

The meeting was called to order at 10.10a.m followed by a word of prayer from the Chairperson. Introductions were done thereafter.

Minute No.290/2015 Confirmation of the Previous Minutes.

Confirmation of the minutes of the previous sitting were deferred to the next meeting.

Minute No.291/2015 Meeting with the nominee for the position of the Principal Secretary, Gender Affairs– Mrs.Zeinab W.A.Hussein

Mrs. Zeinab W.A.Hussein appeared before the Committee and informed the Committee as follows;

That

1. She was born in 22nd April, 1973 and married with four daughters.

2. She completed her O level in 1990 where she attained B+ and joined Egerton University in 1992 to 1996 where she graduated with Bsc. Agriculture and Home Economics
3. She holds a Masters Degree in Public Administration from Harvard University and a Masters in Business Administration from the University of Nairobi.
4. She was appointed to serve in various offices such as Accelerate Africa Management consulting where she was the CEO/Founder; Mc Kinsey and Company Africa Office to which she is the Head of Human Resource and Talent Management to-date. Other organizations she has served include West Africa Shell Oil, where she served as a Regional Sales & Marketing Manager; East Africa at Shell Aviation, where she also served as a Regional Sales & Marketing Manager; Shell Kenya Limited, where she served as Country Sales & Marketing Manager; she has also been an Associate Consultant at McKinsey & Company, Sub-Saharan Africa Office McKinsey where she oversaw the entry of into New Foreign Market entrant, Nigeria and led the administration and recruitment functions and an Internal Auditor at Shell Oil Products Africa.
5. She restructured a leading Real Estate client in East Africa by streamlining operations, introducing controls and operating systems, overhauling HR and Finance functions and streamlining the recruitment and succession models to plan for long term success.
6. She was involved in the Organizational Transformation of indigenous Oil and Gas Company, Retail Bank and Telecommunications firm in Nigeria.
7. She led the design of new product portfolio for a large retail bank in Nigeria and participated in 3 week long audits in Nigeria, Ghana, Mali, Guinea, Ethiopia, Mauritius, Uganda, Tunisia, Morocco, South Africa, Djibouti, Senegal, Netherlands and the United Kingdom.
8. She further delivered high quality financial management and process audits to improve business performance in West Africa, East Africa, North Africa, South Africa and Europe.
9. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that

are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.

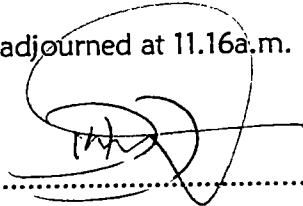
10. She has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest, and has fully complied with her tax obligation.
11. She converted to Islam in 1994 where she was given a certificate of conversion to Islam. It took about five years for her to get the second generation Identity cards because her Identification number had been double issued.
12. In 2005, she got the new ID card and applied for change of name to Zeinab Wanjiru Hussein in 2006.
13. Her motivation to move from private organization to Government was because she had a passion and the need to use her talent and skills to give back to the Country. She has been working with small enterprise group in the Country.
14. Her gross salary is Kshs.600,000 and the net salary is Kshs.400,000 and that does not include the end of the year bonuses.
15. Her motivation to move from Private Sector to Government was because she had a passion, and the need to use her talent, experience and skills to give back to the Country.
16. Currently she is the head of Human Resource at McKinsey & Company Africa Office.
17. She attained her Master in Public Administration at Harvard University for two years instead of three because the Programme offered at Kennedy School of Government was one year course meant for people with experience which is very intensive.
18. She will conduct stakeholder engagement workshop including parliament, civil society, experts, constitutional commissions to generate consensus on how to address the 2/3 gender rule. She believes that women should go for affirmative action until they are in a position to go for elective offices.
19. Her application to Public Service Commission was principal Secretary for talent Management and knowledge development.

20. She will focus on the following areas to address the issues of gender mainstreaming, raising awareness of attainment of gender parity in employment, increasing financial inclusion of women by strengthening actors in the space e.g. Uwezo Fund, Women Enterprise Fund, improving knowledge management on gender mainstreaming, partnering with KEWOPA and civil society to build capacity of women to participate in forthcoming elections

Minute No.292/ 2015 Adjournment.

The meeting was adjourned at 11.16a.m.

Signature.....



Date.....

15-12-2015

Hon. David Were, MP - Chairperson

Minutes of the 55th sitting of the Departmental Committee on Labour and Social Welfare held in Second Floor , Continental House on 11th December, 2015 at 9.00a.m.

Present

1. Hon. David Were, MP - Chairperson
2. Hon. Tiyah Galgalo, MP – Vice Chairperson
3. Hon. Samuel Gichigi,MP
4. Hon. Mwanyoha Hassan Mohamed, MP
5. Hon. Peris Tobiko, MP
6. Hon. Winnie Karimi Njuguna, MP
7. Hon. James Onyango K'oyoo, MP
8. Hon. John B.Serut,MP
9. Hon. Cornelly Serem, MP
10. Hon. Elijah Lagat,MP
11. Hon. Elijah Mosomi Moindi, MP
12. Hon. Wangamati Patrick, MP
13. Hon. John Owuor Onyango Kobado, MP
14. Hon. Jones M. Mlolwa, MP
15. Hon. John Ndirangu Kariuki, MP

Apology

1. Hon. John Ogutu Omondi, MP
2. Hon. Kinoti Gitobu Boniface, MP
3. Hon. Wesley Korir,MP
4. Hon. Janet Teyiaa, MP
5. Hon. Janet Nangabo, MP
6. Hon. Rose Museo Mumo, MP
7. Hon. Ferdinand Waititu,MP
8. Hon. Silvanse Onyango Osele, MP
9. Hon. Dan Wanyama, MP
10. Hon. Abdi Noor Ali, MP
11. Hon. Nyasuna Gladys Wanga, MP
12. Hon. Mustafa Idd, MP

13. Hon Regina Nyeris, MP

14. Hon. Aisha Jumwa Karisa, MP

National Assembly Secretariat.

1. Erick Nyambati -Third Clerk Assistant(Lead Clerk)
2. Abdirahman Gele Hassan -Third Clerk Assistant
3. Ella Kendi Mwenda -Third Clerk Assistant
4. Brigitta Mati -Legal Counsel I
5. Eugene Lotesh - Audio Officer

Minute No.285/2015 Preliminaries

The meeting was called to order at 9.10a.m followed by a word of prayer from the Chairperson. Introductions were done thereafter. The Chairperson informed the Committee that the nominee had presented all the necessary documents.

Minute No.286/2015 Confirmation of the Previous Minutes.

Confirmation of the minutes of the previous sitting were deferred to the next meeting.

Minute No 287/2015 Meeting with the nominee for the position of the Principal Secretary, Social Security and Services – Mrs. Susan Nyamoita Mochache

Mrs. Susan Mochache appeared before the Committee and informed them as follows;
That:

1. She was born on 17th November, 1973 and married with two children.
2. She obtained her Kenya Certificate of Secondary education from Pangani Girls High School in 1991.
3. She is a graduate of United States International University with a degree in International Business Administration(1995)
4. She holds a Master of Science in Communications Management from University of Strathclyde, Scotland, United Kingdom (2008),
5. She has undergone professional trainings which includes Change Management, programme and Negotiations, Executive Mentorship programme, Strategic Methods and Project Structuring Techniques amongst others.
6. She served in Safaricom limited as a Dealer Manager/Administrator;
7. She is currently working in Communication Authority of Kenya (CA) as anAssistant Director,

8. Other organizations she has served include Brulto Limited, where she served as a distribution Manager; Lonhro Motors East Africa, where she served as a Sales Administrator; Sigma Surface Coatings where she served as Sales Executive and Brand Manager.
9. She chaired national committee that developed Kenya's National Broadband Strategy through consensus building over a period of 18 months.
10. In her life time, She has had job movements that have all been progressive motivated by the opportunity of growth and greater challenge.
11. That she has held the position of an Assistant Director for a period of ten years without vertical growth due to lack of vacancy in positions that are senior than her rank.
12. She has undertaken several national initiatives that have been both challenging and stimulating such as actively involved in the implementation of The East Africa System (TEAMS), the first submarine cable that landed in Kenya and the National Optic Fibre Network (NOFBI) both of which are attributed to unlocking ubiquitous and affordable ICT services in the country.
13. In 2013 to 2014, she chaired the National Committee that developed the National Broadband Strategy (NBS) for Kenya in 2014.
14. Over the course of the time, she provided leadership on the establishment of the Universal Access Fund starting with policy development, legislation, regulations and finally the operational framework for the fund
15. Just like the social assistance programs under Social Services are meant to assist the very poor and marginalized groups, the Universal Service Fund was established to leverage investment in telecommunication infrastructure in rural and marginalized areas towards the realization of Universal Access to communication services. In addition, it is used to support capacity building and innovations at community level.
16. She has travelled to various rural parts of the country to visit projects and engage with local people giving her experience in provision of public supported services to the poor and rural based groups.
17. With intense passion, keen interest and team work, she will learn issues related to social services and pensions to be able to effectively undertake her work.

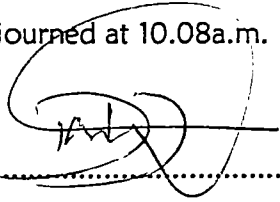
She looks forward to work and learn from her colleagues in the Ministry and overall sector and build her capacity as she also noted that her key role is to provide leadership, which transcends technical detail.

18. She seeks to resolve the issues once she has taken time to study and understand the underlying concerns, constraints and challenges.
19. She will reach out to the Departmental Committee of Labour and Social Welfare for support in the course of handling the relevant issues while being focused to work with the Cabinet Secretary to do what must be done. Thus endeavor to turn the stones that need to be turned and bring matters to a conclusion.
20. She conceptualized and created statistical Unit that was responsible for the well-publicized ICT sector publications and national surveys.
21. She Spearheaded establishment of operational frameworks for Universal Service Fund (A fund created to leverage ICT investment in rural and remote areas in Kenya).
22. She led a task force that was responsible for realization of regional single network among member states of the Northern Corridor projects and forged and fortified strategic collaboration and funding engagements for projects with local and international partners including the USAID and INTEL.
23. She was further handpicked as a Project member to a team that undertook project conceptualization and implementation of the public funded telecommunication infrastructure projects, the East Africa Submarine System and the National Optic Fibre backbone and transformed dealer business approach and evolved successful business models that led consistently and positioned Safaricom as the market leader.
24. She has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
25. She has never been charged in a Court of Law, is not a member of any political party, has no potential conflict of interest, and has fully complied with her tax obligation.

Minute No.288/2015 Adjournment.

The meeting was adjourned at 10.08a.m.

Signature.....

A handwritten signature in black ink, appearing to be 'D. Were', is written over a dotted line. The signature is enclosed within a hand-drawn circle.

Date.....

15-12-2015

Hon.David Were,MP - Chairperson

APPENDIX (3) – CURRICULUM VITAE

REPUBLIC OF KENYA

Telegraphic Address
'Bunge', Nairobi
Telephone 2848000
Fax: 2243694
E-mail: clerk@parliament.go.ke



National Assembly
Clerk's Chambers
Parliament Buildings
P. O. Box 41842 -00100
NAIROBI, Kenya

When replying please quote

KNA/DC.LSW/CORR/2015

2nd December, 2015

Susan Mochache
P. O. Box 3394-00506
NAIROBI
Tel. 0722-540710
Email: susan.mochache@gmail.com

Dear *Susan,*

RE: INVITATION FOR VETTING BY THE DEPARTMENTAL COMMITTEE ON LABOUR AND SOCIAL WELFARE

Following your nomination by H.E. the President for appointment to the position of Principal Secretary (Social Security & Services), Ministry of Labour, Social Security & Services and East African Affairs, the Departmental Committee on Labour and Social Welfare of the National Assembly hereby invites you for vetting pursuant to section 6(3) of the Public Appointments (Parliamentary Approval) Act, 2011, on Friday 11th December, 2015 in Committee Room on 2nd Floor, Continental House, Parliament Buildings at 9.00 am.

Kindly fill the attached questionnaire as required by the Public Appointments (Parliamentary Approval) Act, 2011 and return on or before Tuesday 8th December, 2015. You are required to bring with you originals of your National Identity Card, academic and professional certificates and any other documents and testimonials. In addition, you should bring letters/certificates of clearance from the following:-

- i. Ethic and Anti-Corruption Commission.
- ii. Kenya Revenue Authority Tax Compliance Certificate.
- iii. Higher Education Loans Board.
- iv. Criminal Investigation Department.
- v. Any of the Credit Reference Bureaus.

Yours

Handwritten signature of Justin N. Bundi.

JUSTIN N. BUNDI, CBS
CLERK OF THE NATIONAL ASSEMBLY

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CURRICULUM VITAE

SUSAN N. MOCHACHE

susan.mochache@gmail.com | 0722540710 | P.O. Box 3394- 00506, Nairobi

A versatile professional with diverse leadership and management skills developed over a career spanning 20 years with a passion for public service.

EDUCATION QUALIFICATIONS

Master of Science in Communications Management

University of Strathclyde, Scotland, United Kingdom (2008)

Bachelor of Science in International Business Administration

United States International University Kenya (1995)

Kenya Certificate of Secondary Education

Pangani Girls School (1992)

PROFESSIONAL QUALIFICATIONS

Change Management Program, RIPA International United Kingdom (2015)

Negotiation program, Harvard Law School, Boston, USA (2014)

Registered Practitioner Program Management, (MSP) United Kingdom (2011)

Registered Practitioner Project Management, Prince2, United Kingdom (2011)

HONORS AND AWARDS

Chevening Scholar, United Kingdom Government Scholarship, 2008

Professional Fellow, Commonwealth Scholarship Commission 2012

PROFESSIONAL EXPERIENCE

Communications Authority of Kenya (CA)

The regulatory authority for the communication sector in Kenya, which contributes 5% to GDP

Assistant Director, Universal Service Obligation and Funding (August 2005 to date)

Key Achievements

- Chaired national committee that developed Kenya's National Broadband Strategy through consensus building over a period of 18 months.
- Conceptualized and created statistical Unit that is responsible for the well-publicized ICT sector publications and national surveys.
- Spearheaded establishment of operational frameworks for Universal Service Fund (A fund created to leverage ICT investment in rural and remote areas in Kenya).
- Led a task force that was responsible for realization of regional single network among member states of the Northern Corridor projects.
- Forged and fortified strategic collaboration and funding engagements for projects with local and international partners including the USAID, IDRC, INTEL, QUALCOMM.
- Handpicked Project member to team that undertook project conceptualization and implementation of the public funded telecommunication infrastructure projects, The East Africa Submarine System and the National Optic Fibre backbone.
- Co-chaired a culture change and rebranding Committee that culminated to realise objectives.

Responsibilities

- Lead strategic planning, pragmatic project management for universal access programs.
- Provide leadership for multiple Universal Access ICT programs.
- Champion the Communication sector statistical management and publications.
- Originate technical papers related to policy and regulatory considerations and manage subsequent public consultation engagements for inclusive output.
- Galvanize and consolidate strategic partnerships for funding and technical collaborations.
- Oversee collaborative negotiations, dispute resolutions and conflict management.
- Monitoring & Evaluation of projects and presentation to Management and Board.
- Head and participated in national research and surveys.

Special Responsibilities

- Acting Director General on occasional basis
- Member of the Tender Committee
- Chairperson Communications Authority Sacco

Safaricom Limited

Safaricom is a leading provider of converged communication solutions in Kenya

Dealer Manager (October 2002 to July 2005)

Key Achievements

Transformed dealer business approach and evolved successful business models that led consistently and positioned Safaricom as the market leader.

Responsibilities

- Led strategic relationship management and corporate presence within designated territory (Nairobi and Greater Nairobi).
- Formulated, managed and implemented effective plans for distribution management.
- Influenced and created shared strategic business development strategies and values for a portfolio of assigned businesses ensuring alignment to overarching corporate objectives.

Dealer Administrator (April 2001 to September 2002)

Created, customized and administered blue prints for operational processes and procedures that proffered day-to-day business support to the national distributor's network.

EARLY CAREER PROFILE

Brulto Limited

Brulto Limited is a provider of telecommunication services and solutions in Kenya.
Distribution Manager (February 2000 to March 2001)

Lonhro Motors East Africa

Leading motor vehicle franchise owners of Toyota, Ford and Yamaha in Kenya.
Sales Administrator (October 1997 to January 2000)

Sigma Surface Coatings

Sigma was a surface coatings manufacturer.

- Brand Manager (August 1996 to May 1997)
- Sales Executive (May 1995 to July 1996)

PROFESSIONAL TRAINING AND DEVELOPMENT

- **Managing People through Change: Attitudes and Behaviour**, RIPA UK (2015)
- **Making Change Happen: From Strategy to Action**, RIPA UK (2015)
- **Implementing Sustainable Change**, RIPA UK (2015)
- **Leadership Certificate**, RIPA International, United Kingdom (2013)
- **Executive Mentorship Program**, Bloom Consultancy (2015)
- **National Cooperatives Board of Directors Workshop**, Co-operative Bank (2014)
- **Leading with Impact Certificate**, Leadership Trust, United Kingdom (2011)
- **Strategy In Action Certificate**, Strathmore Business School, Nairobi (2010)
- **Market- Based Spectrum Pricing Certificate**, Commonwealth Telecommunications (2010)
- **Public Procurement Certificate**, Public Procurement Directorate
- **Risk Management Certificate**, KCA University (2012)
- **Organizations Performance Management Certificate**, The CTO (2007)
- **MSK Practitioner Certificate Marketing**, Marketing Society of Kenya (2005)
- **Foundation Diploma Supply Chain Management**, Chartered institute of Purchasing (2002)

PROFESSIONAL AFFILIATION AND MEMBERSHIPS

Member, Project Managers Association

Member, Vet Lab Golf Club

COMMUNITY LEADERSHIP

Chairperson, CA Communication Sacco
Past Treasurer, Communications Sacco
Assistant Director Children Ministry, Church

Board Member, Hilltop Preparatory School
Mentor for Leadership & Innovation at Akili Dada
Co-ordinator, Inner Circle Investment Ltd.

SPEAKER AND PANELIST EXPERIENCE

Designated speaker and panelist in various forums both locally and abroad over the years.

PERSONAL HIGHLIGHTS

- 42 years, Married with two children
- Avid Reader, keen on golf, gardening
- 20 Years work experience with 14 in management position of which 10 are in public service

REFEREES

Mr. Francis Wangusi, MBS,
Director General,
Communications Authority of
Kenya,
P.O Box 14448, 00800
Nairobi.

Tel: 4242291/ 0703042450
wangusi@ca.go.ke

Ms. Rose Ogega MBS,
Managing Director,
Bloom Centre,
Bloom Consultancy Limited,
P.O Box 27854, 00100
Nairobi.

Tel: +254 20 4931000
rogega@bloomconsultancy.co.ke

Mr. Nzioka Waita,
Secretary of Delivery,
Office of the President,
P .O Box 66827, 00800,
Harambee House,
Nairobi.

Tel: 0722540745
nzioka.waita@president.go.ke

No. 33 of 2011 [Rev. 2012]

Public Appointments (Parliamentary Approval) Act

[Issue 1] 8

SCHEDULE

[Section 6 (8).]

**CRITERIA FOR VETTING/APPROVAL OF NOMINEES FOR
APPOINTMENT TO PUBLIC OFFICE BY PARLIAMENT
QUESTIONNAIRE**

Notes:

- a) This questionnaire applies to appointments to public office arising by or under the Constitution or any other law where parliamentary approval is required.
- b) The questionnaire shall be used by the relevant parliamentary committee to vet a nominee appearing before the committee in the process of parliamentary approval.
- c) The questionnaire shall be filled and submitted by the nominee to the relevant parliamentary committee through the Clerk of the relevant House of Parliament on or before a date set by the committee.
- d) The submission of false information in the questionnaire is an offence and may result in prosecution.
- e) Any form of canvassing by a nominee shall lead to disqualification.
- f) The nominee must answer all the questions.

1. **Name:** Susan Nyamoita Mochache
2. **Position:** Principle Secretary Social Services
3. **Sex:** Female
4. **Date of Birth:** 17th November 1973, Nairobi.
5. **Marital Status:** Married
6. **Daytime phone number:** 0703420450
7. **Mobile phone number:** 0722540710
8. **Email Address:** susan.mochache@gmail.com
9. **ID Number:** 11689192
10. **PIN Number:** A002714896K
11. **Nationality:** Kenyan

12. **Postal Address:** P.O Box 3394 Nairobi, 00506

13. **Town/City:** Nairobi

14. **Knowledge of Languages:** English, Swahili, Ekegusii

15. **Education:** (List, in reverse chronological order, each university, college, or any other institution of higher education attended and indicate, in respect of each, the dates of attendance, academic award obtained, whether a degree was awarded, and the dates on which each such degree was awarded).

Institution	From	To	Qualifications
Master of Communications Management	4/2/2008	2/12/2008	University of Strathclyde United Kingdom
Bsc. International Business Administration	07/9/1992	31/3/1995	United States International University- Africa
Kenya Certificate of Secondary Education	25/1/1988	19/11/1991	Pangani Girls High School

Professional Training

Training	From	To	Institution
Change Management	1/6/2015	19/6/2015	Ripa International, United Kingdom
Program on Negotiation	2/5/2014	06/6/2014	Harvard Law School
Executive Mentorship Program	1/3/2015	30/5/2015	Bloom Consultancy
Registered Practitioner Managing Successful Programs	9/2012	12/2012	APMG- International
Prince2 Registered Practitioner	9/2012	12/2012	APMG- International
Risk Management Training	2/5/2012	4/5/2012	KCA University
Public Procurement	7/12/2005	9/12/2005	Public Proc. Directorate
Strategy in Action	06/9/2010	10/9/2010	Strathmore Business School

PPP Strategic Methods and Project Structuring Techniques	07/8/2006	18/8/2006	Institute of Public Private Partnerships, USA.
Practitioner Certificate Marketing Society of Kenya	Mar 2007	Sept 2007	Marketing Society of Kenya
Foundation Diploma in Procurement	June 2002	Dec 2002	Institute of Purchasing and Supplies

Employment Record: (List in reverse chronological order all government agencies, business or professional corporations, companies, firms or other enterprises with which you have been affiliated as an officer, director, partner, proprietor, employee or consultant)

Employer's name	From	To	Position held
Communications Authority of Kenya	09/08/2005	To date	Assistant Director Universal Service Obligation and Funding
Commonwealth Telecommunication Organization	1/9/2012	20/12/2012	Commonwealth Professional Fellow
Safaricom Limited	01/10/2002	30/07/2005	Dealer Manager
	12/04/2001	30/09/2002	Dealer Administrator
Brulto Limited	03/02/2000	31/03/2001	Sales and Distribution Manager
Lonhro Motors EA Ltd	01/10/1997	28/01/2000	Sales Administration
Sigma Surface Coatings	01/08/1996	02/05/1997	Brand Manager
	05/05/1995	31/07/1996	Sales Executive

16. **Honours and Awards:** (List any scholarships, fellowships, honorary degrees, academic or professional honours, honorary society memberships, military awards and any other special recognition for outstanding service or achievement and in respect of each, state the date of award and the institution or organization that made the award).

- **Chevening Scholar**, United Kingdom Government Scholarship, 2008

- **Professional Fellow**, Commonwealth Scholarship Commission 2011-12

17. **Professional Association** (where applicable): (List all professional associations of which you are or have a member and give any positions held and the respective dates when each such position was held).

- Project Managers Association of Kenya

18. **Memberships:** (List all professional, business, fraternal, scholarly, civic, charitable or other organizations, (other than those listed in response to Question 16) to which you belong or have belonged).

- Mentor Akili Dada Mentorship Program
- Member Vet Lab Golf Club
- Director, Inner Circle Investment Ltd.
- Chairperson, Communications Sacco

19. **Published Writings:**

(a) List the titles, publishers and dates of books, articles, reports, letters to the editor, editorial pieces or other published materials you have authored or edited.

N/A

(b) Supply four (4) copies of any reports, memoranda or policy statements you prepared or contributed in the preparation of any bar association, committee, conference or organization of which you were a member.

- National Broadband Strategy 2014 (Was chairperson of National Committee that developed the policy document)
- Periodic Communications Sector Statistics Reports (Quarterly and Annual Reports available on Communication Authority website)

20. **Public Office, Political Activities and Affiliations:**

(a) List chronologically any public offices you have held or are currently holding, including the terms of service and whether such positions were elected or appointed.

N/A

(b) List all memberships and offices held in and services rendered, whether compensated or not, to any political party or election committee. If you have ever held a position or played a role in a political campaign, identify the particulars of the campaign, including the candidate, dates of the campaign, your title and responsibilities. Also include any linkage you have to a political party at present.

N/A

(c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Article 75 of the Constitution? **No.**

(d) Have you ever been adversely associated with practices that depict bias, favoritism or nepotism in the discharge of public duties? **No.**

21. **Deferred Income/Future Benefits:** (List the sources, amounts and dates of all anticipated receipts from deferred income arrangements, stock, options, uncompleted contracts and other future benefits which you expect to derive from previous business relationships, professional services, firm memberships, etc).
None.

22. **Outside commitment during service in office:** (Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during your service in office? If so explain).
No.

23. **Sources of Income:** (List sources and amounts of all income received during the calendar year preceding your nomination and in the current calendar year).

Gross Salary	Ksh. 12,257,023
Sacco Dividends	Ksh. 315,000
Dividends and sales of NSE shares	Ksh. 80,000

24. **Tax Status:** (State whether you have fully complied with your tax obligations to the State up to the end of the financial year immediately preceding the nomination for appointment).

Complied.

25. **Statement of Net Worth:** (State your financial net worth)

Jointly with my spouse, approximately Kenya Shillings Eighty Million

26. **Potential Conflict of Interest:**

(a) Identity the family members or other persons, parties, categories of litigation or financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to rise.

Presently there is no potential conflict of interest related to the position that I have been nominated to.

(b) Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern.

In the event that a situation presents a potential conflict of interest, the due process that is provided for shall be followed. This typically includes declaring the interest and disqualifying oneself from discussing or making decisions pertaining to the issue in question.

27. **Pro-Bono/Charity Work/donation to charity:** (Describe what you have done by way of pro bono or charity work, listing specific instances, the amount contributed and the amount of time devoted to each).

N/A

28. Have you ever been charged in a court or law in the last three years? If so, specify the nature of the charge, where the matter is ongoing, the present status of the matter, or where the matter is concluded, the judgment of the court, or otherwise, how the case was concluded.

No.

29. Have you ever been adversely mentioned in an investigatory report of Parliament or any other Commission of inquiry in the last three years?

No.

30. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination?

No.

31. **References:**

(List three persons who are not your relatives who are familiar with your character, qualification and work).

Mr. Francis Wangusi, MBS,
Director General,
Communications Authority of
Kenya,
P.O Box 14448, 00800
Nairobi.

Tel: 4242291/ 0703042450
wangusi@ca.go.ke

Ms. Rose Ogega MBS,
Managing Director,
Bloom Centre,
Bloom Consultancy Limited,
P.O Box 27854, 00100
Nairobi.

Tel: +254 20 4931000
rogega@bloomconsultancy.co.ke

Mr. Nzioka Waita,
Secretary of Delivery,
Office of the President,
P.O Box 66827, 00800,
Harambee House,
Nairobi.

Tel: 0722540745
nzioka.waita@president.go.ke

THE UNIVERSITY OF CALIFORNIA

SAN DIEGO

College of Business Administration

The Trustees of the University, upon the recommendation of the University Faculty and by virtue of the Authority in them vested, have conferred on

Susan A. Mochache


who has satisfactorily pursued the studies and passed the examinations required therefor, the degree of

Bachelor of Science in International Business Administration

with all the rights, privileges and honors thereunto appertaining

Given at San Diego, in the State of California,

in the year one thousand nine hundred and ninety-five


Chairman, Board of Trustees


President of the University


Vice President for Academic Affairs


Director



University of
Strathclyde

By virtue of the power to award degrees granted to it by the Charter and Statutes and by the authority of the Senate the University has this day conferred the Degree of

**DOCTOR OF
SCIENCE IN COMMUNICATIONS MANAGEMENT**

upon Susan Nyamoita Mochache

In witness whereof we have caused the
Common Seal of the University to be
impressed upon this document on

Principal

Secretary to the
University

10 December 2008

200853151

SUNNY BINDRA

Sunwords

8 December 2015

TO WHOM IT MAY CONCERN

Dear Sir/Madam

Confidential Information on Susan Mochache

This is a testimonial for Susan Mochache, who I understand has been proposed for a position as Principal Secretary.

I have known Ms Mochache since 1995, initially as my employee and later on as someone I have mentored and guided. She has also attended a programme I led at Strathmore Business School - Strategy In Action.

Ms Mochache has always been an exemplary individual, rising up the ranks wherever she has worked due to an excellent work ethic and sense of duty.

I have always known her to have a strong sense of personal integrity and devotion to her work, and she shows an unusual patriotic spirit. To the best of my knowledge she is a person of upstanding character and ethics. Combined with her technical and managerial skills, these attributes place her in very strong standing. She has held very senior positions in recent years, and I have no doubt she will be an excellent candidate for the key position of Principal Secretary.

I trust this helps you in your decision.

With kind regards

M. S. Bindra

M. S. Bindra
DIRECTOR



TO WHOMEVER IT CONCERNS

REF: RECOMMENDATION OF MS. SUSAN MOCHACHE

I have known and worked with Ms. Mochache for the last ten years in the Communications Authority of Kenya (CA), where she is the Assistant Director Universal Service Funding and Obligation.

During her tenure at the Authority, Ms. Mochache has been instrumental towards the development of the ICT sector in Kenya. Among her key contribution and achievements include; her active role in the development of key public funded telecommunication infrastructure projects including The East African Marine System (TEAMS), the first submarine cable that landed in Kenya and the National Optic Fibre Network (NOFBI) both of which are attributed to unlocking ubiquitous and affordable ICT services in the country.

Ms. Mochache also spearheaded the institutionalization of ICT statistics both at the Authority and at the Kenya National Bureau of Statistics. Subsequently, there has been over time robust database of ICT statistics that informs policy and investment decisions for the sector.

In her capacity as the Assistant Director responsible for the Universal Access Fund, she together with the team established the requisite operational frameworks for the Fund. Consequently, in addition to several pilot projects, the initial set of mobile network coverage in marginalized areas is expected to be rolled out within the first quarter of the next financial year.

Ms. Mochache chaired the National Committee that developed the National Broadband Strategy (NBS) for Kenya in 2014. The strategy provides a roadmap for access and integration of high speed Internet in the country as a catalyst to social and economic development and subsequent realization of Vision 2030.

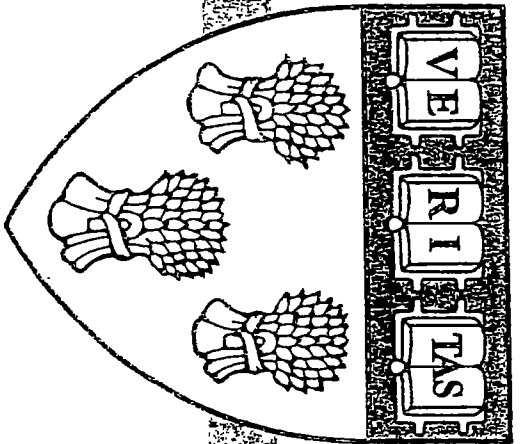
I have found Ms. Mochache to be an amiable officer, who has demonstrated high-spirited committed, focus and diligence in her duties. I would therefore not hesitate to recommend her as a promising leader with the desired passion, dedication, experience and capabilities to play an active role in the future development of our country, Kenya.

Sincerely

Sincerely

Francis W. Wangusi

DIRECTOR GENERAL



PROGRAM ON NEGOTIATION AT
HARVARD LAW SCHOOL

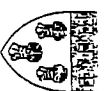
HARVARD NEGOTIATION INSTITUTE
Susan Nyamoita Mochache

HAS SUCCESSFULLY COMPLETED

NEGOTIATION WORKSHOP: STRATEGIES, TOOLS, AND SKILLS FOR SUCCESS
JUNE 2-6, 2014

Robert C. Bordone
Thaddeus R. Beal Clinical Professor of Law
Director, Harvard Negotiation and Mediation Clinical Program

PROGRAM ON NEGOTIATION
HARVARD LAW SCHOOL





APMG-International

THIS IS TO CERTIFY THAT

Mochache Susan Nyamoita

IS A

PRINCE2[®]

Registered Practitioner

MEETING STANDARDS to APMG/QMS/Registered Practitioner Certification as stated in the APMG Quality Management System.

EFFECTIVE DATE

04 November 2011

REGISTRATION NUMBER

P2R/844557

CERTIFICATE NUMBER

02448085-01-IVXM

Alan Harpham
APMG Chairman



This certificate is valid for 5 Calendar years from the Effective Date.

PRINCE2[®]

This certificate remains the property of The APM Group Ltd and shall be returned immediately on request. The APM Group Limited, Sword House, Totteridge Road, High Wycombe, Buckinghamshire, HP13 6DG, England
Telephone + 44 (0) 1494 452 450. Fax + 44 (0) 1494 459 559. www.apmgroup.co.uk
Registered in England No 2861902.



This examination was based on the 2009 edition.

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00625216



APMG-International

THIS IS TO CERTIFY THAT

Susan Nyamoita Mochache

IS A

Managing Successful Programmes Registered Practitioner

MEETING STANDARDS to APMG/QMS/Registered Practitioner Certification as stated in the APMG Quality Management System.

EFFECTIVE DATE

02 December 2011

REGISTRATION NUMBER

MSPR/048195

CERTIFICATE NUMBER

02552525-01-6C22

Alan Harpham
APMG Chairman

MSP

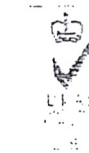
OGC

This certificate is valid for 5 Calendar years from the Effective Date

This certificate remains the property of The APM Group Ltd and shall be returned immediately on request. The APM Group Ltd, Second House, Denmidge Road, High Wycombe, Buckinghamshire, HP13 0DZ, England
Telephone: +44 (0) 1494 452150 Fax: +44 (0) 1494 459370 www.apmgroup.co.uk
Registered in England No 2801902

The information was valid on 01/12/11

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The OGC logo is a Registered Trade Mark of the Office of Government Commerce.



00014659

RIPA

This is to certify that

Susan N. Mochache

attended a programme on


Managing People through Change: Attitudes and Behaviour

organised by RIPA International, London

15th – 19th June, 2015

Programme Elements:

- Personal and organisational change by listening and learning
- Learning styles – Activists, Reflectors, Theorists and Pragmatists
- Changing behaviour by involving people in inquiry and decision making
- Styles for being in charge – Commanding, Managing or Leading
- Using inquiry skills to create shared understanding and avoid blame
- Understanding machine and systems thinking in organisations
- Changing behaviour by changing organisation systems
- Understanding possible causes of behaviour using Ishikawa diagrams
- Learning and utilising change agent skills and strategies
- Understanding emergent change and how managers can influence it
- Emotional Intelligence for facilitative leadership
- VISIT: City of London Corporation


Philip Champness
Director of Studies


Naomi Erskine
Operations Manager

RIPA

This is to certify that:

Susan N. Mochache

attended a programme on

Making Change Happen: From Strategy into Action

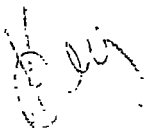
organised by RIPA International, London

1st – 5th June, 2015

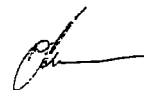
Programme Elements:

- Identifying and selling the need for change
- The systematic approach to change
- Strategic planning techniques
- Stakeholder analysis
- Setting vision and prioritising actions
- Models of Change
- Project and Programme Management
- Risk Management
- Visit: Advisory, Conciliation and Arbitration Service

The participants also completed learning journals to track their personal development and to meet their individual learning objectives in finding practical solutions to enhance their organisations' strategic/operational activities.



Carolyn Kerry
Director of Studies



Tim Runacre
Managing Director

RIPA INTERNATIONAL

This is to certify that

Susan N. Mochache

attended a programme on

Implementing Sustainable Change

organised by RIPA International, London

8th – 12th June, 2015


Programme Elements:

- Holistic approach to organisational change
- Tools for organisational analysis
- Gap analysis, scenario planning and stakeholder analysis
- Change Implementation process
- HR department as a driver of change
- Analysing and improving organisational culture
- Monitoring and evaluating strategies
- Influencing and Feedback skills
- VISIT: Newham Council

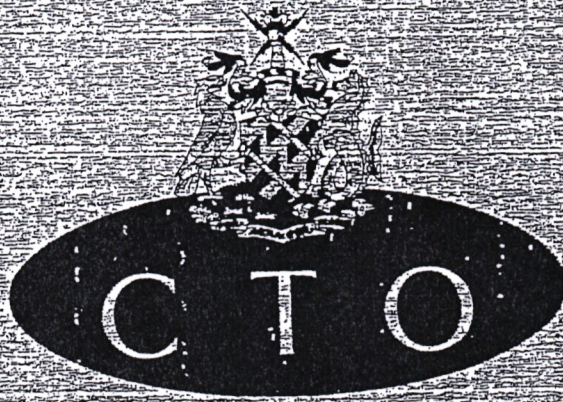
The participants also completed learning journals to track their personal development and to meet their individual learning objectives in finding practical solutions to enhance their organisations' strategic/operational activities.



Carolyn Kerry
Director of Studies



Tim Runacre
Managing Director



Presented by the
Commonwealth Telecommunications Organisation

to

Susan Nyamoita Mochache

in appreciation of the
excellent contributions made during the

Commonwealth
Professional Fellowship Programme

2011 - 2012

Professor Tim Unwin
Chief Executive Officer



Strathmore Business School

EXECUTIVE EDUCATION

This is to certify that

Susan N. Mochache

has successfully completed the Strategy in Action Executive Seminar,
held from 6th - 10th September 2010.

Sunny Bindra
Seminar Leader,
Strathmore Business School.

Dr. Edward Mungai
Dean,
Strathmore Business School.



Strathmore University



The Institute for
Public-Private Partnerships

Certificate of Achievement

is awarded to

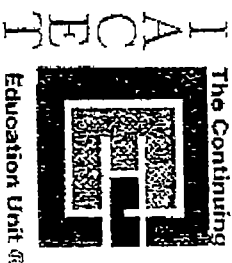
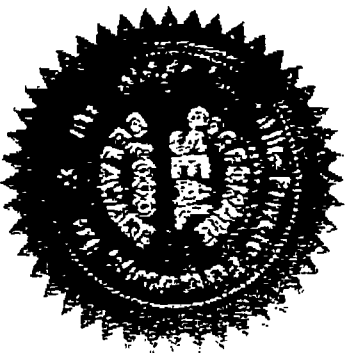
Susan R. Mochache

In recognition of successfully completing the programme


Strategies Methods and Project Structuring Techniques

August 7th - 18th, 2006

Washington, DC



3.0 CEUs


Thomas H. White,
Chief Executive Officer

THE
CHARTERED INSTITUTE OF
PURCHASING & SUPPLY®



This is to certify that

Susan Nyamoita Mochache

has successfully completed the

***CIPS Level 5 of the Graduate
Diploma in Purchasing and Supply
(Foundation Stage)***

100/2994/1

21st December 2007

Handwritten signature of Chris Gallagher in black ink.

Chris Gallagher
Director of Membership
Development

Handwritten signature of Ilze Grickus in black ink.

Ilze Grickus
Head of Awarding Body



Awarded by The Chartered Institute of Purchasing and Supply, Easton House, Easton on the Hill, Stamford, Lincolnshire, NN9 6SZ, England.
Certificate No: 0208111/1/2176700



INSTITUTE FOR CAPACITY DEVELOPMENT

awards this

of Participation to

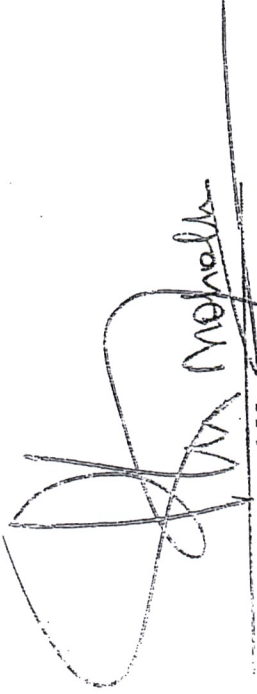
Susan Mochache

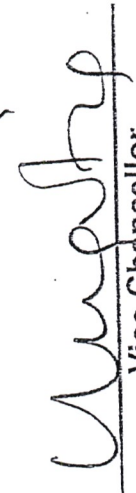
having attended

RISK MANAGEMENT TRAINING

Date : 2nd – 4th May, 2012

Venue: Communications Commission Of Kenya Headquarters


General Manager


Vice Chancellor

No: 03453



AFRICAN ADVANCED LEVEL TELECOMMUNICATIONS INSTITUTE
(AFRALTI)

CERTIFICATE

This is to certify that:

Susan N. Mochache

has participated in the Course on

“Management of Universal Service Funds”
held in Harare, ZIMBABWE from 27th September to 1st October 2010

Mandla MSIMANG,
Course Facilitator

Mr. Yusuuzi MKHUMANE,
Director-AFRALTI

CERTIFICATE

Susan Mochache

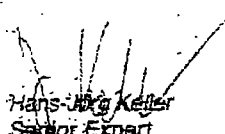
Participated in the

Performance Management and Strategic Rewards

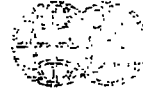
Information covered

- ▶ **Performance Management**
 - ▶ Organisations as dynamic performance systems
 - ▶ Models and tools for performance improvement
 - ▶ Roles and tasks of human resources
- ▶ **Managing transition and change**
 - ▶ Human resources and change management
 - ▶ Phases of change processes
 - ▶ Human resources management
- ▶ **Leadership competences**
 - ▶ Situational Leadership
 - ▶ Leadership competences
 - ▶ Performance and motivation: Instruments and methods
 - ▶ Personal effectiveness

Nairobi
Date : 09.07.-13.07.2007


Hans-Jörg Keller
Sector Expert

Nokia Siemens
Networks



TECHCOM
Consulting

No: 03453



AFRICAN ADVANCED LEVEL TELECOMMUNICATIONS INSTITUTE
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Mandla MSIMANG,
Course Facilitator


Mr. Vusumuzi MKHUMANE,
Director-AALTI



ENABLING YOUR SUCCESS

INSTITUTE OF CUSTOMER SERVICES LTD.

P. O. BOX 42172, TEL: 248210 FAX: 226247

NAIROBI, KENYA

Certificate

THIS IS TO CERTIFY THAT

Susan Mochache

OF SAFARICOM LTD.

HAS ATTENDED A COURSE ON

AIDS AWARENESS PROGRAM

CONDUCTED BY INSTITUTE OF CUSTOMER SERVICES LTD.

ON 24TH JULY, 2001

AT SAFARICOM HOUSE, WAIKAKI WAY, NAIROBI.

Course Director

[Signature]

ICS Coordinator

[Signature]

Date

24 07 2001



Certificate of Participation

Awarded to


Mochache Susan Nyamoita

Customer Focus

25th March 2004

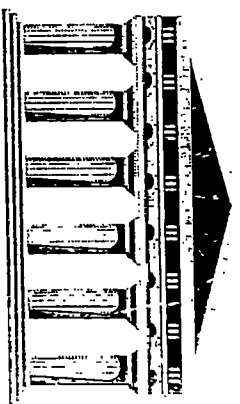
Course Name

Date


Lead Facilitator




Chief Human Resources Officer



Certificate

This is to certify that *Mochache Susan Nyaruvitia* has participated in "Pillars of Financial Success" personal finance management workshop.

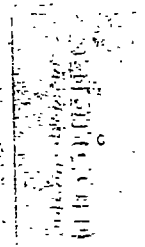
Held On: *14th December, 2004*

McWase

Lead Facilitator

S. O.

Chief Human Resource Officer





Certificates of Participation

Awarded to

Mochache Susan Nyamoita

Communication

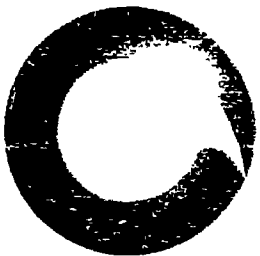
11-12 May, 2004

Course Name

Date



Lead Facilitator



Chief Human Resources Officer



Certificate of Participation

Awarded to

Mochache Susan Nyamoita

Basic Business Finance

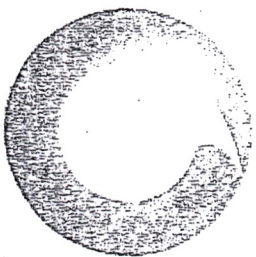
18th February, 2005

Course Name

Date

[Signature]

Lead Facilitator



[Signature]

Chief Human Resources Officer



Certificate of Participation

Awarded to

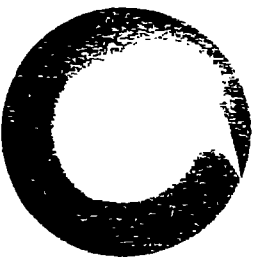
Mochache Susan Nyamoita

Industry Awareness

26th February, 2004

Course Name

Date



[Signature]

Lead Facilitator

Chief Human Resources Officer

For Director of Criminal Investigation

(P.M. Onyango)

This Certificate has been issued without any alteration or erasure.

DATE

RESULTS OF TRIAL

OFFENCE(S)

REMARKS IN CASE OF PREVIOUS RECORD

holder of ID/Passport No. have been searched in Criminal Records Office's database without previous record. The validity of the information on this Certificate is as of the date of issue.

11689192

SUSAN NYAMOITA MOCHACHE

I hereby certify that the fingerprints recorded from

POLICE CLEARANCE CERTIFICATE

Ref. No.

488068 / 2014

Date

30/12/2014

CRIMINAL INVESTIGATION DEPARTMENT
P. O. Box 30036-00100 GPO
NAIROBI, KENYA

KENYA POLICE



IN: 770329

C. 24A

HIGHER EDUCATION LOANS BOARD



Serial No: 38335

[Faint, illegible text]

This is to confirm that;
SUSAN NYAMOITA MOCHACHE

Holder of National IDNo. 116889792 is not a beneficiary of the University Loans Scheme.

[Handwritten signature]

[Handwritten signature]

Signed by: Head Of Operations.

Manager, Loan Repayment and Recovery

Caveat

- a) This certificate is issued on the basis of information available to the Board as at the date shown above. The Board reserves the right to withdraw the certificate if new evidence materially alters the compliance status of the recipient.
- b) To confirm genuineness and validity of the certificate use the HELB checker available at : <http://www.helb.co.ke> or contact our office.

Date of Issue: 23-12-2014

This certificate is valid until: December 2015

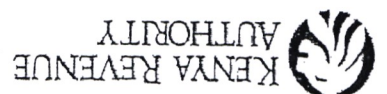


Caveat: certificate date mentioned above. The Authority reserves the right to withdraw the certificate if new evidence materially alters the tax compliance status of the recipient.

This Certificate will be valid for twelve (12) months up to 29/01/2016.

This is to confirm that Susan Nyamotta Mochache, Personal Identification Number A002714896K has filed relevant tax returns and paid taxes due as provided by Law.

www.kra.go.ke



Tax Compliance Certificate

For General Tax Questions
Contact KRA Call Centre
Tel: +254 (020) 4999 999
Cell: +254(071)099 999
Email: callcentre@kra.go.ke

Taxpayer PIN : A002714896K

Name and Address :

Susan Nyamotta Mochache
Mountain view, Nairobi, Westlands District,
PO Box:3394,
Postal Code:00506

Certificate Date: 29/01/2015

Certificate Number:

KRANON0873592015





Shelter Afrique Center, Longonot Road, Upper Hill
P.O Box 35331 - 00200, Nairobi, Kenya
Email: creditbureau@metropol.co.ke
Mobile: +254 727-413733, +254 732 774666
Landline: 020-2689881
www.metropolcorporation.com

Enhanced Credit Report

REF# NVY06Y1033U41Y1E

Requested By	Requesting Organization	Report Date	Reference Number
Susan Mochache		Wed, 29th Jul 2015	#REF NVY06Y1033U41YE

Notice:

Entity: 11689192

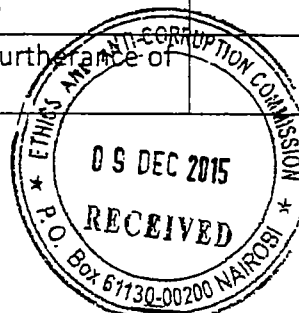
You do not currently have data on your credit profile. This could mean:

1. You are a first time borrower
2. Your creditors have not submitted data about you to Metropol CRB.

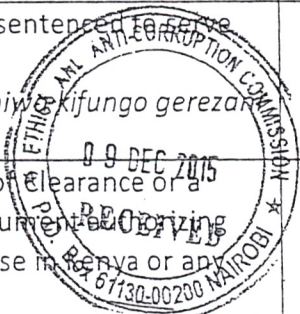
DISCLAIMER

The information provided in this report is for the purposes of decision making as stipulated in the **Banking (Credit Reference Bureau) Regulations, 2013** only. It is not in any way **METROPOL CREDIT REFERENCE BUREAU's** opinion of the financial capability, solvency, integrity or intentions of any persons mentioned herein. It therefore cannot be used to inform any level of decision making, positive or adverse, on any and all persons mentioned herein, whether regarding current or potential credit lines. All parties given access to this information are bound to keep any and all information, whether intentionally or accidentally accessed, strictly confidential. **METROPOL CREDIT REFERENCE BUREAU** does not warrant or guarantee any use of the information contained herein.

HIGHEST ACADEMIC QUALIFICATION OBTAINED KUFUZU KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA		
Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
MSC IN COMMUNICATION MANAGEMENT	UNIVERSITY OF STRATHCLYDE	2008
6. LANGUAGE SPOKEN / LUGHA UNAZOZUNGUMZA		
First Language Lugha ya Kwanza	Second Language Lugha ya Pili	Others Nyingine
ENGLISH	KISWAHILI	KISII
7. MEMBERSHIP OF PROFESSIONAL ORGANISATION(s) (If any) UANACHAMA WA SHIRIKA(MA) YA KITAALAMU (Kama yapo)		
Name of Organization Jina la Shirika	Date of Admission Tarehe ya Kuandikishwa	Membership No. Na. ya Uanachama
PROJECT MANAGERS ASSOCIATION	JAN 2015	100
8. REASON(S) FOR DECLARATION / SABABU ZA KUJITANGAZA		
Purpose for which declaration is required / Kusudio la kuhitajika kwa kujitangaza huku		
Election Upigaji kura <input type="checkbox"/>	Employment Kuajiriwa <input checked="" type="checkbox"/>	
Others (Specify) _____ N/A Nyingine (Bainisha)		
State office for which the declaration is being submitted Ofisi ya serikali ambayo kujitangaza huku kunawasilishwa		NATIONAL ASSEMBLY
9. MORAL AND ETHICAL QUESTIONS / MASWALI YA NIDHAMU NA KIMAADILI		
Answers to the following questions are mandatory. If YES to any question you must provide additional information on a supplementary sheet. Majibu kwa maswali yafuatayo ni lazima. Kama NDIYO katika swali lolote lazima utoe taarifa ya ziada kwenye karatasi nyingine.		
	YES	NO
a) Have you ever engaged in any form of dishonesty in the conduct of public affairs a) Umewahi kujihusisha na hali yoyote ya kutokuwa mwaminifu katika kazi zako na shughuli za umma		✓
b) Have you ever abused a public office? b) Umewahi kutumia vibaya ofisi ya umma?		✓
c) Have you ever misrepresented information to the public? c) Umewahi kuwakilisha kwa njia isiyofaataarifa kwa umma?		✓
d) Have you ever engaged in wrongful conduct whilst in the furtherance of personal benefit?		✓



d) Umewahi kujihusisha katika tabia mbaya huku ukitaka kujinufaisha kibinafsi?		✓
e) Have you ever misused public resources? e) Umewahi kutumia vibaya rasilimali za umma?		✓
f) Have you ever discriminated against anyone of any grounds other than as provided for under the Constitution or any other law? f) Umewahi kubagua yeyote kwa misingi yoyote mbali na vile ilivyoelezwa katika Katiba au sheria yoyote nyingine?		✓
g) Have you ever falsified official or personal records? g) Je, umewahi kudanganya katika rekodi rasmi au za kibinafsi?		✓
h) Have you ever been debarred or removed from the Register of Members of your professional organization? h) Umewahi kupigwa teke au kuondolewa kutoka kwenye Rejista ya Wanachama wa shirika lako la kitaalamu?		✓
i) Have you ever had any occupational or vocational license revoked and/or otherwise subjected to any other disciplinary action for cause in Kenya or any other country i) Umewahi kujipata katika hali ya leseni yako ya kikazi au ya kiufundi kutupiliwa mbali na/au vinginevyo kuchukuliwa hatua nyingine ya kinidhamu katika nchi ya Kenya au nchi yoyote nyingine		✓
j) Have you ever dismissed from employment on account of lack of integrity? j) Umewahi kufutwa kazi katika ajira kutokana na ukosefu wa uadilifu?		✓
k) If you have been a public officer, have you ever failed to declare your Income, Assets and Liabilities as required under the Public Officer Ethics Act, 2003? k) Kama umewahi kuwa ofisa wa umma, umewahi kushindwa kutangaza Mapato yako, Mali na Gharama kama unavyohitajika katika Kifungu cha sheria cha Maadili ya Ofisa wa Umma, 2003?		✓
l) Have you ever been the subject of disciplinary or criminal proceedings for breach of the Public Officer Ethics Act, 2003 or a Code prescribed thereunder? l) Umewahi kuwa mada katika taratibu za kinidhamu au kihalifu kwa kuvunja kifungu cha sheria cha Maadili ya Ofisa wa Umma 2003, au Msimbo ulioainishwa hapo chini?		✓
m) Have you ever been convicted of any offence and sentenced to imprisonment for a period of at least six months? m) Umewahi kushtakiwa kwa kosa lolote na kuhukumiwa kifungu gereza kwa kipindi kipatacho miezi sita?		✓
n) Have you ever had an application for a Certificate of Clearance or a Certificate of Good Conduct or for a visa or other document required for work in a public office denied and/or rejected for cause in Kenya or any other country?		✓



n) Umewahi kutuma ombi la Cheti cha kuondolewa Hatia au Cheti cha Kinidhamu au cha visa au nyaraka nyingine zinazoidhinisha kazi katika ofisi ya umma na hivyo basi wewe kunyimwa na/ au kukataliwa kwa sababu yoyote nchini Kenya au nchi yoyote nyingine?

10. EMPLOYMENT INFORMATION / TAARIFA YA KUAJIRIWA

NAME OF EMPLOYER JINA LA MWAJIRI	POSITION/RANK CHEO/WADHIFA	DATE OF FIRST APPOINTMENT TAREHE YA KUAJIRIWA KWA KWANZA	DATE OF PRESENT APPOINTMENT TAREHE YA KUAJIRIWA KWA SASA
COMMUNICATIONS AUTHORITY OF KENYA	ASSISTANT DIRECTOR	09-08-2005	TO DATE
SAFARICOM LIMITED	DEALER MANAGER DEALER ADMINSTRATOR	01-10-2002 12-04-2001	30-07-2005 30-09-2002
BRULTO LIMITED	DISTRIBUTION MANAGER	03-02-2000	31-03-2001
LONRHO MOTORS	SALES ADMINISTRATOR	01-10-1997	28-01-2000
SIGMA SURFACE COATINGS WORKSTATION	BRAND MANAGER SALES EXECUTIVE	01-08-1996 05-05-1995	02-05-1997 31-07-1996
KITUO CHA KAZI	NATURE OF EMPLOYMENT (Constitutional/Elective/Permanent/Contractual/Other) AINA YA KUAJIRIWA (Kikatiba/Kuteuliwa/Kudumu/Kikandarasi/Nyingine)		



OATH AND AFFIRMATION / KIAPO NA UTHIBITISHWAJI

I solemnly swear (or affirm) and certify, under penalty of false declaration under the Oaths and Statutory Declarations Act (Cap 15 of the Laws of Kenya), that all the foregoing statements in this declaration are true and correct to the best of my knowledge.

Ninaapa ya kwamba (ninathibitisha) na kuidhinisha; katika adhabu ya kujitangaza kwa uongo chini ya kifungu cha sheria cha Viapo na Kujitangaza Kisheria (Ibara 15 ya Sheria za Kenya), kwamba kauli zote zilizotajwa katika kujitangaza huku ni za kweli na sahihi kwa kadri ninavyojua.


Dated at / Mnamo tarehe 9th, this / kwenye December
day of / siku hii ya 2015


SIGNATURE OF DECLARANT:
SAINI YA ANAYEJITANGAZA:

SWORN/DECLARED BEFORE ME / ALIYELISHWA KIAPO/TANGAZWA MBELE YANGU

This / Mnamo 9th day of / siku hii ya December, 20 15
at / katika mahali hapa NAIROBI

COMMISSIONER FOR OATHS
KAMISHNA WA KIAPO NA UTHIBITISHWAJI



JAMHURIYA KENYA  **REPUBLIC OF KENYA**

SEWAL NUMBER: 210539017 ID NUMBER: 11589192

FULL NAME: **SUSAN NYAMOIYA MOCHACHE**

DATE OF BIRTH: 1973



SEX: FEMALE

DISTRICT OF BIRTH: NAIROBI

PLACE OF ISSUE: ENBAKASI

DATE OF ISSUE: 15/04/1997

HOLDER'S SIGN: *S. Mochache*



DISTRICT
KISII
DIVISION
TOWNSHIP
LOCATION
TOWNSHIP
SUB-LOCATION
KISII TOWNSHIP

N. B011689192S

PRINCIPAL REGISTRAR'S SIGN

LD

IDKYA2105390170<<63E<<<<<<<<<413
7300008F9704150<B011689192S<<9
SUSAN<NYAMOITA<MOCHACHE<<<<<<<<<



REPUBLIC OF KENYA

Telegraphic Address
'Bunge', Nairobi
Tel. +254-020-2221291
Fax: +254-020-22243694
E-mail: clerk@parliament.go.ke
When replying please quote



NATIONAL ASSEMBLY

Clerk's Chambers
National Assembly
Parliament Buildings
P.O. Box 41842 -00100
NAIROBI,

KNA/DC.LSW/CORR/2015

2nd December, 2015

Zeinab W. A. Hussein

P. O. Box 655-0002,

KAREN

NAIROBI

Tel. 0718-924446

Email: zeinab_wanjiru_hussein@ksg08.harvard.edu/zeinab@accelerate-africa.com

Dear *Zeinab,*

**RE: INVITATION FOR VETTING BY THE DEPARTMENTAL COMMITTEE ON
LABOUR AND SOCIAL WELFARE**

Following your nomination by H.E. the President for appointment to the position of **Principal Secretary (Gender Services), Ministry of Public Service Youth and Gender Affairs**, the **Departmental Committee on Labour and Social Welfare** of the National Assembly hereby invites you for vetting pursuant to section 6(3) of the Public Appointments (Parliamentary Approval) Act, 2011, on **Friday 11th December, 2015** in **Committee Room on 2nd Floor, Continental House, Parliament Buildings** at 10.00 am.

Kindly fill the attached questionnaire as required by the Public Appointments (Parliamentary Approval) Act, 2011 and return on or before **Tuesday 8th December, 2015**. You are required to bring with you originals of your National Identity Card, academic and professional certificates and any other documents and testimonials. In addition, you should bring letters/certificates of clearance from the following:-

- i. Ethic and Anti-Corruption Commission.
- ii. Kenya Revenue Authority Tax Compliance Certificate.
- iii. Higher Education Loans Board.
- iv. Criminal Investigation Department.
- v. Any of the Credit Reference Bureaus.

Yours

A handwritten signature in black ink, appearing to read 'Justin N. Bundi'.

JUSTIN N. BUNDI, CBS
CLERK OF THE NATIONAL ASSEMBLY

310

ZEINAB.W.A.HUSSEIN

P.O.Box 655, 00502, Karen, Nairobi, Kenya Cell: + 254 718 924 446 | + 234 812 071 0962 | Email: zeinab_wanjiru_hussein@ksg08.harvard.edu or zeinab@accelerate-africa.com

EDUCATION

- 2007-2008 **HARVARD UNIVERSITY, John. F. Kennedy School of Government,**
Master in Public Administration.
(MPA, Business , Economics and Government)
HARVARD UNIVERSITY: Edward S. Mason Fellow in Public Policy and Management
- 1998-2001 **UNIVERSITY OF NAIROBI.**
Master in Business Administration:
- 1994-1996 **EGERTON UNIVERSITY.**
Bsc. Agriculture Economics.

WORK EXPERIENCE

MCKINSEY & COMPANY AFRICA OFFICE-

AFRICA DELIVERY HUB AND EAST AFRICA OFFICE

**SEP 2014-
TO DATE**

Head of Human Resource and Talent Management
Talent Management- Head of retention, attraction training and development of human resource for East Africa and the Africa Delivery Hub.
Human Resource: Leader of alignment, compliance and manager of key HR processes for East Africa and Africa Delivery Hub
Recruiting Charged with sourcing of high level talent from across the world for the McKinsey East Africa Office and McKinsey's Africa Delivery Hub, In charge of designing programs for attracting and retaining talent

ACCELERATE AFRICA MANAGEMENT CONSULTING

A management consultancy focused on helping Africa's companies achieve excellence and expand beyond traditional markets

AUG 2011-AUG 2014

CEO & FOUNDER-

Leading high impact teams to deliver results for clients in Africa in the following four critical areas

1. **Organizational Excellence:** Leading the transformation of Africa's companies from regional/local companies into powerful multinationals with ability to compete across the world
2. **Operational Excellence:** Applying lean and efficiency techniques to drive growth, product innovation and business excellence
3. **Corporate Governance:** Focusing on instituting governance and critical management skills to Africa's boards and management teams
4. **Recruitment:** Leading transformation across Africa on how firms attract, recruit and retain talent.

Highlight:

Restructured a leading Real Estate client in East Africa by streamlining

operations, introducing controls and operating systems, overhauling HR and Finance functions and streamlining the recruitment and succession models to plan for long term success.

MCKINSEY & COMPANY- SUB-SAHARAN AFRICA OFFICE- JOHANNESBURG & LAGOS

**OCT'10-
JULY
2011** **Head of Recruitment and Administration- McKinsey & Company Sub-Saharan Africa, Lagos Office**

- In Charge of establishing new McKinsey office in Lagos Nigeria
- Head of Recruitment, charged with recruitment of high level talent from across the world for the McKinsey Office, In charge of designing programs for attracting and retaining talent
- In Charge of financial administration and management of new country office

**SEP'08 –
SEP 2010** **Associate Consultant, McKinsey & Company, Sub-Sharan Africa Office , Johannesburg**

An Associate Consultant with McKinsey & Company, sub-Saharan Africa Office in Johannesburg, extensively involved in strategy and organizational transformation related work in the Financial and Investment services , Gas and Oil, and Telecommunications sectors.

Areas of work

Organization Transformation-

- Involved in the Organizational Transformation of a Large Telecommunications firm with more than 1,000 employees in Nigeria
- Involved in the Transformation to excellence of 3rd Largest Retail Bank in assets and staff in Nigeria
- Involved in the Transformation of Largest indigenous Oil and Gas company in Africa, Nigeria

Financial services and New products

- Led the design of new product portfolio for a Large retail bank in Nigeria
- Oversaw the entry of McKinsey into New Foreign Market entrant , Nigeria and led the administration and recruitment functions

SHELL OIL PRODUCTS AFRICA & SHELL AVIATION AFRICA MIDDLE EAST AND ASIA REGION –(MESAF REGION)

**Jan-Jun
2007** **Regional Sales & Marketing Manager- West Africa.**

Shell Oil Products and Shell Aviation MESAF Region

- In charge of the West Africa Aviation Region covering five countries, Nigeria, Ghana, Gambia, Senegal and Togo and a staff of 18
- Managed and Led a business with a total turnover of \$18M , profit after tax of \$5M, and operating budget of \$3M.
- In charge of Negotiating High Level Complex Airline Business Joint Venture between Shell Aviation and a Local oil Company in Nigeria for a Greenfield new aviation installation, involving multiple internal and external stakeholders.

**Jan-Dec
2006** **Africa Internal Auditor.-Shell Oil Products Africa.**

□ Member of Several Audits teams that carried out extensive Process, Financial and Resource Audits across Africa and Europe. Led and participated in 3 week long Audits in Nigeria, Ghana, Mali, Guinea, Ethiopia, Mauritius, Uganda, Tunisia, Morocco, South Africa, Djibouti, Senegal, Netherlands and the United Kingdom.
Delivered high quality financial, management and process audits to improve business performance in West Africa, East Africa, North Africa, South Africa and Europe. Worked with diverse teams from multi-cultural backgrounds under tight timelines and strict deliverables.

Jan '04-
Dec '05

**Regional Sales & Marketing Manager. - East Africa.
*Shell Aviation, Middle East and Africa Region.***

- In charge of Negotiating High Level Complex Airline Fuel Business Deals spanning multiple countries in more than one continent and Complex after sales relationship management.
- Leader of The Aviation Sales Business in a total of six Countries in East and Horn of Africa, Kenya, Uganda, Tanzania, Djibouti, Ethiopia and Eritrea and a staff of 40 direct reports
- Managed total business turnover of \$15M and profit before tax of \$4M. Managed operational budget of \$7M and staff of 46 across the six countries.
- Responsible for key performance Indicators: Profitability, Operating Budgets, Capital Budgets and Staff Training and Development.
- Led organizational culture change and transition.

Sep '02-
Dec '03

Country Sales & Marketing Manager-Kenya.-*Shell Kenya Limited.*

- Managed total turnover of \$5M operating budget of \$2.3M and staff of 25
- Responsible for Aviation Business unit Profitability, Budget Planning, staff training and Development.

PHARMACEUTICAL INDUSTRY EXPERIENCE

Sep '98-
Apr '00

- **Various Senior role as a Medical Sales Rep in the Pharmaceutical Industry**

SCHEDULE
[Section 6 (8).]

**CRITERIA FOR VETTING/APPROVAL OF NOMINEES FOR
APPOINTMENT TO PUBLIC OFFICE BY PARLIAMENT
QUESTIONNAIRE**

Notes:

- This questionnaire applies to appointments to public office arising by or under the Constitution or any other law where parliamentary approval is required.
- The questionnaire shall be used by the relevant parliamentary committee to vet a nominee appearing before the committee in the process of parliamentary approval.
- The questionnaire shall be filled and submitted by the nominee to the relevant parliamentary committee through the Clerk of the relevant House of Parliament on or before a date set by the committee.
- The submission of false information in the questionnaire is an offence and may result in prosecution.
- Any form of canvassing by a nominee shall lead to disqualification.
- The nominee must answer all the questions.

- Name: (State full name) ZEINAB. WANJIRU. ABDALLAH. HUSSEIN
- Position: (State office to which you have been nominated).
PRINCIPAL SECRETARY, GENDER AFFAIRS
- Sex: FEMALE
- Date of Birth: (State year and place of birth) 22nd April, 1973
- Marital Status: MARRIED
- Daytime phone number: 0703924448 / 0709214453
- Mobile phone number: 0703924448 / 0709214453
- Email Address: zeinab.wanjiru@ukney.com
- ID Number: 123456789

10. PIN Number: A002494424Z
11. Nationality: KENYAN
12. Postal Address: 255 - 00502
13. Town/City: NAIROBI
14. Knowledge of Languages: (Specify Languages): KIKUYU ENGLISH SWAHILI

15. **Education:** (List, in reverse chronological order, each university, college, or any other institution of higher education attended and indicate, in respect of each, the dates of attendance, academic award obtained, whether a degree was awarded, and the dates on which each such degree was awarded).

-
- HARVARD UNIVERSITY - 2008 - ^{MASTERS} DEGREE
- HARVARD UNIVERSITY - 2008 - CERTIFICATE
- UNIVERSITY OF NAIROBI - 2002 - MASTERS IN BUSINESS ADMIN
- EGERTON UNIVERSITY - 1996 - BACHELOR OF SCIENCE
- AG. ECONOMICS
-

Employment Record: (List in reverse chronological order all government agencies, business or professional corporations, companies, firms or other enterprises with which you have been affiliated as an officer, director, partner, proprietor, employee or consultant).....

1. MCKINSEY EAST AFRICA - 2014 - to date - Head of HR
2. Accelerate Africa - Pro-BONO - 2012-2014 - Founder.
3. MCKINSEY AFRICA (WEST AFRICA - 2008-2011 - Head of ADMIN.
4. MCKINSEY AFRICA - 2008-2010 - CONSULTANT.
5. SHELL WEST AFRICA - 2006 - 2007 - REGIONAL SALES MGR (WEST AFRICA)
6. SHELL AFRICA 2004 - 2006 - GROUP INTERNAL AUDITOR
7. SHELL AVIATION 2002 - 2004 - REGIONAL SALES MGR (EAST AFRICA)
8. SHELL & BP KENYA - 2000 - 2002 - CR7 SALES LTD. MANAGER

16. **Honours and Awards:** (List any scholarships, fellowships, honorary degrees, academic or professional honours, honorary society memberships, military awards and any other special recognition for outstanding service or achievement and in respect of each, state the date of award and the institution or organization that made the award).

- SHELL AVIATION AWARD FOR BREAKTHROUGH
REGULATION AND SALES

- HARVARD UNIVERSITY - SCHOLARSHIP FOR
MISSION FELLOWS

17. **Professional Association** (where applicable): (List all professional associations of which you are or have a member and give any positions held and the respective dates when each such position was held).

N/A

18. **Memberships:** (List all professional, business, fraternal, scholarly, civic, charitable or other organizations, (other than those listed in response to Question 16) to which you belong or have belonged).

N/A

19. Published Writings:

(a) List the titles, publishers and dates of books, articles, reports, letters to the editor, editorial pieces or other published materials you have authored or edited.

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N/A

(b) Supply four (4) copies of any reports, memoranda or policy statements you prepared or contributed in the preparation of any bar association, committee, conference or organization of which you were a member.

20. Public Office, Political Activities and Affiliations:

(a) List chronologically any public offices you have held or are currently holding, including the terms of service and whether such positions were elected or appointed.

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N/A

(b) List all memberships and offices held in and services rendered, whether compensated or not, to any political party or election committee. If you have ever held a position or played a role in a political campaign, identify the particulars of the campaign, including the candidate, dates of the campaign, your title and responsibilities. Also include any linkage you have to a political party at present.

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N/A

(c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Article 75 of the Constitution?

~~NO~~ NO.

(d) Have you ever been adversely associated with practices that depict bias, favouritism or nepotism in the discharge of public duties?

NO.

21. **Deferred Income/Future Benefits:** (List the sources, amounts and dates of all anticipated receipts from deferred income arrangements, stock, options, uncompleted contracts and other future benefits which you expect to derive from previous business relationships, professional services, firm memberships, etc).

1. McKinley & COMPANY - KES 3,000,000 - BONUS, END YEAR 13TH
(CHECK)

22. **Outside commitment during service in office:** (Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during your service in office? If so explain).

NO.

23. **Sources of Income:** (List sources and mounts of all income received during the calendar year preceding your nomination and in the current calendar year).

1. MYSELF: KES 2M - BONUS SALARY, A. E. MULLON.
2. SPOUSE: KES 2.3M - CONTRACT AND SIGN-ON BONUS
KES 1.5M - SALARY.
KES 3M - SIGN-ON BONUS AND R.I.E

24. **Tax Status:** (State whether you have fully complied with your tax obligations to the State up to the end of the financial year immediately preceding the nomination for appointment).

.....
.....
..... YES
.....
.....
.....
.....

25. **Statement of Net Worth:** (State your financial net worth) (JOINTLY WITH HUSBAND)

1. CURRENT HOME - VALUE: 65-70 MILLION (LAND BOUGHT 2004)
2. 3 UNDEVELOPED 1/2 ACRE PLOTS IN KAREN VALUE - 90 M. (2004-2006)
3. 1 UNDEVELOPED 1 ACRE PLOT & 5 ACRE PLOT IN VIPINKO - 65,000,000 (2005)
4. 1 RESIDENTIAL HOUSE IN KAREN VALUE - 110,000,000 (2009)
5. 2 APARTMENTS IN HURLINGHAM UNFINISHED - 36,000,000
6. 3 ACRE MITWAPA CREEK PLOT - 10 MILLION (2006-2011)

26. **Potential Conflict of Interest:**

(a) Identify the family members or other persons, parties, categories of litigation or financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to rise.

.....
..... NONE
.....
.....

(b) Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern.

.....
..... N/A
.....
.....

27. **Pro-Bono/Charity Work/donation to charity:** (Describe what you have done by way of pro bono or charity work, listing specific instances, the amount contributed and the amount of time devoted to each).

- ① 2012-2014 - Accelerate Africa - Work with SME's
- ② 2014 - COME TOGETHER WIDDOWS - DONATIONS MENTORSHIP ADVICE
- ③ 2006-2008 - NYUMBAWI - SPONSORED CHILD WITH AIDS

2-CONT'D

7. 36 ACRE PLOT IN KAJIADO COUNTY - 2,000,000. - 2012
8. 100 Acres FARM IN VIPINKO - 3,000,000. - 2015
9. 1 HOUSE IN LANYATA 15,000,000 - ~~2015~~

28. Have you ever been charged in a court or law in the last three years? If so, specify the nature of the charge, where the matter is ongoing, the present status of the matter, or where the matter is concluded, the judgment of the court, or otherwise, how the case was concluded.

NO

29. Have you ever been adversely mentioned in an investigatory report of Parliament or any other Commission of inquiry in the last three years?

NO

30. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination?

NO

31. References:

(List three persons who are not your relatives who are familiar with your character, qualification and work).

1. BILL RUSSO - MANAGING DIRECTOR, MCKINSEY
(0704 263 111) EAST AFRICA.
2. KARTIK JAYARAM - DIRECTOR, MCKINSEY. GLOBAL
(0702 418 955)
(+1 312 304 2637)
3. ACHA LEKE - DIRECTOR, MCKINSEY AFRICA
AND YALI APELU
(+27 223 292024) DIRECTOR.
FOUNDER - A.L.N.



Credit Reference Bureau Ltd

Certifies that

ZEINAB HUSSEIN

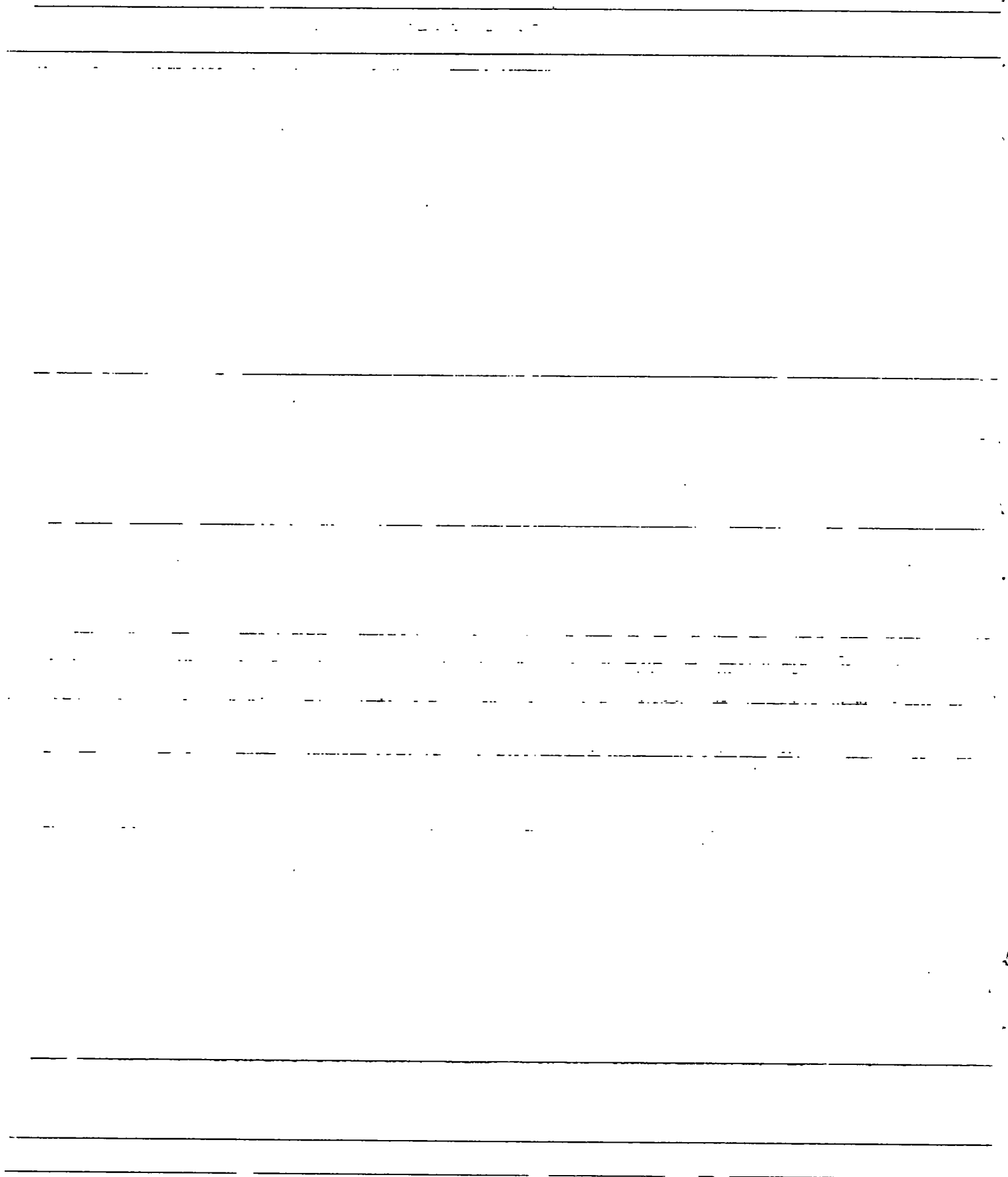
attended the CRB In-house training held on March 20, 2002, at
Kenya Shell Limited, Nairobi

The training covered the following areas:

- Debt Management (Workshop)
- Debt Collection Techniques
- Credit Policy Evaluation: An overview

Managing Director CRB Kenya

Training Coordinator





HARVARD UNIVERSITY

AT CAMBRIDGE IN THE COMMONWEALTH OF MASSACHUSETTS

THE PRESIDENT AND FELLOWS OF HARVARD
COLLEGE, acting on the recommendation of the
Faculty of Government,

John Fitzgerald Kennedy School of Government,
and with the consent of the Honorable and Reverend
the Board of Overseers, have conferred on

ZEINAB WANJIRU A. HUSSEIN
the degree of Master in Public Administration.

*In witness whereof, by authority duly committed to us,
we have hereunder placed our names and the University
seal on this fifth day of June in the Year of Our Lord
two thousand and eight and of Harvard College the
three hundred and seventy-second.*


PRESIDENT


DEAN OF THE FACULTY



HARVARD UNIVERSITY

AT CAMBRIDGE IN THE COMMONWEALTH OF MASSACHUSETTS

THE PRESIDENT AND FELLOWS OF HARVARD
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three hundred and seventy-second.*

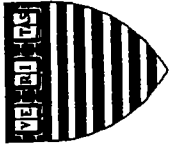

PRESIDENT


DEAN OF THE FACULTY



JOHN F. KENNEDY SCHOOL OF GOVERNMENT
HARVARD UNIVERSITY

CAMBRIDGE • MASSACHUSETTS



THIS CERTIFICATE IS AWARDED TO

Zeinab Wanjiru. A. Hussein

In recognition of successful completion of the

Edward S. Mason Program
in Public Policy and Management

with all the honors, rights, and privileges thereto
pertaining. In witness whereof the signatures of the duly
authorized officers are affixed on the first day of June
in the year two thousand and eight.

A handwritten signature in black ink, appearing to read 'David T. Ellwood'.

David T. Ellwood, Dean
John F. Kennedy School of Government

A handwritten signature in black ink, appearing to read 'Paulina Gonzalez'.

Paulina Gonzalez, Prof. Director
Edward S. Mason Program

UNIVERSITY OF NAIROBI



This is to certify that
This is to certify that

Beth Wanjiru Kiruthia

having satisfied the requirements
for the award of the degree of the

MASTER OF BUSINESS
ADMINISTRATION

was admitted to the degree
at a Congregation held at
this University on the

Fourth Day of November in the Year
2002

A handwritten signature in black ink, appearing to be 'C. J. M.'.

VICE-CHANCELLOR

A handwritten signature in black ink, appearing to be 'H. A. K.'.

DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)



EGERTON UNIVERSITY

The Egerton University Council on the
recommendation of the Senate, hereby confers on

Beth Wanjiru Kinuthia

the **DEGREE** of

**Bachelor of Science in Agriculture
and Home Economics**

Second Class Honours (Upper Division)

with all rights, privileges and obligations thereto...
appertaining presented at a congregation held at this
University

This 4th Day of December 1996

Registrar
(Academic Affairs)



EGERTON UNIVERSITY

The Egerton University Council on the
recommendation of the Senate, hereby confers on

Beth Wanjiru Kinuthia
the **DEGREE** of

**Bachelor of Science in Agriculture
and Home Economics**

Second Class Honours (Upper Division)

with all rights, privileges and obligations thereto
appertaining presented at a congregation held at this
University

This 4th Day of December 1996

TKKara

Registrar
(Academic Affairs)

[Signature]

[Signature]

UNIVERSITY OF NAIROBI



This is to certify that
This is to certify that

Beth Wanjiru Kinuthia

having satisfied the requirements
for the award of the degree of the

MASTER OF BUSINESS
ADMINISTRATION

was admitted to the degree
at a Congregation held at
this University on the

Fourth Day of November in the Year
2002

A handwritten signature in black ink, appearing to be 'C. J. N.', written over a horizontal line.

VICE-CHANCELLOR

A handwritten signature in black ink, appearing to be 'Hilda A. Kariuki', written over a horizontal line.

DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)

72
19 FEB 2006



DEED POLL ON CHANGE OF NAME

THIS CHANGE OF NAME DEED is made this 7th day of February 2006
by ~~me~~ ZEINAB WANJIRU ABDALLAH HUSSEIN of P.O. Box 655 - 00502 Karen, Nairobi
a resident of Kenya now or until recently called BETH WANJIRU KINUTHIA .

WITNESSED AND IT IS HEREBY DECLARED on behalf of myself, as follows: -

1. I absolutely renounce and abandon the use of my said former name of BETH WANJIRU KINUTHIA and I assume and determine to take and use (from the date hereof) the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN in substitution for my former name of BETH WANJIRU KINUTHIA
2. I shall at all times hereafter in all records documents and other writings and in all actions and dealings and on all occasions whatsoever use the name of ZEINAB WANJIRU ABDALLAH HUSSEIN in substitution of my former name of BETH WANJIRU KINUTHIA so relinquished as aforesaid to the intent that I may hereafter be known not by the former name of BETH WANJIRU KINUTHIA but by the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN only.
3. I authorize and require all persons at all times to describe and address me by the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN

IN WITNESS WHEREOF I have hereunto subscribed my new name of ZEINAB WANJIRU ABDALLAH HUSSEIN and also my former name of BETH WANJIRU KINUTHIA and have affixed my seal the day and year first herein written.

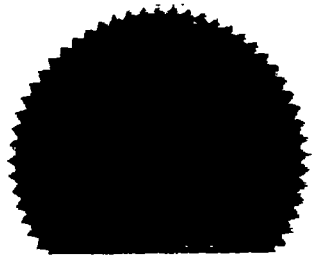
SIGNED SEALED and DELIVERED
by the above named in the
in the presence of

William

Beth
BETH WANJIRU KINUTHIA

Zeinab
ZEINAB WANJIRU ABDALLAH HUSSEIN

this is the Deed marked "A" referred to in the Declaration of BADU M. KALU and
produced and shown to him on making the said Declaration before me this day of
7th February 2006.



William
Commissioner for Oaths

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ Serial No. 8587

IN THE NAME OF ALLAH, MOST BENEFICIENT, MOST MERCIFUL
KWA JINA LA MWENYEZI MUNGU, MWINGI WA REHEMA, MWENYE KUREHEMU

Certificate of Reversion To Islam Shahada ya Kusilimu

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَأَشْهَدُ أَنَّ مُحَمَّدًا رَسُولُ اللَّهِ

I bear witness that there is no God but Allah and Muhammad (s.a.w.) is the Messenger of Allah
Nina shuhada kwamba hakuna Mola apasaye kuabudiwa kwa haki ila Allah na Muhammad (s.a.w.) ni mtume wake

I hereby state that I have become a Muslim by reverting to Islamic faith on my own accord and choice. I declare that upon my death, burial, succession and issues arising therefrom shall be conducted in strict accordance with the Islamic Shari'ah laws and rites.

Nathiboa kwamba nimesilimu kwa khoo yangu bila kutazimaniwa na yeyote na ninaamini wakati wa kifo changu, matishi yangu, uli wa mamba yatakayofuata, kifo changu, matishi yangu kulingana na mila na sheria ya Kusilimu.

Former Name Jina la Awali	Adopted Name Jina Jijya	Age Ukoo	Sex Jinsia
Parents Name Jina la Baba	Address Mahali pa Kutolewa	Home District Wilaya Unakotoka	
Reverted From Dini na Dhehebu Kabla ya Kusilimu	Place of Issue Mahali pa Kutolewa	Reversion Date Tarehe ya Kusilimu	Date of Issue Tarehe ya Kutolewa

Signature of Revartee

Imam

Witnesses (Mashahidi)

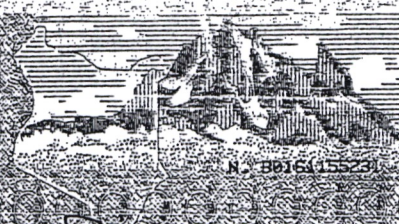
Name (Jina)

Signature (Sahini)

- _____
- _____

Ahlu'-Sunnah Wal Jamaah
Issued free, Courtesy of Jamia Mosque Nairobi

DISTRICT
KINUBU
DIVISION
KINUBA
LOCATION
NUMBER
SUB-LOCATION
JINGANGA



N. B0161155231

IDKYAZ142692202<<111<<<<<<<451
7304224F0011145<B0161155231<<0
BETH<WANJIRU<KINUTHIA<<<<<<<<<

DEED FOR CHANGE OF NAME

THIS CHANGE OF NAME DEED is made this 7th day of February 2006
by the ZEINAB WANJIRU ABDALLAH HUSSEIN of P.O. Box 655 - 00502 Karen, Nairobi
a resident of Kenya now or until recently called BETH WANJIRU KINUTHIA.

WITNESSED AND IT IS HEREBY DECLARED on behalf of myself, as follows: -

1. I absolutely renounce and abandon the use of my said former name of BETH WANJIRU KINUTHIA and I assume and determine to take and use (from the date hereof) the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN in substitution for my former name of BETH WANJIRU KINUTHIA
2. I shall at all times hereafter in all records documents and other writings and in all actions and dealings and on all occasions whatsoever use the name of ZEINAB WANJIRU ABDALLAH HUSSEIN in substitution of my former name of BETH WANJIRU KINUTHIA so relinquished as aforesaid to the intent that I may hereafter be known not by the former name of BETH WANJIRU KINUTHIA but by the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN only.
3. I authorize and require all persons at all times to describe and address me by the new name of ZEINAB WANJIRU ABDALLAH HUSSEIN

IN WITNESS WHEREOF I have hereunto subscribed my new name of ZEINAB WANJIRU ABDALLAH HUSSEIN and also my former name of BETH WANJIRU KINUTHIA and have affixed my seal the day and year first herein written.

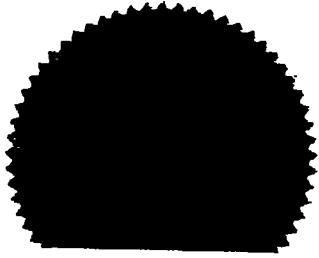
SIGNED SEALED and DELIVERED
by the above named in the
in the presence of


BETH WANJIRU KINUTHIA


ZEINAB WANJIRU ABDALLAH HUSSEIN

this is the Deed marked "A" referred to in the Declaration of BAD. M. PAUL. O. M. O. and
produced and shown to him on making the said Declaration before me this day of
7th February 2006.


Commissioner for Oaths





KENYA REVENUE
AUTHORITY

Tax Compliance Certificate

For General Tax Questions
Contact KRA Call Centre
Tel: +254 (020) 4999 999
Cell: +254(0711)099 999
Email: callcentre@kra.go.ke

www.kra.go.ke

Taxpayer PIN : A002494424Z

Name and Address :

Beth Wanjiru Kinuthia
n/a, Nairobi north, Starehe District,
PO Box:4762,
Postal Code:00100

Certificate Date: 22/07/2015

Certificate Number:

KRASON1862322015



**This is to confirm that Beth Wanjiru Kinuthia,
Personal Identification Number A002494424Z
has filed relevant tax returns and
paid taxes due as provided by Law.**


**This Certificate will be valid for
twelve (12) months up to 22/07/2016.**

Caveat: This certificate is issued on the basis of information available with the authority as at the certificate date mentioned above. The Authority reserves the right to withdraw the certificate if new evidence materially alters the tax compliance status of the recipient.

Disclaimer : This certificate is system Generated and therefore does not require signature.You may confirm validity of this certificate on the iTax Portal by using the TCC Checker.

VIZA - VISAS

Immigration File No. B 820230

KENYA
 PASSPORT NO. A1617424
 29-03-2006
 CANCELLED AND RE-ENTERED
 PASSPORT OFFICE
 NAIROBI, KENYA


MAELEZO / DESCRIPTION

Mwenye Pasi / Bearer: HUSSEIN ZEINAB WANJIRU-ABDALLAH

Kazi / Profession: MARKETING Mahali aishipo / Residence: KENYA

Urefu / Height: 5 m/ft 3 cm/in

Rangi ya macho / Colour of eyes: BLACK

Alama yo yote isiyo ya kawaida / Special peculiarities

WATOTO / CHILDREN

Jina / Name	Tarehe ya kuzaliwa / Date of birth	Mume au Mke / Male or Female

Sahini ya mwenye Pasi / Signature of holder



REPUBLIC OF KENYA

Telegraphic Address
'Bunge', Nairobi
Telephone 2848000
Fax: 2243694
E-mail: clerk@parliament.go.ke



National Assembly
Clerk's Chambers
Parliament Buildings
P. O. Box 41842 -00100
NAIROBI, Kenya

When replying please quote

KNA/DC.LSW/CORR/2015

2nd December, 2015

Mr. Joseph Robert Okudo
P. O. Box 56715
NAIROBI
Tel. 0722-517817/0707218217
Email: jrokudo@gmail.com

Dear *Joseph*

RE: INVITATION FOR VETTING BY THE DEPARTMENTAL COMMITTEE ON LABOUR AND SOCIAL WELFARE

Following your nomination by H.E. the President for appointment to the position of **Principal Secretary (Arts and Culture), Ministry of Sports, Culture & the Arts, the Departmental Committee on Labour and Social Welfare** of the National Assembly hereby invites you for vetting pursuant to section 6(3) of the Public Appointments (Parliamentary Approval) Act, 2011, on **Friday 11th December, 2015** in **Committee Room on 2nd Floor, Continental House, Parliament Buildings** at 11.00 a.m.

Kindly fill the attached questionnaire as required by the Public Appointments (Parliamentary Approval) Act, 2011 and return on or before **Tuesday 8th December, 2015**. You are required to bring with you originals of your National Identity Card, academic and professional certificates and any other documents and testimonials. In addition, you should bring letters/certificates of clearance from the following:-

- i. Ethic and Anti-Corruption Commission.
- ii. Kenya Revenue Authority Tax Compliance Certificate.
- iii. Higher Education Loans Board.
- iv. Criminal Investigation Department.
- v. Any of the Credit Reference Bureaus.

Yours

A handwritten signature in black ink, appearing to read 'Justin N. Bundi'.

JUSTIN N. BUNDI, CBS
CLERK OF THE NATIONAL ASSEMBLY

228

CURRICULUM VITAE

PERSONAL DETAILS

NAME : JOSEPH ROBERT OKUDO
DATE OF BIRTH : 19TH MAY 1967
MARITAL STATUS : MARRIED
NATIONALITY : KENYAN
CIVIL STATUS : KENYAN
ADDRESS : P. O. BOX 56715 NAIROBI
TEL : 0722 517817 OR 0707218217
Email : jrokudo@gmail.com

EDUCATION

INSTITUTION/COLLEGE	PERIOD	QUALIFICATION
Copenhagen Business School/Inoorero University	2010 – 2012	Executive Masters in Business Administration (MBA.)
UNIVERSITY OF NAIROBI	1987-1990	Bachelor of Arts DEGREE Upper Second Class Honors (Economic & Sociology)
HIGHER	1984-1985	NAIROBI SCHOOL 3 Principles, 1 Subsidiary Kenya Advanced Certificate of Education ("A" Level)
SECONDARY	1980-1983	NAIROBI SCHOOL Division 1 Kenya Certificate of Education ("O" Level)

PROFESSIONAL COURSES

PERIOD	QUALIFICATIONS
September 2007	Business to Business Evaluation Workshop – Denmark
May 2006	Business to Business Formulation Workshop – Denmark
December 2005	Investment Venture Capital Fund Workshop - South Africa
December 2005	Private Sector Development strategy Workshop – Egypt
September 2004	DANIDA Private Sector grant support workshop
September 2003	Workshop on Grant management, reporting and Project Data Base
September 2002	Private sector development grant and management course- Denmark
July 2001	Advanced business and investment analysis workshop. - USAID sponsored
January 2001	Workshop on methods of Impact Environmental Evaluation (IEE) – USAID
December 2000	Workshop on "Grant management and reporting
July 2000	Workshop on methods of conducting OCA
June 2000	Seminar on work-plan development and Budgets
April 2000	Workshop on developing organizational Capacity Assessment (OCA) tool
November/December 1999 (Israel)	Workshop on best practices for small and medium enterprises
August, 1998	Total Quality Management (TQM)
May, 1998	Capital Markets operations
May, 1996	Workshop on Importance of Information Technology on Industrial Development
June, 1993	Computer Literacy course (80 hours-Lotus 1-2-3 & Dbase III)
May, 1993	Advance Loans Officer & Project Appraisal Course
April, 1993	Credit control seminar
October, 1992	Rehabilitation seminar
6 weeks, November-December, 1991	Client orientation program (training of trainers course)
January, 1991	Entrepreneurs identification & project appraisal course

PROFESSIONAL EXPERIENCE AND RESPONSIBILITIES

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
Jan 2012 – To-date	Program Manager/Private Sector Advisor – Business Sector Programme Support (BSPS) & Business-Business Programme (B2B)	<ul style="list-style-type: none"> • Board member (Representing Danish Embassy) in the Business Advocacy Fund, BAF. The fund supports Business Member Organizations (BMO) in Kenya to build capacity to engage Government of Kenya in dialogue with the aim of creating an enabling business environment. • Board member (Representing Danish Embassy) in Trade Mark East Africa (TMEA) a limited liability company set up by donors to unlock barriers to EAC regional trade. I seat both in: <ul style="list-style-type: none"> • Programme Investment Committee (PIC) which has overall, oversight responsibilities of TMEA in all 5 member countries. • National Oversight Committee (NOC) overlooking TMEA programme activities in Kenya. • Representing Danish Embassy on the Kenyan coordination group. Group of select donor groups operating in Kenya engaging both Kenyan Private Sector and Government to jointly coordinate and plan private sector development activities along the Vision 2030 – Medium Term Plan 11 strategy. • Represented Danish Embassy in the My Kenya Daima campaign that set out to see a peaceful 2013 election and transition into the new government.
Jan 2005 – 2012	Program Coordinator/Private Sector Advisor – Business Sector Programme Support (BSPS) & Business-Business Programme (B2B)	<p>The 2 programs</p> <p>BSPS: KES 8 Billion to support the development of an enabling business environment in Kenya to stimulate the growth of the Private Sector whilst creating jobs and reducing poverty.</p> <p>B2B: An initiative by Denmark to establish collaborative mutually benefiting business relationships between Kenyan and Danish companies in Kenya through transfer of technology, training and</p>
Royal Danish Embassy Nairobi		

environmental up-grade of the local companies so that they can effectively participate in the international trade. Currently over 70 multi-sector partnerships established with committed grants over 2 Billion KES.

Scope of responsibilities:

- Programme Formulation and Management
- Establish partnership with both Public and Private sector at Macro and Messo levels.
- Grants appraisals and approvals for partnerships.
- Projects/Partnerships development and Implementations.
- Monitoring and evaluation of projects/partnerships.
- Funds/Grants management.
- Participate in the development of Kenya's 1st ever Private Sector Development Strategy (PSDS).
- Develop the Implementation Plan (PIP) for the PSDS.
- Participate in the Bi-annual World Donor discussions on Best Practices for private sector development.
- Marketing of business investment opportunities for Danish companies in Kenya.
- Management of partnerships established between Danish & Kenyan companies

Sept 2002- 2005 Jan

ROYAL DANISH
EMBASSY NAIROBI

Program
Coordinator-
Private Sector
Development
Program.

The program

An initiative by Denmark to establish collaborative mutually benefiting business relationships between Kenyan and Danish companies in Kenya.

Scope of responsibilities:

- Funds management

- Identification of both local & Danish potential business companies for partnerships.
- Twin matching Danish & Kenyan business companies in mutual benefiting co-operations.
- Promotion of the program to both Public & Private business practitioners in Kenya.
- Marketing of Kenya business opportunity in Denmark and in some cases adjacent European countries
- Development of potential pipelines for the program.
- Development of work plans and budgets.
- Appraisal of proposals and consequent financing.
- Implementation of the projects funded.
- Monitoring and evaluation of the funded businesses.
- Report writing, data management and accounting for the Programme.
- Planning, Coordinating and Organizing International Investment conferences both in Kenya and Denmark.

DURATION / ORGANIZATION	TITLE	DUTIES / RESPONSIBILITIES
Nov 2001- Sept 2002 AFRICAN CONSERVATION CENTER	Program Head	The Program Resource Economics and Enterprise Development <u>Scope of responsibilities</u> <ul style="list-style-type: none"> ▪ Program funds and management. ▪ Development of the annual program work plans. ▪ Strategic development of program. ▪ Program Activities supervision, evaluation and monitoring ▪ Developing business strategies for community enterprises ▪ Development and sustainability of mutual benefit partnership for our constituents.

July 2001- Nov 2001	ACTING SENIOR PROGRAM OFFICER	<u>The Program</u> Conservation of Resource through Enterprise (CORE). Program funded by USAID with the objective of increasing community, Social, Economic benefit through enterprises in USAID targeted areas. The Program draws strength from 7 (seven) organization's: <ul style="list-style-type: none"> • Kenya Wildlife Service (KWS) • African Wildlife Foundation (AWF) • African conservation Center (ACC) • Price water house coopers (PWC) • Small and Medium Enterprise Development • PACT & • East African Wildlife Foundation (EAWLS)
AFRICAN CONSERVATION CENTER /		
AFRICAN WILDLIFE FOUNDATION		
		<u>Scope of Responsibilities</u> <ul style="list-style-type: none"> • Co-ordinate all activities of the 7 organization and ensure that the joint work plans are adhered to. • Give technical inputs to the organizations in their day-day activity • Donor liaising and feedback • Budget control and management of CORE organizations • Co-ordinate and assist in the grant; appraisals, approvals, disbursements, implementation and monitoring.
May 2000- June 2001	ACTING PROGRAM HEAD - RESOURCE ECONOMICS & ENTERPRISE DEVELOPMENT	<u>The Program</u> <ul style="list-style-type: none"> • Identify value of community economic resource base in wildlife dispersal areas (focal areas) with intention of building a community's capacity to utilize these resources through enterprises in a way that will encourage them to conserve the environment and wildlife.
AFRICAN CONSERVATION CENTRE		
		<u>Scope of responsibilities</u> <ul style="list-style-type: none"> • Develop work plans for the whole department in the following

	<p>focal areas:</p> <ul style="list-style-type: none"> • Mara, Amboseli , Laikipia , Samburu • Mombasa, Kitengela & Tait,a • Develop, control, & monitor budget expenditures of the program in the above areas. • Develop new enterprise initiatives in the above areas. • Plan training activities for the relevant communities. • Identify new markets and product lines for the community enterprise. • Develop training modules of different business topics • Work with private sector partners to enhance the performances of Community based Enterprise Development (conservation) • Carry out market analysis of different business options in the local area of the community enterprises. • Organize capacity building workshops for communities on areas. • Analysis of businesses performances and suggest corrective measures for those that have problems. • Carry out socio-economic surveys in focal areas to establish valuation of community resources and current resource use of community households. • Develop strategic management plan for community groups(enterprises) • Develop capacity building plans for community groups • Carry out organizational capacity assessments of community groups • Develop a monitoring and evaluation system to track the progress of the program. • Periodic progress reports writing.
<p>January 2000-May 2000.</p> <p>AFRICAN CONSERVATION CENTER</p>	<p>SENIOR ENTERPRISE SPECIALIST</p> <ul style="list-style-type: none"> • Developing training manuals for businesses. • Enterprise identification and development • Businesses plan development • Businesses appraisal and approval committee member. • Establishing strategic partnerships between community businesses and the private sector. • Businesses implementation • Supervision and monitoring • Development of business closeout plans • Business training and mentoring. • To foster industrial development in the area, I Liaised with the other government departments to address barriers to the Region's industrial progress and to organize public meetings through which we encouraged residents to play a role in overcoming these barriers. • Fully responsible for the Tala Branch's KIE, staff, assets and interest in the relation. This included preparing financial reports for the Auditor, ensuring that all contracts between the company

		<p>and loans were legally binding. As a member of the Machakos Region Loans Appraisal and Approval committee, I monitored disbursement of funds within the said region.</p> <ul style="list-style-type: none"> In addition to the above, my responsibilities included those of a project officer.
Jan 1998-Dec 1999	BUSINESS CONSULTANT	<ul style="list-style-type: none"> Involved in setting up businesses advisory center via the following activities Client selection, Project Appraisal and Disbursement of Short Term Loan Supervision of Loan Accounts Developing a loan qualification selection criteria and administering the same Training on Business Skill, Book Keeping, Marketing at product development and entrepreneurship Conduction feasibility studies and market research, Needs assessments Fund raising for loanable funds from prospective donors General Public relation for the Company
KENYA INDUSTRIAL ESTATES		
Jan. 1996 – Dec 1997	SENIOR PROJECTS OFFICE (NAIROBI REGION)	<ul style="list-style-type: none"> Oversee Company operation in Nairobi, Kiambu and Thika Conduct extensive market research on investment opportunities Member on committee that appraises loans within Nairobi Involved in implementation of projects, their supervision and monitoring Act as a receiver manager on behalf of the company for ailing projects Involved on other extra curriculum activities such as resource persons on external seminars manning exhibition stands during shows etc.
KENYA INDUSTRIAL ESTATES		
Dec. 1993 – Jan. 1996	BRANCH MANAGER (TALA BRANCH)	<ul style="list-style-type: none"> As a Branch Manager, I was responsible for the management of the company's operation in Tala, Kangundo, matuu, Thika and Masinga Rural area. Duties included generation and supervision of micro, small and medium scale enterprises. I organized and conducted seminars on business opportunities to sensitize potential entrepreneurs on possible ventures in the area. I was involved in training activities which involved client orientation programme for micro loans, basic management skills, product development skills, marketing and financial skills.
KENYA INDUSTRIAL ESTATES		
Jan. 1991-Dec. 1993	PROJECT OFFICER 1 (NAIROBI BRANCH)	<ul style="list-style-type: none"> Client selection and identification of potential entrepreneurs through interviews were part of my main area responsibility. I carried out extensive market research/pre-investment feasibility studies to assess the viability of and business proposal submitted by potential clients. During the implementation of projects, I assisted the manufactures to identify suitable machinery and made purchase and delivery arrangements, inspect the premises and assess the work force. I followed up loans to monitor their performance, gave business constancy services and ensured that debts were serviced as scheduled. I prepared rehabilitation programmes for ailing projects and acted as a receiver's manager for projects placed in this category. As a trainer of entrepreneurs securing credit facilities, I trained them in business management and marketing skills. During the Agriculture Society of Kenya's Nairobi Show, (1990-1993) I was involved in setting up the KIE stand, representing the company during the duration of the event, disseminating information and answering questions on KIE's objectives, policies and mode of operation
KENYA INDUSTRIAL ESTATE		
		<ul style="list-style-type: none"> Served in the clearing and forwarding department. This entailed inter-bank clearing of cheques on behalf of customers and daily

1986	CLERK	<ul style="list-style-type: none"> recording and balancing of bank transaction In the correspondence department I assisted in remitting long-distance cheque, monitoring and recording general correspondence.
STANDARD (K) LIMITED		

SUMMARY OF POSITION OF RESPONSIBILITY HELD

Year/ Duration	Place/Organization	Position held
2012 to date	Business Advocacy Fund	Board Member representing Royal Danish Embassy
2012 to date	Trade Mark East Africa	National Oversight Committee member representing Royal Danish Embassy.
2012 to date	Royal Danish Embassy	Danida Business Partnerships Programme Manager
2012 to date	Royal Danish Embassy	Donor Lead-KEPSA – My Kenya Daima Campaign.
2003 to date	Royal Danish Embassy	Member of Private Sector Donor coordinating group
2003 to date	Royal Danish Embassy	Member of E.U. commercial Attaché Group
2003 to date	Royal Danish Embassy	In charge of the Capacity building plan for Kenya Association of Manufacturers.
2002 to 2012	Royal Danish Embassy	Danida Business Partnerships Programme Coordinator
2001	ACC:	Chairman of the management committee.
2000	ACC:	Chairman of the building committee.
1997-1999	KIE:	Officer in charge Nairobi International show.
1987-1989	UNIVERSITY OF NAIROBI	<ul style="list-style-type: none"> Advertising and Marketing Editor for the University's Economic Student's organization magazine (ECOSAS) Involved in raising funds for an international Association of students in economics and business Management (AIESEC)
1984-1985	NAIROBI SCHOOL	<ul style="list-style-type: none"> School prefect (Appointed by staff) Chairman sixth form society - (Elected by Members) Editor "Patch Dispatch" - (School magazine)

1983	<ul style="list-style-type: none"> • Trainer - Cultural Dance Group • Organizing Secretary (Elected by Members) Fourth form debating society
------	--

THE FOLLOWING IS A LIST OF REPRESENTING THE AREAS OF INDUSTRY FOR WHICH I HAVE PREPARED PROJECT PAPERS (PRE-INVESTMENTS FEASIBILITY ASSESSMENTS)

- | | |
|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Manufacturing under Bond (Tailoring) for export <input type="checkbox"/> Specialized tailoring (School Uniforms) for the local markets <input type="checkbox"/> Specialized furniture industries <input type="checkbox"/> Construction industries (Tile and block making) <input type="checkbox"/> Medium size hotels <input type="checkbox"/> Printing industries <input type="checkbox"/> Sawmills <input type="checkbox"/> Horticultural products for export <input type="checkbox"/> Fishing filtering for export <input type="checkbox"/> Cotton processing industries <input type="checkbox"/> Specialized animal feeds industries <input type="checkbox"/> Maize meal processing <input type="checkbox"/> Study on Divestiture of coffee machines manufacturing plant in Thika | <ul style="list-style-type: none"> <input type="checkbox"/> Bakeries <input type="checkbox"/> Dry-cleaning units <input type="checkbox"/> Cafeterias <input type="checkbox"/> Childcare centers <input type="checkbox"/> Tailoring Training Institutions <input type="checkbox"/> Nurseries (Kindergartens) <input type="checkbox"/> Nursing homes <input type="checkbox"/> Herbalist Clinics <input type="checkbox"/> X-Ray dental clinics <input type="checkbox"/> Clinical Laboratories <input type="checkbox"/> Needs assessment study on areas to invest in Nairobi Machakos <input type="checkbox"/> Tourism analysis and trends in Kenya <input type="checkbox"/> Strategic management plans for communities leaving in high potential tourist areas. <input type="checkbox"/> Business plan for establishment of tourist Eco-lodges in Amboseli and Tsavo National reserve. |
|--|---|

EXTRA CURRICULUM ACTIVITIES

- 1st Team, University of Nairobi Rugby (Mean Machine) 1987 – 1988
- Hockey, swimming, Nairobi School first team (1993 –1995)

- Westland's Primary Football/Swimming Teams (1978 – 1979)

REFEREES

Dr. Helen Gichohi
Vice President African Wildlife Foundation
Phone: 02 710370 or 0722 529687

ENG. Peter Wamburu
Commissioner Public Service
Tel. No. 7133256 or 0722-855018

Dr Jeff Mwau
Economic Secretary
Treasury
Tel. 0729724406

Mr Joe Adewa
Chief Executive Officer
Total (K) Ltd Special projects
Tel. 0724255936

SCHEDULE
[Section 6 (8).]

**CRITERIA FOR VETTING/APPROVAL OF NOMINEES FOR
APPOINTMENT TO PUBLIC OFFICE BY PARLIAMENT
QUESTIONNAIRE**

Notes:

- a) This questionnaire applies to appointments to public office arising by or under the Constitution or any other law where parliamentary approval is required.
- b) The questionnaire shall be used by the relevant parliamentary committee to vet a nominee appearing before the committee in the process of parliamentary approval.
- c) The questionnaire shall be filled and submitted by the nominee to the relevant parliamentary committee through the Clerk of the relevant House of Parliament on or before a date set by the committee.
- d) The submission of false information in the questionnaire is an offence and may result in prosecution.
- e) Any form of canvassing by a nominee shall lead to disqualification.
- f) The nominee must answer all the questions.

1. **Name:** (State full name)**JOSEPH ROBERT OKUDO**

2. **Position:** (State office to which you have been nominated).

**PRINCIPAL SECRETARY ARTS AND CULTURE - MINISTRY OF
SPORTS**.....
.....

3. **Sex:****MALE**

4. **Date of Birth:** (State year and place of birth)..... **19TH MAY, 1967 KENYA**

5. **Marital Status:****MARRIED**

6. **Daytime phone number:****0722 517817 OR 0707218217**.....

7. **Mobile phone number:****0722 517817 OR 0707218217**.....

8. **Email Address:****jrokudo@gmail.com**.....

9. ID Number: 8822985

10. PIN Number: A001217585z

11. Nationality:KENYAN.....

12. Postal Address:P. O. BOX 56715 NAIROBI

13. Town/City:NAIROBI.....

14. Knowledge of Languages: (Specify Languages): ...ENGLISH, KISWAHILI, LUO...

15. Education: (List, in reverse chronological order, each university, college, or any other institution of higher education attended and indicate, in respect of each, the dates of attendance, academic award obtained, whether a degree was awarded, and the dates on which each such degree was awarded).

INSTITUTION/COLLEGE	PERIOD	QUALIFICATION
Copenhagen Business School/Inoorero University	2010 – 2012	Executive Masters in Business Administration (MBA.)
UNIVERSITY OF NAIROBI	1987-1990	Bachelor of Arts DEGREE Upper Second Class Honors (Economic & Sociology)
HIGHER	1984-1985	NAIROBI SCHOOL 3 Principles, 1 Subsidiary Kenya Advanced Certificate of Education ("A" Level)
SECONDARY	1980-1983	NAIROBI SCHOOL Division 1 Kenya Certificate of Education ("O" Level)

PERIOD	QUALIFICATIONS
September 2007	Business to Business Evaluation Workshop – Denmark
May 2006	Business to Business Formulation Workshop – Denmark
December 2005	Investment Venture Capital Fund Workshop - South Africa
December 2005	Private Sector Development strategy Workshop – Egypt
September 2004	DANIDA Private Sector grant support workshop
September 2003	Workshop on Grant management, reporting and Project Data Base
September 2002	Private sector development grant and management course- Denmark
July 2001	Advanced business and investment analysis workshop. -

	USAID sponsored
January 2001	Workshop on methods of Impact Environmental Evaluation (IEE) – USAID
December 2000	Workshop on “Grant management and reporting
July 2000	Workshop on methods of conducting OCA
June 2000	Seminar on work-plan development and Budgets
April 2000	Workshop on developing organizational Capacity Assessment (OCA) tool
November/December 1999 (Israel)	Workshop on best practices for small and medium enterprises
August, 1998	Total Quality Management (TQM)
May, 1998	Capital Markets operations
May, 1996	Workshop on Importance of Information Technology on Industrial Development
June, 1993	Computer Literacy course (80 hours-Lotus 1-2-3 & Dbase III)
May, 1993	Advance Loans Officer & Project Appraisal Course
April, 1993	Credit control seminar
October, 1992	Rehabilitation seminar
6 weeks, November-December, 1991	Client orientation program (training of trainers course)
January, 1991	Entrepreneurs identification & project appraisal course

Employment Record: (List in reverse chronological order all government agencies, business or professional corporations, companies, firms or other enterprises with which you have been affiliated as an officer, director, partner, proprietor, employee or consultant).....

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
August 2014 –To date	Team Leader-Green Growth-Private Sector	<ul style="list-style-type: none"> • Board member (Representing Danish Embassy) in the Business Advocacy Fund, BAF. The fund supports Business Member Organizations (BMO) in Kenya to build capacity to engage Government of Kenya in dialogue with the aim of creating an enabling business environment.
Jan 2012 – August 2015	Program Manager/Private Sector Advisor – Business Sector Programme Support (BSPS) & Business-Business Progr (<ul style="list-style-type: none"> • Board member (Representing Danish Embassy) in Trade Mark East Africa (TMEA) a limited liability company set up by donors to unlock barriers to EAC regional trade. I seat both in: • Programme Investment Committee (PIC) which has overall, oversight responsibilities of TMEA

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
		<ul style="list-style-type: none"> • Appraisal of proposals and consequent financing. • Implementation of the projects funded. • Monitoring and evaluation of the funded businesses. • Report writing, data management and accounting for the Programme. • Planning, Coordinating and Organizing International Investment conferences both in Kenya and Denmark.
<p>Nov 2001- Sept 2002</p> <p>AFRICAN CONSERVATION CENTER</p>	<p>Program Head</p>	<p>The Program Resource Economics and Enterprise Development Scope of responsibilities</p> <ul style="list-style-type: none"> • Program funds and management. • Development of the annual program work plans. • Strategic development of program. • Program Activities supervision, evaluation and monitoring • Developing business strategies for community enterprises • Development and sustainability of mutual benefit partnership for our constituents.
<p>July 2001- Nov 2001</p> <p>AFRICAN CONSERVATION CENTER /</p> <p>AFRICAN WILDLIFE FOUNDATION</p>	<p>ACTING SENIOR PROGRAM OFFICER</p>	<p>The Program</p> <p>Conservation of Resource through Enterprise (CORE). Program funded by USAID with the objective of increasing community, Social, Economic benefit through enterprises in USAID targeted areas. The Program draws strength from 7 (seven) organization's:</p> <ul style="list-style-type: none"> • Kenya Wildlife Service (KWS) • African Wildlife Foundation (AWF) • African conservation Center (ACC) • Price water house coopers (PWC) • Small and Medium Enterprise Development • PACT & • East African Wildlife Foundation (EAWLS)

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
		<p>Scope of Responsibilities</p> <ul style="list-style-type: none"> • Co-ordinate all activities of the 7 organization and ensure that the joint work plans are adhered to. • Give technical inputs to the organizations in their day-day activity • Donor liaising and feedback • Budget control and management of CORE organizations • Co-ordinate and assist in the grant; appraisals, approvals, disbursements, implementation and monitoring.
<p>May 2000- June 2001</p> <p>AFRICAN CONSERVATION CENTRE</p>	<p>ACTING PROGRAM HEAD - RESOURCE ECONOMICS & ENTERPRISE DEVELOPMENT</p>	<p>The Program</p> <ul style="list-style-type: none"> • Identify value of community economic resource base in wildlife dispersal areas (focal areas) with intention of building the community's capacity to utilize these resources through enterprises in a way that will encourage them to conserve the environment and wildlife. <p>Scope of responsibilities</p> <ul style="list-style-type: none"> • Develop work plans for the whole department in the following focal areas: • Mara, Amboseli , Laikipia , Samburu • Mombasa, Kitengela & Tait,a • Develop, control, & monitor budget expenditures of the program in the above areas. • Develop new enterprise initiatives in the above areas. • Plan training activities for the relevant communities. • Identify new markets and product lines for the community enterprise. • Develop training modules of different business topics • Work with private sector partners to enhance

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
		<p>the performances of Community based Enterprise Development (conservation)</p> <ul style="list-style-type: none"> • Carry out market analysis of different business options in the local area of the community enterprises. • Organize capacity building workshops for communities on areas. • Analysis of businesses performances and suggest corrective measures for those that have problems. • Carry out socio-economic surveys in focal areas to establish valuation of community resources and current resource use of community households. • Develop strategic management plan for community groups(enterprises) • Develop capacity building plans for community groups • Carry out organizational capacity assessments of community groups • Develop a monitoring and evaluation system to track the progress of the program. • Periodic progress reports writing.
<p>January 2000-May 2000.</p> <p>AFRICAN CONSERVATION CENTER</p>	<p>SENIOR ENTERPRISE SPECIALIST</p>	<ul style="list-style-type: none"> • Developing training manuals for businesses. • Enterprise identification and development • Businesses plan development • Businesses appraisal and approval committee member. • Establishing strategic partnerships between community businesses and the private sector. • Businesses implementation • Supervision and monitoring • Development of business closeout plans • Business training and mentoring. • To foster industrial development in the area, I Liaised with the other government departments to address barriers to the Region's industrial progress and to organize public meetings through which we encouraged residents to play a role in overcoming these barriers.

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
		<ul style="list-style-type: none"> • Fully responsible for the Tala Branch's KIE, staff, assets and interest in the relation. This included preparing financial reports for the Auditor, ensuring that all contracts between the company and loans were legally binding. As a member of the Machakos Region Loans Appraisal and Approval committee, I monitored disbursement of funds within the said region. • In addition to the above, my responsibilities included those of a project officer.
<p>Jan 1998-Dec 1999</p> <p>KENYA INDUSTRIAL ESTATES</p>	<p>BUSINESS CONSULTANT</p>	<ul style="list-style-type: none"> • Involved in setting up businesses advisory center via the following activities • Client selection, Project Appraisal and Disbursement of Short Term Loan Supervision of Loan Accounts • Developing a loan qualification selection criteria and administering the same • Training on Business Skill, Book Keeping, Marketing at product development and entrepreneurship • Conduction feasibility studies and market research, Needs assessments • Fund raising for loanable funds from prospective donors • General Public relation for the Company
<p>Jan. 1996 – Dec. 1997</p> <p>KENYA INDUSTRIAL ESTATES</p>	<p>SENIOR PROJECTS OFFICE (NAIROBI REGION)</p>	<ul style="list-style-type: none"> • Oversee Company operation in Nairobi, Kiambu and Thika • Conduct extensive market research on investment opportunities • Member on committee that appraises loans within Nairobi • Involved in implementation of projects, their supervision and monitoring • Act as a receiver manager on behalf of the company for ailing projects • Involved on other extra curriculum activities such as resource persons on external seminars manning exhibition stands during shows etc.
<p>Dec. 1993 – Jan.</p>	<p>BRANCH</p>	<ul style="list-style-type: none"> • As a Branch Manager, I was responsible for the management of the company's operation in

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
<p>1996</p> <p>KENYA INDUSTRIAL ESTATES</p>	<p>MANAGER (TALA BRANCH)</p>	<p>Tala, Kangundo, matuu, Thika and Masinga Rural area. Duties included generation and supervision of micro, small and medium scale enterprises.</p> <ul style="list-style-type: none"> • I organized and conducted seminars on business opportunities to sensitize potential entrepreneurs on possible ventures in the area. • I was involved in training activities which involved client orientation programme for micro loans, basic management skills, product development skills, marketing and financial skills.
<p>Jan. 1991-Dec. 1993</p> <p>KENYA INDUSTRIAL ESTATE</p>	<p>PROJECT OFFICER 1 (NAIROBI BRANCH)</p>	<ul style="list-style-type: none"> • Client selection and identification of potential entrepreneurs through interviews were part of my main area responsibility. • I carried out extensive market research/pre-investment feasibility studies to assess the viability of and business proposal submitted by potential clients. • During the implementation of projects, I assisted the manufactures to identify suitable machinery and made purchase and delivery arrangements, inspect the premises and assess the work force. • I followed up loans to monitor their performance, gave business constancy services and ensured that debts were serviced as scheduled. I prepared rehabilitation programmes for ailing projects and acted as a receiver's manager for projects placed in this category. • As a trainer of entrepreneurs securing credit facilities, I trained them in business management and marketing skills. • During the Agriculture Society of Kenya's Nairobi Show, (1990-1993) I was involved in setting up the KIE stand, representing the company during the duration of the event, disseminating information and answering questions on KIE's objectives, policies and mode of operation

DURATION/ ORGANISATION	TITLE	DUTIES/ RESPONSIBILITIES
1986 STANDARD (K) LIMITED	CLERK	<ul style="list-style-type: none"> • Served in the clearing and forwarding department. This entailed inter-bank clearing of cheques on behalf of customers and daily recording and balancing of bank transaction • In the correspondence department I assisted in remitting long-distance cheque, monitoring and recording general correspondence.

16. **Honours and Awards:** (List any scholarships, fellowships, honorary degrees, academic or professional honours, honorary society memberships, military awards and any other special recognition for outstanding service or achievement and in respect of each, state the date of award and the institution or organization that made the award).

“Moran in Third class of The Order of the Burning Spear” – MBA 12th December 2011.

17. **Professional Association** (where applicable): (List all professional associations of which you are or have a member and give any positions held and the respective dates when each such position was held).

Year/ Duration	Place/Organization	Position held
2012 to date	Business Advocacy Fund	Board Member representing Royal Danish Embassy
2012 to date	Trade Mark East Africa	National Oversight Committee member representing Royal Danish Embassy.
2012 to date	Royal Danish Embassy	Danida Business Partnerships Programme Manager
2012 to date	Royal Danish Embassy	Donor Lead-KEPSA – My Kenya Daima Campaign.
2003 to date	Royal Danish Embassy	Co-Chair of Private Sector Donor coordinating group
2003 to date	Royal Danish Embassy	Member of E.U. commercial Attaché Group
2003 to date	Royal Danish Embassy	In charge of the Capacity building plan for Kenya Association of Manufacturers.
2002 to 2012	Royal Danish Embassy	Danida Business Partnerships Programme Coordinator
2001	ACC:	Chairman of the management committee.
2000	ACC:	Chairman of the building committee.
1997-1999	KIE:	Officer in charge Nairobi International show.

Year/ Duration	Place/Organization	Position held
1987-1989	UNIVERSITY OF NAIROBI	<ul style="list-style-type: none"> Advertising and Marketing Editor for the University's Economic Student's organization magazine (ECOSAS) Involved in raising funds for an international Association of students in economics and business Management (AIESEC)
1984-1985 1983	NAIROBI SCHOOL	<ul style="list-style-type: none"> School prefect (Appointed by staff) Chairman sixth form society - (Elected by Members) Editor "Patch Dispatch" - (School magazine) Trainer - Cultural Dance Group Organizing Secretary (Elected by Members) Fourth form debating society

18. **Memberships:** (List all professional, business, fraternal, scholarly, civic, charitable or other organizations, (other than those listed in response to Question 16) to which you belong or have belonged).

Member of the Karen Country Club.

Coordinator of the Kenyan 3GF Global Kenya Secretariat.

Co-Chair of the, Trade and Private Sector Donor Group in Kenya.

19. **Published Writings:**

(a) List the titles, publishers and dates of books, articles, reports, letters to the editor, editorial pieces or other published materials you have authored or edited.

THE FOLLOWING IS A LIST REPRESENTING THE VARIOUS AREAS OF PRIVATE SECTOR DEVELOPMENT FOR WHICH I HAVE PREPARED PROJECT DOCUMENTS	
<p>A) <u>Bilateral Country Programmes</u> Kenya Green Growth Programme support 2015 – 2020. Trade Mark Development Engagement Document for Danida Support 2015 – 2020 Kenya Climate Innovation Centre Engagement document. Business Advocacy Fund Support</p>	<p>Bakeries Dry-cleaning units Cafeterias Childcare centers Tailoring Training Institutions Nurseries (Kindergartens) Nursing homes Herbalist Clinics X-Ray dental clinics</p>

<p>Document 2015 – 2020 Kenya Private Sector Development Strategy. B) <u>Investments Plans</u> Specialized furniture industries Construction industries (Tile and block making) Horticultural products for export Fishing filtering for export Cotton processing industries Specialized animal feeds industries Maize meal processing Study on Divestiture of coffee machines manufacturing plant in Thika</p>	<p>Needs assessment study on areas to invest in Nairobi Machakos Tourism analysis and trends in Kenya Strategic management plans for communities leaving in high potential tourist areas. Business plan for establishment of tourist Eco-lodges in Amboseli and Tsavo National reserve.</p>
--	--

(b) Supply four (4) copies of any reports, memoranda or policy statements you prepared or contributed in the preparation of any bar association, committee, conference or organization of which you were a member.

20. Public Office, Political Activities and Affiliations:

(a) List chronologically any public offices you have held or are currently holding, including the terms of service and whether such positions were elected or appointed. **NA**

(b) List all memberships and offices held in and services rendered, whether compensated or not, to any political party or election committee. If you have ever held a position or played a role in a political campaign, identify the particulars of the campaign, including the candidate, dates of the campaign, your title and responsibilities. Also include any linkage you have to a political party at present. **Supported the campaign for the vote for a new constitution for Kenya.**

(c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Article 75 of the Constitution? **NO**

(d) Have you ever been adversely associated with practices that depict bias, favouritism or nepotism in the discharge of public duties? **NO**

21. Deferred Income/Future Benefits :). NA

22. Outside commitment during service in office: (Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during your service in office? If so explain). **NO**

23. Sources of Income: (List sources and mounts of all income received during the calendar year preceding your nomination and in the current calendar year).

...1) **My Current Employer, for the last 13 years, The Royal Danish Embassy, Nairobi.**

24. Tax Status: (State whether you have fully complied with your tax obligations to the State up to the end of the financial year immediately preceding the nomination for appointment). **YES**

25. **Statement of Net Worth:** (State your financial net worth)

- Residential House valued approximately 15 million
- One Vehicle valued approximately at 1 million.
- Other Assets valued at approximately 1 million.

26. **Potential Conflict of Interest:**

(a) Identify the family members or other persons, parties, categories of litigation or financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to rise. **There is no current conflict of interest with the position I have been nominated to serve**

(b) Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern. The conflict of interest would arise if a family member applied to be a service provider in the State department. **I will exclude any of my family members from providing any sorts of services to the Department while I am in office.**

Pro-Bono/Charity Work/donation to charity: (Describe what you have done by way of pro bono or charity work, listing specific instances, the amount contributed and the amount of time devoted to each).

- 1) Pro-Bono work in the KEPSA "My Kenya Campaign" towards peaceful elections
- 2) Pro-Bono works with KEPSA "My Kenya Campaign" no 4 focusing on anti-corruption.
- 3) Pro-Bono Board work for Business Advocacy Fund addressing Public-Private dialogue
- 4) Pro-Bono Board work of Trade Mark East Africa, looking at Regional Integration
- 5) Working with the Global Green Growth Forum, addressing the Green Growth agenda in Kenya and in the EAC region.
- 6) Pro-Bono work with Kenya Climate Innovation Centre, developing young innovative entrepreneurs in Kenya with the new emerging "Green or sustainable" sector.
- 7) Working with the Trade and Private Sector Donor Group in Kenya to better coordinate donors so as to help facilitate Kenya in its achievements of the Vision 2030.

27. Have you ever been charged in a court or law in the last three years? If so, specify the nature of the charge, where the matter is ongoing, the present status of the matter, or where the matter is concluded, the judgment of the court, or otherwise, how the case was concluded. NO

28. Have you ever been adversely mentioned in an investigatory report of Parliament or any other Commission of inquiry in the last three years? NO

29. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination? **NO, in fact one of my referrers is the Deputy Ambassador at the Embassy where I am currently employed**

30. References:

(List three persons who are not your relatives who are familiar with your character, qualification and work).

- **Deputy Ambassador, Lars Bredal ,
Royal Danish Embassy
Phone: 0722 201 210
Email: larbre@um.dk**

- **High Commissioner, Isaiya Kabira
Economic Secretary
Treasury
Tel. +61421006209 and or 0734 600 366
Email: balozi@kenya.asn.au**

- **Mr Frank Masaert,
CEO, Trade Mark East Africa
Tel. No. 0733 526 042
Email. Frank.matsaert@trademarkea.com**

No. 33 of 2011 [Rev. 2012]

Public Appointments (Parliamentary Approval)

[Issue 1] 10



KENYA REVENUE
AUTHORITY

Tax Compliance Certificate

For General Tax Questions
Contact KRA Call Centre
Tel: +254 (020) 4999 999
Cell: +254(0711)099 999
Email: callcentre@kra.go.ke

www.kra.go.ke

Taxpayer PIN : A001217585Z

Certificate Date: 07/12/2015

Name and Address :

Certificate Number:

Joseph Robert Otin Okudo

KRAWON2900652015

ARDHI HOUSE, NAIROBI, Westlands District,

PO Box:56715,

Postal Code:00200



**This is to confirm that Joseph Robert Otin Okudo,
Personal Identification Number A001217585Z
has filed relevant tax returns and
paid taxes due as provided by Law.**

**This Certificate will be valid for
twelve (12) months up to 06/12/2016.**

Caveat: This certificate is issued on the basis of information available with the authority as at the certificate date mentioned above. The Authority reserves the right to withdraw the certificate if new evidence materially alters the tax compliance status of the recipient.

Disclaimer : This certificate is system Generated and therefore does not require signature. You may confirm validity of this certificate on the ITax Portal by using the TCC Checker.



C. 24A

Nº 494794

**NATIONAL POLICE SERVICE
DIRECTORATE OF CRIMINAL INVESTIGATIONS**

DIRECORATE OF CRIMINAL INVESTIGATIONS
P. O. Box 30036-00100 GPO
NAIROBI, KENYA

Ref. No. **221791 / 2015** Date **04/12/2015**

POLICE CLEARANCE CERTIFICATE

I hereby certify that the fingerprints recorded from

JOSEPH ROBERT OTIN OKUDO

8822985

*holder of ID/Passport No. have been searched in
Criminal Records Office's database with/without previous record. The validity of the
information on this Certificate is as of the date of issue.*

REMARKS IN CASE OF PREVIOUS RECORD

OFFENCE(S).....

RESULTS OF TRIAL.....

DATE.....

This Certificate has been issued without any alteration or erasure.



(G.O. Munyisia)

For: Director of Criminal Investigations

(P.T.O.)



CBS | SIMI | EXECUTIVE

INOORERO UNIVERSITY IN COLLABORATION WITH CBS - SIMI EXECUTIVE

Certify that

Joseph Robert Okudo

Having satisfied the requirement for

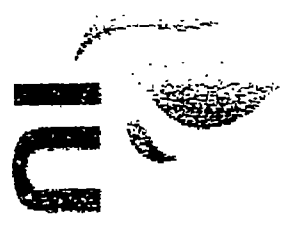
EXECUTIVE MASTER IN BUSINESS ADMINISTRATION

Was awarded the degree at a Congregation held on the 21st day of January 2012

*Vice Chancellor
Inoorero University*

*Academic Dean
CBS - SIMI*

UNIVERSITY OF NIGERIA
Department of Distance Education



FD/EGMBA/0028

CBS SIMI
EXECUTIVE

This is to certify that

Joseph Robert Okudo

Has successfully completed

**Post Graduate Diploma in Leadership and
Business Development**

On the 22nd Day of August in the year 2011



Vice Chancellor



Chairman, Academic Board CBS

UNIVERSITY OF NAIROBI



This is to certify that

Joseph Robert Okudo

having satisfied the requirements
for the award of the degree of the

BACHELOR OF ARTS

Second Class Honours (Upper Division)

was admitted to the degree
at a Congregation held at
this University on the

Twenty Second Day of October in the Year
1990

Philip H. Mbatia

VICE - CHANCELLOR

N. O. Bwibo

DEPUTY VICE - CHANCELLOR (ACADEMIC AFFAIRS)

THE KENYA NATIONAL EXAMINATIONS COUNCIL



This is to certify that the candidate named below sat for the Examination for the Kenya Certificate of Education and qualified for the award of a

KENYA CERTIFICATE OF EDUCATION

DIVISION I

THE CANDIDATE REACHED THE GRADE SHOWN IN THE SUBJECTS NAMED

J P OKUDO

4772/85

NAIROBI SCHOOL

Grade

ENGLISH LANGUAGE	1
LITERATURE IN ENGLISH	2
HISTORY	3
GEOGRAPHY	6
LUGHA YA KISWAHILI	9
MATHEMATICS	3
PHYSICAL SCIENCE	3
SSP BIOLOGY	5

SUBJECTS APPEARED EIGHT

SUBJECTS PASSED SEVEN

EXAMINATION OF NOVEMBER/DECEMBER 1985

Secretary

Kenya National Examinations Council

Chairman

Kenya National Examinations Council

O 239200

(See overleaf)



REPUBLIC OF KENYA

To all and singular to whom these presents shall come, Greetings!

Know ye that, I, Mwai Kibaki

President and Commander-in-Chief of the Defence Forces of the Republic of Kenya

do hereby confer upon:

Joseph Robert Okudo
the honour and style of Moran in the Third Class of

The Order of the Burning Spear

in recognition of

his distinguished services rendered to the Nation

In virtue of which, from this day

Order according to the Class named, and shall at all times have and enjoy the honour and style of:

He
Moran of the Order of the Burning Spear

In testimony whereof, I have caused the Seal of the Republic of Kenya to be affixed.

Given under my hand at

Nairobi

This 12th day of December 20 11

Mwai Kibaki

Mwai Kibaki
President and Commander-in-Chief
Republic of Kenya

CONFIDENTIAL



OFFICE OF THE PRESIDENT
PERMANENT SECRETARY, SECRETARY TO THE CABINET
AND HEAD OF THE PUBLIC SERVICE

Telegraphic Address: "Rais"
Telephone: Nairobi 227411
When replying please quote

P.O. Box 62345-00200
NAIROBI

Ref. No. OP/CAB.37/1A/XXXIII
and date

15th August, 2012, 20.....

Mr. Joseph Robert Okudo
Denmark Embassy in Kenya
P.O. Box 40412-00100
NAIROBI

HONOURS AND AWARDS: JAMHURI DAY 12TH DECEMBER, 2011

We are pleased to forward herewith the Certificate of Award of Moran of the Order of the Burning Spear (M.B.S) bestowed upon you by H.E. the President on Jamhuri Day 12th December, 2011.

Congratulations!

Kindly acknowledge receipt.

J.O. Espira, OGW
FOR: PERMANENT SECRETARY, SECRETARY TO THE
CABINET AND ACTING HEAD OF THE PUBLIC SERVICE

Encl.

CONFIDENTIAL

REPUBLIC OF KENYA
OFFICE OF THE PRESIDENT

CABINET OFFICE
P.O Box 62345
NAIROBI

Telegraphic Address: "Rais"

Telephone: Nairobi 227411

WARRANT FORM

Form No- 075 of 12/12/2011 (date)

To Mr. Okudo, Joseph Robert

P.O Box (Cabinet Office)

RE: AWARD OF ORDERS, DECORATIONS AND MEDALS

AWARD Moran of the Order of the Burning Spear (MBS)

Forwarded herewith please find the above mentioned medal awarded to you by His Excellency the President on 12th December, 2011.

Please confirm receipt of the same by signing this warrant form in triplicate, retain the triplicate and return the Original and Duplicate to this Office.

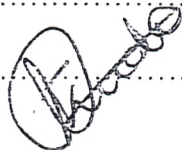
ACKNOWLEDGEMENT

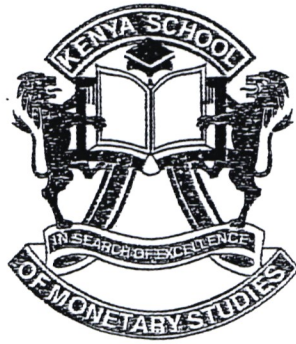
I hereby confirm that I have received the award of

MBS.

Send to me Vide Warrant Form No. of

Signed Date 16/8/2012





CERTIFICATE

This is to certify that

Joseph R. Okudo

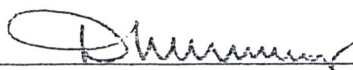
attended

Capital Markets Operations Course

organised by

The Kenya School of Monetary Studies

Held From 4th May 1998 To 8th May, 1998


Director of Studies


Executive Director



Pact

Institutional Strengthening and Grant Making (ISGM)



CERTIFICATE OF PARTICIPATION

THIS CERTIFICATE IS AWARDED TO

Joe Okuda

FOR SUCCESSFULLY PARTICIPATING IN THE

WORKSHOP HELD FROM THE 4TH TO THE 7TH OF DECEMBER, 2000 IN NAIROBI, KENYA.

[Signature]
Jack McCanna, Grants Manager

[Signature]
Bill Polidoro, Country Director

The Institutional Strengthening and Grant Making (ISGM) Program is implemented by Pact and MWENGO under contract to the United States Agency for International Development (USAID).





Environmental Assessment Training Certificate of Completion

In recognition of having successfully completed the USAID Environmental
Assessment Training Course for partners of the USAID/Kenya's
Conservation of Resources Through Enterprises (CORE) Program held in
Nanyuki, Kenya, January 19-21, 2001

This certificate is awarded to:

Joe Okudo

Walter I. Knausenberger

Walter I. Knausenberger, Ph. D.
USAID Regional Economic Development Services Office
East and Southern Africa
Senior Regional Environmental Officer

Margaret Brown

Margaret Brown
USAID/Kenya
Agriculture, Business and Environmental Office
Director



RHODES UNIVERSITY

GRAHAMSTOWN CAMPUS

ENVIRONMENTAL SCIENCE

It is hereby certified that:

JOE OKUDO

has successfully completed a short course in
Community-based Natural Resource Management
22nd July - 26th July

Dean of Science

Registrar

26th July 2002

Date



Republic of Kenya

DIRECTORATE OF PERSONNEL MANAGEMENT

CREDIT AND BUSINESS MANAGEMENT SEMINAR

Certificate of Participation

THIS IS TO CERTIFY THAT:

JOSEPH ROBERT OKUDO

*has successfully participated in the seminar
organized jointly by the
Directorate of Personnel Management
and the
U.S. Agency for International Development
which was held at
Garden Hotel, Machakos
as from 17th to 21st August, 1998*

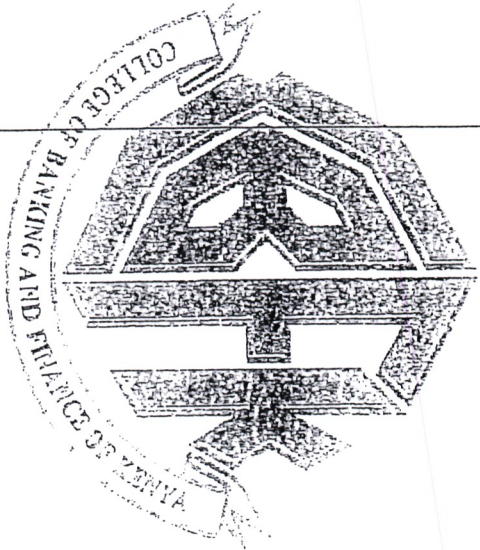
The syllabus included instruction in the following areas:

- 1. K.I.E. Way Forward*
- 2. Marketing*
- 3. Business Planning*
- 4. Management Information Systems*
- 5. Total Quality Management*
- 6. Leadership*
- 7. Business Advisory Services*
- 8. Role and Performance of D.F.I.'s
and Gender Considerations*

Date 21st August, 1998

Course Director

Permanent Secretary/Director
Directorate of Personnel Management



Certificate of Appreciation

THIS IS TO CERTIFY THAT

Joseph Robert Okudo
HAS SUCCESSFULLY COMPLETED THE
Loan Officers' Course

HELD FROM May 3 TO 7, 1993

AND SPONSORED BY College of Banking and Finance of Kenya

[Signature]
DIRECTOR

May 7, 1993
DATE

[Signature]
DEPUTY DIRECTOR

MANPOWER SERVICES LTD.

Management, Training & Recruitment Consultants
2nd Floor, Cargen House, Harambee Avenue,
P.O. Box 50736, Tel. 218084, 212929 Nairobi.

C E R T I F I C A T E

This is to certify that

Mrs Josephy Robert Okuso

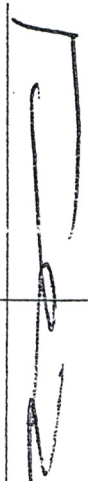
has attended and successfully completed

Effective Debt Collection & Credit Control Seminar

from: *19th April 1993*

To: *21st April 1993*

21st April 1993



Price Waterhouse



CERTIFICATE OF TRAINING

This is to certify that

Joseph Robert Okuda

has successfully completed the course

Modelling with Lotus 1-2-3

held in *NAIROBI* in *AUGUST 1992*

Instructor

Course Director





POLICE



FULL NAME JOSEPH ROBERT OTINI OKUDO

ALIAS _____

CLASS _____

IDENTITY CARD No. 8822985

DATE: 4/12/15
M WAKIO

CHARGE REGISTER No. _____

DOCKET No. _____

RIGHT HAND

THUMB	FOREFINGER	MIDDLE FINGER	RING FINGER	LITTLE FINGER

LEFT HAND

THUMB	FOREFINGER	MIDDLE FINGER	RING FINGER	LITTLE FINGER

LEFT HAND

Plain impressions of the Four Fingers taken simultaneously

RIGHT HAND

Plain impressions of the Four Fingers taken simultaneously

Fold

Plain Impress
Left Thumb

FINGERPRINTS TAKEN BY AMAKA

RANK _____ DATE 4/12

POLICE STATION CELEPS

Plain Impress
Right Thumb

FINGERPRINTS CLASSIFIED BY _____ DATE _____

TESTED BY _____ DATE _____

SEARCHED BY _____ DATE 16/12/15

SEARCHED IN S. OF C. BY _____ DATE 22/1/16