

**COUNTY ASSEMBLY OF EMBU**



*Handwritten signatures and initials:*  
A large signature, possibly 'D. Mutua', is written over a circular stamp.  
To the right, the initials 'A7' and 'E/E' are written vertically.



**SECOND ASSEMBLY : FIRST SESSION**

**REPORT OF THE SECTORAL COMMITTEE ON  
ADMINISTRATION AND PUBLIC SERVICE ON THE  
VETTING EXERCISE OF THE NOMINEES FOR THE  
POSITIONS OF THE COUNTY CHIEF OFFICERS OF EMBU  
COUNTY GOVERNMENT.**

**SUBMITTED FOR ADOPTION BY THE COUNTY ASSEMBLY**



**DATED: DECEMBER, 2017**

Clerk's Chambers  
County Assembly of Embu  
P.O. Box 140-60100  
Embu

*Handwritten notes:*  
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At the bottom, '11/2/17' is written.



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## ABBREVIATIONS

CoK	-	Constitution of Kenya, 2010
CGA	-	County Government Act, no. 12 of 2012
CCO	-	County Chief Officers
MCAs	-	Members of the County Assembly
SO	-	Standing Orders of the County Assembly of Embu
H.E.	-	His Excellency



## Executive Summary

In vetting nominees to the positions of the county Chief officers the Committee was guided by the County Government Act No 17 of 2012 and the specifically, Section 45 that gives the county Assembly the mandate to approve the nomination before the county Chief officer is appointed. The process was also guided by the provisions of the Embu County Public Appointment (County Assembly Approval) Act, 2015.

Pursuant to Section 45 (1) of the County Government Act no 12 of 2012, and Section 7 of the Embu County Public Appointment (County Assembly Approval) Act. 2015, H.E. the Governor forwarded the names of Mr. Damiano Njagi Muthee and Mr. Muturi Wa Ileri being the nominees to Public Service and Administration departments respectively. The notification was sent to the Assembly on 27<sup>th</sup> November 2017. (ANNEXURE X)

This notification of nomination was tabled in the Assembly sitting on 29<sup>th</sup> November, 2017 and accordingly committed to the relevant sectoral committee on Administration and Public Service which was obliged to dispense off with the matters of vetting and make a report to the Assembly within fourteen days pursuant to Section 10 (1)(b) of the Embu County Public Appointment (County Assembly Approval) Act, 2015.

The County Assembly in compliance with Section 8(3) of the Embu County Public Appointment (County Assembly Approval) Act, 2015, notified the candidate and members of the public of the time and place of holding the approval hearings vide an advertisement in the Star Newspaper on Thursday, 30<sup>th</sup> November 2017. The notice was also circulated in various notice boards and social media platforms. (Annexure IX)

Pursuant to Sections 8 and 9 Embu County Public Appointment (County Assembly Approval) Act, 2015 and the various provisions of the Embu County Standing Orders, the committee successfully conducted the vetting exercises publicly on 7<sup>th</sup> and 8<sup>th</sup> December, 2017 in the Embu County Assembly Committee Room 3 at Ghanshyam Plaza, where members of public had a chance to interrogate the nominees.

The committee later retreated to compile this report for presentation to the Assembly for consideration.



## 1.0 MANDATE OF THE COMMITTEE

### **Establishment of the Committee on Administration and Public Service**

The Committee on Administration and Public Service is one of the Sectoral Committees established under Standing Order No. 204 (1) of the County Assembly of Embu. The committee was established through a resolution of the County Assembly on 19<sup>th</sup> September 2017.

The mandate of the committee is clearly spelt out by the provisions of Standing Order No. 204 (5) which defines among the functions of the committee as being;

- (a) To investigate, inquire into, and report on all matters relating to the mandate, management, activities, administration, operations and estimates of the department;
- (b) To study the program and policy objectives the department and the effectiveness of the implementation.
- (c) To study and review all County legislation referred to it
- (d) To study, assess and analyze the relative success of the department as measured by the results obtained as compared with their stated objectives
- (e) To investigate and inquire into all matters relating to the department as it may deem necessary, and as may be referred to it by the County Assembly
- (f) To vet and report on all appointments where the Constitution or any law requires the County Assembly to approve, except those under Standing Order 198 (Committee on Appointments); and
- (g) To make reports and recommendations to the County Assembly as often as possible, including recommendation of proposed legislation





## 1.1 COMMITTEE MEMBERSHIP

The Committee on Administration and Public Service is composed of the following members;

Hon. Duncan IreriMbui, MCA	-	Chairperson
Hon. Sicily RuguruNjiru, MCA	-	Vice Chairperson
Hon. Michael NjeruKariuki, MCA	-	Member
Hon. Steve MuneneMugendi, MCA-	Member	
Hon. Agnes WanjiruGakungugu, MCA	-	Member
Hon. MuriithiNjagiKiura, MCA	-	Member
Hon Masters Leonard Mwaniki, MCA	-	Member

## 1.2 PROBLEM STATEMENT

This report is compiled in fulfillment of the requirement of the County Government Act, 2012 and Embu County Public Appointment (County Assembly Approval) Act, 2015 that gives guidelines on the approval of candidates nominated for public appointments. In the instant matter H.E the Governor, forwarded the names of the candidates nominated for the position of County Chief Officers on 27<sup>th</sup> November 2017. The speaker in a message notified the County Assembly of this notification of the nomination on 29<sup>th</sup> November 2017. The nomination was subsequently committed to the Committee on Administration and Public Service to commence approval hearing and report to the Assembly within fourteen (14) days.

Based on the aforementioned background, the committee conducted vetting exercise on 7<sup>th</sup> and 8<sup>th</sup> December 2017 for the nominees for the positions of County Chief Officers of Embu County Government and compiled this report.

## 1.3 OBJECTIVES/TERMS OF REFERENCE

- To hold approval hearing to consider and vet the nominees for the positions of County Chief Officers for Embu County.
- To subject the nominees to the public for interrogation and receive his response
- To make relevant recommendations in form of a report on the nominees for consideration and adoption by the County Assembly.



## 1.4 METHODOLOGY

The committee applied the following methods to come up with this report;

- A. Committee meetings;
- B. Conducting vetting exercise publicly in the Assembly committee room;
- C. Perusing and analyzing testimonials and other documents for the nominees;

## 1.5 TOOLS OF REFERENCE

The committee made reference to the following documents and relevant laws to come up with its observations, findings and recommendations;

- The Constitution of Kenya, 2010
- The County Government Act No. 12 of 2012
- The Embu County Public Appointment (County Assembly Approval) Act, 2015
- The Embu County Assembly Standing Orders
- The Report from the Governor on the Nominees
- Submissions from the Nominees during approval hearing

## 1.6 ACKNOWLEDGEMENT

The committee thanks the office of the Speaker for the permission to sit outside the Assembly precincts and the guidance offered to the committee throughout the exercise.

The committee also thanks the office of the clerk and the secretariat for the facilitation provided throughout the process of coming up with this report.

The committee finally acknowledges the nominees for their presentations and cooperation throughout the exercise.





## 2.0. COMMITTEE DELIBERATIONS

### 2.1 BACKGROUND

#### 2.1.0 FUNCTIONS OF A COUNTY CHIEF OFFICER

The committee note that in order to carry out an effective vetting it was necessary for members to acquaint themselves with the functions of a county Chief officers to enable them match the nominees against the functions to be performed and the requirements of the position. Members observed that as per Section 45 (3) and (4) of the CGA the County ChiefOfficers shall—

1.Be responsible to the respective county executive committee member for the administration of a county department as provided under Section 45 of theCGA.

2. Be the authorized officer in respect of exercise of delegated power.

It was also noted that the CountyChiefOfficers, being the accounting officers had their responsibilities being spelt out under Section 149(1) of the Public Finance Management Act, no.18 of 2012

#### 2.1.1 VETTINGPROCESSOF THE COUNTY CHIEF OFFICERS

- i. Pursuant to Section 45(1) of the County Government Act, 2012 and Section 7 of the Embu County Public Appointment (County Assembly Approval) Act of 2015, H.E the Governor, in a letter dated 27<sup>th</sup> November 2017 Ref No. EBU/C.GVT/GVNR/CAE/1/ (29) notified the County Assembly through the Clerk the nomination of the candidates for the positions of the County Chief Officers.
- ii. It was noted that the County Public Service Board advertised for the position of county Chief officers on, 6<sup>th</sup> October 2017 where 6no candidates were shortlisted for the position of CCO Public service and 9no for CCO for Administration. Interviews were conducted between 2<sup>nd</sup> October and 7<sup>th</sup> November 2017.
- iii. On Wednesday 29<sup>th</sup> November 2017, the Honourable Speaker in a Message to the Assembly, informed the Assembly that the County Assembly had received the name of the candidates nominated for the position of the County Chief Officers. He directed that the names and Curriculum Vitae of the said nominees be referred to the relevant Committee ( *The Committee on Administration and Public Service*) for vetting and reporting to the House within fourteen days.



- iv. The committee was satisfied that the County Assembly complied with provisions of Article 179(2) (b) of the COK as read together with Sections 35 and 44 of the CGA, 2012 and Section 8 of the Embu County Public Appointment (County Assembly Approval) Act, 2015 on the notification to the nominees and to the public to submit memorandum in respect of the nominees, which notification was made through an advertisement in the media on 30th November 2017.

No memorandum was received from the members of the public on the suitability of the candidates for the proposed positions.

## 2.2 VETTING OF THE NOMINEES TO POSITION OF COUNTY CHIEF OFFICERS

In conducting the vetting process, the Committee on Administration and Public Service examined the nominees against the following criteria, amongst others, in accordance with Section 8 of Embu County Public Appointment (County Assembly Approval) Act, 2015

- (i) Academic qualifications,
- (ii) Professional training and experience
- (iii) Personal integrity
- (iv) Background -Employment record and Professional affiliation
- (v) Potential conflict of interest
- (vi) Knowledge of the relevant subject (vii) Overall suitability for the position
- (vii) Tax compliance

During its Sittings held on 7<sup>th</sup> and 8<sup>th</sup> December 2017, at Ghanshyam Plaza, the Committee orally interviewed, Mr. Muturi Wa Ileri and Mr. Damiano Muthee Njagi, the nominees for the position of County Chief officer in charge of Administration and Public Service respectively.





### 3.0 COMMITTEE'S FINDINGS AND OBSERVATIONS

The committee, in the course of discharging its mandate made the following observations;

1. **THAT** His Excellency the Governor complied with provisions of Article 179(2) (b) of the COK as read together with Sections 45 and 66 of the CGA, 2012 and Section 7 of the Embu County Public Appointment (County Assembly Approval) Act, 2015 on the notification to the nominees.
2. **THAT** no Memorandum was received from the members of the public on the suitability or otherwise of the nominees in question.
3. **THAT** as at the time of the vetting no response had been received on the status of integrity of the candidates.
4. **THAT**, interrogation of Mr. Muturi Wa Ireri, the nominee for the position of the CCO in charge of Administration yielded the results as outlined in the table below;

S/ N	Criteria	Remarks
1	Questionnaire to be filled in full	Satisfactory (Annexure IA)
2	A minimum of a degree from a recognized university	Satisfactory (Annexure IIA)
3	Understanding of the position to which the candidate is proposed for appointment	Satisfactory
4	Experience relevant to the position - 10 years' experience in Administration and management	Satisfactory (Annexure IIIA)
5	Clearance from Ethics and Anti-Corruption Commission (EACC)	Satisfactory (Annexure IVA)
6	Clearance from Higher Education Loans Board (HELB)	Satisfactory (Annexure VA)
7	Clearance from Kenya Police Service	Satisfactory (Annexure VI A)





	(Certificate of Good Conduct)		
8	Clearance from Credit Reference Bureau (CRB)	Satisfactory (Annexure VIIA)	
9	Clearance from Kenya Revenue Authority (KRA)	Satisfactory (Annexure VIIIA)	
10	Willingness to work for the prescribed remuneration	Satisfactory	
11	Knowledge of government management systems related to being a County Chief officers	Satisfactory	
12	Understanding of relationship with County Executive Committee	Satisfactory	
13	Response to any matters raised by public	Satisfactory	
14	Response to any matters raised by the Members of the County Assembly a. Other members b. Committee Members	Satisfactory	
15	Are you available in the office on a daily basis to discharge your duties as a County Secretary		

5. That the nominee was eloquent and forthright in his presentation and did not shy away from admitting what he did not know.



6. THAT, interrogation of Mr. Damiano Muthee Njagi the nominee for the position of the CCO in charge of Public Service yielded the results as outlined in the table below;

S/N O	CRITERIA	REMARKS
1	Questionnaire to be filled in full	Satisfactory (Annexure 1B)
2	A minimum of a degree from a recognized university	Satisfactory (Annexure IIB)
3	Understanding of the position to which the candidate is proposed for appointment	Satisfactory
4	Experience relevant to the position - 10 years' experience in Administration and management	Satisfactory (Annexure IIIB)
5	Clearance from Ethics and Anti-Corruption Commission (EACC)	Satisfactory(Annexure IVB)
6	Clearance from Higher Education Loans Board (HELB)	Satisfactory(Annexure VB)
7	Clearance from Kenya Police Service (Certificate of Good Conduct)	Satisfactory (Annexure VIB)
8	Clearance from Credit Reference Bureau (CRB)	Satisfactory (Annexure VIIB)
9	Clearance from Kenya Revenue Authority (KRA)	Satisfactory (Annexure VIIIB)
10	Willingness to work for the prescribed remuneration	Satisfactory
11	Knowledge of government management systems related to being a County Chief officers	Satisfactory
12	Understanding of relationship with County Executive Committee	Satisfactory
13	Response to any matters raised by public	Satisfactory





14	Response to any matters raised by the Members of the County Assembly  Other members  Committee Members	Satisfactory	
15	Are you available in the office on a daily basis to discharge your duties as a County Chief Officer	Satisfactory	

7. THAT the nominee had the desired experience having been a County Chief officer IN the first County Government and having worked in different dockets.



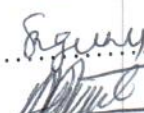

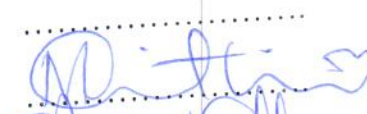
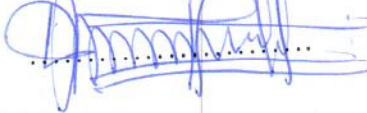


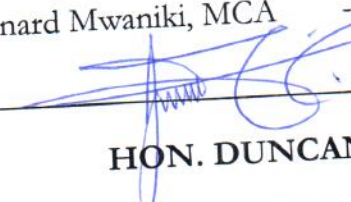
#### 4.0. COMMITTEE'S RECOMMENDATIONS

The committee having considered the submissions of the nominees on oath, together with the forwarded documents from the Governor of Embu County as the appointing authority, the views of the public on the suitability of the nominees and the relevant laws unanimously recommends;

1. THAT the nominee, Mr. Muturi Wa Ileri be appointed to the position of County Chief Officer in charge of Administration.
2. THAT the nominee Mr. Damiano Muthee be appointed to the position of County Chief Officer in charge of Public Service.

#### 5.0. CONCLUSION

The committee urges the County Assembly to adopt the recommendation herein contained in this report.

NAME		POSITION	SIGNATURE
Hon. Sicily Ruguru Njiru, MCA	-	Vice Chairperson	..... 
Hon. Michael Njeru Kariuki, MCA	-	Member	..... 
Hon. Steve Munene Mugendi, MCA	-	Member	..... 
Hon. Agnes Wanjiru Gakungu, MCA	-	Member	..... 
Hon. Muriithi Njagi Kiura, MCA	-	Member	..... 
Hon Masters Leonard Mwaniki, MCA	-	Member	..... 
Signed _____			Date _____
			
HON. DUNCAN IRERI MBUI, MCA			
CHAIRPERSON			

#### ADMINISTRATION AND PUBLIC SERVICE COMMITTEE



## 6.0 LIST OF ANNEXURES

Filled in Questionnaire .....	Annexure I A and B
Degree Certificate .....	Annexure II A and B
Curriculum Vitae .....	Annexure III A and B
EACC Self-Declaration form .....	Annexure IV A and B
Certificate of Clearance from HELB .....	Annexure VA and B
Police Clearance Certificate .....	Annexure VIA and B
Certificate of Clearance from Credit Reference Bureau.....	Annexure VIIA and B
KRA Tax Compliance Certificate.....	Annexure VIIIA and B
Public Invitation by the clerk of the Assembly .....	Annexure IX
Notification from the Governor to the Assembly.....	Annexure X





COUNTY ASSEMBLY OF EMBU



CRITERIA FOR VETTING/APPROVAL OF NOMINEES FOR  
APPOINTMENT TO PUBLIC OFFICE BY COUNTY ASSEMBLY

QUESTIONNAIRE

Notes;

- (a) This questionnaire applies to appointments to public office arising by or under the Constitution or any other, law where the approval of the County Assembly is a requirement.
- (b) The questionnaire shall be used by the relevant County Assembly Committee to vet a nominee appearing before the committee in the process of approval by the County Assembly.
- (c) The questionnaire shall be filled and submitted by the nominee to the relevant County Assembly Committee through the Clerk 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)*

MUTURI WA IRERI

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

CHIEF OFFICER ADMINISTRATION

3. Sex:

MALE

4. Date of Birth: *(State year and Place of Birth)*

1959, MBEERE

5. Marital Status:

MARRIED

6. Daytime Phone Number:

0720779901

7. Mobile Phone Number:

0720779901

8. E-mail Address:

muturi.ireri@gmail.com

9. ID No./Passport Number:

ID 4319917

10. Personal Identification Number:

A001240479N

11. Nationality:

KENYAN

12. Postal Address:

P.O. Box 207-60104 SIAKAGO

13. City/Town:

SIAKAGO

14. Knowledge of Languages: *(Specify Languages)*

ENGLISH, KISWAHILI, KIMBEERE

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).*

1981-1985 UNIVERSITY OF NAIROBI  
(KENYATTA UNIVERSITY COLLEGE)  
BACHELOR OF EDUCATION DEGREE  
AWARDED ON 17TH DECEMBER 1985

16. 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).*

4-7-1985 to Date:  
TEACHERS SERVICE COMMISSION



17. **Honors and Awards:** (List any scholarships, fellowships, honorary degrees, academic or professional honors, 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).

22/12/2005 - Appreciation of 20 years dedicated service award by the Teachers Service Commission

~~12/12/1988~~ - 12/12/1988 - Certificate of Participation in a national event by the President.

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

N/A

19. **Membership:** (List all professional, business, fraternal, scholarly, civic, and charitable or other organizations, (other than those listed in response to Question 19) to which you belong or have belonged).

N/A

20. **Published writings:**

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

NONE



- (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.

21. 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.

4.7.85 - 31.1.90 - Teacher of English and Deputy  
headmaster.  
1.2.1990 - 30.6.2001 - Principal Kigwambiti Sec.  
1.7.2001 - 5/1/2013 - District Staffing officer (TSC)  
6.1.2013 To Date - TSC County Director

- (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.

I am not a member or official  
of a political party.

- (c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Leadership and Integrity Act, 2012?

No

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

No

22. **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)

I expect about Kshs. 10 million from AON as contributory pension benefits upon retirement and subsequent membership withdrawal.

23. **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)

NONE

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

TSC Salary from January - November 2017 - i.e. 11 months  $\times 161,204 \times 11$   
 $= 1,773,244$

25. **Tax Status:** (State whether you have fully complied with your tax obligations to the State (or to the County Government where applicable) up to the end of the Financial year immediately preceding the nomination for appointment)

I have fully complied.

29. Have you ever been charged in a court of 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

30. Have you ever been adversely mentioned in an investigatory report of County Assembly or any other Commission of Inquiry in the last three years?

No

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

No objection



26 Statement of net Worth: (State your financial net worth)

7/12/17 116.8 million Kshs.

27. 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.

I do not have family members or others that are likely to present potential conflict of interest at the moment. In case such occurs in the future I will deal with the matter professionally following the laid down procedures and regulations.

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

1. First, declare the conflict of interest.
2. Exclude myself from hearing such cases.
3. Take a neutral stand and allow others to decide.

28. Pro-Bono/Charity Work/Donations 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)

I donated 20,000/- towards the construction of FGEC home church.

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

1. Mary Rotich - Director Teacher  
Management TSC HARS Nairobi  
cellphone No. 0722775541
2. Abdirizak Farah - Smr Deputy  
Director Teacher management  
TSC HARS Nairobi  
cellphone No. 0722955252
3. Peterson Nyaga - Principal  
Siakaga Boys Sec. School  
cellphone No. 0723512932





ANNEXURE ITA 3

# UNIVERSITY OF NAIROBI



This is to certify that

**Muturi wa Ireri**

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

**BACHELOR OF EDUCATION  
(ARTS)**

**Second Class Honours (Upper Division)**

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

Seventeenth Day of December in the Year  
1985



*Philip M. Mbitia*

VICE - CHANCELLOR

*JAMutese*

DEPUTY VICE - CHANCELLOR (ACADEMIC AFFAIRS)



## **CURRICULUM VITAE**

### **PERSONAL DATA**

Name : Muturi Wa Ireri  
 ID. No. : 4319917  
 Date of Birth : 1959  
 Nationality : Kenyan  
 Home Sub-County : Mbeere North  
 Gender : Male  
 Religion : Christian  
 Marital Status : Married  
 Office Address : TSC County Office, Machakos  
 P.O. Box 351 – 90100,  
 MACHAKOS  
 Cell Phone No : 0720779901

### **ACADEMIC AND PROFESSIONAL BACKGROUND**

University Education : 1981 – 1985  
 Kenyatta University College BED, (English/Literature)

1979 – 1980, Kiambaa Secondary School, 'A' Level  
 Certificate

High School Education: 1974 – 1977  
 Kanyuambora Secondary School – O Level Certificate

Primary Education: 1971 – 1973,  
 Gwakaithi Primary School - CPE Certificate  
 1966 – 1970, Karuari Primary School, Std 1 – 4

### **EMPLOYMENT**

EMPLOYER : Teachers Service Commission  
 Date of Employment: 4<sup>th</sup> July 1985  
 Current Designation: TSC County Director  
 Current Station: Machakos County

### **CURRENT DUTIES AND RESPONSIBILITIES**

- Coordinate and chair teacher recruitment, interview, discipline, promotion and transfer panels following laid down procedures.
- Ensure fairness in distribution of teachers.
- Supervise, inspire, motivate and appraise staff.
- Lead performance contract and appraisal of teachers in the county.
- Develop a county implementation matrix to actualize the TSC institutional and Educational objectives.
- Develop a supervision and administrative strategy to ensure teacher compliance with the set teaching standards.

- Ensure prudent utilization of TSC resources in the county.
- Coordinate data capture in the county and submission of returns to the Headquarters.

### **IN-SERVICE COURSES TAKEN AS STAFF OF THE TSC SECRETARIAT**

- Speech writing course offered by the Kenya Institute of Management
- HIV and AIDS awareness course courses offered by TSC and other organizations.
- Teacher Management courses offered by the Teachers Service Commission.
- EMIS data capture and computer course offered by Copy Cat, TSC and Ministry and Education.
- Guidance and counseling certificate course offered by Amani Counseling Centre.

### **SPECIAL ASSIGNMENT CARRIED OUT WHILE IN EMPLOYMENT**

- Secretary to the Vetting Committee for recruitment of teachers at the TSC Headquarters.
- Secretary to the taskforce on the writing of Training Policy for Teachers and the Secretariat Staff.
- Secretary to the taskforce on development of the Code of Regulations for TSC for TSC Secretariat staff.
- Secretary to the Taskforce on development of induction Guide for Teachers and TSC Secretariat staff.
- Team leadership in District Prize Giving/Education Day, Murang'a South.

### **PREVIOUS POSITION HELD BEFORE JOINING THE TSC SECRETARIAT**

Principal, Kigwambiti Sec. School, Embu County – 1990 – 2001

Deputy Headteacher, Mandera Sec. School, Mandera County – 2007 to 1989.

Teacher of English/Literature Mandera Sec. School – 1985 – 1987

Referees:

MARY ROTICH – DIRECTOR TEACHER MANAGEMENT, TSC HQS NAIROBI. Cellphone: 0722775541

ABDIRIZAK FARAH– DEPUTY DIRECTOR TEACHER MANAGEMENT, TSC HQS NAIROBI. Cellphone. 0722955252

**Dated this 1<sup>st</sup> day of December, 2017**





# Annexure IV A

LEADERSHIP AND INTEGRITY ACT, 2012 / KIFUNGU CHA SHERIA CHA UONGOZI NA UADILIFU, 2012

## FIRST SCHEDULE (S.13) / TARATIBU YA KWANZA (S.13)

### SELF-DECLARATION FORM / FOMU YA KUJITANGAZA

#### 1. GENERAL INFORMATION / TAARIFA YA JUMLA

Title / Cheo	Surname / Jina la ukoo	First Name / Jina la Kwanza	Middle Name / Jina la Katikati	Other Names / Majina Mengine
Mr/Mrs/Prof/ Miss/Ms/Dr Bw/Bi/Prof/ Binti/Bibi/Dkt	IRERI	MUTURI	WA	
ID CARD No. Na. ya Kitambulisho	PASSPORT NO. NA. ya PASIPOTI	EXPIRY DATE OF PASSPORT TAREHE YA MUDA WA PASIPOTI KUISHA	PIN NO. NA. ya PIN	
4319917			A001240479N	
SEX (Tick) JINSIA (Weka Alama)	Occupation: Kazi: PUBLIC SERVANT			
Male Kiume <input checked="" type="checkbox"/>	E-Mail Address: muturi.ireri@gmail.com			
Female Kike <input type="checkbox"/>	Anwani ya Barua pepe:			
	Postal Address: PO Box 351-90100 Anwani ya Posta: SL Posta: MACHAKOS			
	Code: Msimbo:			
	Other Addresses: Anwani Nyingine:			
Telephone No. Na. ya Simu	Mobile No. Na. ya Rununu	Other Numbers Nambari Nyingine		
0720779901	0720779901			
RESIDENCE MAKAZI	ESTATE/TOWN/LOCATION MTAA/MJI/LOKESHENI		MUMBUNI	
	DISTRICT WILAYA		MACHAKOS	
	COUNTY KAUNTI		MACHAKOS	
	TOWN/CITY MJI/JIJI		MACHAKOS	
	COUNTRY NCHI		KENYA	
2. BIRTH INFORMATION / TAARIFA YA KUZALIWA				
DATE OF BIRTH / TAREHE YA KUZALIWA		1959		





BIRTH CERTIFICATE NO. / NA. YA CHETI CHA KUZALIWA	57164
PLACE OF BIRTH / MAHALI PA KUZALIWA	KATHERA
DISTRICT OF BIRTH / WILAYA YA KUZALIWA	MBERE NORTH
COUNTY OF BIRTH / KAUNTI YA KUZALIWA	Embu
COUNTRY OF BIRTH / NCHI YA KUZALIWA	KENYA

### 3. NATIONALITY / UTAIFA

Kenyan <input checked="" type="checkbox"/> Mkenya	Dual <input type="checkbox"/> Kotekote (Provide details _____) (Toa maelezo _____)
--	---

### 4. MARITAL STATUS / HALI YA NDOA

SINGLE <input type="checkbox"/> NINGALI SIJAOA/ SIJAOLEWA	MARRIED <input checked="" type="checkbox"/> NIMEOA/NIMEOLEWA	SEPARATED <input type="checkbox"/> NIMETENGANA
DIVORCED <input type="checkbox"/> NIMETALAKIANA	WIDOWED <input type="checkbox"/> NIMEFIWA	

IF MARRIED GIVE NAMES OF THE SPOUSE(S) (Surname, First Name, middle name, others)  
 KAMA UMEOA TOA MAJINA YA MUME/MKE(Wa) WAKO (Jina la ukoo, Jina la Kwanza, jina la kati, mengine) **MUTHUR CATHERINE MUTHONI**

NATIONALITY OF SPOUSE  
 UTAIFA WA MKE/MUME **KENYAN**

NAME OF CHILDREN UNDER THE AGE OF 18 YEARS  
 JINA LA WATOTO WALIO CHINI YA UMRI WA MIKA 18

### 5. EDUCATIONAL QUALIFICATIONS / KUFUZU KWA KIELIMU

PRIMARY CERTIFICATE <input checked="" type="checkbox"/> CHETI CHA MSINGI	SECONDARY <input checked="" type="checkbox"/> SHULE YA UPILI	'A' LEVEL <input checked="" type="checkbox"/> KIWANGO CHA 'A'
DIPLOMA <input type="checkbox"/> STASHAHADA	DEGRÉE <input checked="" type="checkbox"/> SHAHADA	MASTERS <input type="checkbox"/> UZAMILI
		PHD <input type="checkbox"/> UZAMIFU
OTHERS VINGINE		







HIGHEST ACADEMIC QUALIFICATION OBTAINED  
KUFUZI KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA

Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
BACHELOR OF EDUCATION	UNIVERSITY OF NAIROBI	1985

6. LANGUAGE SPOKEN / LUGHA UNAZOZUNGUMZA

First Language Lugha ya Kwanza	Second Language Lugha ya Pili	Others Nyingine
KIMBEERE	ENGLISH	KISWAHILI

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

8. REASON(S) FOR DECLARATION / SABABU ZA KUJITANGAZA

Purpose for which declaration is required / Kusudio la kuhitajika kwa kujitangaza huku

Election ☐ Employment ☒  
Upigaji kura Kuajiriwa

Others (Specify)  
Nyingine (Bainisha)

State office for which the declaration is being submitted  
Ofisi ya serikali ambayo kujitangaza huku kunawasilishwa

TEACHERS  
SERVICE COMMISSION

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		NO
b) Have you ever abused a public office? b) Umewahi kutumia vibaya ofisi ya umma?		NO
c) Have you ever misrepresented information to the public? c) Umewahi kuwakilisha kwa njia isiyofaataarifa kwa umma?		NO
d) Have you ever engaged in wrongful conduct whilst in the furtherance of personal benefit?		NO







d) Umewahi kujihusisha katika tabia mbaya huku ukitaka kujinufaisha kibinafsi?		NO
e) Have you ever misused public resources?		NO
e) Umewahi kutumia vibaya rasilimali za umma?		NO
f) Have you ever discriminated against anyone of any grounds other than as provided for under the Constitution or any other law?		NO
f) Umewahi kubagua yeyote kwa misingi yoyote mbali na vile ilivyoelezwa katika Katiba au sheria yoyote nyingine?		NO
g) Have you ever falsified official or personal records?		NO
g) Je, umewahi kudanganya katika rekodi rasmi au za kibinafsi?		NO
h) Have you ever been debarred or removed from the Register of Members of your professional organization?		NO
h) Umewahi kupigwa teke au kuondolewa kutoka kwenye Rejista ya Wanachama wa shirika lako la kitaalamu?		NO
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?		NO
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		NO
j) Have you ever dismissed from employment on account of lack of integrity?		NO
j) Umewahi kufutwa kazi katika ajira kutokana na ukosefu wa uadilifu?		NO
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?		NO
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?		NO
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?		NO
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?		NO
m) Have you ever been convicted of any offence and sentenced to serve imprisonment for a period of at least six months?		NO
m) Umewahi kushtakiwa kwa kosa lolote na kuhukumiwa kifungo gerezani kwa kipindi kipatacho miezi sita?		NO
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 authorizing work in a public office denied and/or rejected for cause in Kenya or any other country?		NO





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
TEACHERS SERVICE COMMISSION	COUNTY DIRECTOR	4.7.85	6.1.2013
WORKSTATION KITUO CHA KAZI	NATURE OF EMPLOYMENT (Constitutional/Elective/Permanent/Contractual/Other) AINA YA KUAJIRIWA (Kikatiba/Kuteuliwa/Kudumu/Kikandarasi/Nyingine)		
MACHAKOS	PERMANENT		







## 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 5th May 2017, this / kwenye MACHAKOS

day of / siku hii ya MAY 2017

SIGNATURE OF DECLARANT:   
SAINI YA ANAYEJITANGAZA:

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

This / Mnamo 5th day of / siku hii ya May, 2017

at / katika mahali hapa Machakos

COMMISSIONER FOR OATH/MAGISTRATE  
KAMISHNA WA KIAPO/ HAKIMU





ANNEXURE IA

No 038310

ANNEXURE V A

# HIGHER EDUCATION LOANS BOARD



## Certificate of Clearance

UNIVERSITY STUDENT LOAN

IRERI MUTURI W.

This Certificate is awarded to

4319917

ID No.

E35/3282/81

University Registration No.

University attended

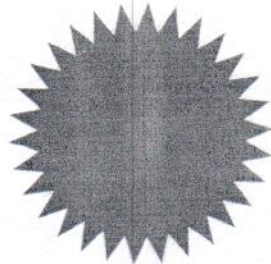
KENYATTA UNIVERSITY

For having repaid in full the Principal Loan and interest thereon.

Signature CEO/BOARD SECRETARY

18 Jul 2012

Date



Signature HEAD OF OPERATIONS

18 Jul 2012

Date

This certificate is issued without erasures, alterations or cancellation





Annexure VIA

NATIONAL POLICE SERVICE

C. 24A



**DIRECTORATE OF CRIMINAL INVESTIGATIONS**

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

Date. 23 May 2017

Ref. No. PCC-AAABGRB7

**POLICE CLEARANCE CERTIFICATE**

*I hereby certify that the fingerprints recorded from*

**MUTURI WA IRERI**

holder of ID No. **4319917** 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): NIL**

**RESULTS OF TRIAL: NIL**

**DATE:**

*This Certificate has been issued without any alteration or any erasure*

(P.M. Ndunda)

For: Director, Directorate of Criminal Investigations  
(P.T.O)

**NOTE:** This is a computer generated certificate, to verify the authenticity of this document, send DCI to 21546





ANNEXURE (VII) A

ANNEXURE (VII) A

To verify this certificate visit: [www.metropol.co.ke/verification](http://www.metropol.co.ke/verification)

Serial No. MCRB/CI48081



Metropol Credit Reference  
Bureau Limited

# Certificate of Clearance

MUTURI WA IRERI

National ID Number: 4319917

This is to certify that the above named person has No negative listing as at the date below.

Managing Director's Signature

03/05/2017

Date

M-43





KENYA REVENUE  
AUTHORITY

*ANNEXURE(VIII)A*  
**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 : A001240479N

Name and Address :

MUTURI WA IRERI

COUNTY COMMISSIONER OFFICE, MACHAKOS, Machakos District,

PO Box:357, Machakos

Postal Code:90100

Certificate Date: 04/05/2017

Certificate Number:

KRAMCS6789512017



**This is to confirm that MUTURI WA IRERI,  
Personal Identification Number A001240479N  
has filed relevant tax returns and  
paid taxes due as provided by Law.**

**This Certificate will be valid for  
twelve (12) months up to 03/05/2018.**



**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.





COUNTY ASSEMBLY OF EMBU



CRITERIA FOR VETTING/APPROVAL OF NOMINEES FOR  
APPOINTMENT TO PUBLIC OFFICE BY COUNTY ASSEMBLY

QUESTIONNAIRE

Notes;

- (a) This questionnaire applies to appointments to public office arising by or under the Constitution or any other, law where the approval of the County Assembly is a requirement.
- (b) The questionnaire shall be used by the relevant County Assembly Committee to vet a nominee appearing before the committee in the process of approval by the County Assembly.
- (c) The questionnaire shall be filled and submitted by the nominee to the relevant County Assembly Committee through the Clerk 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)*

DAMIAND MUIHEE NJAGI

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

CHIEF OFFICER - PUBLIC SERVICE

3. Sex:  
MALE
4. Date of Birth: *(State year and Place of Birth)*  
1973 - EMBU
5. Marital Status:  
MARRIED
6. Daytime Phone Number:  
0720465609
7. Mobile Phone Number:  
0720465609
8. E-mail Address:  
Njagidamis@yahoo.com
9. ID No./Passport Number:  
13572182
10. Personal Identification Number:  
A0032122035
11. Nationality:  
KENYAN
12. Postal Address:  
36-60100
13. City/Town:  
EMBU

14. Knowledge of Languages: (Specify Languages)

English, Kiswahili, Kimeru.

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).

1. Chuka University - MBA - 2011 - 2016
2. Elberton University - B.A - 1995 - 2000
3. Kenya Institute of Management - Dip. Human Resource  
Studied for 2009 to December 2010
4. Certified public Secretary of Kenya - KASNEB  
2015 - 2016.
5. Certified public Accountant of Kenya  
2002 - 2008.

16. **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. Embu County Government From 2013 to date  
Chief officer, finance and Economic planning,  
Chief officer youth & sport and Chief officer  
Health.
2. Winas Sales Ltd - 2013  
Chief officer (Manager) - Operations
3. Winas Sales Ltd - 2003 to 2013  
Internal Auditor, Accountant  
and Loans Manager.



17. **Honors and Awards:** *(List any scholarships, fellowships, honorary degrees, academic or professional honors, 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).*

1. Masters Business Administration  
2. Bachelor of Arts (Honors)  
3. Certified public accountant of Kenya (CPAK)

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

ICPAK

19. **Membership:** *(List all professional, business, fraternal, scholarly, civic, and charitable or other organizations, (other than those listed in response to Question 19) to which you belong or have belonged).*

Red Cross

20. **Published writings:**

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

None

- (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.

21. **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.

① Chief officer Finance & Economic planning  
② Chief officer Youth & Sports  
③ Chief officer - Health  
Terms of service - Contract.

- (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.

None

- (c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Leadership and Integrity Act, 2012?

No

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

No



22. **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)

No

23. **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

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

Q Gross Income (Salary)	2,916,000
Q Rent Income	552,000
Total	<u>3,468,000</u>

25. **Tax Status:** (State whether you have fully complied with your tax obligations to the State (or to the County Government where applicable) up to the end of the Financial year immediately preceding the nomination for appointment)

yes - fully complied.

26 **Statement of net Worth:** *(State your financial net worth)*

At 26 million

27. **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

28. **Pro-Bono/Charity Work/Donations 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)*

Church development contributions  
Every year.

29. Have you ever been charged in a court of 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

30. Have you ever been adversely mentioned in an investigatory report of County Assembly or any other Commission of Inquiry in the last three years?

NO

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

NO

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

1. John Nguni Njagi  
CEC Finance & Economic Planning  
Embu County

2. Winfred Nguni  
Principal  
St Mary's School - Kigaa

3. Patrick Nthiga  
Winas Sales Ltd.  
Operations Manager.







## EGERTON UNIVERSITY

This is to certify that  
the Egerton University Council on the  
recommendation of the Senate hereby confers on

*Damiano Muthee Njagi*

the Degree of

Bachelor of Arts

*Second Class Honours (Lower Division)*

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

*Fifteenth day of November the Year Two Thousand and One*

Vice-Chancellor

Registrar  
(Academic Affairs)

Deputy Vice-Chancellor  
(Academic Affairs)



## ANNEXURE III B

### PERSONAL INFORMATION

Name: Damiano Muthee Njagi  
Date of Birth: 6<sup>th</sup> November 1974  
Nationality: Kenyan  
Marital status: Married, with two children  
Contact: P.O.Box 696, Embu  
0720465609  
Email: [njagidamis@yahoo.com](mailto:njagidamis@yahoo.com).  
Languages: English, Kiswahili, Kiambu (Native language)

### KEY ACHIEVEMENTS 2014-2017

- Overseeing completion of various youth empowerment and sporting facilities within the county
- Overseeing successful preparations of County Integrated development plan (CIDP) 2013 – 2017
- Preparation of County department strategic plans (2013-2017).
- Ensured timely preparation of County Annual Budgets.
- Preparation of County Finance Bills.
- Ensured timely preparation of County Fiscal Strategy Papers.
- Overseeing preparation of County financial statements and reports.
- Overseeing proper utilization and implementation of county Budget.
- Successful Implementation of Integrated Financial Management Systems (IFMIS)
- Successful implementation of County e- revenue system.
- Re-organization of the Accounting functions of the County.
- Co-coordinating project monitoring ,evaluation and reporting.

### EDUCATIONAL & PROFESSIONAL QUALIFICATIONS

Dec 2011- Nov 2016 Chuka University

Masters of Business Administration – Finance Option

2015-2016 KASNEB



Certified Public Secretary of Kenya (C.P.S.K)

June 2009 – December 2010      Kenya Institute of Management.

Diploma in Human Resource and Management.

2007-2008      City & Guilds International London.

Diploma in Information Technology (Module) – Tenri Technical Training Institute

2002 -2008      KASNEB

Certified Public Accountant of Kenya- C.P.A (K)

July 1995- August 2000      Egerton University

Bachelor of Art (B.A) in Economics & Sociology

January 1990- December 1993      Moi High school Mbiruri

Kenya Certificate of Secondary Education- KCSE

#### OTHER SHORT COURSES

Public Financial Management and reporting	– National Treasury
Trainees of trainers on Budget preparation	- National Treasury
Public finance Accounting and Reporting	- National Treasury
Public procurement and procedures guidelines	–Kenya School of Government
Programme based budgeting	- National Treasury
Health sector financing	- National Treasury
Public financial management and reporting	– I.C.P.A.K
Internal Auditor Conference	- I.C.P.A.K
Internal Auditor course	- Co-operative bank
Micro Finance Management Courses	- Kenwide Capital limited
Credit Management course	- Co-operative Bank
Taxation In kenya	- Kusco ltd



1. The first part of the paper is devoted to a general discussion of the problem of the existence of solutions of the system of equations

$$\begin{aligned} & \frac{dx}{dt} = f(x, y, z, t) \\ & \frac{dy}{dt} = g(x, y, z, t) \\ & \frac{dz}{dt} = h(x, y, z, t) \end{aligned}$$

where  $f, g, h$  are continuous functions of  $x, y, z, t$  and satisfy the Lipschitz condition with respect to  $x, y, z$ .

It is well known that under these conditions the system has a unique solution for any initial conditions.

2. In the second part of the paper

$$\frac{dx}{dt} = f(x, y, z, t)$$

we consider the case when  $f$  is a function of  $x$  only, i.e.  $f(x, y, z, t) = f(x)$ .

3. In the third part of the paper we consider the case when

$$\frac{dx}{dt} = f(x, y, z, t)$$

and  $f$  is a function of  $x$  and  $t$  only, i.e.  $f(x, y, z, t) = f(x, t)$ .

4. In the fourth part of the paper we consider the case when

$$\frac{dx}{dt} = f(x, y, z, t)$$

and  $f$  is a function of  $x, y, z$  and  $t$  only, i.e.  $f(x, y, z, t) = f(x, y, z, t)$ .

5. In the fifth part of the paper we consider the case when

$$\frac{dx}{dt} = f(x, y, z, t)$$

and  $f$  is a function of  $x, y, z$  and  $t$  only, i.e.  $f(x, y, z, t) = f(x, y, z, t)$ .

## WORKING EXPERIENCE

**Embu county government - December 2013 to Date**

**Chief Officer -Finance and Economic planning and Youth and Sport**

**Key duties and responsibilities**

- General administration and coordination of the department
- Overseeing preparation of County department strategic plans (2013-2017).
- Overseeing preparation of County department annual Budget.
- Coordination of preparation of County Finance Bills.
- Coordination of preparation of Annual Development plans.
- Coordination of preparation of County Fiscal Strategy Papers.
- Overseeing preparation of financial statements and reports.
- Overseeing proper utilization and implementation of county Budget.
- Overseeing Implementation of Integrated Financial Management Systems (IFMIS)
- Overseeing formulation and implementation of revenue system.
- Coordinating project monitoring, evaluation and reporting.

**Jamii Sacco Ltd -2013.**

**Position held : Chief Manager- Operations**

**Key duties and responsibilities**

- To lead the creation of business development strategy for the organization.
- Co-ordinate and oversee the development of organization income generating services.
- Leading in the design and implementation procedures for all Sacco services.
- Monitoring competitor activity and conceiving strategies for organization.
- Analyzing market needs and trends, identification and delivering marketing strategies and initiatives.
- Implementing and managing the organization brand strategy in order to communicate consistent and brand message and image to Sacco stakeholders and broader public.
- Overseeing management and supervision of Fosa Department.
- Overseeing management and supervision of Human resource department
- In charge of planning, design and management of ICT function
- Supervising the senior managers in the following areas: Fosa Manager, Marketing Manager, Loans Manager, IT Manager and Registry Manager.



## **Embu Teachers Sacco 2007- May 2013**

**Position held :Internal Auditor**

### **Key duties and responsibilities**

- Develop, update, facilitate and implement internal audit policies and procedures
- Prepare report and documentation for submission to the management.
- Carry out investigation as may be required by management.
- Prepare and audit reports
- Verify all payments
- Verification of organization assets.
- Examine accountable document to ensure compliance with established policies, procedures and regulation.
- Counter check performances against set standards and recommend operating improvement.
- Liaison with the external auditor.
- Carry out institutional risk evaluation
- Conduct regular reviews of internal control systems to ensure their adequacy to prevent errors and irregularities.

## **Embu Teachers Sacco 2006-2007**

**Position held: Assistant Accountant**

### **Key duties and responsibilities**

- Maintain books of Account.
- Reconciliation of Bank Statements and Cash Book.
- Approval of all payment and advice on correct posting.
- Preparation of monthly trial balance, income and expenditure.
- Preparation of final account.
- Preparation of budget.
- Ensuring all accounting procedure is followed.
- Posting on journal vouchers.
- Posting of loans and refunds.

## **Embu Teachers Sacco - Oct 2003-2006**

**Position held: Loans officer**

### **Key duties and responsibilities**

- Appraisal of loans.
- Preparation of loan repayment schedule and follow ups.





- Attending members loan queries
- Maintaining loans register
- Preparation of monthly loan report and budget.
- Preparing schedule of members loans.
- Supervising loan clerks.

**Kiambere complex school- year 2003.**

**Position held: Teacher**

**Key duties and responsibilities**

- Teaching Mathematics and Commerce subjects.
- Form one class master.
- Coach of school indoor games.

**St. Mary's Kigaa Sec. School 2000-2002**

**Position held: Teacher**

**Key duties and responsibilities**

Teaching mathematics and commerce subjects.

- Form four class master.
- Deputized school Head teacher.
- Acted as games master

**OTHER WORK ASSIGNMENTS.**

- Acted as County Tender Committee Chairman.
- Acted as Secretary County Human Resource Advisory committee
- A member of Embu Youth Trust fund.
- Acted as member of Embu Education support fund programme.
- A board member EWASCO ltd – A member of finance committee.
- A member of Board of Management (B.O.M) at St. Mary's Kigaa- Day secondary school.
- Development of Sacco Operation manuals and policies in Embu Teachers Sacco.
- Microfinance manual writing at Kenwide capital ltd.
- Embu teachers Sacco strategic planning 2010-2014 at Kusco ltd.
- Acted as a facilitator of Micro self-help groups training at Embu Teachers Sacco.
- Development of Request For proposal (RPF) for - Embu County Revenue System.



## HOBIES & INTERESTS

Reading books, magazines, journals etc.

Travelling

Listening to music

Watching movies

Playing Indoor games

## REFERENCES

1. John Njeru Njagi  
CEC Finance and Planning  
Embu County Government,  
P.O Box 36-60100,  
Embu.  
Mobile: 0729057918
2. Wilfred Njeru,  
The Principal,  
Kigaa Secondary School,  
P.O Box 528-60103  
Runyenjes  
Mobile: 0725-995980
3. Andrew Muguna,  
Dean Faculty of Business studies,  
Chuka University,  
P.O Box 109-60104,  
Chuka.  
Mobile: 0721-407360

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# ANNEXURE IV B

LEADERSHIP AND INTEGRITY ACT, 2012 / KIFUNGU CHA SHERIA CHA UONGOZI NA UADILIFU, 2012  
**FIRST SCHEDULE (S.13) / TARATIBU YA KWANZA (S.13)**

## SELF-DECLARATION FORM / FOMU YA KUJITANGAZA

### 1. GENERAL INFORMATION / TAARIFA YA JUMLA

Title / Cheo	Surname / Jina la ukoo	First Name / Jina la Kwanza	Middle Name / Jina la Katikati	Other Names / Majina Mengine
Mr/Mrs/Prof/ Miss/Ms/Dr Bw/Bi/Prof/ Binti/Bibi/Dkt	NSAGI	DAMIAN	MUTHEE	
ID CARD No. Na. ya Kitambulisho	PASSPORT NO. NA. ya PASIPOTI	EXPIRY DATE OF PASSPORT TAREHE YA MUDA WA PASIPOTI KUISHA	PIN NO. NA. ya PIN	
13572182			A0032122035	
SEX (Tick) JINSIA (Weka Alama)	Occupation: Kazi:			
Male Kiume <input checked="" type="checkbox"/>	Chief officer			
Female Kike <input type="checkbox"/>	E-Mail Address: Anwani ya Barua pepe: njagidamus@yahoo.com			
	Postal Address: PO Box 36 Anwani ya Posta: SL Posta: Code: 60100 Msimbo:			
	Other Addresses: Anwani Nyingine:			
Telephone No. Na. ya Simu	Mobile No. Na. ya Rununu	Other Numbers Nambari Nyingine		
	0720465609	0719353442		
RESIDENCE MAKAZI	ESTATE/TOWN/LOCATION MTAA/MJI/LOKESHENI		Embu	
	DISTRICT WILAYA		Embu West	
	COUNTY KAUNTI		Embu	
	TOWN/CITY MJI/JIJI		Embu Town	
	COUNTRY NCHI		Kenya	
<b>2. BIRTH INFORMATION / TAARIFA YA KUZALIWA</b>				
DATE OF BIRTH / TAREHE YA KUZALIWA				



BIRTH CERTIFICATE NO. / NA. YA CHETI CHA KUZALIWA		
PLACE OF BIRTH / MAHALI PA KUZALIWA		Embu
DISTRICT OF BIRTH / WILAYA YA KUZALIWA		Embu
COUNTY OF BIRTH / KAUNTI YA KUZALIWA		Embu
COUNTRY OF BIRTH / NCHI YA KUZALIWA		Kenya
<b>3. NATIONALITY / UTAIFA</b>		
Kenyan <input checked="" type="checkbox"/> Mkenya	Dual <input type="checkbox"/> Kotekote (Provide details _____) (Toa maelezo _____)	
<b>4. MARITAL STATUS / HALI YA NDOA</b>		
SINGLE <input type="checkbox"/> NINGALI SIJAOA / SIJAOLEWA	MARRIED <input checked="" type="checkbox"/> NIMEOA / NIMEOLEWA	SEPARATED <input type="checkbox"/> NIMETENGANA
DIVORCED <input type="checkbox"/> NIMETALAKIANA	WIDOWED <input type="checkbox"/> NIMEFIWA	
IF MARRIED GIVE NAMES OF THE SPOUSE(S) (Surname, First Name, middle name, others) KAMA UMEOA TOA MAJINA YA MUME/MKE(Wa) WAKO (Jina la ukoo, Jina la Kwanza, jina la kati, mengine) <i>Njeri Joyceleah Wanjiru</i>		
NATIONALITY OF SPOUSE UTAIFA WA MKE/MUME		Kenyan
NAME OF CHILDREN UNDER THE AGE OF 18 YEARS JINA LA WATOTO WALIO CHINI YA UMRI WA MIAKA 18 1. Victor Mwangi 2. Precious Agatha		
<b>5. EDUCATIONAL QUALIFICATIONS / KUFUZU KWA KIELIMU</b>		
PRIMARY CERTIFICATE CHETI CHA MSINGI <input type="checkbox"/>	SECONDARY SHULE YA UPILI <input type="checkbox"/>	'A' LEVEL KIWANGO CHA 'A' <input type="checkbox"/>
DIPLOMA STASHAHADA <input type="checkbox"/>	DEGREE SHAHADA <input type="checkbox"/>	MASTERS UZAMILI <input checked="" type="checkbox"/>
		PHD UZAMIFU <input type="checkbox"/>
OTHERS VINGINE		





HIGHEST ACADEMIC QUALIFICATION OBTAINED  
KUFUZU KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA

Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
Chuka University MBA	Chuka University	2016

6. LANGUAGE SPOKEN / LUGHA UNAZOZUNGUMZA

First Language Lugha ya Kwanza	Second Language Lugha ya Pili	Others Nyingine
English	Kiswahili	Kiembu

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
ICPAK	2011	9050

8. REASON(S) FOR DECLARATION / SABABU ZA KUJITANGAZA

Purpose for which declaration is required / Kusudio la kuhitajika kwa kujitangaza huku

Election ☐ Employment ☒  
Upigaji kura Kuajiriwa

Others (Specify)

Nyingine (Bainisha)

State office for which the declaration is being submitted  
Ofisi ya serikali ambayo kujitangaza huku kunawasilishwa

EACC

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		<input checked="" type="checkbox"/>
b) Have you ever abused a public office? b) Umewahi kutumia vibaya ofisi ya umma?		<input checked="" type="checkbox"/>
c) Have you ever misrepresented information to the public? c) Umewahi kuwakilisha kwa njia isiyofaataarifa kwa umma?		<input checked="" type="checkbox"/>
d) Have you ever engaged in wrongful conduct whilst in the furtherance of personal benefit?		<input checked="" type="checkbox"/>





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 kuipata 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 serve imprisonment for a period of at least six months? m) Umewahi kushtakiwa kwa kosa lolote na kuhukumiwa kifungo 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 authorizing 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
Embu Teachers Sello	Loan officer	Oct. 2003	—
Tamui Sello	Chief Manager	April. 2013	—
County Govt of Embu	Chief Officer Dec. 2013	—	Dec. 2013
WORKSTATION KITUO CHA KAZI	<b>NATURE OF EMPLOYMENT</b> (Constitutional/Elective/Permanent/Contractual/Other) <b>AINA YA KUAJIRIWA</b> (Kikatiba/Kuteuliwa/Kudumu/Kikandarasi/Nyingine) Contractual		





**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 ..... 7<sup>th</sup> ..... , this / kwenye ..... September .....  
day of / siku hii ya ..... 2017 .....

SIGNATURE OF DECLARANT: .....  
SAINI YA ANAYEJITANGAZA:

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

This / Mnamo ..... 7<sup>th</sup> ..... day of / siku hii ya ..... September ..... , 2017 .....  
at / katika mahali hapa.....

COMMISSIONER FOR OATH/MAGISTRATE  
KANISHNA WA KIAPO/ HAKIMU





Annexure V B

# HIGHER EDUCATION LOANS BOARD



Serial No: HELB-06222

## Compliance Certificate

DAMIANO MUTHEE NJAGI

Holder of National ID No. 13572182 is a beneficiary and has fulfilled his/her obligation towards the University Loans Scheme as provided by Law

*Diplomacy*

Signed by: Chief Operations Officer

Caveat

- a) This certificate is issued on the basis of information available to the Board as of 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 QR code at <http://www.helb.co.ke> or contact our office

Date of issue : 9/7/2017

*Ref. 1*

Manager, Loan Repayment and Recovery

This Certificate is valid until : September, 2018





ANNEXURE VI B

NATIONAL POLICE SERVICE

C. 24A



DIRECTORATE OF CRIMINAL INVESTIGATIONS

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

Ref. No. PCC-AAACDQL3

Date. 06 September 2017

POLICE CLEARANCE CERTIFICATE

I hereby certify that the fingerprints recorded from

**DAMIANO MUTHEE NJAGI**

holder of ID No. **13572182** 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): NIL

RESULTS OF TRIAL: NIL

DATE:

*This Certificate has been issued without any alteration or any erasure*

(P.M. Ndunda)

For: Director, Directorate of Criminal Investigations  
(P.T.O)

NOTE: This is a computer generated certificate, to verify the authenticity of this document, send DCI to 21546





PDF ID : 17303154-39163f0e-e5df-45b8-b54c-1e022f9df3b6



0017303154

**PERSONAL PROFILE**

CRN : 00010141294

Names : NJAGI DAMIANO MUTHEE

ID : 13572182

Gender : M Date of Birth: 11/Jun/1974

**Also Known As**

MUTHEE NJAGI  
 NJAGI DAMIANO MUTHEE  
 DAMIANO MUTHEE NJAGI  
 NJAGI DAMIANO  
 DAMIANO MUTHEE

**Postal Address(es)**

73 - , ,  
 696-60100 EMBU - 000000, Nairobi  
 696-60100 EMBU - , NAIROBI, KENYA  
 696 - 60100, EMBU, KENYA  
 73 - 60100, RUNYENJES, KENYA

**Last Update :**

11-Sep-2015  
 05-May-2014  
 28-Aug-2012  
 27-Jan-2011  
 09-Nov-2010

**Physical Address(es)**

P.O. BOX 696-60100 EMBU, NAIROBI, KENYA  
 Duration of stay in years : 0  
 Duration of stay in months : 0  
 EMBU EMBU, EMBU, KENYA  
 Duration of stay in years : 0  
 Duration of stay in months : 0

**Last Update :**

28-Aug-2012  
 27-Jan-2011

**Phones**

254720465609  
 MOBILE 0720465609  
 MOBILE 720465609

**Last Update :**

20-May-2016  
 17-Sep-2012  
 28-Aug-2012

**SUMMARY**

1017303154

	Your Sector	Other Sectors
Non-Performing Accounts	0	0
Open NPA	0	0
Closed NPA	0	0
Performing Accounts With Default History	0	0
Open PA With Default History	0	0
Closed PA With Default History	0	0
Performing Accounts	18	1
Open PA	0	1
Closed PA	18	0
PA Open Total Value(KES)	0.00	223,782.10
Credit History Duration (Months)	39	23
Last PA Listing Date	25 Jul 2017	11 Sep 2015
Last NPA Listing Date	-	-
Enquiries - Last 30 Days	0	0
Enquiries - Last 31 - 60 Days	0	0
Enquiries - Last 61 - 90 Days	0	0
Enquiries > 91 Days	0	0

31 Aug 2017 09:55

To get their CRB clearance certificate or confirm their respective listing institutions, borrowers should text their name(s) to 21272 and follow the prompts. (For further details please visit [www.transunionnipashe.co.ke](http://www.transunionnipashe.co.ke))

**PERFORMING ACCOUNTS**



PDF ID : 17303154-39163f0e-e5df-45b8-b54c-1e022f9df3b6



0017303154

1) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1815825612

Principal Amount: KES 7,000.00  
Listing Date: 26-Jan-2017  
Last Update : 30-Nov-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

## 24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	0	0	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
X	X	X	X	X	X	X	X	X	X	X	X

2) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Repayment Terms: Null  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1998975901

Principal Amount: KES 4,000.00  
Listing Date: 20-Jun-2017  
Last Update : 30-Jun-2017  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

## 24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	0	0	=	=	=	=	=	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

3) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Repayment Terms: Null  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1935795121

Principal Amount: KES 7,000.00  
Listing Date: 29-Mar-2017  
Last Update : 31-Mar-2017  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

## 24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	0	=	=	=	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

4) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Repayment Terms: Null  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 2026479234

Principal Amount: KES 6,000.00  
Listing Date: 25-Jul-2017  
Last Update : 31-Jul-2017  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

## 24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	0	0	=	=	=	=	=	=	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

5) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1791876105

Principal Amount: KES 5,000.00  
Listing Date: 25-Jan-2017  
Last Update : 31-Oct-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days





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0017303154

**24 Month Payment History**

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	0	0
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

- 6) **Trade Sector:** Bank Sector Bureau  
**Account Type:** M-SHWARI LOAN  
**Repayment Terms:** Null  
**Classification:** PERFORMING  
**Days In Arrears::** 0 days  
**Listed Amount :** 0.00  
**Account Ref:** 1914799817
- Principal Amount:** KES 6,000.00  
**Listing Date:** 17-Feb-2017  
**Last Update :** 28-Feb-2017  
**Scheduled Payments:** KES 0.00
- Balance Amount:** KES 0.00  
**Disputed?** NO  
**Account Status:** CLOSED  
**Arrears Amount:** KES 0.00  
**Worst Arrear:** 0 days

**24 Month Payment History**

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	0	=	=	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

- 7) **Trade Sector:** Bank Sector Bureau  
**Account Type:** Personal Loans  
**Repayment Terms:** MONTHLY  
**Days In Arrears::** 0 days  
**Listed Amount :** 2,672,614.01  
**Account Ref:** 016C7408490301
- Principal Amount:** KES 2,732,234.40  
**Last Payment:** 26-Apr-2017  
**Listing Date:** 16-Jul-2014  
**Last Update :** 30-Jun-2017  
**Scheduled Payments:** KES 100,229.63
- Balance Amount:** KES 0.00  
**Disputed?** NO  
**Account Status:** CLOSED  
**Arrears Amount:** KES 0.00  
**Worst Arrear:** 0 days  
**Ownership:**

**24 Month Payment History**

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	0	0	0	0	0	0	0	0	0	0
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
0	0	0	0	0	0	0	0	0	0	0	0

- 8) **Trade Sector:** Bank Sector Bureau  
**Account Type:** M-SHWARI LOAN  
**Repayment Terms:** Null  
**Classification:** PERFORMING  
**Days In Arrears::** 0 days  
**Listed Amount :** 0.00  
**Account Ref:** 1870926681
- Principal Amount:** KES 5,000.00  
**Listing Date:** 31-Jan-2017  
**Last Update :** 31-Jan-2017  
**Scheduled Payments:** KES 0.00
- Balance Amount:** KES 0.00  
**Disputed?** NO  
**Account Status:** CLOSED  
**Arrears Amount:** KES 0.00  
**Worst Arrear:** 0 days

**24 Month Payment History**

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	0	0	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

- 9) **Trade Sector:** Bank Sector Bureau  
**Account Type:** M-SHWARI LOAN  
**Repayment Terms:** Null  
**Classification:**  
**Days In Arrears::** 0 days  
**Listed Amount :** 0.00  
**Account Ref:** 1694679001
- Principal Amount:** KES 7,000.00  
**Listing Date:** 13-Jul-2016  
**Last Update :** 30-Jun-2016  
**Scheduled Payments:** KES 0.00
- Balance Amount:** KES 0.00  
**Disputed?** NO  
**Account Status:** CLOSED  
**Arrears Amount:** KES 0.00  
**Worst Arrear:** 0 days

**24 Month Payment History**

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	X	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
X	X	0	X	=	=	=	=	=	=	=	=



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0017303154

10) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Repayment Terms: Null  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1969476009

Principal Amount: KES 7,000.00  
Listing Date: 14-May-2017  
Last Update : 31-May-2017  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	0	0	=	=	=	=	=	=	=
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
=	=	=	=	=	=	=	=	=	=	=	=

11) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Repayment Terms: Null  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1726791728

Principal Amount: KES 3,000.00  
Listing Date: 10-Aug-2016  
Last Update : 31-Jul-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	X	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
X	0	=	=	=	=	=	=	=	=	=	=

12) Trade Sector: Bank Sector Bureau  
Account Type: Other  
Repayment Terms: Other (new)  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 01690408490300

Principal Amount: KES 0.00  
Last Payment: 08-Jan-2016  
Listing Date: 16-Feb-2016  
Last Update : 31-Jan-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	X	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
X	X	X	X	X	X	X	0	X	X	X	X

13) Trade Sector: Bank Sector Bureau  
Account Type: Business Working  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 752,727.94  
Account Ref: AA11215WJBPY

Principal Amount: KES 1,002,000.00  
Last Payment: 30-Jun-2015  
Listing Date: 05-May-2014  
Last Update : 27-Aug-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: FULLY SETTLED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days

24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	X	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
0	X	X	X	X	X	X	X	X	X	X	0

14) Trade Sector: Bank Sector Bureau  
Account Type: M-SHWARI LOAN  
Classification: PERFORMING  
Days In Arrears: 0 days  
Listed Amount : 0.00  
Account Ref: 1839451128

Principal Amount: KES 5,000.00  
Listing Date: 28-Jan-2017  
Last Update : 31-Dec-2016  
Scheduled Payments: KES 0.00

Balance Amount: KES 0.00  
Disputed? NO  
Account Status: CLOSED  
Arrears Amount: KES 0.00  
Worst Arrear: 0 days





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### 24 Month Payment History

[illegible]

- |     |                   |                    |                     |                  |                 |                 |
|-----|-------------------|--------------------|---------------------|------------------|-----------------|-----------------|
| 15) | Trade Sector:     | Bank Sector Bureau | Principal Amount:   | KES 2,026,560.00 | Balance Amount: | KES 0.00        |
|     | Account Type:     | Personal Loans     | Last Payment:       | 09-May-2014      | Disputed?       | NO              |
|     | Repayment Terms:  | MONTHLY            | Listing Date:       | 02-Jul-2014      | Account Status: | CLOSED          |
|     | Days In Arrears:: | <b>0 days</b>      | Last Update :       | 30-Jun-2017      | Arrears Amount: | <b>KES 0.00</b> |
|     | Listed Amount :   | 0.00               | Scheduled Payments: | KES 68,501.35    | Worst Arrear:   | 0 days          |

Account Ref: 016C7408490300

### 24 Month Payment History

[illegible]

- |                   |                    |                     |              |                 |                 |
|-------------------|--------------------|---------------------|--------------|-----------------|-----------------|
| 16) Trade Sector: | Bank Sector Bureau | Principal Amount:   | KES 6,000.00 | Balance Amount: | KES 0.00        |
| Account Type:     | M-SHWARI LOAN      | Listing Date:       | 20-May-2016  | Disputed?       | NO              |
| Repayment Terms:  | Null               | Last Update :       | 30-May-2016  | Account Status: | CLOSED          |
| Classification:   |                    | Scheduled Payments: | KES 0.00     | Arrears Amount: | <b>KES 0.00</b> |
| Days In Arrears:: | <b>0 days</b>      |                     |              | Worst Arrear:   | 0 days          |
| Listed Amount :   | 6,450.00           |                     |              |                 |                 |
| Account Ref:      | <b>1668118212</b>  |                     |              |                 |                 |

### 24 Month Payment History

Aug 17	Jul 17	Jun 17	May 17	Apr 17	Mar 17	Feb 17	Jan 17	Dec 16	Nov 16	Oct 16	Sep 16
X	X	X	X	X	X	X	X	X	X	X	X
Aug 16	Jul 16	Jun 16	May 16	Apr 16	Mar 16	Feb 16	Jan 16	Dec 15	Nov 15	Oct 15	Sep 15
X	X	X	X	X	=	=	=	=	=	=	=

- |                   |                    |                     |              |                 |                 |
|-------------------|--------------------|---------------------|--------------|-----------------|-----------------|
| 17) Trade Sector: | Bank Sector Bureau | Principal Amount:   | KES 7,000.00 | Balance Amount: | KES 0.00        |
| Account Type:     | M-SHWARI LOAN      | Listing Date:       | 16-Aug-2016  | Disputed?       | NO              |
| Repayment Terms:  | Null               | Last Update :       | 31-Aug-2016  | Account Status: | CLOSED          |
| Classification:   |                    | Scheduled Payments: | KES 0.00     | Arrears Amount: | <b>KES 0.00</b> |
| Days In Arrears:: | <b>0 days</b>      |                     |              | Worst Arrear:   | 0 days          |
| Listed Amount :   | 0.00               |                     |              |                 |                 |
| Account Ref:      | <b>1743700674</b>  |                     |              |                 |                 |

### 24 Month Payment History

[illegible]

- |     |                   |                   |                     |                |                 |                 |
|-----|-------------------|-------------------|---------------------|----------------|-----------------|-----------------|
| 18) | Trade Sector:     | Education Sector  | Principal Amount:   | KES 166,000.00 | Balance Amount: | KES 223,782.10  |
|     | Account Type:     | STUDENT LOAN      | Last Payment:       | 29-Feb-2016    | Disputed?       | NO              |
|     | Classification:   |                   | Listing Date:       | 11-Sep-2015    | Account Status: | ACTIVE          |
|     | Days In Arrears:: | <b>0 days</b>     | Last Update :       | 30-May-2016    | Arrears Amount: | <b>KES 0.00</b> |
|     | Listed Amount :   | 261,991.30        | Scheduled Payments: | KES 0.00       | Worst Arrear:   | 0 days          |
|     | Account Ref:      | <b>13572182UG</b> |                     |                |                 |                 |

### 24 Month Payment History

[illegible]





KENYA REVENUE  
AUTHORITY

*Annexure VIII B*  
**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](http://www.kra.go.ke)

**Taxpayer PIN :** A003212203S

**Name and Address :**

DAMIANO MUTHEE NJAGI

TEACHERS HSE, EMBU, Embu West District,  
PO Box:696,  
Postal Code:60100

**Certificate Date;** 22/08/2017

**Certificate Number:**

KRAEBU8013222017



**This is to confirm that DAMIANO MUTHEE NJAGI,  
Personal Identification Number A003212203S  
has filed relevant tax returns and  
paid taxes due as provided by Law.**

**This Certificate will be valid for  
twelve (12) months up to 21/08/2018.**

**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.







## COUNTY ASSEMBLY OF EMBU



### NOTICE TO NOMINEES AND MEMBERS OF THE PUBLIC

Pursuant to the provisions of Sections 44, 45 and 58 of the County Governments Act, 2012 as read together with Section 8 of the Embu County Public Appointment (County Assembly Approval) Act, 2015, the below listed nominees to the positions of County Secretary, County Chief Officers and members of the Embu County Public Service Board are invited to appear before the various Committees of the County Assembly for vetting and approval hearing at the Embu County Assembly Committee Rooms at Ghanshyam Plaza (Kenyatta University Building) opposite Kasturi Supermarket on the dates and times indicated.

NAME	POSITION	COMMITTEE	7th DECEMBER 2017 (venue and time)
JOHNSON NGUUI NYAGA	COUNTY SECRETARY ✓	ADMINISTRATION AND PUBLIC SERVICE	9:00AM - 10:00AM RM 1
MARY MERCY WANJA MUNENE	C.OFFICER AGRICULTURE AND CO-OPERATIVE	AGRICULTURE	9:00AM - 10:00AM RM 2
JEREVASIO MBOGO MUCHUNGU	C.OFFICER EDUCATION	EDUCATION	9:00AM - 10:00AM RM 3
RUTH WAMBUI NDIRANGU	C.OFFICER FINANCE	FINANCE	10:00AM - 11:00AM RM 1
JANE NDEGI MUGAMBI	C.OFFICER GENDER, CULTURE AND CHILDREN	GENDER	10:00AM - 11:00AM RM 2
GRACE WANJA MURITHI	C.OFFICER HEALTH	HEALTH	11:00AM - 12:00(NOOON) RM 3
MARYANN RUGURU MWANIKI	C.OFFICER LANDS AND PHYSICAL PLANNING	LANDS	11:00AM - 12:00(NOOON) RM 1
MUZURI WA IRERI	C.OFFICER ADMINISTRATION ✓	ADMINISTRATION	12:00NOON - 1:00PM RM 2
MICHAEL NIAGI NGOROI	C.OFFICER ENERGY & HOUSING	INFRASTRUCTURE	12:00NOON - 1:00PM RM 3
FREDERICK NDAIRE KARUA	C.OFFICER INFRASTRUCTURE TRANSPORT AND PUBLIC WORKS	INFRASTRUCTURE	2:00PM - 3:00PM RM 3
ALVAN MUGENDI GATUME	C.OFFICER LIVESTOCK AND FISHERIES	AGRICULTURE	2:00PM - 3:00PM RM 1
RICHARD NJIRU MBOGO	C.OFFICER WATER AND IRRIGATION	WATER	3:00PM - 4:00PM RM 2
JESEE NJERU KITHAKA	MEMBER PUBLIC SERVICE BOARD ✓	ADMINISTRATION AND PUBLIC SERVICE	3:00PM - 4:00PM RM 3
PETERSON KARIUKI MUTHATHAI	MEMBER PUBLIC SERVICE BOARD ✓	ADMINISTRATION AND PUBLIC SERVICE	4:00PM - 5:00PM RM 1
WILSON GITONGA IRERI	C.OFFICER INVESTMENT AND INDUSTRIALIZATION	TRADE	4:00PM - 5:00PM RM 2
FRIDAY, 8TH DECEMBER 2017 (TIME & Venue)			
DAMIANO MUTHEE	C.OFFICER PUBLIC SERVICE ✓	ADMINISTRATION	9:00AM - 10:00AM RM 1
SAMUEL WACHIRA NJUE	C.OFFICER YOUTH EMPOWERMENT	EDUCATION	9:00AM - 10:00AM RM 2
JOHN MUKUNDI NJERU ZACHARY	C.OFFICER PLANNING	FINANCE & ECONOMIC PLANNING	12:00NOON - 1:00PM RM 3
NGECE KUNGA NICHOLAS	C.OFFICER ENVIRONMENT AND NATURAL SERVICES	WATER	12:00NOON - 1:00PM RM 1
HAWA WANJIRU OMAR	TRADE AND TOURISM	TRADE	2:00PM - 4:00PM RM 3

The nominees are required to collect vetting forms from the Office of the Clerk to the Assembly during official working hours or download from Assembly website: [www.embuassembly.go.ke](http://www.embuassembly.go.ke) and return them with copies of the following documents on or before Tuesday, 5th December 2017 at 10.00 a.m.

1. ID Card or passport
2. Curriculum Vitae, personal credentials and academic certificates,
3. Compliance certificate from Kenya Revenue Authority (KRA)
4. Clearance or compliance certificate from Higher Education Loans Board (HELB)
5. Clearance certificate from Ethics and Anti-Corruption Commission (EACC)
6. Certificate of good conduct from National Police Service (Directorate of Criminal Investigation)
7. Clearance from respective professional bodies
8. Clearance certificate from Credit Reference Bureau (CRB)

The nominees are also advised to bring the originals of the above mentioned documents on the vetting day.

Members of public are invited to attend the vetting sessions and may, prior to approval hearing, and by 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.

Jim G. Kauma,  
Clerk - County Assembly of Embu,  
P.O. Box 140 - 60100,  
EMBU.





ANNEXURE X



OFFICE OF THE GOVERNOR

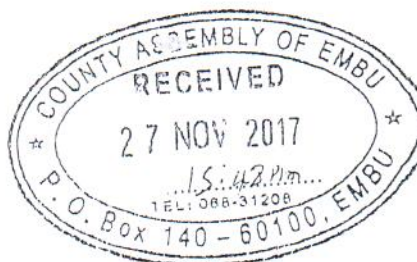
Mobiler: +254 771 204 003/+254 703 192 924 Tel: +254 68 30686/30656

Address: P.O. Box 36-60100 Embu, Location: Embu Town House Email: info@embu.go.ke Website: www.embu.go.ke

Ref: EBU/C.GVT/GVNR/CAE/V/(29)

Date: 27<sup>th</sup> November, 2017

Mr. Jim Kauma  
Clerk of the  
County Assembly of Embu  
P.O. Box 140  
Embu



Dear Jim,

RE: NOMINATION OF CANDIDATES FOR THE POSITIONS OF CHIEF OFFICERS

Pursuant to Section 45 (1) of the County Government Act No 12 of 2012, I hereby nominate Seventeen (17) officers as per the attached list for vetting and subsequent approval by the County Assembly of Embu as required under Section 8 (1) (a) of the same Act.

Enclosed find Curriculum Vitae and other testimonials of the successful nominees for your reference.

Yours

Sincerely  
*[Signature]*

H.E. Martin Nyaga Waribora  
Governor  
Embu County

Encls.









CCA

REPUBLIC OF KENYA



EMBU COUNTY PUBLIC SERVICE BOARD  
OFFICE OF THE SECRETARY

P.O Box 2871 – 60100, Trade House Building, 2nd Floor, Kaunda Street, Embu

ECG/PSB/APPT.15/VOL.VI/26

15th November, 2017

H.E. the Governor  
P.O. Box 36-60100  
**EMBU COUNTY**

**RE: CHIEF OFFICERS INTERVIEW RESULTS**

Reference is made to County Secretary's letters Ref.EC/CS/PSB/VOL.2/181 dated 28th August, 2017 and EC/CS/PSB/02/203 dated 3rd October, 2017 requesting the board to advertise and fill the vacancies of the following positions of Chief Officers in the following departments:-

1. Public Service
2. Administration
3. Finance
4. Planning
5. Infrastructure and Public Works
6. Energy and Housing
7. Agriculture and Co-operative Development
8. Livestock and Fisheries
9. Water and Irrigation
10. Environment & Natural Resource
11. Lands, Physical Planning And Urban Development
12. Trade and Tourism,
13. Investment and Industrialization
14. Education, Science and Technology
15. Youth Empowerment and Sports
16. Health
17. Gender, Children, Culture and Social Services

The positions listed above were advertised in the Star Newspaper of 30th August, 2017 and 13th October, 2017 respectively. Subsequently, the shortlisting was done and the following qualified candidates interviewed between 2nd October, 2017 – 7th November, 2017.



## **Shortlisted Candidates**

### **1. Public Service**

Sno	Name	Id.No.	Ward
1.	Antony Njiru Muverethi	11022915	Evurore
2	Lucy Wanjiku Kahenya	10905813	Kiambu
3	Pithon Mugambi Nguru	20374222	Kiambere
4	Monica Cyombua Gitari	9819073	Nthawa
5	Emilio Kathuri	12576605	Gaturi. South
6	Damiano Njagi Muthee	13572182	Runyenjes

### **2. Administration**

Sno	Name	Id.No.	Ward
1.	Moses Kariuki Kiura	10796951	Mbeti South
2	Muturi Wa Ireri	4319917	Evurore
3	Robert Ndaru Mwaniki	0266053	Mavuria
4	Tim Gutettah James	8720753	Nginda
5	Peris Karimi Machera	13572946	Kyeni South
6	Dorothy Wawira Marondo	9854121	Evurore
7	Jane Marigu Wachira	1300427	Mbeti North
8.	Samwel Njeru Nyaga	4684239	Muminji
9	Godfrey Njuki Joseph	9284073	Mbeti South

### **3. Finance**

Sno	Name	Id.No.	Ward
1	Ruth Wambui Ndirangu	14408039	Muranga
2	Leonard Ireri Mukua	14411246	Ngandori
3	Evans Magara Ngare	21051199	Mavuria
4	Amon Murlithi Ndwiga	13337705	Kagaari North
5	Catherine Wangari Njeru	22948251	Evurore

### **4. Planning**

Sno	Name	Id.No.	Ward
1	Kanjogu Njiru Mugo	22221842	Kyeni North
2	Franklin Mugendi Makinda	22235170	Evurore
3	Pauline Njagi	11677187	Kithimu
4	Victoria Mbura Munyi	28047800	Mavuria
5	Umi Mohammed Njoka	24612312	Kirimari
6	John Mukundi Njeru Zachary	13573077	Nginda



## 5. Infrastructure And Public Works

No	Name	ID.No.	Ward
1.	Kenneth Njeru Kobuthi	887145	Mbeti North
2	Joseck Njagi Muragara	6693656	Kyeni North
3	Fredrick Ndaire Karua	3602896	Muranga

## 6. Energy and Housing

Sno	Name	ID.No.	Ward
1.	Martin Mwangi Nyaga	25344906	Kiambere
2	Julius Kinyua Njagi	13790585	Kagaari North
3	Kenneth Muriithi Mugo	13572260	Gaturi North
4	Kenneth Muriithi Ngugi	24284398	Kithimu
5	Patrick Namu Njeru	21695269	Gaturi South
6	Michael Njagi Ngoroi	13263294	Kyeni North

## 7. Agriculture and Co-Operative Development

Sno	Name	Id.No.	Ward
1	Mary M. Wanja Munene	0399292	Kagaari South
2	Samuel Mathuri Njue	3616079	Mavuria
3	Charles Nyaga Njue	7034547	Nginda
4	Mary Igoki Mate	13572049	Evurore
5	Obadiah Murithi Munene	8310979	Mbeti North
6	Francis Nyaga Kathuri	9284441	Kithimu
7	Daniel Ndiangui Gitahi	9836587	Nakuru
8	John M. Kariuki Ngando	11210777	Runyenjes Central

## 8. Livestock and Fisheries

Sno	Name	ID.No.	Ward
1.	Peris M. Nyaga	0716008	Kirimari
2	Alvan Mugendi Gatumo	8890914	Gaturi South
3	Franklin Mugendi Makinda	22235170	Evurore

## 9. Water and Irrigation

Sn o	Name	Id.No.	
1.	James Simon Ireri	0884886	Gaturi North
2	Sabastian Macharia Ireri	27469381	Kithimu
3	Richard Njiru Mbogo	4292424	Ngandori
4	Patrick Njeru Mugo	10461962	Gaturi North



5	Francis Muchiri	0032137	Gaturi North
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#### 0. Environment and Natural Resources

Sno	Name	Id.No	Ward
1.	Stephen Nyaga Kinyua	24209716	Nthawa
2	Vincent Ireri Kinyua	10728863	Tharaka Nithi
3	Kunga Ngece Nicholas	13385511	Kyeni North
4	Stephen Kinyua Njiru	22957863	Runyenjes Central
5	Evangeline Muthoni Njeru	22762412	Evurore

#### 11. Lands, Physical Planning and Urban Development

Sno	Name	Id.No.	Ward
1.	Purity Njeri Mwaniki	21989739	Kagaari South
2	Newton Gitonga Kariuki	22076536	Kairuri
3	Isabel Muthanje Njeru	22615461	Kyeni North
4	Maryanne R Mwaniki	9063803	Ngandori

#### 12. Trade and Tourism

Sno	Name	ID.No.	Ward
1.	Johnson Mate Mukui	14737182	Evurore
2	Monica Yula Mutua	22136890	Kyeni South
3	Erastus Macharia Njeru	24111109	Kirimari
4	Hawa Wanjiru Omari	10461916	Ngandori
5	Kenneth Muturi Miriti	20327447	Kagaari South
6	Virginia Warue	9821681	Kagaari North
7	James Nyaga Njiru	13336710	Mbeti North
8	Rosemary Wanja Nicolus	12534681	Kagaari North
9	Leonard Mugendi Njue	24155655	Kithimu
10	Purity Wanyaga Ndwiga	21285130	Kirimari

#### 13. Investment and Industrialization

Sno	Name	ID.No.	Ward
1	Wilson Gitonga Ireri	20513833	Kyeni South
2	Francis Njiruh Mfundu	3792275	Mwea
3	Mathew Ndiso Malamu	11210784	Gaturi South
4	Joseph Ngari Ireri	21696787	Kyeni South
5	Fredrick Nzomo Mbindyo	11268050	Ngandori
6	Joseph Kivuti Njoka	12575569	Makima



#### 14. Education, Science and Technology

Sno	Name	ID.No.	Ward
1.	Elkana Nyaga Kathie	3616018	Kirimari
2	Sarah Cisily Njura Kamuti	14676513	Kagaari North
3	Jeremiah Wanjau Ireri	12881533	Kagaari South
4	Lawrence F.M Kamuganeh	5097984	Kithimu
5	Jane Muthoni Mwaniki	3679294	Ngandori
6	Geoffrey C. Mucoki	8932862	Muranga
7	Henry Nyaga Nthiga	11151515	Mbeti South
8	John Njoka Runji	3297476	Mavuria
9	Dorothy Muthoni Mituki	11352762	Evurore
10	Jerevasio Muchungu Mbogo	4244410	Siakago

#### 15. Youth Empowerment and Sports

Sno	Name	ID.No.	Ward
1.	Teresia Njeri Mugendi	6102950	Mbeti North
2	Joseph Mwaniki Nyaga	10461037	Kagaari North
3	Peter Nyaga Mwaniki	11211044	Gaturi South
4	Julius Muriuki Ireri	22265100	Ngandori
5	Emmanuel Njeru Nyaga	22413322	Meru
6	Haniel Njeru Ireri	11606114	Nthawa
7	Mercy Gitari Mong'o	21988191	Kirimari
8	Mary Wawira Njue	14409229	Mavuria
9	Kenneth Kamenchu	10147538	Gaturi North
10	Rose Wanjiru Gitari	4243400	Ngandori
11	Samwel Wachira Njue	25105208	Makima

#### 16. Health

Sno	Name	ID.No.	Ward
1.	Anthony Mugendi Ndwiga	23466714	Gaturi North
2	Francis Ndwiga Benson	12744764	Nthawa
3	Grace Wanja Murithi	11352013	Gaturi North
4	Beatrice Mukami Muriuki	22468937	Mavuria
5	Christine Wandiri Mugo	22934709	Kirimari
6	Peris Muthanje Nyaga	0716008	Kyeni North
7	Lincoln Munene Namu	24121569	Gaturi North
11	Philip Mulinge Muli	14582635	Mwea

#### 17. Gender, Children, Culture and Social Services

Sno	Name	ID.No.	Ward
1.	Lydia P. Wawira Ndwiga	10796729	Mbeti North
2	Pamela N. Muthua	3651139	Nthawa
3	Ann Wanjiru Sabania	21999019	Evurore
4	Hadija W. R. Njoka	22030866	Kirimari
5	Benard N. Mugo Muchino	0296348	Mavuria



6	Jemima Njoki Nyaga	13261849	Mbeti South
7	Jayne Ndegi Mugambi	0266008	Mavuria

## **RESULTS**

Herein below are the Individual performance of the candidates who scored a pass mark of 50% and above for each position.

### **1.Public Service**

No.	Name	Ward	Average Score Out Of 100	Rank
1	Damiano Njagi Muthee	Runyenjes	64	1
2	Antony Njiru Muverethi	Evurore	62.25	2
3	Pithon Mugambi Nguru	Kiambere	59.75	3

### **2.Administration**

No.	Name	Ward	Average Score Out Of 100	Rank
1	Muturi Wa Ireri	Evurore	72	1
2	Moses Kariuki Kiura	Mbeti South	70.75	2
3	Tim Gutettah James	Nginda	60.75	3

### **3.Finance**

No.	Name	Ward	Average Score Out Of 100	Rank
1	Ruth Wambui Ndirangu	Muranga	64.75	1
2	Amon Muriithi Ndwiga	Kagaari North	64.5	2
3	Leonard Ireri Mukua	Ngandori	56.25	3

### **4. Planning**

No.	Name	Ward	Average Score Out Of 100	Rank
1	John Mukundi Njeru Zachary	Nginda	64.25	3
2	Pauline Njagi	Kithimu	62.25	1
3	Franklin Mugendi Makinda	Evurore	54	4

### **5. Infrastructure and Public Works**

No.	Name	Ward	Average Score Out Of 100	Rank
1	Fredrick Ndaire Karua	Muranga	73.3	1
2	Kenneth Njeru Kobuthi	Mbeti South	66.3	2
3	Joseck Njagi Muragara	Kyeni North	55.6	3

### **6. Transport, Energy and Housing**

No.	Name	Ward	Average Score Out Of 100	Rank
1	Michael Njagi Ngoroi	Kyeni North	74.5	1
2	Martin Mwangi Nyaga	Kiambere	73.75	2
3	Kenneth Muriithi Ngugi	Kithimu	57	3



## 7. Agriculture and Co-Operative Development

No.	Name	Ward	Average Score Out Of 100	Rank
1	Mary M.Wanja Munene	Kagaari South	65.75	1
2	Charles Nyaga Njue		65	2
3	John M. Kariuki Ngando	Runyenjes Central	62.75	3

## 8. Livestock And Fisheries

No.	Name	Ward	Average Score Out Of 100	Rank
1	Alvan Mugendi Gatumu	Kirimari	68.5	1
2	Flankline Mugendi Makinda	Evurore	54.3	2

## 9. Water And Irrigation

No.	Name	Ward	Average Score Out Of 100	Rank
1	Richard Njiru Mbogo	Ngandori	69.75	1
2	James Simon Ireri	Gaturi North	56	2
3	Francis Muchiri	Gaturi North	54	3

## 10.Environment And Natural Resources

No.	Name	Ward	Average Score Out Of 100	Rank
2	Ngece Kunga Nicholas	Tharaka Nithi	74	1
3	Vincent Ireri Kinyua	Kyeni North	72	2
4	Stephen Kinyua Njiru	Runyenjes Central	67	3

## 11.Lands, Physical Planning And Urban Development

No.	Name	Ward	Average Score Out Of 100	Rank
1	Newton Gitonga Karuri	Kagaari South	60.5	2
2	Maryanne Ruguru Mwaniki	Kairuri	70.75	1

## 12.Trade And Tourism

No.	Name	Ward	Average Score Out Of 100	Rank
1	Hawa Wanjiru Omari	Kirimari	74.25	1
2	Erastus Macharia Njeru	Mbeti North	71.66	2
3	James Nyaga Njiru	Kagaari North	64.25	3

## 13. Investment And Industrialization

No.	Name	Ward	Average Score Out Of 100	Rank
1	Wilson Gitonga Ireri	Ngandori	70.5	1
2	Joseph Ngari Ireri	Kyeni South	69.5	2
3	Joseph Kivuti Njoka	Kyeni South	63.25	3



#### 14. Education, Science And Technology

No.	Name	Ward	Average Score Out Of 100	Rank
1	Jerevasio Mbogo Muchungu	Nthawa	62.5	2
2	Jeremiah Wanjau Ireri	Kagaari South	62.25	1
3	Dorothy Muthoni Mituki	Evurore	69.75	3

#### 15. Youth Empowerment And Sports

No.	Name	Ward	Average Score Out Of 100	Rank
1	Samwei Wachira Njue	Makima	66	1
2	Teresia Njeri Mugendi	Mbeti North	64.5	2
3	Joseph Mwaniki Nyaga	Mavuria	62.25	3


#### 16. Health

No.	Name	Ward	Average Score Out Of 100	Rank
1	Grace Wanjia Murihi	Gaturi North	72	1
2	Anthony Mugendi Ndwiga	Gaturi North	61.25	2
3	Francis Ndwiga Benson	Nthawa	60.5	3

#### 17. Gender, Children, Culture And Social Services

No.	Name	Ward	Average Score Out Of 100	Rank
1	Jayne Ndegi Mugambi	Mavuria	78.75	1
2	Hadija W. R. Njoka	Kirimari	66.75	2
3	Jemima Njoki Nyaga	Mbeti South	66.75	3

Thank you for your continued support.

  
Ruth Moses  
Ag. SECRETARY/CEO  
PUBLIC SERVICE BOARD