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Plan for
plans against the
11/12/17*

COUNTY ASSEMBLY OF EMBU



Approved
[Signature]
SCA
13/12/17

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
MEMBERS OF THE COUNTY PUBLIC SERVICE BOARD OF EMBU
COUNTY GOVERNMENT.

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11/12/17*

SUBMITTED FOR ADOPTION BY THE COUNTY ASSEMBLY



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11/12/17*

DATED: DECEMBER, 2017

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

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ABBREVIATIONS

CoK	-	Constitution of Kenya, 2010
CGA	-	County Government Act, no. 12 of 2012
CPSB	-	County Public Service Board
MCAs	-	Members of the County Assembly
SO	-	Standing Orders of the County Assembly of Embu



Executive Summary

In vetting nominees to the positions of the Members to the County Public Service Board, the Committee was guided by Section 58 of County Government Act, 2012 and the specifically, Section 58 (2) that gave the requirements for appointment of the CPSB. The process was also guided by the provisions of the Embu County Public Appointment (County Assembly Approval) Act, 2015.

Pursuant to Section 58 (2) 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. Peterson Kariuki Muthathai and Mr Jeseec Njeru Kithaka to the County Assembly on 27th November, 2017 for approval consideration. *(Annexure X).*

This notification of the nominations was tabled in the Assembly sitting on 29th November, 2017 and accordingly committed to the relevant sectoral committee, being the 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 candidates and members of the public of the time and place of holding the approval hearing vide an advertisement in the media on Thursday, 30th 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 exercise publicly on Thursday 7th December, 2017 in the Embu County Assembly Committee Room at Ghanshyam Plaza, where members of public had a chance to interrogate the nominee.

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 19th 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 Ireri Mbui, MCA	-	Chairperson
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

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 positions of Members to the County Public Service Board on 27th November 2017. The speaker in a message notified the County assembly of this notification of the nomination on 29th November 2017. The nominations were 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 Wednesday 7th December 2017 for the nominee for the position of County Secretary of Embu County Government and compiled this report.

1.3 OBJECTIVES/TERMS OF REFERENCE

- To consider the suitability of the nominees for the positions of Members to the County Public Service Board of Embu County.
- To subject the nominees to the public for interrogation and receive their 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 chambers;
- C. Perusing and analyzing testimonials and other documents for the nominee; and

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, 2012
- The Embu County Public Appointment (County Assembly Approval) Act, 2015
- The Embu County Assembly Standing Orders
- The Report from the Governor on the Nominee
- Submissions from the Nominee during approval hearing
- Hansard report on nominee 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.

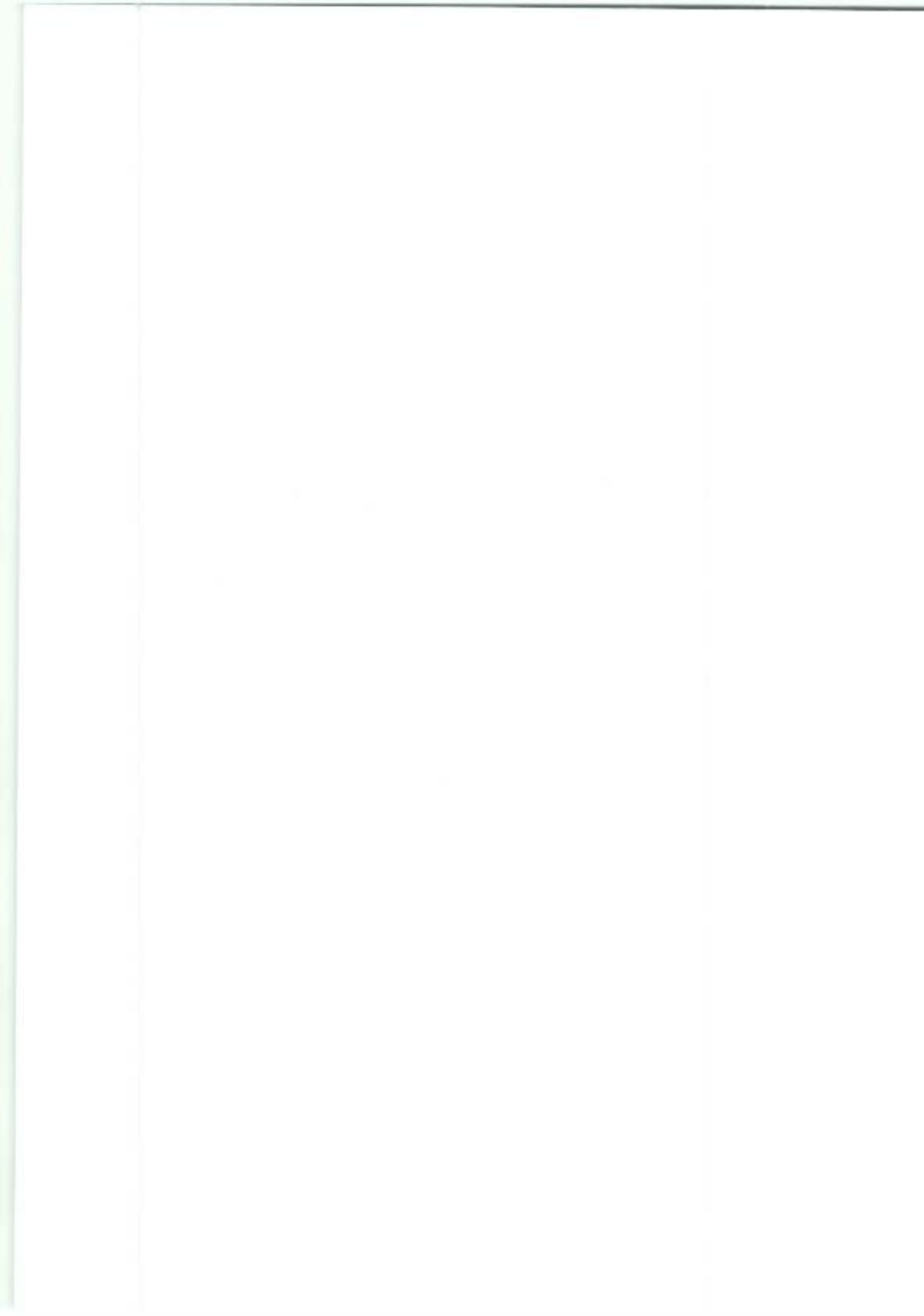
The committee finally acknowledges the nominee for his presentations and cooperation throughout the exercise and members of public who attended the vetting forum.

2.0. COMMITTEE DELIBERATIONS

2.1 BACKGROUND

2.1.0 Functions of a County Public Service Board

The committee note that in order to carry out an effective vetting it was necessary for members to acquaint themselves with the functions of the County Public Service Board to enable them match the nominees against the functions to



be performed and the requirements of the position. Members observed that, as provided in Section 59 of the County Government Act, 2012, the functions of the County Public Service Board shall be, on behalf of the county government, to—

- (a) establish and abolish offices in the county public service;
- (b) appoint persons to hold or act in offices of the county public service including in the Boards of cities and urban areas within the county and to confirm appointments;
- (c) exercise disciplinary control over, and remove, persons holding or acting in those offices as provided for under this Part;
- (d) prepare regular reports for submission to the county assembly on the execution of the functions of the Board;
- (e) promote in the county public service the values and principles referred to in Articles 10 and 232;
- (f) evaluate and report to the county assembly on the extent to which the values and principles referred to in Articles 10 and 232 are complied with in the county public service;
- (g) facilitate the development of coherent, integrated human resource planning and budgeting for personnel emoluments in counties;
- (h) advise the county government on human resource management and development;
- (i) advise county government on implementation and monitoring of the national performance management system in counties;
- (j) make recommendations to the Salaries and Remuneration Commission, on behalf of the county government, on the remuneration, pensions and gratuities for county public service employees.

(2) In appointing a person as a secretary to a board of a city or an urban area under subsection (1)(b), the County Public Service Board shall ensure that such person is a certified public secretary of good professional standing.

(3) The reports under subsection (1)(d) shall contain the details of persons appointed including gender, persons with disabilities, persons from the minority and marginalized communities.

(4) In the performance of its functions under subsection (1)(e), the County Public Service Board shall have powers to—

- (a) inform and educate county public officers and the public about the values and principles;
- (b) recommend to the county government effective measures to promote



the values and principles;

(c) assist county government in the formulation and implementation of programmes intended to inculcate in public officers the duty to uphold the values and principles;

(d) advise the county governments on their obligations under international treaties and conventions on good governance in the county public service;

(e) visit any county public office or body with a view to assessing and inspecting the status of compliance with the values and principles;

(f) investigate, on its own initiative or upon a complaint made by any person or group of persons, the violation of any values and principles;

(g) recommend to the relevant lawful authority, any necessary action in view of the violation of the values and principles by any person or public body;

(h) cooperate with other institutions working in the field of good governance in the public service; and

(i) perform any other functions as the Board considers necessary for the promotion of the values and principles.

(5) The report by the County Public Service Board under subsection (1)(f) shall—

(a) be delivered each December to the county assembly;

(b) include all the steps taken and decisions made by the board;

(c) include specific recommendations that require to be implemented in the promotion and protection of the values and principles;

(d) include specific decisions on particulars of persons or public body who have violated the values and principles, including action taken or recommended against them;

(e) include any impediment in the promotion of the values and principles; and

(f) include the programmes the board is undertaking or has planned to undertake in the medium term towards the promotion of the values and principles.

(6) The Board shall publish a report required under this section in the county *Gazette* not later than seven days after the report has been delivered to the county assembly.



2.1.1 Appointment Process of the Members of the Board

- i. Pursuant to Section 58 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 27th November 2017 Ref No. EBU/C.GVT/GVNR/CAE/1/(30) notified the County Assembly through the Clerk the nomination of the candidate for the position of the County Secretary.
- ii. It was noted that the county public service board advertised for the vacant positions of Members to the county Public Service Board , applications were received and interviews conducted
- iii. On Wednesday 29th November 2017, the Honourable Speaker in a Message to the Assembly, informed the Assembly that the County Assembly had received the name of the candidate nominated for the position of the County Secretary. He directed that the name and Curriculum Vitae of the said nominee be referred to the relevant Committee, being the Committee on Administration and Public Service, for vetting and reporting to the House within 14 days.
- iv. The committee was satisfied that the County assembly complied with provisions of Sections 58 of the CGA,2012 and Section 8 of the Embu County Public Appointment (County Assembly Approval) Act, 2015 on the notification to the nominee and to the public to submit memorandum in respect of the nominee, which notification was made through an advertisement in the media on 30th November 2017.

2.2 Vetting of the Nominee to Position of Members to the County Public service board

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
- (viii) Tax compliance

During its Sitting held on Thursday 7th December 2017, at the committee Room 3 at Ghanshyam plaza , the Committee orally interviewed, Mr. Peterson Kariuki Muthathai and Mr Jeseo Njeru Kithaka, the nominees for appointment as Members to the County Public Service Board



3.0 COMMITTEE'S FINDINGS AND OBSERVATIONS

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

3.1 Mr Peterson Kariuki Muthathai

THAT, interrogation of the nominee **Mr Peterson Kariuki Muthathai** 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 (Certificate of Good Conduct)	Satisfactory (Annexure VIA)
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 Secretary	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	Satisfactory



3.2 Mr. Jeseo Njeru Kithaka

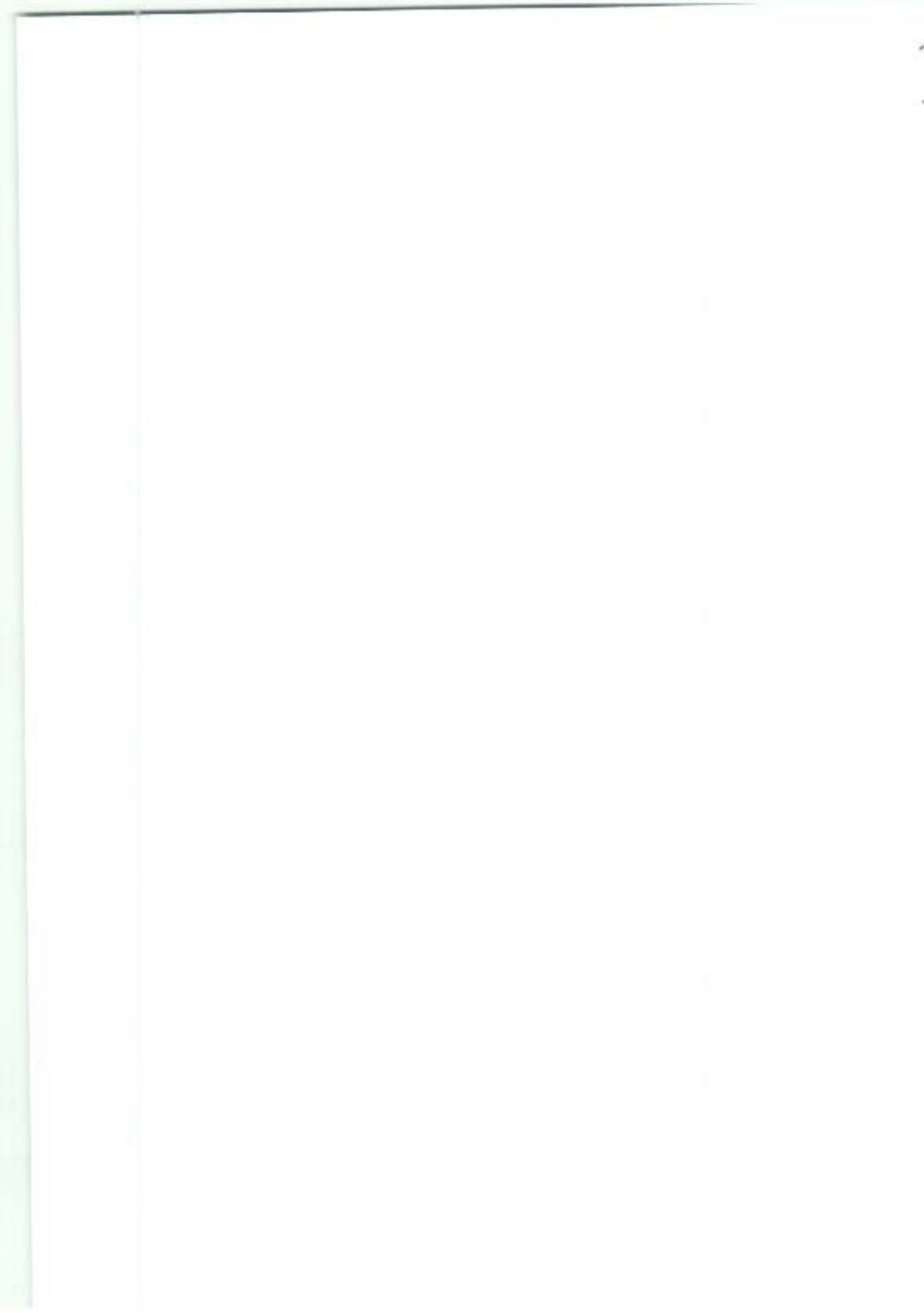
THAT, interrogation of the nominee, **Mr Jeseo Njeru Kithaka**, yielded the results as outlined in the table below;

S/N	Criteria	Remarks
1	Questionnaire to be filled in full	Satisfactory (Annexure IB)
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 Secretary	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	Satisfactory

4.0. COMMITTEE'S RECOMMENDATIONS

4.1 Mr Peterson Kariuki Muthathai

The committee having considered the submissions of the nominee 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 nominee and the relevant laws, recommends to the County Assembly through a unanimous resolution, approval of the nominee, **Mr. Peterson Kariuki Muthathai** to the position of Member to the County Public Service Board of Embu County.

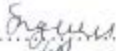




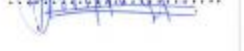


4.2 Mr Jese Njeru Kithaka

The committee having considered the submissions of the nominee 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 nominee and the relevant laws, recommends to the County Assembly through a unanimous resolution, approval of the nominee, **Mr. Jese Njeru Kithaka**, to the position of Member to the County Public Service Board of Embu County.

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. Murithi Njagi Kiura, MCA	-	Member	
Hon. Masters Leonard Mwaniki, MCA	-	Member	

Signed



Date

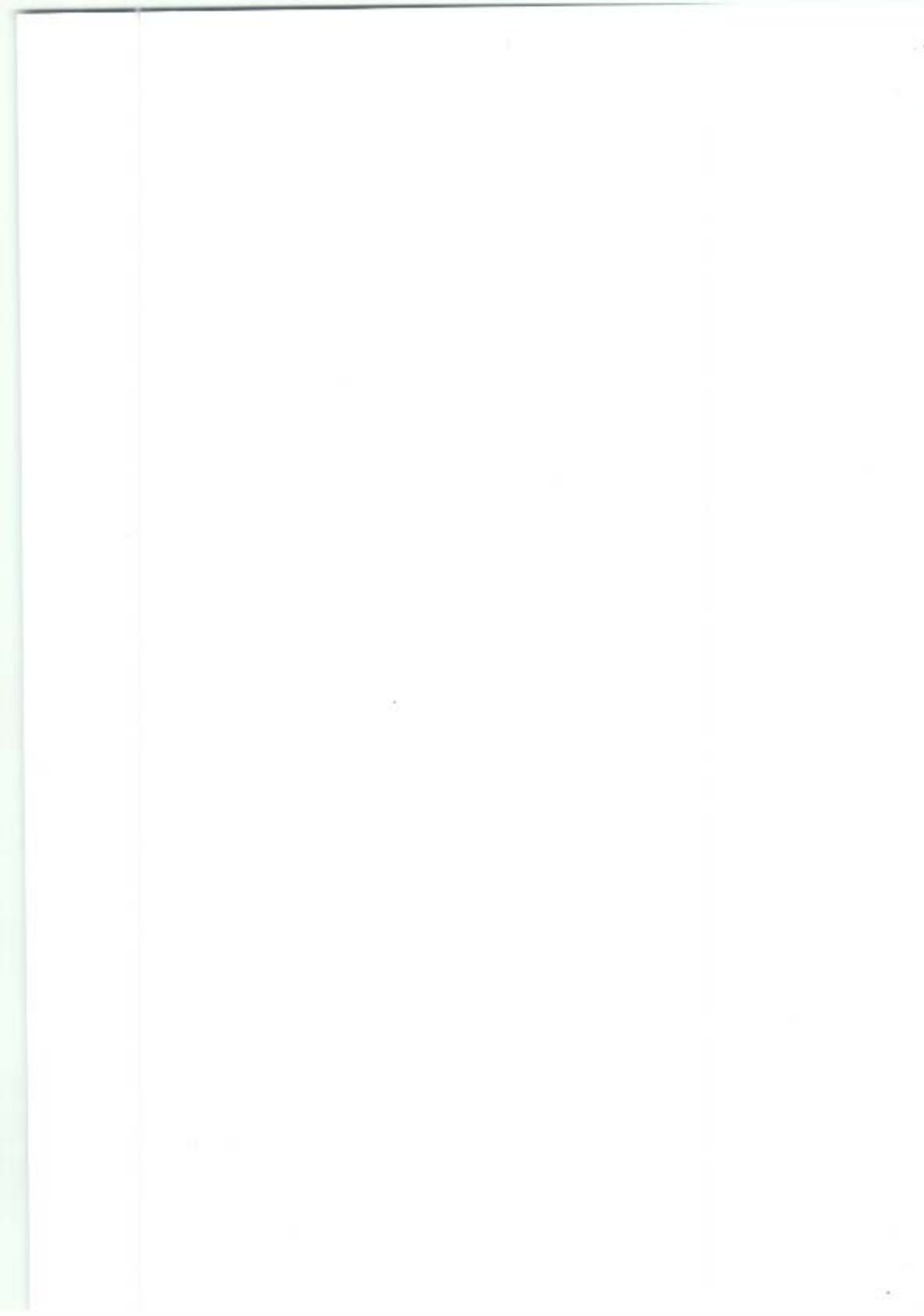
HON. DUNCAN IRERI MBUI, MCA

CHAIRPERSON

COMMITTEE ON ADMINISTRATION AND PUBLIC SERVICE

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



ANNEXURE IA

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)*

PETERSON K. MUTHATHA

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

BOARD MEMBER - PUBLIC SERVICE BOARD

3. Sex:

MALE

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

24/1/1952 - EMBU

5. Marital Status:

MARRIED

6. Daytime Phone Number:

7. Mobile Phone Number:

0722682103

8. E-mail Address:

pkmuethaiaipk@gmail.com

9. ID No./Passport Number:

0536417

10. Personal Identification Number:

A001244735 K

11. Nationality:

KENYAN

12. Postal Address:

PO BOX 1268 - 60100

13. City/Town:

EMBU.

14. Knowledge of Languages: (Specify Languages)

ENGLISH, KISWAHILI, KIEMBU.

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).

1974-1977 - UNIVERSITY OF NAIROBI - BED (HONS)
1972-1973 - MERU SCHOOL - 'A' LEVELS
1970-1971 - KANGUNDO HIGH SCHOOL - E.A.C.E.
1968-1969 - NGUVU BOYS HIGH SCHOOL - KJSE
1963-1967 - KIBUGU PR. SCHOOL - C.P.E.
1960-1962 - DEB KANGARU PR. SCHOOL - STD I-III

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).

2011 - TO DATE - DIRECTOR OF NGARUA GROUP OF COMPANIES
2008 - 2011 (JULY) - COMMISSIONER - TEACHERS SERVICE COMMISSION
2005 - 2009 - VICE - PRESIDENT - INTERNATIONAL CONFEDERATION OF PRINCIPALS
2004 - 2008 - PRESIDENT - AFRICAN CONVENTION OF PRINCIPALS
2002 - 2007 - NATIONAL CHAIRMAN - KENYA SEC. SCHOOLS HEADS ASSOCIATION
1984 - 2005 - PRINCIPAL / CHIEF PRINCIPAL - SECONDARY SCHOOLS.
1982 - 1984 - DEPUTY PRINCIPAL
1977 - 1981 - TEACHER - SECONDARY SCHOOL.

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).

HEAD OF STATE COMMEMORATION (HSC)
AWARDED BY THE FORMER PRESIDENT - H.E.
MWAI KIBAKI ON 12/12/2005.

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)

- KENYA SECONDARY SCHOOLS HEADS ASSOCIATION
- AFRICAN CONVENTION OF PRINCIPALS
- INTERNATIONAL CONFEDERATION OF PRINCIPALS

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).

BOARD OF MANAGEMENT (BOM) - SEVERAL INSTITUTIONS.
PATROIT - EMBU DISTRICT EGERTON UNIVERSITY STUDENTS ASS.
KENYA ANGLICAN MEN'S ASSOCIATION (KAMA)
PATROIT - KIBUKU PRIMARY SCHOOL.

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.

- (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.

2008-20

1977-1981 - TEACHER

1982-1984 - DEPUTY HEAD TEACHER

1984-2005 - HEAD TEACHER / PRINCIPAL / CHIEF PRINCIPAL

2008-2011 - COMMISSIONER - TEACHERS SERVICE

COMMISSION (T.S.C.)

- (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.

- 2012-2014 - DIRECTOR OF OPERATIONS

WIPER DEMOCRATIC MOVEMENT OF KENYA

- SUPPORTS JUBILEE PARTY

(RESIGNED)
30/6/2014

- (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)

- NGARUA ESTATE - COFFEE EXPORTS - 7 MILLION
 - NGARUA TRANSPORTERS (ON-GOING) - 200,000 (MONTHLY)
 - KCB/SAFARICOM SHARES - 50,000/-
 - RENT (ON-GOING) @ 50,000 MONTHLY - 600,000 (ANNUAL)

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)

- BOARD OF MANAGEMENT (BOM) - MOI MBIRURI,
 ST. MARKS T.T. COLLEGE - KISumu,
 JAMHURI HIGH SCHOOL (MRB)
 NANYIKI HIGH SCHOOL (CAKICIA)

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).

2016 - COFFEE PAYMENT - 6 MILLION
 - TRANSPORT - 2,400,000/-
 - RENT @ 50,000 MONTHLY - 600,000/-

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)

Compliant
 Attached
 TAX COMPLIANCE
 CERTIFICATE

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

KSH 100 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.*

HELIA

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)*

MOTIVATION - KIBUYU PRIMARY SCHOOL - 50,000/- (EACH YEAR - 2015-2017)
CHAIRMAN
ACK ST. LUKE KIBUYU CHURCH CONSTRUCTION - 100,000/- (2017)

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. RT. REV. DAVID MURITHI IRERI
ACK BISHOP OF EMBU
PO BOX 123 EMBU
M/no - 0723542748

2. JACINTA WAIRIMU RUGAITA
PO BOX 593-60100 EMBU
M/no 0722586156

3. LAY CANON PHILIP J.G. NJUKI
REAL ESTATES - MATIASER (FORMER
GENERAL MANAGER
CO-OP BANK
M/no 0722200475



ANNEXURE II A



UNIVERSITY OF NAIROBI



This is to certify that

Peterson K. Muthathai

having satisfied the requirements

for the award of the degree of the

**BACHELOR OF EDUCATION
(ARTS)**

Second Class Honours (Lower Division)

was admitted to the degree

at a Congregation held at

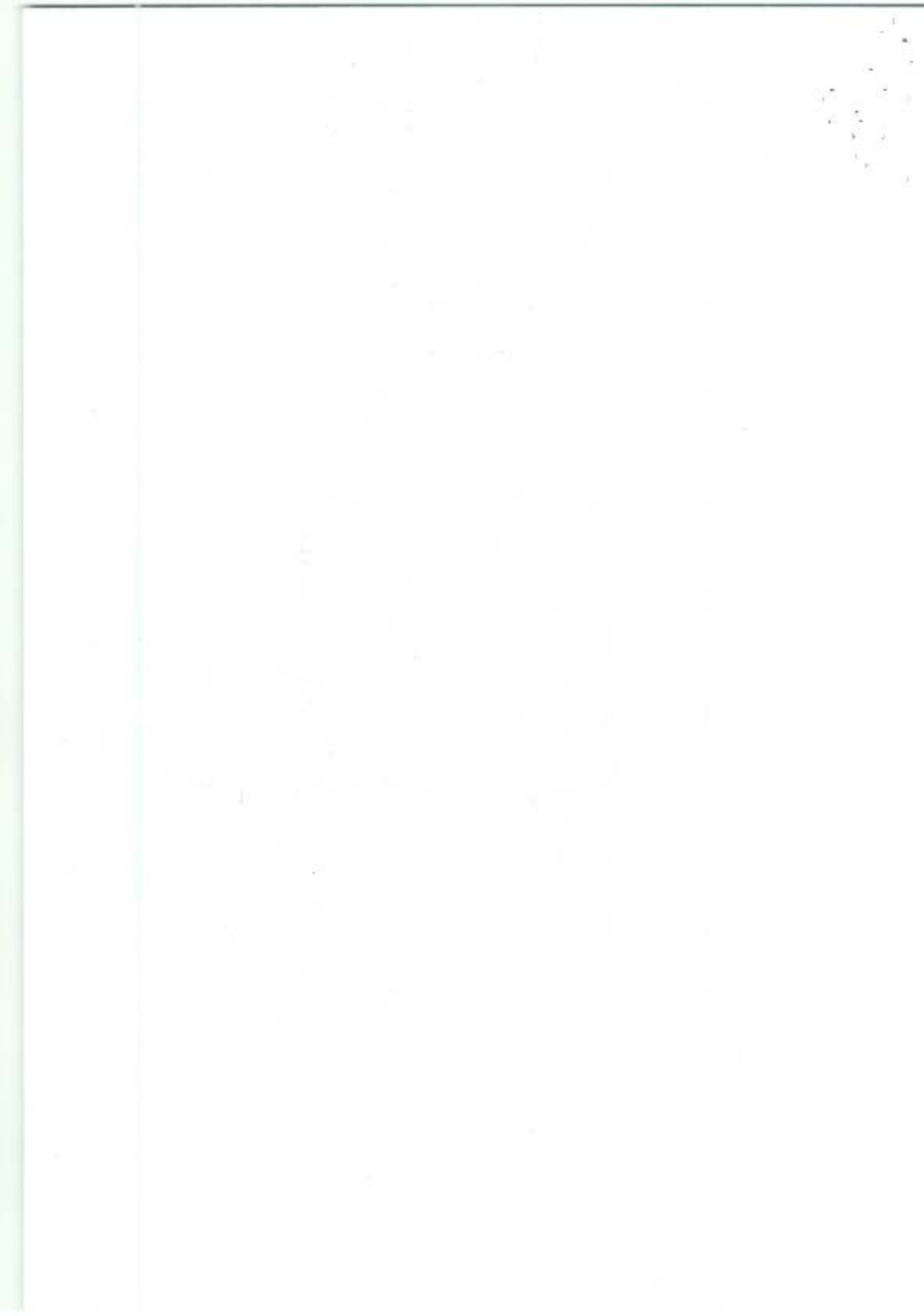
this University on the

TWENTY SEVENTH DAY OF OCTOBER IN THE YEAR

1977

J. N. Karanja
VICE CHANCELLOR

E. M. Muthuri
REGISTRAR



ANNEXURE IIIA

PETERSON KARIUKI MUTHATHAI
CELL PHONE: 0722 682 103
EMAIL: pkmuthathai@ppk@gmail.com



Career Objective

I am a highly self-motivated and well qualified individual with progressively responsible and valuable work experience in highly demanding and challenging multinational environment in various roles. I strictly uphold the principles of integrity and honesty.

Presidential Medal

Awarded the Heads of State Commendation (H.S.C) medal by former President Mwai Kibaki on 12th December 2005

Career Summary

- Commissioner- Teachers Service Commission-Job Group S- 1st July 2008- 30th June 2011
- Chief Principal- Job Group R- Up to August 2007
- Vice President - International Confederation of Principals (I.C.P) -(2005-2008)
- President- African Convention of Principals (A.C.P)- 2004-2008
- National Chairman- Kenya Secondary Schools Heads Association (2002-2007)
- Served as a Board Member- School Equipment Production Unit (S.E.P.U), Kenya Education Staff Institute (KESI), Strengthening Mathematics and science in Secondary Education (S.M.A.S.S.E), Kenya Technical Teachers College, Kenya Polytechnic and Kenya Science Teachers College, Kenya Institute of Education (K.I.E), Provincial Education Board (P.E.B- Eastern Province), National Education Council
- Represented Kenya in International Conference in Finland, Israel, South Africa, Ghana, Canada, Britain, Scotland, Germany, Tanzania, Uganda, Ireland, Australia, New Zealand, Iceland, Korea, Nigeria, Zambia, Senegal
- National General Secretary- Kenya Anglican Men's Association (KAMA)
- Member of SYNOD/Standing Committee of the Synod Anglican Church of Kenya- Diocese of Embu
- Diocesan Chairman- Kenya Anglican Men's Association (K.A.M.A.) A.C.K- Diocese of Embu
- Patron -Embu District Egerton University Students Association (E.D.E.U.S.A).

Teaching Career

<u>Year</u>	<u>Institution</u>
Headship	
1994-2005	Kamama Boys High School, Embu
1989-1993	Kegonge Boys High School, Embu
1984-1989	Nguvu Boys High School, Embu
Deputy Headship	
1982-1984	Nguvu Boys High School, Embu
Teacher	
1980-1989	Nguvu Boys School, Embu
1978-1980	Mumbuni High School, Machakos
1977-1978	Kahaa High School, Machakos

Professional History

- July 2008-July 2011 --- Commissioner- Teachers Service Commission (T.S.C)
- July 2005-July 2009 --- Vice President- International Confederation of Principals (I.C.P)
- August 2004 - August 2008 --- President African Convention of Principals (A.C.P)
- June 2002- June 2007 --- National Chairman- Kenya Secondary School Heads Association
- May 1996-June 2002 --- Chairman Kenya Secondary Schools Heads Association- Eastern Province
- 1993-May 1998 --- Chairman Kenya Secondary Schools Heads Association-Embu District
- 1986-1989 --- Chairman Eastern Province Joint Activities Committee
- 1986-1989 --- Chairman Embu District Common Mock Committee
- 1988-1994 --- Patron Debating and Drama Clubs- Nguvu Boys
- 1981-1982 --- Guidance and Counseling Teacher-Nguvu Boys
- 1980-1985 --- Kenya National Examinations Council
- Examiner/ Team leader (Retired in 1985)
- 1978-1980 --- Games Master, Mumbuni High school

Kenya Secondary School Heads Association (SECRETARIAT)

Jan 2006- Jan- 2007 --- National Chairman/ Coordinator at the K.S.S.H.A Secretariat

Educational Background

<u>YEAR</u>	<u>INSTITUTION</u>	<u>EXAM DONE QUALIFICATION</u>
1960-1961	D.E.B Kangaru Pri. School	std. 1-111
1963-1964	Kibugu Pri.School	C.P.E

1968-1969	Nguvu Boys High Sch	K.J.S.E
1970-1971	Kangundo High School	E.A.C.E
1972-1973	Meru High School	'A' Levels
1974-1977	University of Nairobi	B.Ed. (Hons).

Board Member of:

School Equipment Production Unit (S.E.P.U), Kenya Education Staff Institute (K.E.S.I), Kenya Technical Teachers College (K.T.T.C), Kenya Polytechnic, Kenya Institute of Education (K.I.E), Strengthening Mathematics and Science in Secondary Education (S.M.A.S.S.E), Kenya Science Teachers College, Provincial Education Board (Eastern Province), National Education Council.

Community Duties/ Services

1990-1993	Chairman- Christian Health Association of Kenya (C.H.A.K) Embu branch
1994- 2007	Diocesan Chairman- Kenya Anglican Men's Association (K.A.M.A) Diocese of Embu
2001-2007	National General Secretary- Kenya Anglican Men's Association (K.A.M.A)
2003-2006	Member of Manyatta constituency Bursary Committee
2003-2006	Patron- Embu District Egerton University Students Association

Conferences and Meetings Attended

- International Confederation of Principals (I.C.P) - 5th World I.C.P. Convention- Helsinki: Finland July 2009.
- International Confederation of Principals (I.C.P) Council Meeting in -Jerusalem: Israel April 2000
- 1st African Convention of Principals (A.C.P) meeting- Johannesburg: South Africa August 2000
- 2nd African Convention of Principals (A.C.P) Meeting- Accra: Ghana-August 2002
- International Confederation of Principals Council Meeting Ottawa: Canada- Feb 2003
- International Confederation of Principals 6th World I.C.P. Convention- Edinburgh: Scotland- 13/7/2003
- International Confederation of Principals Council Meeting- Cologne: Germany- 21to 26/3/2004
- International Confederation of Principals Council Meeting- Cork: Ireland- March 2005
- International Confederation of Principals 7th World I.C.P. Convention- Cape Town:

South Africa July 2005

- I.C.P Council Meeting Reykjavik: Iceland March 2006
 - Tanzania Heads of Schools Association (TAHOSA) Annual Conventions 2003-2009
 - CEMASTEIA Conference Lusaka: Zambia 2005
 - 4th African Convention of Principals (A.C.P) Meeting Abuja: Nigeria August 2006
 - CEMASTEIA Conference Dakar: Senegal 2006
 - International Confederation of Principals 8th World convention Auckland: New Zealand 2007
 - 5th African Convention of Principals (A.C.P) Meeting- Kampala: Uganda August 2008
 - 1st African Convention of Principals (A.C.P) Council Meeting- Mombasa: Kenya April 2010
-

Skills and Languages

Software skills: Microsoft Windows,

Languages: English (Native), Swahili (Native), Kiembu (Native)

2015 to-date

Church & Social Responsibilities

- Member of Diocesan Synod (ACK Diocese of Embu)
 - Member of Standing Committee of the Synod
 - Chairman of Forum Board of Education & Training
 - Chairman – ST. Luke ACK Kibugu Church Building Committee
 - Member St. Pauls Cathedral Development committee
 - Patron – Kibugu Pri. School
 - Member of Board of Management (BOM) Jamhuri High School – Nairobi
 - Member BOM – St. Marks T.T. college – Kigari Embu
 - Chairman BOM – Mei High School Mbiruri Embu.
-

Referees

1. RT Hon. Ad. Aburiki
Bishop of Embu
AC Diocese of Embu
P.O. Box 100
Cell Phone 0722 42 748.

ANNEXURE IV A

LEADERSHIP AND INTEGRITY ACT, 2012 /KIFUNGU CHA SHERIA CHA UONGOZI NA UADILIFU
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	MUTHARIKA	JOSEPH	KARIUKI	
ID CARD NO. Na. ya Kitambulisho	PASSPORT NO. NA. ya PASIPOTI	EXPIRY DATE OF PASSPORT TAREHE YA MUDA WIA PASIPOTI KUISHA	PIN NO. NA. ya PIN	
0536417	A1952455	21/11/2022	A001244735K	
SEX (Tick) JINSIA (Weka Alama)	Occupation: Kazi: RETIRED TEACHER / T.S.C COMMISSIONER			
Male Kiume <input checked="" type="checkbox"/>	E-Mail Address: Anwani ya Barua pepe:			
Female Kike <input type="checkbox"/>	Postal Address: PO Box 1267 Embu Anwani ya Posta: SL Posta: Code: Msimbo:			
Telephone No. Na. ya Simu	Other Addresses: Anwani Nyingine:			
	Mobile No. Na. ya Rununu	Other Numbers Nambari Nyingine		
	0722682103			
RESIDENCE MAKAZI	ESTATE/TOWN/LOCATION MTAA/MJI/LOKESHENI			HEMBA LOCATION Embu
	DISTRICT			
	WILAYA			EMBU
	COUNTY			EMBU
	KAUNTI			EMBU
	TOWN/CITY MJI/JIJI			EMBU
	COUNTRY NCHI			KENYA

2. BIRTH INFORMATION / TAARIFA YA KUZALIWA

DATE OF BIRTH / TAREHE YA KUZALIWA

24/1/1952



BIRTH CERTIFICATE NO. / NA. YA CHETI CHA KUZALIWA

PLACE OF BIRTH / MAHALI PA KUZALIWA

Embu Town

DISTRICT OF BIRTH / WILAYA YA KUZALIWA

Embu

COUNTY OF BIRTH / KAUNTI YA KUZALIWA

Embu

COUNTRY OF BIRTH / NCHI YA KUZALIWA

Kenya

3. NATIONALITY / UTAIFA

Kenyan
Mkenya

Dual



Kotekote

(Provide details)

(Toa maelezo)

4. MARITAL STATUS / HALI YA NDOA

SINGLE



NINGALI SIJADA / SIJAOLEWA

MARRIED



NIMEOA/NIMEOLEWA

SEPARATED



NIMETENGANA

DIVORCED



NIMETALAKIANA

WIDOWED



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)

MUTHATHI PURITY WARUE

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

NONE

5. EDUCATIONAL QUALIFICATIONS / KUFUZU KWA KIELIMU

PRIMARY CERTIFICATE
CHETI CHA MSINGI

SECONDARY

SHULE YA UPILI



'A' LEVEL

KIWANGO CHA 'A'



DIPLOMA



STASHAHADA

DEGREE



SHAHADA

MASTERS



UZAMILI

PHD

UZAMIFU

OTHERS
VINGINE

HIGHEST ACADEMIC QUALIFICATION OBTAINED
KUFUZI KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA

Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
BACHELOR OF EDUCATION (Hons)	NAIROBI UNIVERSITY	1977

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. No. ya Uanachama

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

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

Election Upigaji kura	<input type="checkbox"/>	Employment Kujijiwa	<input checked="" type="checkbox"/>
--------------------------	--------------------------	------------------------	-------------------------------------

Others (Specify) _____

Nyingine (Bainisha) _____

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

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 kujikusisha na hali yoyote ya kutokuwa mwaninifu 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 isiyofaa taarifa 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 kujinufaisa kibinafsi?		
e) Have you ever misused public resources?		✓
e) Umewahi kutumia vibaya rasilimali za umma?		
f) Have you ever discriminated against anyone on any grounds other than as provided for under the Constitution or any other law?		✓
f) Umewahi kubagua yeyote kwa misingi yoyote mbali na vile ilivyoelezwa katika Katiba au sheria yoyote nyingine?		
g) Have you ever falsified official or personal records?		✓
g) Je, umewahi kudanganya katika rekodi rasmi au za kibinafsi?		
h) Have you ever been debarred or removed from the Register of Members of your professional organization?		✓
h) Umewahi kupigwa teke au kuondolewa kutoka kwenye Rejista ya Wanachama wa shirika lako la kitaalamu?		
i) Have you ever had any occupational or vocational license revoked and/or otherwise subjected to any other disciplinary action for cause in Kenya or any other country...		✓
i) Umewahi kujipata katika hali ya leseni yako ya kikazi au ya kiufundi kutupiliwa mbali na/au vinginevyo kuchukuliwa hatua nyingine ya kinidhamu katika nchi ya Kenya au nchi yoyote nyingine		
j) Have you ever dismissed from employment on account of lack of integrity?		✓
j) Umewahi kufutwa kazi katika ajira kutokana na ukosefu wa uadilifu?		
k) If you have been a public officer, have you ever failed to declare your Income, Assets and Liabilities as required under the Public Officer Ethics Act, 2003?		✓
k) Kama umewahi kuwa ofisa wa umma, umewahi kushindwa kutangaza Mapato yako, Mali na Gharama kama unavyohitajika katika Kifungu cha sheria cha Maadili ya Ofisa wa Umma, 2003?		
l) Have you ever been the subject of disciplinary or criminal proceedings for breach of the Public Officer Ethics Act, 2003 or a Code prescribed thereunder?		✓
l) Umewahi kuwa mada katika taratibu za kinidhamu au kihafifu 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 kifungu gereza kwa kipindi kipotacho 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
TEACHERS SERVICE	Teacher →		
COMMISSION	Chief Principle	1977-2007	
	Commissioner	2008-2011	
WORKSTATION KITUA CHA KAZI	NATURE OF EMPLOYMENT (Constitutional/Elective/Permanent/Contractual/Other) AJINA YA KUAJIRIWA (Kikatibo/Kuteuliwa/Kudumu/Kikandarasi/Nyingine)		
	H/A		



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 2ND....., this / kwenye.....

day of / siku hii ya JULY 2013.....

SIGNATURE OF DECLARANT:

SAINI YA ANAYEJITANGAZA:

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

This / Mnamo 2ND..... day of JULY....., 2013.....

at / katika mahali hapa.....



No. 55310

HIGHER EDUCATION LOANS BOARD



Certificate of Clearance

STUDENTS' LOANS

MUTHATHAI PETERSON K.

This is to confirm that

ID No. 0536417

Registration No. E351724/74

attended

UNIVERSITY OF NAIROBI

UNDERGRADUATE

has fully repaid his/her

Principal Loan and interest thereon.


Signature CHAIRMAN

Signature CHAIRMAN SECRETARY

28 Jun 2013

Date

Signature HEAD OF OPERATIONS

Date



28 Jun 2013



ADN EXHIBIT VIA



KENYA POLICE

Nº 124747

CRIMINAL INVESTIGATION DEPARTMENT

**P.O. Box 30036-00100 GPO
Nairobi, Kenya**

Ref. Nº **166835 /2013**

Date **02/07/2013**

POLICE CLEARANCE CERTIFICATE

I hereby certify that the fingerprints recorded from

PETERSON KARIUKI MUTHATHAI

holder of ID/Passport No. **0536417**

have been searched in Criminal Records Office's database with no previous record. The validity of the information on this Certificate is as of the date of issue.

REMARKS IN CASE OF PREVIOUS RECORD

OFFENCE(S)

RESULTS OF TRIAL

DATE

This Certificate has been issued without any alteration of erasure.

(P.M. Onyango)

For Director of Criminal Investigation

(P.T.O.)



CRB Certificate

Date of issue:

18 Oct 2017

S/No.

2359

We hereby confirm, having searched TransUnion records, that,

PETERSON KARIUKI MUTHATHAI

of National ID No. 9516417

Has a Credit Report with status as:

☒ No adverse listing.☐ Paid☐ Paying

This Certificate has been issued without any alteration or falsification. The validity of the information on this certificate is as at the date of issue.

TRANSUNION
Prosperity House
Plot 10, 11 & 12, 13th Floor, 40100
Nairobi

TransUnion Authorised Signatory

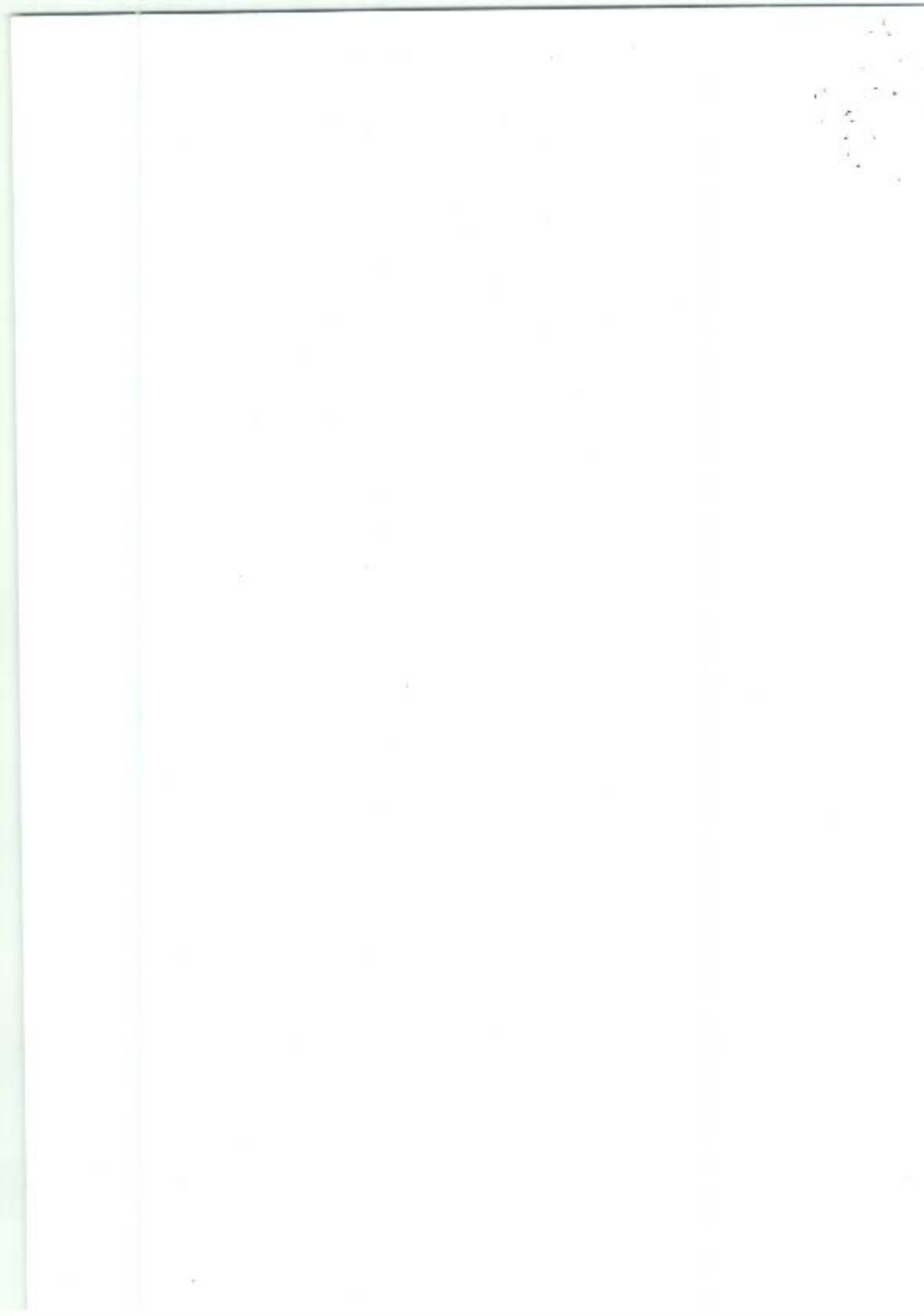
0543560181 / 96214746 / 1810-4141-8141-6141-8141-8141

The conclusions herein are based on information obtained from public record and other third-party sources. TransUnion makes no representation as to the accuracy of this information and shall not be liable for any loss, damage or claim whatsoever, however arising following the use of or reliance upon the information expressed herein.

TransUnion Authorised Signatory



ANNEXURE (VII) A





KENYA REVENUE
AUTHORITY

www.kra.go.ke

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

Taxpayer PIN : A001244735K

Name and Address :

PETERSON KARIUKI MUTHATHAI

BMG, NAIROBI CITY (EAST), Nairobi East District,

PO Box 1266,

Postal Code: 60100

Certificate Date: 14/11/2017

Certificate Number:

KRAEON8844422017



**This is to confirm that PETERSON KARIUKI MUTHATHAI,
Personal Identification Number A001244735K
has filed relevant tax returns and
paid taxes due as provided by Law.**

**This Certificate will be valid for
twelve (12) months up to 13/11/2018.**

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.



ANNEXURE IB

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 a 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)*

KITHAKA JESEE NJERU

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

MEMBER PUBLIC SERVICE BOARD

3. Sex: MALE
4. Date of Birth: (State year and Place of Birth)
15/02/1985 MUTINDWA VILLAGE - KIAMBERE
5. Marital Status:
MARRIED
6. Daytime Phone Number:
0725 25 8956, 0763 25 8956
7. Mobile Phone Number:
0725 25 8956
8. E-mail Address:
kithakanjem@gmail.com
9. ID No./Passport Number:
25851487
10. Personal Identification Number:
A006906003s
11. Nationality:
KENYAN
12. Postal Address:
P.O BOX 269 - 60113
13. City/Town:
KIRITIRI - EMBU

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).

AWARDED DEC
KENYATTA UNIVERSITY - BED ARTS 2016 (2011-2016)
SECOND CLASS UPPER DIVISION

KERICHO TEACHERS COLLEGE - CERTIFICATE - PTE
2008-2010

NYANUWA BOYS - KCSE 2006 - B Plain 63 points

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).

DAWAMU I SCHOOL - DEPUTY PRINCIPAL ACADEMICS
H.O.D HUMANITIES, DISCIPLINARIAN

KISIMA SEC. SCHOOL - TEACHER (2016)

MARSABIT BOYS HIGH SCHOOL - TEACHER (2014-2015)
CLASS TEACHER

MUTUPBARE SEC SCHOOL - TEACHER, H.O.D HUMANITIES
(2012-2014)

ENDAU SEC SCHOOL TEACHER (2010-2012)

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).

N/A

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).

SECRETARY GENERAL OF MUTINDWA YOUTH SELF
HELP GROUP
YOUTH LEADER IN KIAMBERE WARD WHICH ORGANISED
YOUTH FORUMS TO SENSITIZE THE YOUTH ON EDUCATION
EMPOWERMENT AND FIGHT AGAINST DRUGS

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.

N/A

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

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.

NIA

- (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.

NIA

- (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)*

N/A

23. **Outside Commitment during service in office:** *(Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during you 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).*

SALARIES

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 COMPLIED

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

KSh 360,000

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.*

N/A

- (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)*

PAYMENT OF SCHOOL FEES FOR ORPHAN CHILD
LINCOLN MUGENDI WAWIRA (50,000), FOR 4 YEARS

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.

N/A (NONE)

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. MR. PETER NDIRANGU

PRINCIPAL

DAWAMU SCHOOL

P.O BOX 482, KISERIAN

0713 636 106

2. MR. AMOS NJAGI

PRINCIPAL

FACK & KISIMA SEC. SCHOOL

0723770885

3. MR. WAKO BORU

DEPUTY PRINCIPAL

MARSABIT BOYS HIGH SCHOOL

0720956 886



ANNEXURE II B



KENYATTA UNIVERSITY

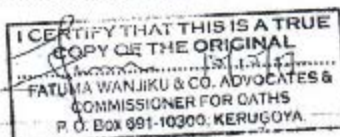
This is to certify that
Kithaka Jese Njeru

having satisfied all the requirements was
awarded the Degree of
BACHELOR OF EDUCATION
(ARTS)

SECOND CLASS HONOURS (UPPER DIVISION)

at a congregation held at this University
on the Sixteenth Day of December
in the Year

Two Thousand and Sixteen

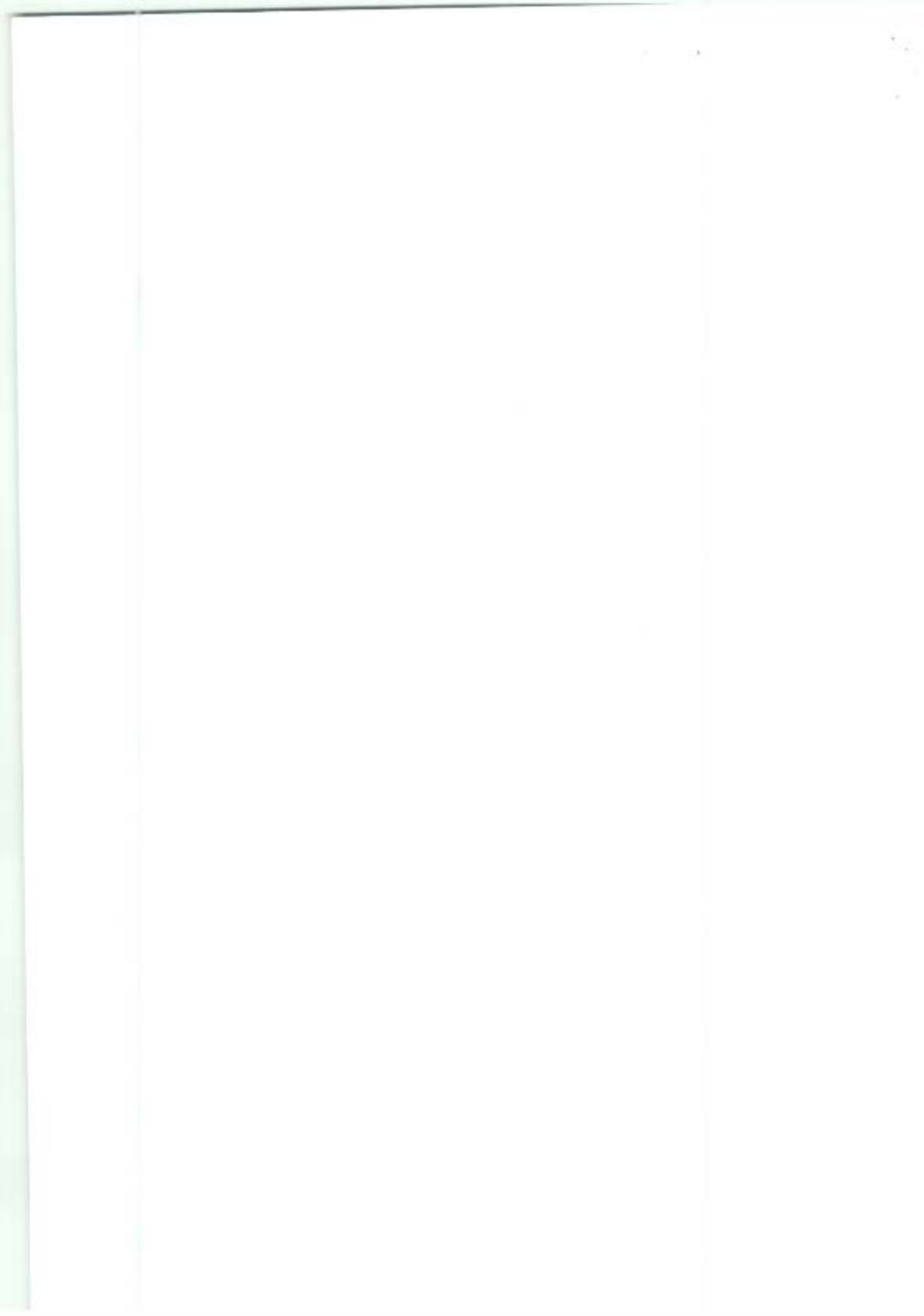


Ag. Vice-Chancellor

Ag. Registrar (Academ)

Certificate Number

This certificate is issued without any emasures or alterations. This is a secure document using special papers and inks.
Hold to the light to verify that the "KENYATTA UNIVERSITY" watermark can be seen through the paper.

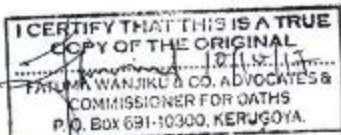


ANNEXURE III B

CURRICULUM VITAE

PERSONAL INFORMATION

NAME : KITHAKA JESEE NJERU
GENDER : MALE
MARITAL STATUS : MARRIED
DATE OF BIRTH : 15/02/1985
RELIGION : CHRISTIAN
LANGUAGES : ENGLISH, KISWAHILI, KIMBEERE, KIEMBU.
NATIONALITY : KENYAN
ADDRESS : P.O BOX 269, KIRITIRI.
CELL PHONE : 0725 -258956, 0763- 258956, 0734 -349125.
EMAIL : kithakanjeru@gmail.com, kithakain@yahoo.com
ID. NUMBER : 25851487
PROFESSION : TEACHER OF KISWAHILI AND HISTORY



EDUCATION BACKGROUND

2017 Enrolled for Masters of Arts Kiswahili at Kenyatta University.
2012 – 2016 Did Bachelors of Education Arts; Kiswahili / History at Kenyatta University.
Attained Second Class Upper Division.
2008 – 2010 Undertook a training course on Primary Teacher Education and I was Awarded a PTE Certificate upon completion with a CREDIT from Kericho Teachers Training College.
2003 – 2006 In Nyangwa Boys Sec. School, KCSE EXAM. Mean Grade B Plain of 63 Points.
(ENG B-, KISW A-, MATHS C, BIO B+, PHY C+, CHEM B-, HIST & GOV A-, B/ST B)
1994 - 2002 In Mutindwa Primary School. KCPE Exams. Scored 353 Marks.
(ENG B-, KISW C+, MATHS A-, SCI A-, GHCRE A-)

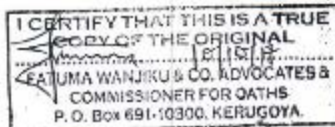


PERSONAL INTEREST

- a) Believing in self drive , commitment , self efficacy and self regulation , towards positive transformation.
- b) Discipline and devotion to Excellence.
- c) Believing in value addition to the system for better performance.
- d) Always being committed to academic excellence, community welfare and service to Humanity for wholistic transformation and development.

WORK EXPERIENCE

- Jan 2017 to date Teacher at Dawamu School In Kiserian Kajlando.
- Jan 2016 –Dec 2016 Taught in Kisima Secondary School In Timau.
- Feb 2014 - Dec 2015 Taught in Marsabit Boys.
- June 2012 - Feb 2014 Taught in Mutuobare Day Secondary School.
- Sept 2010 – June 2012 Taught in Endau Secondary School in Kitui.



DUTIES AND RESPONSIBILITIES

- Jan 2017 to date DEPUTY PRINCIPAL ON ACADEMICS AND STUDENTS WELFARE , HEAD OF DEPARTMENT HUMANITIES, A MEMBER OF DISCIPLINE COMMITTEE AND A CLASS TEACHER 4E AT DAWAMU SCHOOL.
- Jan 2016 – Dec 2016 A MEMBER OF ACADEMIC AND DISCIPLINE COMMITTEES, CLASS TEACHER 3E AT KISIMA SECONDARY SCHOOL IN TIMAU.
- Feb 2014 – Dec 2015 A MEMBER OF DISCIPLINE AND ACADEMIC COMMITTEES, A MEMBER OF BOARDING COMMITTEE AND VICE PATRON JOURNALISM CLUB AND CLASS TEACHER AT MARSABIT BOYS.
- 2012- 2014 A MEMBER OF DISCIPLINE COMMITTEE , PATRON CHRISTIAN UNION, HEAD OF DEPARTMENT HUMANITIES AND CLASS TEACHER IN MUTUOBARE DAY SEC. SCHOOL.



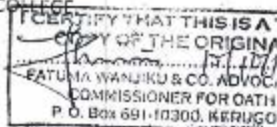
2010 – 2012

PATRON JOURNALISM CLUB, A MEMBER OF ACADEMIC COMMITTEE AND CLASS
TEACHER IN ENDAU SECONDARY SCHOOL IN KITUI.

2009 – 2010

VICE CHAIRMAN KISWAHILI CLUB IN KERICHO TEACHERS TRAINING COLLEGE,
PEER TEACHER AND COUNSELOR IN KERICHO TEACHERS COLLEGE.

SOCIETY AND COMMUNITY CONTRIBUTIONS.



- a) Pastor at Living Faith Ministries Church.
- b) A Youth Leader in Kiambere Ward who organized Youth Forums to sensitize the youths on the importance of Education, Youth empowerments, fight against Drugs and Substances Abuse. Organised Motivation talks to students in schools and Youth ministries.
- c) Organized Youth Initiative in Kiambere that negotiated with KENGEN on the need to sponsor needy students in Kiambere, sponsor Youth and students programs.
- d) Secretary General of the Mutindwa Youth Self Help Group. I liaised with the Ministry of Youth, Culture and Sports to educate members and give them loans to finance their development projects in Gacabari and Mutindwa villages.

ACHIEVEMENTS

- a) Computer literate having done various ICT courses.
- b) My Kiswahili class of 2012 KCSE exams declared as the Best improved in Mbeere South District.
- c) KCSE 2013 Results in Kiswahili and History improved tremendously Kiswahili registering a mean of 6.2 from 4 points.
- d) The class that I had prepared from form 2 in Mutuombare Secondary did very well in 2014, KCSE results in both Kiswahili and History. History registering a mean of 7.2 followed by Kiswahili 5.7.
- e) KCSE 2014 in Marsabit boys, My Kiswahili class performed very well registering a mean of 7.121 from previous 4 points and school mean of History improved to 6.134 in 2015 and History registered a mean of 7.031 in 2015 from 6.408 in 2014.
- f) KCSE 2016 in Kisima Secondary History class improved from 4.86 to 5.923.



REFEREES

MICHAEL NGARI
PRINCIPAL
MUTUOBARE SECONDARY SCHOOL
0714 082 249

MR. BENSON KUVUUKA
TEACHER
ENDAU SECONDARY SCHOOL
0720 713 911

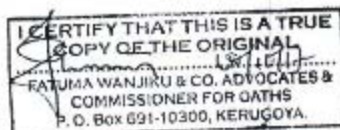
MR. NJAGI AM
PRINCIPAL
FGCK KISIMA SECONDARY
0723 770 885

MR. ONESMUS
TEACHER MARSABIT BOYS
0720 759 178

PST. P. WATHAKA
LIVING FAITH MINISTRIES
0725 504 921

MR. KAMARIA
ASSISTANCE CHIEF
GACABARI SUB LOCATION
0726799327

PETER NDIRANGU
PRINCIPAL
DAWAMU SCHOOL
0713 636106



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	KITHARA	JESEE	NJERU	
ID CARD No. No. ya Kitambulisho	PASSPORT NO. NA. ya PASIPOTI	EXPIRY DATE OF PASSPORT TAREHE YA MUDA WA PASIPOTI KUISHA	PIN NO. NA. ya PIN	
25851487	N/A	N/A	A006906003s	
SEX (Tick) JINSIA (Weka Alama)	Occupation: Kazi: TEACHER			
Male Kiume <input checked="" type="checkbox"/>	E-Mail Address: Kithakanjeru@gmail.com			
Female Kike <input type="checkbox"/>	Anwani ya Barua pepe:			
	Postal Address: PO Box 269 Anwani ya Posta: SL Posta: KIRITIRI			
	Other Addresses: Anwani Nyingine:			
Telephone No. No. ya Simu	Mobile No. No. ya Rununu	Other Numbers Nambari Nyingine		
	0725258956	0763258956		
RESIDENCE MAKAZI	ESTATE/TOWN/LOCATION MTAA/MJI/LOKESHENI			
	KIAMBERE			
	DISTRICT WILAYA			
	MBERE SOUTH			
	COUNTY KAUNTI			
	EMBU			
	TOWN/CITY MJI/JUU			
	NAIROBI			
	COUNTRY NCHI			
	KENYA			
2. BIRTH INFORMATION / TAARIFA YA KUZALIWA				
DATE OF BIRTH / TAREHE YA KUZALIWA				
15/02/1985				





BIRTH CERTIFICATE NO. / NA. YA CHETI CHA KUZALIWA	
PLACE OF BIRTH / MAHALI PA KUZALIWA	MUTINDWA VILLAGE - GATABARI - SUB W
DISTRICT OF BIRTH / WILAYA YA KUZALIWA	NIBERE SOUTH
COUNTY OF BIRTH / KAUNTI YA KUZALIWA	KENYA 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 checked="" type="checkbox"/> NINGALI SIJAOA / SIJAOLEWA	MARRIED <input checked="" type="checkbox"/> NIMEOA / NIMEOLEWA
DIVORCED <input type="checkbox"/> NIMETALAKIANA	WIDOWED <input type="checkbox"/> NIMEFIWA
SEPARATED <input type="checkbox"/> NIMETENGANA 08 SEP 2011	
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) N/A	
NATIONALITY OF SPOUSE UTAIFA WA MKE/MUME N/A	
NAME OF CHILDREN UNDER THE AGE OF 18 YEARS JINA LA WATOTO WALIO CHINI YA UMRI WA MIKA 18 N/A	
5. EDUCATIONAL QUALIFICATIONS / KUFUZI KWA KIELIMU	
PRIMARY CERTIFICATE CHETI CHA MSINGI <input checked="" type="checkbox"/>	SECONDARY SHULE YA UPILI <input checked="" type="checkbox"/>
DIPLOMA STASHAHADA <input type="checkbox"/>	DEGREE SHAHADA <input checked="" type="checkbox"/>
MASTERS UZAMILI <input type="checkbox"/>	PHD UZAMIFU <input type="checkbox"/>
OTHERS VINGINE	CERTIFICATE IN PRIMARY EDUCATION (PTE)

I CERTIFY THAT THIS IS A TRUE
 COPY OF THE ORIGINAL
 FATUMA WANJIKU & CO. ADVOCATES &
 COMMISSIONER FOR OATHS
 P.O. Box 691-10300, KERUGOYA.



HIGHEST ACADEMIC QUALIFICATION OBTAINED
KUFUZI KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA

Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
DEGREE. BED	KENYATTA UNIVERSITY	2016

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
TSC	2012	56936514

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

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

Election ☐ Employment ☒
Upigaji kura Kuajiriwa

Others (Specify) EMBU COUNTY EMPLOYMENT
Nyingine (Bainisha)

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

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 isiyo faataarifa kwa umma?		NO
d) Have you ever engaged in wrongful conduct whilst in the furtherance of personal benefit?		NO

ICER THAT THIS IS A TRUE
COPY OF THE ORIGINAL
FATUMA WANJIKU & CO. ADVOCATES &
COMMISSIONER FOR OATHS
P.O. Box 691-10300, KERUGOYA.



d) Umewahi kujihusisha katika tabia mbaya huku ukitaka kujinufaisha kibinafsi?		
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 kiholifu kwa kuvunja kifungu cho 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

I CERTIFY THAT THIS IS A TRUE
COPY OF THE ORIGINAL
FATUMA M. M. & CO. ADVOCATES &
COMMISSIONER FOR OATHS
P.O. BOX 691-10300, KERUGOYA.





HIGHER EDUCATION LOANS BOARD



Serial No: HELB-06302



Compliance Certificate

JESEE NJERU KITHAKA

Holder of National ID No. 25851487 is a beneficiary and has fulfilled his/her obligation towards the University Loans Scheme as provided by Law

Attestation

Signed by: Chief Operations Officer

Caveat

- a) This certificate is issued on the basis of information available to the Board.
b) To confirm genuineness and validity of the certificate use the

Date of Issue: 9/8/2017

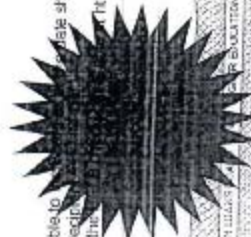
Manager, Loan Repayment and Recovery

[Signature]



The Board reserves the right to withdraw the certificate if the holder fails to comply with the terms and conditions of the loan.
<http://www.helb.co.ke> or contact our office

This Certificate is valid until September, 2018

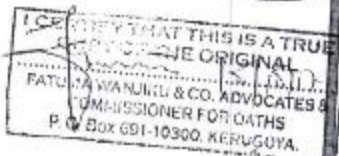


ANNEAIRE IV B





NATIONAL POLICE SERVICE



DIRECTORATE OF CRIMINAL INVESTIGATIONS

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

Ref. No. PCC-AAABPDJ3

Date. 29 June 2017

POLICE CLEARANCE CERTIFICATE

I hereby certify that the fingerprints recorded from

JESEE NJERU KITHAKA

holder of ID No. 25851487 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) B



To verify this certificate visit: www.metropol.co.ke/verification



Serial No. MCBB/C1983119

Metropol Credit Reference
Bureau Limited

Certificate of Clearance



JESSE NJERU KITHAKA

National ID Number: 25851487

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

Managing Director's Signature

07/09/2017

Date





KENYA REVENUE
AUTHORITY

www.kra.go.ke

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

Taxpayer PIN : A006906003S

Name and Address :

Jesee Njeru Kithaka

0, EMCO, EMBU, Embu West District,
PO Box 209,
Postal Code: 60100



Certificate Date: 08/09/2017

Certificate Number:

KRAEDU6274012017

**This is to confirm that Jesee Njeru Kithaka,
Personal Identification Number A006906003S
has filed relevant tax returns and
paid taxes due as provided by Law.**

**This Certificate will be valid for
twelve (12) months up to 07/09/2018.**



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

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.



Annexure IX

For circulation papers, to the student.

On the above mentioned documents to be released the OAO on a bond of Sh500,000.

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 members of the County Assembly for vetting and approval hearing at the Embu County Assembly Committee Rooms at Ghanshyam Plaza, Kenyatta University Building opposite Karuri Supermarket on the dates and times indicated.

NAME	POSITION	COMMITTEE	7th DECEMBER 2017 (Date and time)
JOHN NGU MUSA	COUNTY SECRETARY ✓	ADMINISTRATION AND PUBLIC SERVICE	9:00AM - 12:00AM PM 1
DAVID MERRY MANDI MUNE	CHIEF OFFICER AGRICULTURE AND CO-OPERATIVE	AGRICULTURE	9:00AM - 10:00AM PM 2
JEREMIO MBOGO MUCHUNGU	CHIEF OFFICER EDUCATION	EDUCATION	9:00AM - 10:00AM PM 3
PHILIP WAMBUI KIRANGU	CHIEF OFFICER FINANCE	FINANCE	10:00AM - 11:00AM PM 1
WAVE NDEDI WUGAMBI	CHIEF OFFICER GENDER, CULTURE AND CHILDREN	GENDER	10:00AM - 11:00AM PM 2
OPACE WAMU MUPITHI	CHIEF OFFICER HEALTH	HEALTH	11:00AM - 12:00PM PM 3
WATONY KIRGU MAMANI	CHIEF OFFICER LIFELINE AND PHYSICAL PLANNING	LANDS	11:00AM - 12:00PM PM 1
MUTURIA KESI	CHIEF OFFICER ADMINISTRATION ✓	ADMINISTRATION	12:00PM - 1:00PM PM 2
MICHAEL NKEI NG'ETI	CHIEF OFFICER ENERGY & HOUSING	INFRASTRUCTURE	12:00PM - 1:00PM PM 3
PHILIP KIMANI KANGA	CHIEF OFFICER INFRASTRUCTURE TRANSPORT AND PUBLIC WORKS	INFRASTRUCTURE	2:00PM - 3:00PM PM 1
ANNNINGUNDI GATUMU	CHIEF OFFICER LIVESTOCK AND FISHERIES	AGRICULTURE	2:00PM - 3:00PM PM 2
RICHARD KIRU WROSO	CHIEF OFFICER WATERLAND IRRIGATION	WATER	3:00PM - 4:00PM PM 3
JEFFREY MUSA KITILAKA	MEMBER PUBLIC SERVICE BOARD ✓	ADMINISTRATION AND PUBLIC SERVICE	3:00PM - 4:00PM PM 1
PETERSON KAMUNO MUTHAMBI	MEMBER PUBLIC SERVICE BOARD ✓	ADMINISTRATION AND PUBLIC SERVICE	4:00PM - 5:00PM PM 2
WILSON GONGA IKEM	CHIEF OFFICER INVESTMENT AND INDUSTRIALIZATION	TRADE	4:00PM - 5:00PM PM 3
FRIDAY, 8TH DECEMBER 2017 (TIME & Venue)			
JOHNNY MUTHIE	CHIEF OFFICER PUBLIC SERVICE ✓	ADMINISTRATION	9:00AM - 12:00AM PM 1
SAMUEL MACHIRA MUE	CHIEF OFFICER YOUTH & EMPLOYMENT	EDUCATION	9:00AM - 10:00AM PM 2
JOHN MUKUNDU MURU ZACHARY	CHIEF OFFICER PLANNING	FINANCE & ECONOMIC PLANNING	12:00PM - 1:00PM PM 3
WEECE KUNDA NICHOLAS	CHIEF OFFICER ENVIRONMENT AND NATURAL SERVICES	WATER	12:00PM - 1:00PM PM 1
ELIAS WAMBUI OMUL	CHIEF OFFICER TRADE AND TOURISM	TRADE	2:00PM - 4:00PM PM 1

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.embussembly.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 & passport
2. Curriculum Vitae, personal orderable and academic certificates
3. Clearance certificate from Kenya Revenue Authority (KRA)
4. Clearance or compliance certificate from Higher Education Loans Board (HESB)
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. Kaima,
Clerk - County Assembly of Embu,
P.O. Box 340 - 60100,
EMBU.



ANNEXURE X

EMBU COUNTY GOVERNMENT



OFFICE OF THE GOVERNOR

Mobile: +254 771 204 008/+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/1/(31)

Date: 27th November, 2017

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

Dear Jim,



RE: VETTING OF MEMBERS - EMBU COUNTY PUBLIC SERVICE BOARD

Pursuant to Section 58 (1) (b) of the County Government Act No 12 of 2012, I hereby nominate the following persons to fill the positions of Members - Embu County Public Service Board for vetting and subsequent approval by the County Assembly of Embu.

S/NO	NAME	REASON
1	Jesse Njeru Kithaka	Replacement of former member - Pithon Mugambi Nguni who resigned.
2	Peterson Karuki Muthemai	Vastness and diversity of Manyatta Sub county.

The position of Member- Embu County Public Service Board was advertised on 6th October, 2017. We received 19 applicants out of which four (4) were shortlisted. Interviews were conducted on 2nd November, 2017 at Panestic Hotel.

Enclosed find the following:

1. Copy of the Advertisement for the position of Member ECPSB
2. Long list of applicants and the shortlisted candidates
3. Copy of minutes of the interviews conducted on 2nd November, 2017
4. Curriculum Vitae and other testimonials of the TWO (2) successful nominees.



The purpose of this letter is to request you to table the names before the County Assembly of Embu for approval as required by law.

Yours

Sincerely,
Alfred

H.E. Martin Njoga Wambora
Governor
Embu County



End's,

MEMBER - PUBLIC SERVICE BOARD (2 POSTS)

For appointment to this grade an officer must-

- Be a Kenyan Citizen
- Be a holder of at least a first degree from a recognized University in Kenya (Muslims degree in Human Resource Management/Business Administration will be an added advantage)
- Have knowledge and a working experience of not less than (5) years in Human Resource Management and Administration
- Be a professional and demonstrate respect for the relevant professional code of conduct
- Understand the diversity within the County
- Be committed to be part of a team that will enable the County Government achieve her vision.
- Must not be a state or public officer
- Satisfy the requirement of Chapter Six of the Constitution



NO.	SNO. NAME	GEND	ID NO	Y.O.B	CONTACT	KCSE/ KCE	QUALIFICATIONS	SUB COUNTY	WARD	EXPERIENCE	REMARKS
1	01 Monica Cyombua Gitari	F	9819073	1968	720171091	DIV II	MA in Project Planning, Bachelor of Education and Counselling, Diploma in Teacher Certificate, Certificate in Special Education, Certificate in Proficiency, Primary Teacher certificate.	Mbeere North	Nihwa	2013 to date: Chief Officer Embu County, 2013 to 2015: Wamas Sacco Board Member, 2007 to 2013: Trainer of DICECE, KNEC Senior Examiner, 1988 to 2006: Kathigapeceru Primary school	
2	02 GITUKA JESSE KIFRU M	M	25851487	1985	725258956	B	MA-ARTS BE-ARTS	MBEERE SOUTH	MBETI SOUTH	DEPUTY PRINCIPAL, DAWAMU SCH 2016-TEACHER-KISIMA SEC.SCH 2014-TEACHER-MARSABIT BOYS 2012-TEACHER-MUTIGARE DAY SEC.SCH 2010-TEACHER-ENDAU SEC.SCH.	
3	03 IYDIA MUKAMU GICHOMI	F	24097861	1984	722712979	C	BA-COMMERCE DIPLOMA-HRM	MAWYATA	NGINDA	2015: TODAY-HRM, CA THOUIC DIOCESE OF EMBU 2013-2014 HRM-BISHARA SACCO EMBU 2012-2013 HRM-NGANDORI-NGINDA WATER CONSUMERS ASSOCIATION MARCH 2013-HERC	

4	04	Patron Muggambi Nguru	M	20374222	1976	726376368	B - minus	MA in Diplomacy (ongoing), MSc in History	Mbeere South	Mavuna	2013 to 2017: Board Member at Embu County Public Service Board, 2007 to 2013: Assistant County Commissioner at Min of Interior and Coordination of Government, 2001 to 2006: Teacher at Lukiya Group of Schools.
5	05	MBITHI ANDREW MUSAKWA MUTYA	M	2268633	1959	722615862	DIV IV	BSC-COUNTY GOVERNANCE & LEADERSHIP DIPLOMA-COUNTY GOVERNANCE & LEADERSHIP	MBEERE SOUTH	MWEA	2015-2017-MCA-COUNTY ASSEMBLY 2007-2012-TREASURER-CDF 1992-1996-CHAIRMAN-EMBU COUNTY COUNCIL 1996-1997-CHAIRMAN-MBEERE COUNTY COUNCIL
6	06	Pauline W. Njagi	F	11672187	1973	722640594		MBA-MANAGEMENT LEADERSHIP BSC-AGRICULTURAL ECONOMICS	MANVATTA	KITHIMU	2014-2017-CEC MEMBER-HEALTH 2013-2014-CEC MEMBER-INVESTMENT 2005-2012-PRINCIPAL LECTURER-MINISTRY OF EDUCATION 1996-2005-LECTURER-MINISTRY OF AGRICULTURE
7	07	Njue Egido Karuki	M	25065885	1983	726554827	C	BA-PURCHASING DIPLOMA-BUSINESS MANAGEMENT	MBEERE NORTH	THURA	2016-2017-BIMAS 2014-2015-KARATINA UNIVERSITY-LECTURER 2013-2014-ASSISTANT MANAGER-PRIME TECH INVESTMENT

8	08 ERIKIA KATHIE	M	361 6018	1999	722816967	PHD-EDUCATION LEADERSHIP MANAGEMENT EDUCATION, LEADERSHIP MANAGEMENT BA- EDUCATION DIPLOMA-PUBLIC HEALTH AND EPIDEMIOLOGY DIPLOMA-HIV/AIDS	RURIGUES	KITENI SOUTH	2017-MIN. EDUCATION- ASST. DIRECTOR 2015-2016- SUB-COUNTY DIRECTOR OF EDUCATION-EMBU 2014- 2015-SUB COUNTY DIRECTOR OF EDUCATION-VATTA MAC HAKOS 2013-AG SENIOR ASSISTANT DIRECTOR OF EDUCATION-HOD 2012-ASSISTANT DIRECTOR OF EDUCATION 2010- 2011-DEO. NYERI 2008-2009-AG DEPUTY PDE- EASTERN 2006- 2008-DEO-MARSABIT	
9	09 SHUNEM NIGRA GATTO	F	1325775	1972	126783082 D*	BA-GOVERNANCE AND LEADERSHIP DIPLOMA-GOVERNANCE AND LEADERSHIP	MAETRE SOUTH	KIRITIRI	JULY 2013-AUG 2017-MCA EMBU COUNTY ASSEMBLY	
10	10 MERU EMILO KATHURI	M	12576605	1974	72069811 C+	BA-PHYSICS AND MATHS DIPLOMA-EDUCATION DIPLOMA PHYSICS AND METAL WORK	EMBU WEST	NETBURU	2013-2017-TSC-D/PRINCIPAL 1997/2012-TSC-TEACHER	
11	11 WACHIRA JUDY MUMBI	F	28268377	1991	721884731 B	BA-EDUCATION	MGEER NORTH		OCT 2015-JAN 2016-TSC-TEACHER MAY 2014-DEC 2014-BOARD OF MANAGEMENT-SIKWAGO- TEACHER	
1111	12 JACOBED MWERA DUA KILUA	F	8800224	1967	721985523 DIV II	MBA-PROJECT PLANNING BA-EDUCATION CERTIFICATE-EDUCATION	RURIGUES	KYENI	2007-TODATE-CURRICULUM SUPPORT OFFICER-TSC 2007-TEACHER-TSC 2007- TODATE-TRAINER ECDE- FOUNDATION COLLEGE	
	13 MWAMBI JANE MUTHONI	F	3679294	1967	722235950	PHD-HUMAN RESOURCE MANAGEMENT MBA-STRATEGIC MANAGEMENT BA-ECDE	WANGATTA		2015-TODATE-NAROK CITY COUNTY EDUCATION CHIEF 1997-2014-TSC-PROGRAMME OFFICER 1995-1996-TSC-HEADTEACHER KANGARU DEB. PRV SCH.	

14	MUTHATHAI PETERSON K	M	536417	1952	722682103	DIV.2	BA-EDUCATION	MAKVATTA	NGINDA	JULY 2008-JULY 2011- COMMISSIONER-TSC JULY 2005-JULY 2009-VICE PRESIDENT -INTERNATIONAL CONFEDERATION OF PRINCIPALS AUG 2004-AUG 2008-PRESIDENT AFRICAN CONVENTION OF PRINCIPALS JUNE 2002-JUNE 2007-NATIONAL CHAIRMAN-KSC HEADS ASS. 1993-1998-CHAIRMAN EASTERN PROVINCE JOINT ACTIVITIES COMMITTEE 1986-1989-CHAIRMAN EMBU DISTRICT COMMON MCKC COMMITTEE 1980-1984-PATRON DEBATING
15	JAMES NIERU MUBOTHI	M	468507	1965	70007817	DIV 1	BA-ECONOMICS/EDUCATION DIPLOMA-MANAGEMENT DIPLOMA-EDUCATION	MBERE SOUTH	MBETI SOUTH	2011-2017-TSC-PRINCIPAL 2014-2017-DIRECTOR-EWASCO
16	JOSEPH RYAGA IRENI	M	11022720	1971	763942951	B	BA-MATHS, CHEMISTRY DIPLOMA-P.S.D.E.	MAKVATTA	NGANDORI	2013-TODATE-TEAMS INSURANCE AGENCY 1996-2012-TSC-ASST. TEACHER
17	JOHN MUKUMDI	M	13573077	1975	721605688	C	MBA FINANCE BA-ACC & FIN DIPLOMA-INFOR.TECH CPA (K) ACCOUNTS	MAKVATTA	NGINDA	MAY 2016-TODATE-EMBU COUNTY CHAIRMAN-EMBU WARD DEV.FUND 2005-TODATE-ACHIEVERS COLLEGE-CEO
18	PAUL KILONZO MUIA	M	10058157	1967	722878537	DIV 1	MBA-EDUCATION BA- EDUCATION	MBERE SOUTH	MWEA	2013-TODATE-CHIEF OFFICER - EMBU COUNTY 20107- 2013-ASST.DIRECTOR-MIN.OF EDUCATION 1992- 2007-PRINCIPAL-TSC 2000 TO DATE: PRINCIPAL AT TSC, 1990 TO 1995: ASSISTANT TEACHER AT TSC
19	DAVID MURIUKI IRENI	M	2034257	1966	722855314	DIV 1	MASTERS(ONGINGI), BED ARTS, DIPLOMA IN EDUCATION MGT			

MEMBER - PUBLIC SERVICE BOARD (2 POSTS) - SHORTLISTED

For appointment to this grade an officer must:-

- Be a Kenyan Citizen
- Be a holder of at least a first degree from a recognized University in Kenya (Masters degree in Human Resource Management/Business Administration/Political Administration will be an added advantage)
- Have knowledge and a working experience of not less than (5) years in Human Resource Management and Administration.
- Be a professional and demonstrate respect for the relevant professional code of conduct.
- Understand the diversity within the County
- Be committed to be part of a team that will enable the County Government achieve her vision.
- Must not be a state or public officer
- Satisfy the requirement of Chapter Six of the Constitution.

SNO.	NAME	GENDER	ID NO.	Y.O.B	CONTACT	KCSE/ KCE	QUALIFICATIONS	SUB COUNTY	WARD	EXPERIENCE	REMARKS
01	KITHAKA JESSE NIERU	M	25851487	1985	72558836 B	KCE	MA-ARTS BE-ARTS	MBERE SOUTH	MBETI SOUTH	DEPUTY PRINCIPAL-DAWAMU SCH 2016-TEACHER KISIMA SEC.SCH 2014-TEACHER MARSABIT BOYS 2012-TEACHER MUTUARE DAY SEC.SCH 2010-TEACHER EMDAU SEC.SCH	
02	NIERU ENILO KATHURU	M	12576605	1974	722588811	C+	BA-PHYSICS AND MATHS DIPLOMA-EDUCATION DIPLOMA PHYSICS AND METAL WORK	EMBU WEST	NENBURU	2013-2017-TSC D/PRINCIPAL 1997/2012-TSC -TEACHER	
03	WACHIRA JUDY MUMBI	F	28268377	1991	727984731 B		BA-EDUCATION	MBERE NORTH		OCT 2015-JAN 2016-TSC-TEACHER MAY 2014-DEC 2014-BOARD OF MANAGEMENT-SIAKAGO- TEACHER	
04	KAMANI JANE MUTHONI	F	3675294	1962	72235850		PHD-HUMAN RESOURCE MANAGEMENT MBA-STRATEGIC MANAGEMENT BA-ECDE	MANVATTA		2015-TODAYE-NAIROBI CITY COUNTY-EDUCATION OFFICER 1997-2014-TSC - PROGRAMME OFFICER 1995-1996-TSC-HEADTEACHER KANGARU DEB.PRV.SCH.	



05	MUTHATHAI PETERSON K	M	536417	1952	722682103	DIV 2	BA-EDUCATION	MANVATTA	NGINDA	<p>JULY 2008-JULY 2011- COMMISSIONER-TSC</p> <p>JULY 2005-JULY 2009-VICE PRESIDENT-INTERNATIONAL CONFEDERATION OF PRINCIPALS</p> <p>AUG 2004-AUG 2008-PRESIDENT AFRICAN CONVENTION OF PRINCIPALS</p> <p>JUNE 2002-JUNE 2007-NATIONAL CHAIRMAN-KSC HEADS ASS.</p> <p>1993-1998-CHAIRMAN EASTERN PROVINCE JOINT ACTIVITIES COMMITTEE</p> <p>1986-1989-CHAIRMAN EMBU DISTRICT COMMON MOCK COMMITTEE</p> <p>1980-1984-PATRON DEBATING</p>
06	DAVID MURIUKI HERI M	M	7034257	1966	722855314	DIV 1	MASTERS(ONGOING), BED ARTS, DIPLOMA IN EDUCATION MGT			<p>2000 TO DATE: PRINCIPAL AT TSC,</p> <p>1990 TO 1999: ASSISTANT TEACHER AT TSC</p>

MINUTES OF PANEL COMMITTEE INCHARGE OF INTERVIEWING COUNTY SECRETARY AND BOARD MEMBER ON THURSDAY 2ND NOVEMBER, 2017 AT PANESIC HOTEL

PRESENT

- | | | |
|------------------------|---------------------------|------------|
| 1. Mr. Cyrus N. Gituai | - Rtd Permanent Secretary | - Chairman |
| 2. M/s Grace Njenga | - HR Consultant | - Member |
| 3. Mr. Mundia Geteria | - Chairman PSB | - Member |
| 4. Mr. Wilson Gitonga | - Ag. County Secretary | - Member |
| 5. M/s Ruth Moses | - Ag. Secretary/CEO PSB | - Member |

AGENDA

1. Preliminaries
2. Analysis of Interview Results
3. A.O.B

MIN.1/10/2017 – PRELIMINARIES

The meeting opened with a word of prayer led by Ruth Moses. The chairman welcomed the members to the meeting and thanked them for turning up for the meeting punctually.

MIN.2/10/2017 – ANALYSIS OF INTERVIEW RESULTS

The committee had been given the responsibility of interviewing candidates for the positions of County Secretary and Board Members. This exercise was undertaken on 2nd November, 2017 at Panesic Hotel.

The following were the shortlisted candidates for the position of County Secretary.

SNO	NAME	ID.NO.	SUB COUNTY
1.	JOHNSON NGUU NYAGA	20041596	RUNYENJES
2	DAVID NAMU KARIUKI	7001253	MANYATTA
3	LYDIA MUTHONI POSHO	9821659	RUNYENJES
4	JOHNSON MWANIKI NYAGAH	3616086	MANYATTA

The following were the shortlisted candidates for the position of Board Members

SNO	NAME	ID	SUBCOUNTY
1.	DAVID MURIUKI IRERI	7034257	MBEERE SOUTH
2	PETERSON K. MUTHATHAI	0536417	MANYATTA
3	JANE MUTHONI MWANIKI	3679294	MANYATTA
4	EMILIO KATHURI NJERU	12576605	MANYATTA
5	JESEE NJERU KITHAKA	25851487	MBEERE SOUTH
6	JUDDY MUMBI WACHIRA	28268377	EVUORE



Interview Results for the Position of County Secretary were as follows:-

NO.	NAME	WARD	AVERAGE SCORE OUT OF 100	RANK
1	JOHNSON NGUU NYAGA	RUNYENJES CENTRAL	51	1
2	DAVID NAMU KARIUKI	NGANDORI	40	4
3	LYDIA MUTHONI POSHO	RUNYENJES	44	3
4	JOHNSON MWANIKI NYAGAH	NGANDORI	48	2

Interview Results for the Position of Board Member were as follows:-

NO.	NAME	WARD	AVERAGE SCORE OUT OF 100	RANK
1	DAVID MURIUKI IRERI	KIAMBERE	44	3
2	PETERSON K. MUTHATHAI	NGINDA	82.3	1
3	JANE MUTHONI MWANIKI	NGINDA	42.6	4
4	EMILIO KATHURI NJERU	NGANDORI	33	5
5	JESEE NJERU KITHAKA	KIAMBERE	62.6	2
6	JUDDY MUMBI WACHIRA	EVUORE	14	6

The members resolved to forward the results to H.E. the Governor for his further necessary action.


There being no other business for discussion, the meeting ended at 2.30 p.m.

CONFIRMED:


CHAIRMAN


SECRETARY


3rd November, 2017


3rd November, 2017



