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**ORGANIZATION OF  
THE GOVERNMENT  
OF THE  
REPUBLIC OF KENYA**

January, 2007

ISSUED BY THE OFFICE OF THE PRESIDENT, NAIROBI

# REPUBLIC OF KENYA

Office of the President,  
P. O. Box 30510 - 00100,  
NAIROBI.

30<sup>th</sup> January, 2007

## Presidential Circular No.1/2007

### ORGANIZATION OF THE GOVERNMENT

This Circular is issued with the authority of His Excellency the President and it contains appointments and changes made in the Government since the previous circular was issued on 3<sup>rd</sup> May, 2005. The Ministerial portfolio responsibilities remain an internal matter for each Ministry to determine within the broad scope of the listed functions, and these responsibilities will be varied as circumstances and needs arise. This circular supersedes all previous Presidential Circulars on the above subject.

**Amb. Francis K. Muthaura, E.G.H.**  
**PERMANENT SECRETARY, SECRETARY TO THE**  
**CABINET AND HEAD OF THE PUBLIC SERVICE**

**To:**

**All Ministers.**  
**All Assistant Ministers.**  
**All Permanent Secretaries** *(with sufficient copies for all Heads of Department).*  
**All Provincial Commissioners.**  
**The Attorney-General.**  
**The Private Secretary/Comptroller of State House.**  
**The Controller and Auditor-General.**  
**The Secretary, Public Service Commission of Kenya.**  
**The Clerk, National Assembly.**  
**The Registrar, High Court of Kenya.**  
**The Chairman, Electoral Commission of Kenya.**

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## 1. OFFICE OF THE PRESIDENT

Harambee House, Harambee Avenue, P. O. Box 30510-00100, Nairobi  
Telephone: 227411  
Telegrams: "RAIS"

### HIS EXCELLENCY THE HON. MWAI KIBAKI, C.G.H., M.P.

Minister of State for Provincial Administration and Internal Security:  
**THE HON. JOHN N. MICHUKI, E.G.H., M.P.**

Assistant Minister for Internal Security: **THE HON. PETER G. MUNYA, M.P.**

Assistant Minister for Provincial Administration: **THE HON. JOSEPH KAHINDI KINGI, M.P.**

Minister of State for Public Service: **THE HON. MOSES AKARANGA, E.G.H., M.P.**

Assistant Minister for Public Service: **THE HON. BONIFACE MGANGA, M.P.**

Minister of State for Defence: **THE HON. NJENGA KARUME, E.G.H., M.P.**

Assistant Minister, Ministry of State for Defence: **THE HON. STEPHEN K. TARUS, M.P.**

Minister of State for Immigration and Registration of Persons:

**THE HON. GIDEON S. KONCHELAH, E.G.H., M.P.**

Assistant Minister, Ministry of State for Immigration and Registration of Persons:

**THE HON. ANANIAH MWABOZA, M.P.**

Minister of State for Special Programmes: **THE HON. JOHN K. MUNYES, E.G.H., M.P.**

Assistant Minister, Ministry of State for Special Programmes: **THE HON. WARIO ALI, M.P.**

Permanent Secretary, Secretary to the Cabinet and Head of the Public Service:

**AMB. FRANCIS K. MUTHAURA, E.G.H.**

Permanent Secretary, Ministry of State for Provincial Administration and Internal Security:

**MR. CYRUS T. GITUAL, C.B.S.**

Permanent Secretary, Ministry of State for Defence: **MR. ZACHARY N. MWAURA, C.B.S.**

Permanent Secretary, Ministry of State for Public Service: **MR. TITUS M. NDAMBUKI, H.S.C.**

Permanent Secretary, Ministry of State for Special Programmes:

**MRS. RACHEL A. ARUNGAH, C.B.S.**

Permanent Secretary, Ministry of State for Immigration and Registration of Persons:

**MR. EMMANUEL M. KISOMBE, C.B.S.**

Permanent Secretary, Public Service Reform and Development Secretariat:

**MS. JOYCE NYAMWEYA, C.B.S.**

Private Secretary/Comptroller of State Houses: **MR. HYSLOP IPU, C.B.S.**

Advisor/Permanent Secretary **MR. STANLEY K. MURAGE, C.B.S.**

Principal Administrative Secretary, Cabinet Office: **MR. FRANCIS K. MUSYIMI, H.S.C.**

Public Communications Secretary/Government Spokesman: **DR. ALFRED N. MUTUA, E.B.S.**

Secretary, Performance Contracts: **MR. RICHARD E. NDUBAI, O.G.W.**

Secretary, State Corporations Advisory Committee: **MR. STEPHEN K. KIROGO**

ICT Secretary/Directorate of E-Government: **DR. SYLVANUS JUMA OKECH**

Ag. Secretary, National Economic and Social Council (NESC): **MR. LEONARD N. KIMANI**

Inspector –General, Inspectorate of State Corporations: **MR. PETER B. ONDIEKI**

#### **DEFENCE HEADQUARTERS**

Ulinzi House, P. O. Box 40668-00100, Nairobi  
Telephone: 2721100  
Telegrams: "DEFENCE"

Chief of General Staff: **GENERAL JEREMIAH MUTINDA KIANGA E.G.H., C.B.S., 'ndc' (K)**  
'cgsc' (USA)

Vice-Chief of General Staff: **LIEUTENANT GENERAL JULIUS WAWERU KARANGI,**  
M.G.H, C.B.S., 'ndc' 'psc' (K)

#### **KENYA ARMY HEADQUARTERS**

Ulinzi House  
P. O. BOX 30503-00100, Nairobi  
Telephone: 2721100  
Telegrams: "ARMY"

Commander, Kenya Army: **LIEUTENANT GENERAL AUGUSTINO STEPHEN KARANGI**  
NJOROGE, M.G.H., C.B.S., 'ndc' (K) 'cgsc' (USA)

#### **KENYA AIR FORCE HEADQUARTERS**

EASTLEIGH  
P. O. BOX 48888-00100, Nairobi  
Telephone: 6764400 - 15  
Telegrams: "KAF"

Commander, Kenya Air Force: **MAJOR GENERAL HAROLD MWAKIO TANGAI, E.B.S.**  
'ndc' 'psc' (K)

#### **KENYA NAVY HEADQUARTERS**

P. O. Box 95350-81104, Mombasa  
Telephone: 041-2451201-5, Mombasa  
Telegrams: "NAVY"

Commander, Kenya Navy: **MAJOR GENERAL SAMSON JEFWA. MWATHETHE, M.B.S.,**  
D.C.O, 'ndc', (K) 'psc' (UK)

#### **KENYA POLICE HEADQUARTERS**

Vigilance House, Harambee Avenue, P.O. Box 30083, Nairobi  
Telephone: 341411  
Telegrams: 'VIGILANCE'

Commissioner of Police: **MAJOR GENERAL MOHAMED HUSSEIN ALI, M.G.H., M.B.S.**

#### **CRIMINAL INVESTIGATIONS DEPARTMENT**

CID Headquarters, P.O. BOX 30036, Nairobi  
Telephone: 512090  
Telegrams: 'CRIMINAL'

Director of Criminal Investigations: **MR. SIMON G. KARANJA**

#### **GENERAL SERVICE UNIT**

GSU Headquarters, Thika Road, P.O. Box 49506, Nairobi  
Telephone: 802733/802738

Telegrams: 'POLGEN'

Commandant, General Service Unit: MR. MATHEW K. ITEERE, O.G.W.

#### ADMINISTRATION POLICE

Harambee House, Harambee Avenue, P.O. Box 30510, Nairobi  
Telephone: 227411  
Telegrams: "RAIS"

Administration Police Commandant: MR. KINUTHIA MBUGUA, C.B.S. O.G.W.

#### NATIONAL SECURITY INTELLIGENCE SERVICE

Telephone: 344248/344252/3/4/5 P.O. Box 30091 - 00100, Nairobi  
Fax: 243006  
Telegrams: "SECINTEL"

Director General: MAJOR. GENERAL MICHAEL GICHANGI, C.B.S., D.C.O.

#### FUNCTIONS

##### Cabinet Office:

- Organization and Co-ordination of Government Business.
- Appointment and Terms of Service of Ministers and Assistant Ministers.
- Appointment of Permanent Secretaries.
- Appointment of Judges.
- Appointment of Ambassadors and High Commissioners.
- Constitution and Abolition of Public Offices.
- Commissions of Inquiry
- Custodian of Kenya Seal.
- Honours and Awards.
- Public Holidays.
- Inspection of State Corporations.
- State Corporations Advisory Committee.
- Directorate of e-Government.
- Public Communications Office.
- National Economic and Social Council.
- National Vision 2030.
- Nominations for Senior Jobs in International Organizations.
- Kenya Southern Sudan Liaison Office.
- Public Service Reform and Development Secretariat.

##### State House:

- Head of State's Programmes.
- State Houses and Lodges.
- Presidential Press Service.
- Strategic Policy Unit

##### Provincial Administration and Internal Security:

- Provincial Administration.
- Kenya Police
- Administration Police.
- Government Press.
- Boundaries.
- National Agency for the Campaign Against Drug Abuse (NACADA).
- Government Reception and State Functions.
- Disaster and Emergency Response Co-ordination.
- National Disaster Operations Centre.
- Motor Vehicle Inspection Unit.
- Maintenance of Airstrips.
- Maintenance of Security Roads.

##### Public Service:

- Human Resource Management and Development .
- Government Training Institutes.
- Performance Management.
- Permanent Public Service Remuneration Review Board.
- Kenya Institute of Administration.

**Defence:**

**Defence Policy and Plans.**  
**Kenya Armed Forces.**  
**National Defence Council.**  
**Kenya Ordinance Corporation.**  
**Landmines Matters.**  
**Disaster Response.**  
**Support for Civil Authority.**

**Special Programmes:**

**Special Programme Policies.**  
**Arid and Semi-Arid Resources Management Project.**  
**Coordination of the Campaign Against HIV/AIDS.**  
**Co-ordination of Disaster Risk Reduction Programmes.**  
**National AIDS Control Council.**  
**Maintenance of the Strategic Grain Reserve.**  
**Food Relief.**

**Immigration and Registration of Persons:**

**Immigration.**  
**Registration of Persons.**  
**Registration of Births and Deaths.**  
**Refugees.**

**2. OFFICE OF THE VICE-PRESIDENT**

**Jogoo House, "A" Taifa Road, P. O. Box 30478, Nairobi**  
**Telephone: 228411**  
**Telegrams: "HOME"**

**VICE-PRESIDENT AND MINISTER FOR HOME AFFAIRS:**

**THE HON. DR. ARTHUR MOODY AWORI, E.G.H., E.B.S., M.P.,**

Assistant Minister, Ministry of Home Affairs: **THE HON. SAMUEL MOROTO, M.P.**

Assistant Minister, Ministry of Home Affairs: **THE HON. HUSSEIN MAALIM MOHAMMED, M.P.**

Permanent Secretary: **AMB. NANCY C. KIRUI, C.B.S.**

Commissioner of Prisons: **MR. GILBERT MIDHUNE OMONDI, C.B.S.**

Minister of State, Ministry of State for National Heritage: **THE HON. SULEIMAN R. SHAKOMBO, E.G.H., M.P.**

Assistant Minister, Ministry of State for National Heritage: **VACANT**

Permanent Secretary: **MRS. ALICE KEMUNTO MAYAKA, O.G.W.**

Minister of State, Ministry of State for Youth Affairs: **THE HON. DR. MOHAMMED A. KUTI, E.G.H., M.P.**

Assistant Minister, Ministry of State for Youth Affairs: **THE HON. KATOO J. OLE METITO, M.P.**

Permanent Secretary: **MR. KINUTHIA N. MURUGU, C.B.S.**

Director of National Youth Service: **MR. JAPHETH K. MWANIA, C.B.S.**

**FUNCTIONS:**

**Vice-President and Minister for Home Affairs:**

Leader of Government Business.  
Prisons and Remand Homes.  
Criminal Rehabilitation.  
Betting Control and Licensing.  
Children's Department  
Children's Homes.  
Probation Services.  
Approved Schools.

**Minister of State - National Heritage:**

National Heritage Policy.  
National Archives/Public Records.  
National Museums and Monuments.  
Historical sites.  
NGO Co-ordination.

**Minister of State – Youth Affairs**

Youth Policy  
National Youth Service (NYS)  
Kenya Association of Youth Centres.  
Youth Development.  
Youth Polytechnics.  
Youth Enterprise Fund.

**3. MINISTRY OF LOCAL GOVERNMENT**

Jogoo House, "A" Taifa Road, P. O. Box 30004, Nairobi  
Telephone: 217475  
Telegrams: "AUTHORITY"

Minister: **THE HON. MUSIKARI N. KOMBO, E.G.H., M.P.**

Assistant Minister for Urban Authorities: **THE HON. ISAACK A. SHAABAN, M.P.**

Assistant Minister for County Councils: **THE HON. GEOFFREY MUCHIRI GACHARA, M.P.**

Permanent Secretary: **MR. SOLOMON S. BOIT, C.B.S.**

**FUNCTIONS:**

Local Authorities Policy.  
Cities, Municipalities, Towns and County Councils Oversight, Management and Development Support.  
By-laws for Local Authorities.  
Support for Capacity Building in Local Authorities.  
Local Government Loans Authority.  
Local Authorities Provident Fund.  
Kenya Local Government Officers' Superannuation Fund.  
Administration of Local Authorities Transfer Fund.

**4. MINISTRY OF FINANCE**

Treasury Building, Harambee Avenue, P. O. Box 30007, Nairobi  
Telephone: 252299  
Fax: 310833  
Telegrams: "FINANCE"

Minister: **THE HON. AMOS KIMUNYA E.G.H., M.P.**

Assistant Minister for Monetary, Fiscal and Investment Affairs:

**THE HON. PETER KENNETH, M.P.**

Assistant Minister for Financial Management Affairs: **VACANT**

Permanent Secretary: **MR. JOSEPH K. KINYUA, C.B.S.**

Financial Secretary: **MR. MUTUA KILAKA, S.S.**

Economic Secretary: **(DR.) KAMAU THUGGE**

Investment Secretary: **MRS. ESTHER KOIMET, E.B.S.**



## FUNCTIONS

Economic, Fiscal and Monetary Policies.  
National Budget Co-ordination and Control.  
Bilateral and Multilateral Development Financing.  
Technical Assistance.  
Government Revenue, Expenditure and Borrowing.  
MTEF and Budget Monitoring.  
Kenya Revenue Authority.  
Banks and Banking.  
Insurance Policy and Regulation.  
Financial Institutions.  
Capital Markets Authority  
Public Debt Management  
Government Accounting Services and Internal Audit.  
Public Procurement Oversight Authority  
Custodian of Government Assets and Property.  
Divestiture of Public Enterprises.  
Public Procurement Complaints Review and Appeals Board.  
Public, Private Partnership Unit.  
Government Coast Agent.  
Retirement Benefits Authority.  
Public Pension Policy and Administration.  
Government Information Technology Services (GITS).  
Monopolies and Prices Commission.  
Restrictive Trade Practices Tribunal

## 5. MINISTRY OF HEALTH

Afya House, Cathedral Road, P. O. Box 30016, Nairobi  
Telephone: 2717077  
Fax: 2713234  
Telegrams: "MINHEALTH"

Minister: **THE HON. CHARITY KALUKI NGILU, E.G.H., M.P.**

Assistant Minister for Medical Services: **THE HON. (DR.) WILFRED G. MACHAGE, M.P.**

Assistant Minister for Public Health: **THE HON. (DR.) ENOCK W. KIBUNGUCHY, M.P.**

Permanent Secretary: **(DR.) HEZRON O. NYANGITO, C.B.S.**

Director of Medical Services: **(DR.) JAMES W. NYIKAL, M.B.S.**

## FUNCTIONS

Health Policy.  
Sanitation Policy.  
Preventive and Promotive Health Services.  
HIV/AIDS Programme and other Sexually Transmitted Infections (STIs) Treatment and Management.  
Health Education.  
Family Planning.  
Food and Food Handling.  
Health Inspection and other Public Health Services.  
Quarantine Administration.  
Overall Sanitation Services.  
Insanitary Nuisances.  
Curative Services.  
Clinics, Dispensaries, Health Centres and Hospitals.  
Registration of Doctors and Para Medicals.  
Maternity Services.

Nurses and Midwives.  
National Hospital Insurance Fund.  
Kenya Medical Research Institute.\*  
Kenya Medical Training College.  
Government Chemist.  
Kenya Medical Supplies Agency (KEMSA)  
The Radiation Protection Board.  
Regulatory Bodies for Pharmacy and Medicine.

## **6. MINISTRY OF ROADS AND PUBLIC WORKS**

Ministry of Works Building, Ngong Road, P. O. Box 30260, Nairobi  
Telephone: 2723101/2723188/2723155/2723135/2723111-6/2723582-87  
Telegrams: "MINWORKS"

Minister: **THE HON. SIMEON NYACHAE, E.G.H., M.P.**

Assistant Minister for Roads: **THE HON. JOSHUA NGUGI TORO, M.P.**

Assistant Minister for Public Works: **THE HON. HUSSEIN T. SASURA, M.P.**

Permanent Secretary: **AMB. (ENG.) MOHAMED MAALIM MAHAMUD, C.B.S.**

Engineer-in-Chief: **VACANT**

### **FUNCTIONS**

Roads Development Policy.  
Public Works Policy.  
Development, Standardization and Maintenance of Roads.  
Materials Testing and Advice on Usage.  
Public Works Planning and Policy Development.  
Standardization and Maintenance of Plant and Equipment.  
Vehicles, Plant and Equipment.  
Kenya Roads Board.  
Development and Maintenance of Public Buildings.  
Maintenance of Inventory of Government Property.  
Provision of Mechanical and Electrical Services.  
Supplies Branch.  
Co-ordination of Procurement of Common-user Items by Government Ministries.  
Kenya Building Research Centre.  
Registration of Engineers, Architects and Surveyors.  
Registration of Contractors and Materials Suppliers.  
Registration of Civil, Building and Electromechanical Contractors  
Kenya Institute of Highways and Building Technology.  
Other Public Works.

## **7. MINISTRY OF EDUCATION**

Jogoo House "B", Harambee Avenue, P. O. Box 30040, Nairobi  
Telephone: 318581  
Telegrams: "EDUCATION"

Minister: **THE HON. (PROF.) GEORGE K. SAITOTI, E.G.H., M.P.**

Assistant Minister for Primary Education: **THE HON. BETH WAMBUI MUGO, M.P.**

Assistant Minister for Higher Education: **THE HON. (DR.) KILEMI MWIRIA, M.P.**

Permanent Secretary: **(PROF.) KAREGA MUTAHI, C.B.S.**

Education Secretary: **(PROF.) GEORGE IMBANGA GODIA**

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\* Includes human section of Kenya Trypanosomiasis Research Institute.

## **FUNCTIONS**

**Education Policy.**  
**Quality Assurance and Supervision of Education Institutions.**  
**Inspection and Supervision of Education Institutions.**  
**Teacher Education and Management.**  
**Schools Administration and Programmes.**  
**Registration of Education and Training Institutions.**  
**Curriculum Development.**  
**Examinations and Certification.**  
**School Equipment.**  
**Early Childhood Education, Care and Development.**  
**Primary and Secondary Education.**  
**Special Needs Education.**  
**University Education.**  
**Continuing Education.**  
**Teachers Service Commission (TSC).**  
**Kenya Institute of Education (KIE).**  
**Kenya National Examinations Council (KNEC).**  
**Science Equipment Production Unit (SEPU).**  
**Commission for Higher Education (CHE).**  
**The Higher Education Loans Board (HELB).**  
**Kenya Education Staff Institute (KESI).**  
**Kenya National Commission for UNESCO.**  
**Jomo Kenyatta Foundation (JKF).**  
**Kenya Literature Bureau (KLB).**  
**Centre for Mathematics, Science and Technology in Africa (CEMASTE).**

## **8. MINISTRY OF SCIENCE AND TECHNOLOGY**

**Jogoo House "B", Harambee Avenue, P. O. Box 30040, Nairobi**  
**Telephone: 318581**  
**Telegrams: "EDUCATION"**

**Minister: THE HON. (DR). NOAH M. WEKESA, E.G.H., M.P.**

**Assistant Minister: THE HON. UKUR KANACHO YATANI, M.P.**

**Permanent Secretary: (PROF). CRISPUS MAKAU KIAMBA, M.B.S.**

### **FUNCTIONS:**

**Science and Technology Policy.**  
**Technical Education.**  
**Technical Training Institutes.**  
**Institutes of Technology.**  
**National Polytechnics.**  
**Promotion of Research, Science and Technology.**  
**National Council for Science and Technology (NCST).**  
**Research Authorization, Co-ordination, Inventory and Dissemination.**  
**Department of Research Development.**

## **9. MINISTRY OF AGRICULTURE**

**Kilimo House, Cathedral Road, P. O. Box 30028, Nairobi**  
**Telephone: 2718870**  
**Telegrams: "MINAG"**

**Minister: THE HON. KIPRUTO RONO ARAP KIRWA, E.G.H., M.P.**

**Assistant Minister for Research and Extension Services: THE HON. PETER KAINDI, M.P.**

**Assistant Minister for Crop Production and Marketing: THE HON. PATRICK K. MUIRURI, M.P.**

**Permanent Secretary: (DR.) ROMANO M. KIOME, C.B.S.**

## **FUNCTIONS**

**Agricultural Policy and Services.**  
**National Food Policy.**  
**Crop Production and Marketing.**  
**Pests and Diseases Control.**  
**Agricultural Extension Services.**  
**Phytosanitary Services.**  
**Kenya Agricultural Research Institute (KARI)\*.**  
**Kenya Plant Health Inspectorate Service (KEPHIS).**  
**Agricultural Development Corporation.**  
**Agricultural Finance Corporation.**  
**Nyayo Tea Zones Development Corporation.**  
**Tea Research Foundation.**  
**Coffee Research Foundation.**  
**Kenya Sugar Board.**  
**Coffee Board of Kenya.**  
**National Cereals and Produce Board (NCPB).**  
**Kenya Seed Company.**  
**Horticultural Crops Development Authority (HCDA).**  
**Pyrethrum Board of Kenya.**  
**Kenya Sugar Research Foundation (KESREEF).**  
**Tea Board of Kenya.**  
**Pest Control Products Board (PCPB).**  
**Mumias Sugar Company**  
**South Nyanza Sugar Company.**  
**Chemelil Sugar Company.**  
**Nzoia Sugar Company.**  
**Agro-chemical and Food Company.**  
**Central Agricultural Board.**  
**Cotton Board.**  
**Kenya Sisal Board.**

## **10. MINISTRY OF LIVESTOCK AND FISHERIES DEVELOPMENT**

**Kilimo House, Cathedral Road, P. O. Box 30028 Nairobi**  
**Telephone: 2718870**  
**Telex: 22766**  
**Fax: 2711149**  
**Telegrams: "MINAG"**

**Minister: THE HON. JOSEPH KONZOLLO MUNYAO, E.G.H., M.P.**

**Assistant Minister for Livestock Development: THE HON. STEPHEN OLE NTUTU, M.P.**

**Assistant Minister for Fisheries Development: THE HON. MOHAMED ABU CHIABA, M.P.**

**Permanent Secretary: (DR). JACOB OLE MIARON, C.B.S.**

### **FUNCTIONS:**

**Livestock and Fisheries Policies.**  
**Development of Livestock Industry.**  
**Range Development and Management.**  
**Veterinary Services and Disease Control.**  
**Livestock Production and Extension Services.**  
**Kenya Dairy Board.**  
**Kenya Meat Commission.**  
**Development of Fisheries Industry.**  
**Kenya Marine Fisheries Research Institute.**  
**Development of Bee Keeping Industry.**  
**Hides and Skins.**  
**Meat Inspection and Development of Abattoirs.**

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*\* Includes animal section of Kenya Trypanosomiasis Research Institute (KETRI), and Kenya Veterinary Vaccines Production Institute (KEVEVAPI). The human section of KETRI absorbed by Kenya Medical Research Institute (KEMRI).*

## 11. MINISTRY OF JUSTICE AND CONSTITUTIONAL AFFAIRS

Co-operative House, Haile Selassie Avenue, P.O. Box 56057, Nairobi  
Telephone: 224029  
Telegrams: "JUSTICE"

Minister: **THE HON. MARTHA W. KARUA, E.G.H., M.P.**

Assistant Minister: **THE HON. DANSON B. MUNGATANA, M.P.**

Permanent Secretary, Justice & Constitutional Affairs: **MS. DOROTHY N. ANGOTE, C.B.S.**

### FUNCTIONS

Legal Policy.  
Policy on Administration of Justice.  
Constitutional Matters.  
Anti-Corruption Strategies, Integrity and Ethics.  
Legal Education.  
Political Parties.  
Law Reform Commission.  
Legal Aid and Advisory Services.  
Elections.  
Kenya National Human Rights Commission.  
Kenya School of Law.  
Kenya Anti-Corruption Commission.  
Governance, Justice, Law & Order Sector Co-ordination.  
Human Rights and Social Justice.

## 12. MINISTRY OF FOREIGN AFFAIRS

Old Treasury Building, Harambee Avenue, P. O. Box 30551, Nairobi  
Telephone: 318888  
Telegrams: "FOREIGN"  
Fax: 240066  
E-Mail: [mfapress@nbnet.co.ke](mailto:mfapress@nbnet.co.ke)  
Website: [www.mfa.go.ke](http://www.mfa.go.ke)

Minister: **THE HON. RAPHAEL TUJU, E.G.H., M.P.**

Assistant Minister for International Affairs: **THE HON. MOSES WETANGULA, M.P.**

Assistant Minister for African Affairs: **THE HON. KEMBI GITURA, M.P.**

Permanent Secretary: **MR. THUITA MWANGI**

Chief of Protocol: **AMB. BRUCE M. MADETE, M.B.S.**

### FUNCTIONS

Foreign Policy.  
Bilateral and Multilateral Relations.  
International and Regional Organizations.  
Kenya Embassies Abroad.  
Foreign Missions in Kenya.  
Treaties, Conventions and Agreements.  
Diplomatic Privileges and Immunities.  
State and Official Visits.  
Protocol Matters.  
Consular Services.  
Joint Commissions with other Countries.  
Peace Initiatives.  
Pan African News.  
Commonwealth Affairs.  
Kenyans in Diaspora.

## **KENYA MISSIONS ABROAD**

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 Regional Co-operation Policy.

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Assistant Minister for Sports: **THE HON. JOEL O. ONYANCHAH, M.P.**

Permanent Secretary: **RACHEL B. DZOMBO (MRS.), C.B.S.**

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**Policies on Gender, Sports, Culture and Social Services.**  
**National Library Services.**  
**Development and Co-ordination of Sports.**  
**Promotion and Co-ordination of Volunteer Services.**  
**Promotion of Culture.**  
**Development of Fine, Creative and Performing Arts.**  
**Social Welfare for Vulnerable Groups.**  
**Adult Education.**  
**Kenya National Council for Social Services.**  
**Permanent Presidential Commission on Music.**  
**National Stadia Management Board.**  
**Community Development.**  
**Social Welfare.**  
**Gender Issues/Women's Bureau.**

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**Information Policy.**  
**Communications Policy.**  
**Film Development Policy.**  
**Dissemination of Public Information.**  
**Development of National Communications Capacity.**  
**Development of the Film Industry.**  
**Public Relations Services.**  
**Kenya Broadcasting Corporation (KBC).**  
**Kenya Institute of Mass Communication (KIMC).**  
**Kenya Film Classification Board.**  
**Kenya Film Commission.**  
**Communications Commission of Kenya (CCK).**  
**Postal Corporation of Kenya (PCK).**  
**National Communications Secretariat.**  
**Communications Appeals Tribunal.**

Telkom Kenya.  
Kenya College of Communications Technology (KCCT).  
Gilgil Telecommunications Industries (GTI).

## 16. MINISTRY OF TRANSPORT

Transcom House , Ngong Road, P.O. Box 52692-001 Nairobi  
Telephone: 2729200  
Telegrams: "TRANSCOMS" Nairobi  
*E-mail-motc@insightkenya.com*

Minister: **THE HON. (AMB. ) CHIRAU ALI MWAKWERE, E.G.H., M.P.**

Assistant Minister for Port, Rail and Road Transport:  
**THE HON. ROBINSON NJERU GITĦAE, M.P.**

Assistant Minister for Civil Aviation and Meteorological Services:  
**THE HON. CECILY MBARIRE, M.P.**

Permanent Secretary: **MR. GERRISHON K. IKIARA, C.B.S.**

### FUNCTIONS:

Transport Policy.  
Kenya Railways Corporation.  
Kenya Railways Training School.  
Kenya Ports Authority (KPA).  
Kenya Airports Authority (KAA).  
Kenya Ferry Services.  
Kenya National Shipping Line.  
National Road Safety Council.  
Transport Licencing Board.  
Registration and Insurance of Motor Vehicles.  
Motor Vehicle Inspection Unit.  
Kenya Civil Aviation Authority (KCAA).  
East African School of Aviation.  
Kenya Meteorological Department.  
Kenya Meteorological Training College.  
Kenya Maritime Authority.  
Bandari College.

## 17. MINISTRY OF WATER AND IRRIGATION

Maji House, Ngong Road, P.O. Box 49720, Nairobi  
Telephone: 2716103  
Fax: 2727622  
Telegrams: 'MAJI'

Minister: **THE HON. JOHN MUTUA KATUKU., E.G.H., M.P.**

Assistant Minister for Water Services: **THE HON. MAJOR (Rtd.) ADEN A. SUGOW, M.P.**

Assistant Minister for Water Resources Management: **THE HON. RAPHAEL WANJALA, M.P.**

Permanent Secretary: **ENG. MAHBOUB M. MAALIM, C.B.S., O.G.W.**

### FUNCTIONS:

Water Resources Management Policy.  
Water and Sewerage Services Policy.  
Water Quality and Pollution Control.  
Dam Construction Schemes.  
Flood Control and Land Reclamation.

**Waste Water Treatment and Disposal Policy.**  
**National Water Conservation and Pipeline Corporation.**  
**Kenya Water Institute.**  
**National Irrigation Policy.**  
**National Irrigation Board (NIB).**  
**Water Services Regulatory Board.**  
**Water Resources Management Authority.**  
**Water Appeals Tribunal.**  
**Water Services Boards.**  
**Water Services Trust Fund.**  
**Public Water Schemes and Community Water Projects.**

## **18. MINISTRY OF REGIONAL DEVELOPMENT AUTHORITIES**

**N.S.S.F Building, 21<sup>st</sup> Floor, Eastern Wing, P.O. BOX 10280-00100 Nairobi, GPO**  
**Telephone: 2724646**  
**Fax: 2737693**

Minister: **THE HON. MOHAMED ABDI MOHAMUD, E.G.H., M.P.**

Assistant Minister: **VACANT**

Permanent Secretary: **ENG. DAVID STOWER, C.B.S.**

### **FUNCTIONS:**

**Regional Authorities Development Policy.**  
**Oversight, Management and Development Support for Regional Development Authorities.**  
**Capacity Building and Support for Regional Development Authorities.**  
**Tana and Athi Rivers Development Authority (TARDA).**  
**Kerio Valley Development Authority (KVDA).**  
**Lake Basin Development Authority (LBDA).**  
**Ewaso-Nyiro North Development Authority (ENNDA).**  
**Ewaso-Nyiro South Development Authority (ENSDA).**  
**Coast Development Authority (CDA).**



## 19. MINISTRY OF ENERGY

Nyayo House, Kenyatta Avenue, P. O. Box 30582, Nairobi  
Telephone: 310112  
Fax: 228314  
Telegrams: "MINPOWER"

Minister: **THE HON. KIRAITU MURUNGI, E.G.H, M.P.**

Assistant Minister for Electricity: **THE HON. MWANGI KIUNJURI, M.P.**

Assistant Minister for Petroleum Energy: **VACANT**

Permanent Secretary: **MR. PATRICK M. NYOIKE, C.B.S.**

### FUNCTIONS:

Energy Policy and Development.  
Hydropower Development.  
Geothermal Exploration and Development.  
Thermal Power Development.  
Petroleum Products, Import/Export/Marketing Policy.  
Renewable Energy Development.  
Energy Regulation, Security and Conservation.  
Fossil Fuels Exploration and Development.  
Kenya Power & Lighting Company Limited (KPLC).  
Rural Electrification Programme.  
Kenya Petroleum Refineries Ltd.  
Kenya Electricity Generating Company Ltd. (KENGEN).  
National Oil Corporation of Kenya (NOCK).  
Kenya Pipeline Company (KPC).  
Electricity Regulatory Board (ERB).

## 20. MINISTRY OF TRADE AND INDUSTRY

Teleposta Towers, Kenyatta Avenue, P. O. Box 30430-00100, Nairobi  
Telephone: 331030, 315001-7  
Fax: 213508  
Telegrams: "TRADE"

Minister: **THE HON. (DR.) MUKHISA KITUYI, E.G.H, M.P.**

Assistant Minister for Trade: **THE HON. ABDIRAHMAN ALI HASSAN, M.P.**

Assistant Minister for Industry: **THE HON. PETKAY MIRITI, M.P.**

Permanent Secretary: **MR. DAVID S.O. NALO, C.B.S.**

### FUNCTIONS

Trade Development Policy.  
Industrial Development Policy.  
International Trade – COMESA; WTO.  
Fair Trade Practices and Consumer Protection.  
Export Promotion Council (EPC).  
Investment Policy (Kenya Investment Authority).  
Quality Control including Industrial Standards.  
Kenya Bureau of Standards (KBS).  
Kenya Industrial Research and Development Institute (KIRDI).  
Kenya Property Rights Policy (Patents, Trade Marks, Service Marks and Technovation).  
And Kenya Industrial Property Institute (KIPI).  
Kenya Industrial Estates (KIE).  
Kenya Industrial Training Institute (KITI).

Kenya National Trading Corporation (KNTC).  
Export Processing Zones Authority (EPZA).  
Kenya Institute of Business Training (KIBT).  
Industrial and Commercial Development Corporation (ICDC).  
District Joint Loans Board.  
Development of Micro and Small Enterprises (MSES).  
Micro Enterprise Support Project (MESP).  
Business Premises Rent Tribunal.  
Numerical Machining Complex.  
Industrial Development Bank (IDB).  
East African Portland Cement Co. Ltd.  
Intellectual Property Tribunal (IPT).

## 21. MINISTRY OF TOURISM AND WILDLIFE

Utalii House, off Uhuru Highway, P.O. Box 30027, Nairobi.  
Telephone: 313010  
Telegrams: "UTALII"

Minister: **THE HON. MORRIS M. DZORO, E.G.H., M.P.**

Assistant Minister for Tourism: **THE HON. RAPHAEL MURIUNGI, M.P.**

Assistant Minister for Wildlife: **THE HON. RICHARD KALEMBE NDILE, M.P.**

Permanent Secretary: **MRS. REBECCA M. NABUTOLA, C.B.S.**

Director of Tourism: **MS. WANJIRU MAKANGA MUNENE.**

Director of Kenya Wildlife Service: **DR. JULIUS K. KIPNGETICH, E.B.S.**

### FUNCTIONS:

Tourism Policy.  
Development and Promotion of Tourism.  
Kenya Tourist Development Corporation.  
Kenya Tourist Board.  
Kenya Utalii College.  
Catering Training and Development Levy Trustees.  
Tourism Trust Fund.  
Bomas of Kenya  
Wildlife Conservation Policy.  
Kenya Wildlife Service (KWS).  
Wildlife Clubs of Kenya.  
Kenyatta International Conference Centre Corporation.  
Marine Parks.

## 22. MINISTRY OF LANDS

Ardhi House, Ngong Road, P. O. Box 30450 - 00100, Nairobi  
Telephone: 2718050  
Fax: 2724470  
Telegrams: "LANDS"  
Email: [pslands@wananchi.com](mailto:pslands@wananchi.com)

Ag. Minister: **THE HON. (PROF.) KIVUTHA KIBWANA, E.G.H., M.P.**

Assistant Minister for Lands: **THE HON. ASMAN A. KAMAMA, M.P.**

Permanent Secretary: **MR. KOMBO MWERO, C.B.S.**

Commissioner of Lands: **MRS. JUDITH MARILYN OKUNGU**

Director of Lands Adjudication and Settlement: **MRS. LILIAN NJENGA**

Ag. Director of Surveys: **MR. JOSEPH K. MATHENGE**

Director of Physical Planning: **MS. ROSEMARY W. WACHIRA**

#### **FUNCTIONS:**

**Land Policy and Physical Planning.**  
**Land Transactions.**  
**Survey and Mapping.**  
**Land Adjudication.**  
**Settlement Matters.**  
**Land Registration.**  
**Valuation.**  
**Administration of State and Trust Land.**

### **23. MINISTRY OF HOUSING**

**Ardhi House, Ngong Road, P. O. Box 30450 – 00100, Nairobi**  
**Telephone: 2718050**  
**Fax: 2721248**  
**Telegrams: "LANDS"**

Minister: **THE HON. PETER SOITA SHITANDA, E.G.H., M.P.**

Assistant Minister for Housing : **THE HON. BETTY N. TETT, M.P.**

Permanent Secretary: **MR. TIROP KOSGEY**

Ag. Director of Housing: **(DR.) JULIUS M. MALOMBE**

#### **FUNCTIONS:**

**Housing Policy.**  
**Housing Finance.**  
**Shelter and Slum upgrading.**  
**Appropriate low Cost Housing Building and Construction Technologies.**  
**National Secretariat for Human Settlements.**  
**Housing for Civil Servants and Disciplined Forces.**  
**Management of Government Housing.**  
**Leasing of Public Office Accommodation.**  
**Housing for Constitutional Office Holders.**  
**Rent Restriction Tribunal.**  
**National Housing Corporation (NHC).**  
**Housing Finance Company of Kenya Ltd.**

### **24. MINISTRY OF ENVIRONMENT AND NATURAL RESOURCES**

**NHIF Building, Ragati Road, P. O. Box 30126, Nairobi**  
**Telephone: 2730808**  
**Fax: 2710015/2725586**  
**Telegrams: "MAJI"**

Minister: **THE HON. (PROF.) KIVUTHA KIBWANA, E.G.H., M.P.**

Assistant Minister: **THE HON. JAYNE NJERI WANJIRU KIHARA, M.P.**

Permanent Secretary: **(PROF.) JAMES OLE KIYIAPI**

#### **FUNCTIONS**

**Environment Policy.**  
**Mining Policy.**  
**Forestry Development Policy.**  
**Inventory and Protection of Natural Resources.**  
**Lake Victoria Environment Management Programme(LVEMP).**  
**National Environment Management Authority(NEMA).**  
**Development of Forests, Reafforestation and Agroforestry.**  
**Water Catchment Area Conservation, Control and Protection.**  
**Mineral Exploration and Mining.**  
**Kenya Forestry Research Institute (KEFRI).**

## **25. MINISTRY OF LABOUR AND HUMAN RESOURCE DEVELOPMENT**

Social Security House, Bishop Road, P. O. Box 40326 - 00100 Nairobi  
Telephone: 2729800  
Telegrams: "LABCOM"

Minister: **THE HON. (DR.) NEWTON KULUNDU, E.G.H, M.P.**

Assistant Minister for Labour Relations: **THE HON. SAMMY P. LESHORE, M.P.**

Assistant Minister for Manpower Management: **THE HON. ADELINA N. MWAU, M.P.**

Permanent Secretary: **MR. MARK K. BOR, E.B.S.**

### **FUNCTIONS:**

**National Manpower Policy and Development.**  
**Employment Policy.**  
**Factory Inspection and Workers Health.**  
**Safety at Work.**  
**Industrial Relations.**  
**Vocational Training.**  
**Promotion of self employment in micro and small enterprises.**  
**Directorate of Industrial Training.**  
**Directorate of Applied Technology.**  
**National Social Security Fund (NSSF).**

## **26. MINISTRY OF CO-OPERATIVE DEVELOPMENT AND MARKETING**

Social Security House (NSSF) Building, Eastern Wing of Block "A",  
P.O. BOX 30547 - 00100, Nairobi  
Telegrams: 'CO-OPS'  
Telephone: 2731531-9

Minister: **THE HON. PETER NJERU NDWIGA, E.G.H, M.P.**

Assistant Minister for Agricultural Sector : **VANCANT**

Assistant Minister for Service Sector: **THE HON. DAVID MWENJE, M.P.**

Permanent Secretary: **MR. PATRICK S. KHAEMBA, C.B.S.**

### **FUNCTIONS:**

**Co-operative Policy and Implementation.**  
**Co-operative Legislation and Extension Services.**  
**Co-operative Education and Training.**  
**Co-operative Financing Policy.**  
**Co-operative Savings, Credit and Banking Services Policy.**  
**Co-operative Governance.**  
**Co-operative Tribunal**  
**Co-operative.College.**  
**New Kenya Co-operative Creameries (KCC).**  
**Co-operative Marketing, including value addition processing.**  
**Promotion of Co-operative Ventures.**

## 27. MINISTRY OF PLANNING AND NATIONAL DEVELOPMENT

Treasury Building, Harambee Avenue, P. O. Box 30007, Nairobi  
Telephone: 252299  
Telegrams: "FINANCE"

Minister: **THE HON. HENRY O. OBWOCHA, E.G.H., M.P.**

Assistant Minister for Planning: **THE HON. DAVID EKWEE ETHURO, M.P.**

Assistant Minister for National Development: **THE HON. JOHN B. SERUT, M.P.**

Permanent Secretary: **(DR.) EDWARD SAMBILI, C.B.S.**

### FUNCTIONS:

National Development Planning.  
Monitoring and Evaluation of Economic Trends and Policy.  
Central Bureau of Statistics.  
National Census and Housing Surveys.  
National Coordinating Agency for Population and Development.  
Kenya Institute of Policy Research and Analysis.  
Economic Commission for Africa.  
New Partnership for African Development (NEPAD).  
African, Caribbean and Pacific Countries (ACP).  
District Focus Strategy for Rural Development.  
Poverty Eradication Commission.

## 28. STATE LAW OFFICE

State Law Office, Harambee Avenue, P. O. Box 40112, Nairobi  
Telephone: 227461  
Telegrams: "SHERIA"

Attorney-General: **THE HON. S. AMOS WAKO, E.G.H., E.B.S., M.P.**

Solicitor-General: **MR. WANJUKI MUCHEMI, C.B.S.**

Director of Public Prosecutions: **MR. KERIAKO TOBIKO**

Registrar-General: **MRS. BERNICE WANJIKU GACHEGU**

### FUNCTIONS:

Principal Legal Adviser to the Government.  
Prosecutions including Police Prosecutions.  
Estate Duty.  
Civil Litigation.  
Official Receiver.  
Public Trustee.  
Custodian of Enemy Property.  
Wakf Commissioners.  
College of Arms.  
Copyright.  
Legislative Drafting.  
Drafting and Vetting of Agreements.  
Matters Related to the Legal Profession.  
Advocates Complaints Commission.  
Registration of:

Adoptions.  
Books and Newspapers.  
Societies.  
Building Societies.

Business Names.  
Chattels Transfers.  
Companies.  
Deeds of Arrangement.  
Legitimated Persons.  
Legitimated Partnerships.  
Marriages.  
Societies.  
Trade Unions.

## 29. JUDICIARY

Law Courts, Taifa Road, P. O. Box 30041, Nairobi  
Telephone: 221221  
Telegrams: "COURTS"

Chief Justice: THE HON. MR. JUSTICE JOHNSON EVAN GICHERU, E.G.H.

Registrar, High Court: MR. CHARLES K. NJAI

### FUNCTIONS:

Administration of Justice.  
Judicial Matters.  
Court of Appeal.  
High Court.  
Magistrates' Courts.  
Kadhis' Courts.  
Judicial Service Commission.  
National Council for Law Reporting.

## 30. ELECTORAL COMMISSION OF KENYA

Anniversary Towers, University Way, P. O. Box 45371, Nairobi  
Telephone: 222072

Chairman: MR. SAMUEL M. KIVUITU, C.B.S.

Secretary: MR. JOEL H. TSOLA, M.B.S.

### FUNCTIONS

Review and Determination of Numbers, Boundaries and Names of Constituencies.  
Registration of Voters, Maintenance and Revision of the Register of Voters.  
Directing and Supervising the Presidential, National Assembly and Local Government Elections.  
Promotion of voter education, free and fair elections.  
Proportionate Distribution of Seats for Nomination of Members of Parliament and Local Authorities following General Elections.  
Such other functions as may be prescribed by Law.

## 31. PUBLIC SERVICE COMMISSION OF KENYA

Commission House, Harambee Avenue, P. O. Box 30095, Nairobi  
Telephone: 223901  
Telegrams: "CIVCOM"

Chairman: MR. TITUS JUSTUS KAHIGA GATEERE, C.B.S.

Secretary: MRS. BERNADETTE M. NZIOKI, E.B.S.

**FUNCTIONS:**

**Recruitment for the Civil Service and the Local Authorities.**  
**Promotions and Acting Appointments for the Civil Service and Local Authorities.**  
**Disciplinary Matters of the Civil Service and Local Authorities.**  
**Examinations and Occupational Tests in the Civil Service.**  
**Retirement and Removal of Civil Servants and Local Authorities Officers.**  
**Administration of Staff Performance System in the Civil Service.**  
**Issuance and Administration of the Code of Conduct and Ethics for the following Categories of Public Officers (Civil Servants, Members of the Police Force, Prisons Service Staff, Local Authorities, National Youth Service, State Corporations and Staff of the Kenya National Audit Office).**  
**Human Resource Auditing of the Civil Service and Local Authorities.**

**32. KENYA NATIONAL AUDIT OFFICE**

**Anniversary Towers, University Way, P. O. Box 30084, Nairobi**  
**Telephone: 342330**  
**Fax: 311482**  
**Telegrams: "AUDITOR"**  
**E-mail: cag@kenyaweb.com**

**Controller and Auditor-General: MRS. PRISCILLA NJERI KOMORA**

**FUNCTIONS:**

**Authorization of Issues from Exchequer Account.**  
**Audit of all Government Accounts.**  
**Audit of Local Authorities Accounts.**  
**Audit of State Corporations, Statutory Boards, Courts, Commissions and Bodies.**

**33. NATIONAL ASSEMBLY**

**Parliament Buildings, Parliament Road, P. O. Box 41842-00100, Nairobi**  
**Telephone: 221291**  
**Telegrams: "BUNGE"**  
**Fax: 243694**  
**E-Mail: bunge@swiftkenya.com**

**Speaker: THE HON. K.F.X. OLE KAPARO, E.G.H., M.P.**

**Clerk: MR. SAMUEL W. NDINDIRI, E.B.S.**

**FUNCTIONS:**

**Business in the National Assembly.**  
**Welfare of Members of National Assembly.**  
**Hansard.**  
**Commonwealth Parliamentary Association.**  
**Inter-Parliamentary Union.**  
**Other Inter-Parliamentary Organisations.**  
**Parliamentary Service Commission.**

