



REPUBLIC OF KENYA
KENYA NATIONAL ASSEMBLY
TENTH PARLIAMENT - FOURTH SESSION

REPORT

PARLIAMENT
OF KENYA
LIBRARY

OF THE
DEPARTMENTAL COMMITTEE ON FINANCE,
PLANNING & TRADE

ON THE VETTING OF THE NOMINEES FOR
APPOINTMENT AS BOARD MEMBERS TO
THE PUBLIC PROCUREMENT OVERSIGHT
ADVISORY BOARD

SEPTEMBER, 2012

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1.0 PREFACE

Mr. Speaker Sir,

On behalf of the Members of the Departmental Committee No. F on Finance, Planning & Trade, and pursuant to the provisions of Standing Order No. 181, it is my pleasure and duty to present to the House, the Committee's Report on the nominees for appointment as Board Members to the Public Procurement Oversight Advisory Board.

The Committee membership comprise of the following:-

The Hon. Chrysanthus Okemo, EGH, MP **(Chairman)**

The Hon. (Prof.) Philip Kaloki, MP **(Vice Chairman)**

The Hon. Jakoyo Midiwo, MGH, MP

The Hon. Musikari Kombo, EGH, MP

The Hon. Lucas Chepkitony, MP

The Hon. Sammy Mwaita, MP

The Hon. Lenny Kivuti, MP

The Hon Nelson Gaichuhie, MP

The Hon. Ntoitha M'Mithiaru, MP

The Hon. Shakeel Ahmed Shabbir, MP

The Hon. Nkoidila Ole Lankas, MP

The Finance, Planning & Trade Committee is one of the Departmental Committees established under Standing Order No. 198 whose functions *are inter alia*:-

- (i) to investigate, inquire into, and report on all matters relating to the mandate, management, activities, administration, operations and estimates of the assigned ministries and departments;
- (ii) to study the programme and policy objectives of the ministries and departments and the effectiveness for the implementation.
- (iii) to investigate and inquire into all matters relating to the assigned Ministries and departments as they may deem necessary and as may be referred to them by the House.

- (iv) to make reports and recommendations to the House as often as possible including recommendations of proposed legislation.

Committee mandate

In accordance with the Second Schedule of the Standing Orders, the Committee is mandated to consider:-

- ◆ Public finance;
- ◆ Banking and insurance;
- ◆ National planning and population development;
- ◆ Trade, commerce and industry;
- ◆ Tourism promotion and management.

Nomination to the Public Procurement Oversight Advisory Board

Pursuant to Section 22 of the Public Procurement and Disposal Act of 2005, the Minister for Finance forwarded to the Clerk of the National Assembly, the names of the following nine (9) nominees vide a letter dated 23rd July, 2012 (**Annex 1**) for vetting by the relevant Committee and consideration by the National Assembly for appointment as Board Members to the Public Procurement Oversight Advisory Board.

In nominating the said Members for appointment to the Public Procurement Oversight Advisory Board, the Minister for Finance indicated in the said forwarding letter that the said persons had been nominated by the prescribed organizations pursuant Section 22(1)(a) of the Act.

	Name	Gender	Nominating Authority
1	Eng. Reuben Kiplangat Kosgei	Male	Institution of Engineers of Kenya
2	Ms. Ruth Theddesia Gobi	Female	Institute of Certified Public Secretaries of Kenya
3	Mrs. Faith Njeri Kimani	Female	Architectural Association of Kenya
4	Mr. Patrick Mahonga Mtange	Male	Institute of Certified Public Accountants of Kenya

5	Ms. Joyce Muthoni Njogu	Female	Marketing Society of Kenya
6	Ms.. Jennifer Shamalla	Female	Law Society of Kenya
7	Mr. Humphrey Kimani Njuguna	Male	Institute of Surveyors of Kenya
8	Mrs. Martha Karwitha Mugambi	Female	Kenya National Chamber of Commerce
9	Mr. Fred Abednego Odhiambo	Male	Kenya Association of Manufacturers

Committee meetings

The Committee held two Sittings during which the said nine (9) nominees appeared before the Committee and were vetted in accordance with the Public Appointments (Parliamentary Approval) Act No. 33 of 2011 for nomination as Board Members to the Public Procurement Oversight Advisory Board.

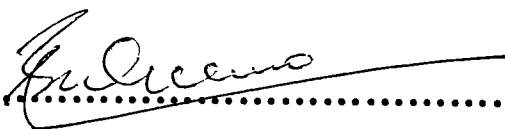
Mr. Speaker Sir,

On behalf of the Departmental Committee on Finance, Planning & Trade, I have the honour and pleasure to present the Committee’s Report on the vetting of the said nominees for appointment as Board Members to the Public Procurement Oversight Advisory Board.

Mr. Speaker Sir,

May I take this opportunity to thank all Members of the Committee for their input and valuable contributions during the deliberations on the matter.

Thank you

Signed 

**Hon. Chrysanthus Okemo, EGH, MP
Chairman,**

ee on Finance, Planning & Trade

Date13/9/2012

2.0 BACKGROUND

2.1 ESTABLISHMENT OF THE PUBLIC PROCUREMENT OVERSIGHT AUTHORITY

The Public Procurement Oversight Authority is established by the Public Procurement and Disposal Act of 2005 and is mandated to undertake the following functions:-

- (a) Ensuring that the procurement procedures established under the Act are complied with;
- (b) Monitoring the public procurement system and reporting on its overall function to the Minister for Finance;
- (c) Assisting in the implementation and operation of the public procurement system;
- (d) Initiating public procurement policy and proposing amendments to the Act or Regulations; and
- (c) Performance of such other functions and duties as provided for under the Act.

2.2 THE PUBLIC PROCUREMENT OVERSIGHT ADVISORY BOARD

The Public Procurement Oversight Advisory Board is established under Section 21(1) of the Public Procurement and Disposal Act which provides for the composition of the Board as follows:-

- (a) The Director General;
- (b) Nine (9) members appointed by the Minister for Finance and approved by Parliament from persons nominated by the following prescribed 14 organizations:-
 - the Institute of Certified Public Accountants of Kenya
 - the Institution of Engineers of Kenya
 - the Kenya National Chamber of Commerce and Industry
 - the Kenya Federation of Master Builders
 - the Kenya Institute of Management
 - the Kenya Association of Manufacturers
 - the Law Society of Kenya

- the Institute of Certified Public Secretaries of Kenya
- the Marketing Society of Kenya
- the Architectural Association of Kenya
- the Computer Society of Kenya
- the Institute of Surveyors of Kenya
- the Federation of Kenya Employers and
- the Central Organization of Trade Unions.

(c) Permanent Secretary to the Treasury; and

(d) The Attorney General.

2.3 **MAIDEN PUBLIC PROCUREMENT OVERSIGHT ADVISORY BOARD**

The following seven (7) Members of the maiden Public Procurement Oversight Advisory Board were appointed by the Minister for Finance with the approval of Parliament with effect from October, 2007 for a three (3) year period which expired in October, 2010.

1. Mrs. Mariam El-Maawy
2. Mr. Patrick Mtange
3. Mr. Moses N. Muihia
4. Mr. Sam Ogutha
5. Mr. Kaberere Ndung'u
6. Eng. Veronica Maundu
7. Mrs. Betty Maina

The first Public Procurement Oversight Advisory Board was instrumental in providing valuable guidance both to the public and private sector in procurement of works, goods and services. The Board also restructured the Public Procurement Oversight Authority to focus better in the provision of advisory services to the clients.

Upon the expiry of the term of the Public Procurement Oversight Advisory Board, the Deputy Prime Minister & Minister for Finance submitted to the Clerk of the National Assembly vide a letter dated 26th October, 2011 (**Annex 2**) for approval by the Departmental Committee on Finance, Planning & Trade, the names of the said seven (7) members

of the Public Procurement Oversight Advisory Board and proposed their re-appointment as Board Members for a further term of three (3) years. The rationale for their re-appointment by the Minister was that:-

- (i) The Board Members had been nominated by the eligible nominating bodies pursuant to Section 22 of the Public Procurement and Disposal Act of 2005.
- (ii) The Board Members had served for over three years during which they had gained extensive exposure and training on procurement of works, goods and services. Therefore, the skills acquired by the said Members during the first term would be useful in the implementation of procurement policy and procedures.

The expiry of the term of the Advisory Board coincided with the period after the promulgation of the Constitution of Kenya, 2010. Upon submission of the names of the said Members by the Minister for Finance vide a letter dated 26th October, 2011 with proposal for their re-appointment, the Departmental Committee on Finance, Planning & Trade resolved that the recruitment and appointment of Board Members to the Public Procurement Oversight Advisory Board, be done through a transparent and competitive process, rather than re-appointment, so as to conform to the provisions of the new Constitution.

Consequently, the Departmental Committee on Finance, Planning and Trade which is mandated to vet and consider the suitability of the nominees, through the Clerk of the National Assembly vide an advertisement carried in the press on 10th November 2011, invited interested members of the public to submit any representations by 14th November, 2011 on the suitability or otherwise of the said nominees for appointment to serve in the Public Procurement Oversight Advisory Board.

At its Sitting held on Wednesday 16th November 2011, the Committee further deliberated on the matter regarding the re-appointment of the said nominees particularly in the light of memoranda received from the following:-

- (i) Kenya Federation of Master Builders memorandum dated 10th November 2011, which rejected the nomination of Mr. Moses N. Muihia to represent the Federation in the Public Procurement Oversight Advisory Board.
- (ii) Architectural Association of Kenya memorandum dated 14th November 2011, in which the Association cited section 5(2) of the Public Procurement & Disposal Regulations and stated that the Association did not receive any invitation from the Minister for Finance to submit the names of its nominees.

In view of the above, the Committee observed that the proposal by the Minister for Finance to re-appoint the members of the Board without recourse to the nominating bodies under paragraph 5 of the Regulations does not accord with the provisions of the Constitution, particularly Articles 10 and 232. The Committee therefore recommended and directed the Minister for Finance to commence afresh the process of nomination of persons to serve on the Board, taking into account the relevant Constitutional and Statutory provisions particularly paragraph 5(2) of the Regulations by which *"each organization referred to in paragraph 1 shall submit to the Minister the curriculum vitae of two members being nominated of whom one shall be a woman"*.

2.4 **APPOINTMENT PROCESS FOR THE NOMINEES TO THE PUBLIC PROCUREMENT OVERSIGHT ADVISORY BOARD**

Following the expiry of term of the Public Procurement Oversight Advisory Board and in accordance with the mandate conferred to the Minister for Finance, the Minister initiated the recruitment process as follows:-.

- (i) On 21st December 2011, the Permanent Secretary/Treasury wrote a circular letter to the fourteen (14) prescribed organizations to submit by 15th January 2012, the names of their nominees pursuant to sections 22(1) of the Act and 5(2) of the Regulation for consideration for appointment by the Minister for Finance to the Public Procurement Oversight Advisory Board (**Annex 3**).
- (ii) Pursuant to Section 22 of the Public Procurement and Disposal Act of 2005, the Minister for Finance forwarded to the Clerk of the National Assembly, the names of the following nine (9) nominees vide a letter dated 23rd July, 2012 for vetting by the relevant Committee and consideration by the National Assembly for appointment as Board Members to the Public Procurement Oversight Advisory Board.

In nominating the said Members for appointment to the Public Procurement Oversight Advisory Board, the Minister for Finance indicated in the said forwarding letter that the said persons had been nominated by the prescribed organizations pursuant Section 22(1)(a) of the Act.

	Name	Gender	Nominating Authority
1	Eng. Reuben K. Kosgei	Male	Institution of Engineers of Kenya
2	Ms. Ruth Theddesia Ngobi	Female	Institute of Certified Public Secretaries of Kenya
3	Mrs. Faith Njeri Kimani	Female	Architectural Association of Kenya
4	Mr. Patrick Mahonga Mtange	Male	Institute of Certified Public Accountants of Kenya
5	Ms. Joyce Muthoni Njogu	Female	Marketing Society of Kenya
6	Ms.. Jennifer Shamalla	Female	Law Society of Kenya
7	Mr. Humphrey K. Njuguna	Male	Institute of Surveyors of Kenya
8	Mrs. Martha Karwitha Mugambi	Female	Kenya National Chamber of Commerce
9	Mr. Fred Abednego Odhiambo	Male	Kenya Association of Manufacturers

3.0 VETTING OF THE NOMINEES BY THE COMMITTEE

In conducting the vetting process, the Committee examined the candidates against the following criteria, amongst others, in accordance with the Public Appointments (Parliamentary Approval) Act No. 33 of 2011.

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

During its Sittings held on Thursday 23rd August, 2012, the Committee orally interviewed the nine (9) nominees for appointment as Board Members to the Public Procurement Oversight Advisory Board and at the conclusion of the vetting exercise, the Committee made the following observations:-

3.1 ENG. REUBEN KIPLANGAT KOSGEI

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan Citizen born on 28th April, 1949.
- (ii) Has been nominated by the Institution of Engineers of Kenya.
- (iii) He is a holder of Bachelor of Science Degree (Mechanical Engineering) from the University of Nairobi (1974) and Postgraduate Diploma (Environmental Engineering & Design) from Polytechnic of South, Bank London (1976).
- (iv) He is a Consulting Engineer and has professional wealth of experience in Mechanical Engineering since 1974 having worked

both with the government and private Consulting Engineering firms as follows:-

- 1989-1994: Partner, Kaburu Okelo & Partners: Mechanical and Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical and electrical engineering services in buildings.
- 1994- Partner, Associated Services Consultants: Mechanical & Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical engineering services in buildings.
- 1987-1998 - Associate, Kaburu Okelo & Partners: Mechanical & Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical engineering services in buildings.
- 1980-1987 – Principal Mechanical Engineer, Kenya Bureau of Standards. Responsible for maintenance of KBS Centre Building and engineering services, installation, plant, equipment and new projects.
- 1977-1980 – Building Services Engineer, Mechanical Engineer with the Ministry of Public Works, Buildings Department (Attached to Kenya International Conference Centre). Responsible for maintenance of mechanical and electrical services and simultaneous translation equipment.
- 1974-1977 – Assistant Engineer on practical training locally and in the United Kingdom attached to a Consulting firm.

(v) A Member of the following Professional Associations:-

- Member of Institution of Engineers of Kenya.
- Member of Association of Consulting Engineers of Kenya (ACEK)
- Member of Chartered Institution of Building Services Engineers.
- Chartered Engineer (UK).
- Registered Consulting Engineer.

- Fellow of the International Centre for Training in major projects.
- (vi) Has been appointed to serve in the following Boards:-
- Institution of Engineers – 2nd Vice Chairman (2011).
 - ACEK – Council Member (1997-2005), Chairman (1 year) Treasurer (4 years).
 - Member, Committee on Draft Fire Safety Policy (2004).
 - Member, Special Committee on Investigation into the collapsed building on Ronald Ngala Street (2006).
 - Member, Kenya Anti-Corruption Commission Advisory Board (2008).
- (vii) Has attended the following management Courses/Seminars:-
- Seminar on Major Projects Management, Canada (1991).
 - Senior Management Seminar, KIA (1987).
 - Corporate Management Seminar, ESAMA – Arusha (2002).
 - Maintenance Management Seminar, SIDA/KEBS (1981).
 - Corporate Governance Course for Directors (2010).
 - Fraud and Corruption Africa Summit, South Africa (2011).
- (viii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (ix) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (x) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.2 **MS. RUTH THEDESIA NGOBI**

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan Citizen.

- (ii) Has been nominated by the Institute of Certified Public Secretaries of Kenya.
- (iii) She is a holder of Master in Law (LLM) Degree from University of Cambridge, United Kingdom (1983) and Bachelor of Law Degree from University of Kent, Canterbury, United Kingdom (1981). In addition, she holds a Higher Diploma in Human Resource Management (2000).
- (iv) She is an Advocate of the High Court of Kenya of 26 years standing and has extensive professional experience and demonstrated leadership capabilities in the areas of management; strategy and policy formulation and implementation; risk management; corporate law and company secretarial practice; having worked in management position in the following organizations:-
- 2000 to-date: Company Secretary, British American Tobacco Kenya Ltd.
 - 2010 to-date: Founder and Director Cossec Solutions Ltd, a private business that provides Company Secretarial and Corporate Governance solutions.
 - 2002 -2010): Area Legal Counsel, British American Tobacco East and Central Africa.
 - 1987-2002: Company Secretary and Legal Counsel, Unilever Kenya Ltd.
 - 1985-1987: Legal Assistant, M. M. Chaudry Advocate
- (v) A member of the following Professional Associations:-
- Law Society of Kenya.
 - Institute of Certified Public Secretaries Society of Kenya.
 - Institute of Personnel Management.
 - Oxford and Cambridge Society of Kenya.

- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.3 **MRS. FAITH NJERI KIMANI**

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan citizen born on 17th September, 1966.
- (ii) Has been nominated by the Architectural Association of Kenya.
- (iii) She is a holder of MBA Degree (Finance), 2009 and Bachelor of Arts Degree (Building Economics), 1989 both from the University of Nairobi.
- (iv) Has wealth of experience as a Quantity Surveyor, having joined the private sector in 1989 after University and worked with a leading Consulting firm of Project Managers, Quantity Surveyors and Building Economists during which she has handle various types of projects and responsible for the following:-
 - Preparing Cost Estimates and Financial Appraisals.
 - Production of Bills of Quantities.
 - Contract documentation.
 - Calling for tenders and tender evaluation.
 - Valuation of work for payment during construction.
 - Preparation of Final Account.
 - Cost Planning and project management.
 - Advising on building maintenance, materials and specifications.
 - Professional advice on suitable tenders as per requirements.

- (v) A member of the following Professional Associations:-
- Architectural Association of Kenya.
 - Institute of Quantity Surveyor' of Kenya.
 - Quantity Surveyors' Chapter of the Architectural Association of Kenya .
 - Registered with the Board of Registration of Architects and Quantity Surveyors.
- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.4 **MR. PATRICK MAHONGA MTANGE**

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 28th February, 1960 in Vihiga District.
- (ii) Has been nominated by the Institute of Certified Public Accounts of Kenya (ICPAK).
- (iii) He is a holder of Bachelor of Commerce (Accounting) from Panjab University, India (1987) and a Certified Public Accountant from Strathmore College (1991).
- (iv) Has over 20 years wealth of experience in Finance and Accounting, having worked in the following organizations:-
- 2002 to-date: Finance & Administration Manager (Africa Region), Diakonia-Sweden.

- Kenya Wildlife Service: Financial Controller (1999-2002); Group Revenue Accountant (1996-1999); Chief Accountant (1993-1996); and Projects Accountant (March –October 1993).
 - KENGO: Finance Manager (1989-1993).
 - Ministry of Tourism: Accountant 11 (1988-1889).
 - Barclays Bank Ltd: Banker (1981-1984).
- (v) Has practical knowledge and experience on procurement of works, goods and services, having served as a the Vice Chairman of the Public Procurement Oversight Advisory Board from 2007 to 2010 during which, the maiden Board was very instrumental in providing valuable guidance both to the public and private sector on procurement procedures and regulations in addition to restructuring the Public Procurement Oversight Authority to focus better in the provision of advisory services to the clients.
- (vi) A member of the following Professional Associations:-
- Institute of Certified Public Accountants - ICPAK (K).
 - 2011-2003 (Chairman)
 - 2009-2010 (Vice Chairman)
 - 2007-2011 (Council Member)
 - 1996 to date (Member)
 - Pan Africa Federation of Accountants, Board Member (2011-2013).
- (vii) Has published several Articles in the Business Daily on Financial Reporting.
- (viii) Has received the following Honors and Awards:-
- Fellow of Certified Public Accountants of Kenya (2010).
 - ICPAK Commendation for Distinguished Contribution (2005).
- (ix) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (x) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with

conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.

- (xi) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.5 **MS. JOYCE MUTHONI NJOGU**

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan citizen born in 1974.
- (ii) Has been nominated by the Marketing Society of Kenya.
- (iii) She is a holder of MBA (Strategic Management) Degree from the University of Nairobi (2009) and Bachelor of Arts Degree from Moi University (1999) in addition to Postgraduate Diploma in Marketing from Chartered Institute of Marketing- UK (2011).
- (iv) Currently the Business Relationship Manager at Association of Chartered Certified Accountants since 2009 and has wealth of professional experience in sales and marketing, having worked in the following organizations:-
- 2006-2008: Sports Stadia Management Board (Sales and Reservation Officer).
 - 2000-2006: Kenya Postel Directories Limited (Sales Executive).
 - 1999-2000: ALICO Kenya Ltd. (Insurance Agent).
- (v) A member of the following Professional Associations:-
- Chartered Institute of Marketing (2011).
 - Marketing Society of Kenya (2006).
 - Kenya Institute of Marketing (2003).
- (vi) Has published for the University of Nairobi, a research project titled "*Challenges in the implementation of Performance Contract*": A survey of State Corporations based in Nairobi.

- (vii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (viii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (ix) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.6 **MR. HUMPHERY KIMANI NJUGUNA**

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 17th July, 1961 in Thika.
- (ii) Has been nominated by the Institution of Surveyors of Kenya.
- (iii) He is a holder of Master of Laws (2005), Bachelor of Laws Degree (2004) and Bachelor of Arts (Land Economics) Degree (1986), both from the University of Nairobi. In addition, he holds Ph.D. Fellow in Entrepreneurship and Executive MBA Degree from JKUAT (2010).
- (iv) Currently the Managing Director of METROCOSMO Ltd. since 1994 and a Partner, M/s Njuguna Kinani Nduhiu & Co since 2011. Previously worked at COSMO VALUERS as, Sole Proprietor (1990-1995) and at Ministry of Lands as a Valuer (1986-1990).
- (v) Has published several writings including the following:-
 - The Influence of Political Patronage on the Operation of Public Procurement Law in Kenya. A Seminar Paper presented at the 5th International Conference on Public Procurement in Seattle, Washington D.C.
 - Prepared Memorandum on the Draft Land Bill, 2011 on behalf of the Institution of Surveyors of Kenya.

- Intellectual Property Rights Application and its Influence to Health Rights (Nairobi Law Monthly).
- (vi) A member of the following Professional Associations:-
- Institution of Surveyors of Kenya - Chairman (1999-2003).
 - Law Society of Kenya.
 - Chartered Institute of Arbitrators (UK and Kenya Branch).
 - Lions Society of Kenya.
- (vii) Has received the following Honors and Awards:-
- Special Recognition as the Chairperson, by the Institution of Surveyors of Kenya.
 - Special Recognition by the Federation of Surveyors of Kenya.
 - Certificate of Exemplary Service as the Board Member of Mangu High School.
- (viii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (ix) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (x) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.7 **MRS. MARTHA KARWITHA MUGAMBI**

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member-

- (i) She is a Kenyan citizen born in 1942.
- (ii) Has been nominated by the Kenya National Chamber of Commerce & Industry.

- (iii) She is a holder of Diploma in Social Studies and Community Development from Pro-African Institute, Netherlands (1965).
- (iii) Has over 20 years of experience both in public and private sector, having worked in management position in the following organizations:-
- 1966-1969: Ministry of Community Development and Social Services (designed and coordinated community programs).
 - 1970-1982: Standard Chartered Bank, Kenya (Client Corporate Relations).
 - 1983-1986: Otis Elevators Company Ltd. (Project Development, Monitoring and Coordination).
 - 1986-1988: Family Planning Association of Kenya (Planning and managing Outreach Programs).
 - 1994-2002: Standing Committee on Human Rights, Kenya (Presidential Appointee).
- (iv) Has been involved in the following Corporate Social Responsibilities:-
- July 2010: Member, Meru Professional's Association Committee, Public Education on draft Constitution.
 - 2009 to-date: Board of Trustees (Regina Pacis University College), a constituent college of the Catholic University of Easter Africa.
 - May 2009, Representative, Kenya's First Lady at the Heads of State Summit (First Ladies 5th Round Table, Zimbabwe).
 - 2008-2009: Nairobi Archdiocese:-
 - Board of Trustees and Refugee Assistance Program.
 - Board Member, Caritas.
 - Project Coordinator, Gender & Sustainable Development.
 - Vice Chairperson, Justice & Peace Commission.

- 2007-2009: Board of Trustees, University College of Science and Technology (Meru).
 - 2007-2008: Kenya National Commission on Human Rights (Oversight Board Member).
 - 2001-2008: American and African Business Women's Alliance (Co-Chairperson).
 - 2000-2002: National Disaster Emergency Response Committee (Presidential Appointee).
 - 1994-1995: Member, National Organizing Committee on U.N. Conference for Women, Beijing - China.
 - 1993-1998: Kenya Business & Professional Women's Club (Chairperson).
 - 1984-1985: Member, National Organizing Committee on the United Nations Conference Forum 85, Nairobi.
 - 1985: Holy See Delegate, Recipient of Pope Jon Paul 11 Medal, to Distinguished Women of Goodwill.
- (v) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vi) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (vii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.8 **MR. FRED ABEDNEGO ODHIAMBO**

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 19th July, 1962.
- (ii) Has been nominated by Kenya Association of Manufacturers.

- (iii) He is a holder of Bachelor of Commerce (Business Administration) Degree from University of Nairobi (1987).
- (iv) Currently the Head of Kenya Association of Manufacturers (KAM) Consulting since 2011 and has wealth of professional experience in sales and marketing, having worked in the banking industry and other organizations as follows:-
- 2009-2011: Riley Security Group (Sales and Marketing Director)
 - 2006- 2009: Postal Corporation (Chief Executive Officer).
 - 1999-2006: Barclays Bank of Kenya (Head of Marketing).
 - 1998-1999: Standard Chartered Bank (Regional Marketing Manager).
 - 1994-1977: Standard Chartered Bank (Product Development Manager).
 - 1990-1994: Barclays Bank of Kenya (Marketing Assistant Manager).
 - 1988-1990: Barclays Bank of Kenya (Management Trainee).
- (v) Has received the following Honors and Awards:-
- Diploma in Sports by Kenya National Sports Council (1987).
 - Warrior Award by the Marketing Society of Kenya (2008).
- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

3.9 MS. JENNIFER SHAMALLA

Ms Jennifer Shamalla was nominated by the Law Society of Kenya to represent the Society in the Public Procurement Oversight Advisory Board. She appeared before the Committee for vetting and informed the Committee that, due to unforeseen engagements/commitments she was declining to take up her position as a Board Member because she would not be able to give the Advisory Board the required attention. Consequently, she had notified the Law Society of Kenya to nominate another deserving person for replacement to represent it in the Advisory Board.

4.0 COMMITTEE'S RECOMMENDATIONS

The Committee recommends that:-

- (i) Pursuant to Section 22 of the Public Procurement and Disposal Act of 2005, the House approves the following eight (8) nominees for appointment by the Minister for Finance as Board Members to the Public Procurement Oversight Advisory Board:-
 1. Eng. Reuben Kiplangat Kosgei
 2. Ms. Ruth Theddesia Ngobi
 3. Mrs. Faith Njeri Kimani
 4. Mr. Patrick Mahonga Mtange
 5. Ms. Joyce Muthoni Njogu
 6. Mr. Humphrey Kimani Mjuguna
 7. Mrs. Martha Karwitha Mugambi
 8. Mr. Fred Abednego Odhiambo
- (ii) Pursuant to Section 22(1)(a) of the Act, the Law Society of Kenya should nominate another a representative to replace Ms. Jennifer Shamalla.

APPENDIX (1)

(Minutes)

MINUTES OF THE TWENTY-SEVENTH SITTING OF THE DEPARTMENTAL COMMITTEE ON FINANCE, PLANNING AND TRADE HELD ON THURSDAY 23RD AUGUST, 2012 IN COMMITTEE ROOM, 5TH FLOOR, CONTINENTAL BUILDING AT 10.00 A.M.

PRESENT

Hon Chrysanthus Okemo, EGH, M.P. (**Chairman**)

Hon. Jakoyo Midiwo MGH, MP.

Hon. Sammy Mwaita, M.P.

Hon. Lucas Chepkitony, M.P.

Hon. Nelson Gaichuhie, M.P.

Hon. Ahmed Shakeel Shabbir, M.P.

ABSENT WITH APOLOGIES

Hon. (Prof.) Philip Kaloki, M.P. (**Vice Chairman**)

Hon. Ntoitha M'Mithiaru, M.P.

Hon. Musikari Kombo, EGH, M.P.

Hon. Nkoidila Ole Lankas, M.P

Hon. Lenny Kivuti, M.P.

KENYA NATIONAL ASSEMBLY

Mrs. Florence Abonyo	-	First Clerk Assistant
Mr. Evans Oanda	-	Third Clerk assistant
Mr. Martin Mugambi	-	Parliamentary Intern
Mr. Dennis Dindi	-	Office Assistant

MIN. NO. 114/2012: VETTING OF NOMINEES FOR APPOINTMENT TO THE PUBLIC PROCUREMENT OVERSIGHT ADVISORY BOARD

The Committee orally interviewed the following nine (9) nominees for appointment as Board Members to the Public Procurement Oversight Advisory Board:-

1. Eng. Reuben Kiplangat Kosgei

2. Ms. Ruth Theddesia Ngobi
3. Mrs. Faith Njeri Kimani
4. Mr. Patrick Mahonga Mtange
5. Ms. Joyce Muthoni Njogu
6. Mr. Humphrey Kimai Mjuguna
7. Mrs. Martha karwitha Mugambi
8. Mr. Fred Abednego Odhiambo
9. Ms. Jennifer Shamalla.

In conducting the vetting process, the Committee examined the candidates against the following criteria, amongst others, in accordance with the Public Appointments (Parliamentary Approval) Act No. 33 of 2011.

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

MIN. NO. 115/2012: ENG. REUBEN KIPLANGAT KOSGEI

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan Citizen born on 28th April, 1949.
- (ii) Has been nominated by the Institution of Engineers of Kenya.
- (iii) He is a holder of Bachelor of Science Degree (Mechanical Engineering) from the University of Nairobi (1974) and Postgraduate Diploma (Environmental Engineering & Design) from Polytechnic of South, Bank London (1976).

(iv) He is a Consulting Engineer and has professional wealth of experience in Mechanical Engineering since 1974 having worked both with the government and private Consulting Engineering firms as follows:-

- 1989-1994: Partner, Kaburu Okelo & Partners, Mechanical and Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical and electrical engineering services in buildings.
- 1994- Partner, Associated Services Consultants: Mechanical & Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical engineering services in buildings.
- 1987-1998 - Associate, Kaburu Okelo & Partners, Mechanical & Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of Mechanical engineering services in buildings.
- 1980-1987 - Principal Mechanical Engineer, Kenya Bureau of Standards. Responsible for maintenance of KBS Centre Building and engineering services, installation, plant, equipment and new projects.
- 1977-1980 - Building Services Engineer, Mechanical Engineer with the Ministry of Public Works, Buildings Department. Attached to Kenya International Conference Centre. Responsible for maintenance of mechanical and electrical services and simultaneous translation equipment.
- 1974-1977 - Assistant Engineer on practical training locally and in the United Kingdom attached to a Consulting firm.

(v) A Member of the following Professional Associations:-

- Member of Institution of Engineers of Kenya.
- Member of Association of Consulting Engineers of Kenya (ACEK)

- Member of Chartered Institution of Building Services Engineers.
 - Chartered Engineer (UK).
 - Registered Consulting Engineer.
 - Fellow of the International Centre for Training in major projects.
- (vi) Has been appointed to serve in the following Boards:-
- Institution of Engineers – 2nd Vice Chairman (2011).
 - ACEK – Council Member (1997-2005), Chairman (1 year) Treasurer (4 years).
 - Member, Committee on Draft Fire Safety Policy (2004).
 - Member, Special Committee on Investigation into the collapsed building on Ronald Ngala Street (2006).
 - Member, Kenya Anti-Corruption Commission Advisory Board (2008).
- (vii) Has attended the following management Courses/Seminars:-
- Seminar on Major Projects Management, Canada (1991).
 - Senior Management Seminar, KIA (1987).
 - Corporate Management Seminar, ESAMA – Arusha (2002).
 - Maintenance Management Seminar, SIDA/KEBS (1981).
 - Corporate Governance Course for Directors (2010).
 - Fraud and Corruption Africa Summit, South Africa (2011).
- (viii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (ix) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (x) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 116/2012: MS. RUTH THEDDESIA NGOBI

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan Citizen.
- (ii) Has been nominated by the Institute of Certified Public Secretaries of Kenya.
- (iii) She is a holder of Master in Law (LLM) Degree from University of Cambridge, United Kingdom (1983) and Bachelor of Law Degree from University of Kent, Canterbury, United Kingdom (1981). In addition, she holds a Higher Diploma in Human Resource Management (2000).
- (iv) She is an Advocate of the High Court of Kenya of 26 years standing and has extensive professional experience and demonstrated leadership capabilities in the areas of management; strategy and policy formulation and implementation; risk management; corporate law and company secretarial practice; having worked in management position in the following organizations:-
 - 2000 to-date: Company Secretary, British American Tobacco Kenya Ltd.
 - 2010 to-date: Founder and Director Cosec Solutions Ltd, a private business that provides Company Secretarial and Corporate Governance solutions.
 - 2002 -2010): Area Legal Counsel, British American Tobacco East and Central Africa.
 - 1987-2002: Company Secretary and Legal Counsel, Unilever Kenya Ltd.
 - 1985-1987: Legal Assistant, M. M. Chaudry Advocate

- (v) A member of the following Professional Associations:-
- Law Society of Kenya.
 - Institute of Certified Public Secretaries Society of Kenya.
 - Institute of Personnel Management.
 - Oxford and Cambridge Society of Kenya.
- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 117/2012: MRS. FAITH NJERI KIMANI

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan citizen born on 17th September, 1966.
- (ii) Has been nominated by the Architectural Association of Kenya.
- (iii) She is a holder of MBA Degree (Finance), 2009 and Bachelor of Arts (Building Economics) Degree (1989) both from the University of Nairobi.
- (iv) Has extensive experience as a Quantity Surveyor, having joined the private sector in 1989 after University and worked with a leading Consulting firm of Project Managers, Quantity Surveyors and Building Economists during which she has handle various types of projects and responsible for the following:-
- Preparing Cost Estimates and Financial Appraisals.
 - Production of Bills of Quantities.

- Contract documentation.
 - Calling for tenders and tender evaluation.
 - Valuation of work for payment during construction.
 - Preparation of Final Account.
 - Cost Planning and project management.
 - Advising on building maintenance, materials and specifications.
 - Professional advice on suitable tenders as per requirements.
- (v) A member of Professional Associations:-
- Architectural Association of Kenya.
 - Institute of Quantity Surveyor' of Kenya.
 - Quantity Surveyors' Chapter of the Architectural Association of Kenya
 - Registered with the Board of Registration of Architects and Quantity Surveyors.
- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 118/2012: MR. PATRICK MAHONGA MTANGE

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 28th February, 1960 in Vihiga District.
- (ii) Has been nominated by the Institute of Certified Public Accounts of Kenya (ICPAK).

- (iii) He is a holder of Bachelor of Commerce (Accounting) from Panjab University, India (1987) and a Certified Public Accountant from Strathmore College (1991).
- (iv) Has over 20 years wealth of experience in Finance and Accounting, having worked in the following organizations:-
- 2002 to-date: Finance & Administration Manager (Africa Region), Diakonia-Sweden.
 - Kenya Wildlife Service: Financial Controller (1999-2002); Group Revenue Accountant (1996-1999); Chief Accountant (1993-1996); and Projects Accountant (March –October 1993).
 - KENGO: Finance Manager (1989-1993).
 - Ministry of Tourism: Accountant 11 (1988-1889).
 - Barclays Bank Ltd: Banker (1981-1984).
- (v) Has practical knowledge and experience on procurement of works, goods and services, having served as a the Vice Chairman of the Public Procurement Oversight Advisory Board from 2007 to 2010 during which, the maiden Board was very instrumental in providing valuable guidance both to the public and private sector on procurement procedures and regulations in addition to restructuring the Public Procurement Oversight Authority to focus better in the provision of advisory services to the clients.
- (vi) A member of the following Professional Associations:-
- Institute of Certified Public Accountants - ICPAK (K).
 - 2011-2003 (Chairman)
 - 2009-2010 (Vice Chairman)
 - 2007-2011 (Council Member)
 - 1996 to date (Member)
 - Pan Africa Federation of Accountants, Board Member (2011-2013).

- (vii) Has published several Articles in the Business Daily on Financial Reporting.
- (viii) Has received the following Honors and Awards:-
- Fellow of Certified Public Accountants of Kenya (2010).
 - ICPAK Commendation for Distinguished Contribution (2005).
- (ix) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (x) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (xi) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 119/2012 MS. JOYCE MUTHONI NJOGU

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her nomination as a Board Member:-

- (i) She is a Kenyan citizen born in 1974.
- (ii) Has been nominated by the Marketing Society of Kenya.
- (iii) She is a holder of MBA (Strategic Management) Degree from the University of Nairobi (2009) and Bachelor of Arts Degree from Moi University (1999) in addition to Postgraduate Diploma in Marketing from Chartered Institute of Marketing- UK (2011).
- (iv) Currently the Business Relationship Manager at Association of Chartered Certified Accountants since 2009 and has wealth of professional experience in sales and marketing, having worked in the following organizations:-.

- 2006-2008: Sports Stadia Management Board (Sales and Reservation Officer).
 - 2000-2006: Kenya Postel Directories Limited (Sales Executive).
 - 1999-2000: ALICO Kenya Ltd. (Insurance Agent).
- (v) A member of the following Professional Associations:-
- Chartered Institute of Marketing (2011).
 - Marketing Society of Kenya (2006).
 - Kenya Institute of Marketing (2003).
- (vi) Has published for the University of Nairobi, a research project titled "*Challenges in the implementation of Performance Contract*": A survey of State Corporations based in Nairobi.
- (vii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (viii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (ix) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 120/2012: MR. HUMPHERY KIMANI NJUGUNA

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 17th July, 1961 in Thika.
- (ii) Has been nominated by the Institution of Surveyors of Kenya.
- (iii) He is a holder of Master of Laws (2005), Bachelor of Laws (2004) and Bachelor of Arts (Land Economics) Degree (1986), both from the

University of Nairobi. In addition, he holds PhD. Fellow in Entrepreneurship and Executive MBA Degree from JKUAT (2010).

- (iv) Currently the Managing Director of METROCOSMO Ltd. since 1994 and a Partner, M/s Njuguna Kinani Nduhiu & Co since 2011. Previously worked at COSMO VALUERS as, Sole Proprietor (1990-1995) and at Ministry of Lands as a Valuer (1986-1990).
- (v) Has published several writings including the following:-
- The Influence of Political Patronage on the Operation of Public Procurement Law in Kenya. A Seminar Paper presented at the 5th International Conference on Public Procurement in Seattle, Washington D.C.
 - Prepared Memorandum on the Draft Land Bill, 2011 on behalf of the Institution of Surveyors of Kenya.
 - Intellectual Property Rights Application and its Influence to Health Rights (Nairobi Law Monthly).
- (vi) A member of the following Professional Associations:-
- Institution of Surveyors of Kenya - Chairman (1999-2003).
 - Law Society of Kenya.
 - Chartered Institute of Arbitrators (UK and Kenya Branch).
 - Lions Society of Kenya.
- (vii) Has received the following Honors and Awards:-
- Special Recognition as the Chairperson, by the Institution of Surveyors of Kenya.
 - Special Recognition by the Federation of Surveyors of Kenya.
 - Certificate of Exemplary Service as the Board Member of Mangu High School.
- (viii) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.

- (ix) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (x) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 121/2012: MRS. MARTHA KARWITHA MUGAMBI

The Committee having considered her curriculum vitae and heard her oral submission during the interview, made the following observations on her is nomination as a Board Member-

- (i) She is a Kenyan citizen born in 1942.
- (ii) Has been nominated by the Kenya National Chamber of Commerce & Industry.
- (iii) She is a holder of Diploma in Social Studies and Community Development from Pro-African Institute, Netherlands (1965).
- (iv) Has over 20 years of experience in both in public and private sector, having worked in management position in the following organizations:-
- 1966-69: Ministry of Community Development and Social Services (designed and coordinated community programs).
 - 1970-82: Standard Chartered Bank, Kenya (Client Corporate Relations).
 - 1983-86: Otis Elevators Company Ltd. (Project Development, Monitoring and Coordination).
 - 1986-88: Family Planning Association of Kenya (Planning and managing Outreach Programs).
 - 1994-2002: Standing Committee on Human Rights, Kenya (Presidential Appointee).

(v) Has been involved in the following Corporate Social Responsibilities:-

- July 2010: Member, Meru Professional's Association Committee, Public Education on draft Constitution.
- 2009 to-date: Board of Trustees (Regina Pacis University College), a constituent college of the Catholic University of Easter Africa.
- May 2009, Representative, Kenya's First Lady at the Heads of State Summit (First Ladies 5th Round Table, Zimbabwe).
- 2008-2009: Nairobi Archdiocese:-
 - Board of Trustees and Refugee Assistance Program.
 - Board Member, Caritas.
 - Project Coordinator, Gender & Sustainable Development.
 - Vice Chairperson, Justice & Peace Commission.
- 2007-2009: Board of Trustees, University College of Science and Technology (Meru).
- 2007-2008: Kenya National Commission on Human Rights (Oversight Board Member).
- 2001-2008: American and African Business Women's Alliance (Co-Chairperson).
- 2000-02: National Disaster Emergency Response Committee (Presidential Appointee).
- 1994-1995: Member, National Organizing Committee on U.N. Conference for Women, Beijing - China.
- 1993-1998: Kenya Business & Professional Women's Club (Chairperson).
- 1984-85: Member, National Organizing Committee on the United Nations Conference Forum 85, Nairobi.
- 1985: Holy See Delegate, Recipient of Pope Jon Paul 11 Medal, to Distinguished Women of Goodwill.

- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry.
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 122/2012: MR. FRED ABEDNEGO ODHIAMBO

The Committee having considered his curriculum vitae and heard his oral submission during the interview, made the following observations on his nomination as a Board Member:-

- (i) He is a Kenyan citizen born on 19th July, 1962.
- (ii) Has been nominated by Kenya Association of Manufacturers.
- (iii) He is a holder of Bachelor of Commerce (Business Administration) Degree from University of Nairobi (1987).
- (iv) Currently the Head of Kenya Association of Manufacturers (KAM) Consulting since 2011 and has wealth of professional experience in sales and marketing, having worked in the banking industry and other organizations as follows:-
 - 2009-2011: Riley Security Group (Sales and Marketing Director)
 - 2006- 2009: Postal Corporation (Chief Executive Officer).
 - 1999-2006: Barclays Bank of Kenya (Head of Marketing).
 - 1998-1999: Standard Chartered Bank (Regional Marketing Manager).
 - 1994-1977: Standard Chartered Bank (Product Development Manager).
 - 1990-1994: Barclays Bank of Kenya (Marketing Assistant Manager).

- 1988-1990: Barclays Bank of Kenya (Management Trainee)
- (v) Has received the following Honors and Awards:-
- Diploma in Sports by Kenya National Sports Council (1987).
 - Warrior Award by the Marketing Society of Kenya (2008).
- (vi) Has never been charged in a Court of Law, has no potential conflict of interest, and has fully complied with tax obligation.
- (vii) Has never been dismissed from office for contravention of the provisions of Article 75 of the Constitution which deals with conduct of state officers that are adversely mentioned in any investigatory report of Parliament or any Commission of Inquiry
- (viii) The Committee found the nominee qualified to serve in the Public Procurement Oversight Advisory Board.

MIN. NO. 123/2012: MS. JENNIFER SHAMALLA

Ms Jennifer Shamalla was nominated by the Law Society of Kenya to represent the Society in the Public Procurement Oversight Advisory Board. She appeared before the Committee for vetting and informed the Committee that, due to unforeseen engagements/commitments she was declining to take up her position as a Board Member as she would not be able to give the Advisory Board the required attention. Consequently, she had notified the Law Society of Kenya to nominate another deserving person for replacement to represent it and to submit the name to the Minister for Finance.

MIN. NO. 124/2012: COMMITTEE'S RECOMMENDATIONS

The Committee recommends that:-

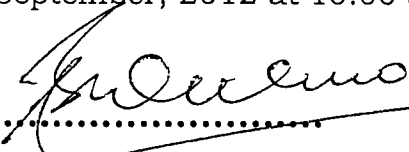
- (i) Pursuant to Section 22 of the Public Procurement and Disposal Act of 2005, the House approves the following eight (8) nominees for appointment by the Minister for Finance as Board Members to the Public Procurement Oversight Advisory Board:-
1. Eng. Reuben Kiplangat Kosgei

2. Ms. Ruth Theddesia Ngobi
3. Mrs. Faith Njeri Kimani
4. Mr. Patrick Mahonga Mtange
5. Ms. Joyce Muthoni Njogu
6. Mr. Humphrey Kimani Mjuguna
7. Mrs. Martha Karwitha Mugambi
8. Mr. Fred Abednego Odhiambo

(ii) Pursuant to Section 22(1)(a) of the Act, the Law Society of Kenya should nominate another a representative to replace Ms. Jennifer Shamalla.

MIN. NO. 125/2012: ADJOURNMENT

There being no other business, the Chairman adjourned the meeting at One O' Clock until Wednesday 5th September, 2012 at 10.00 a.m.

Signed.....
(Chairman)

Date.....13/9/2012

MINUTES OF THE TWENTY-NINTH SITTING OF THE DEPARTMENTAL COMMITTEE ON FINANCE, PLANNING AND TRADE HELD ON THURSDAY 13TH SEPTEMBER, 2012 IN MEMBERS' LOUNGE, MAIN PARLIAMENT BUILDING AT 11.00 A.M.

PRESENT

Hon Chrysanthus Okemo, EGH, M.P. (**Chairman**)

Hon. (Prof.) Philip Kaloki, M.P. (**Vice Chairman**)

Hon. Ntoitha M'Mithiaru, M.P.

Hon. Lucas Chepkitony, M.P.

Hon. Jakoyo Midiwo MGH, MP.

Hon. Sammy Mwaita, MP

ABSENT WITH APOLOGIES

Hon. Lenny Kivuti, M.P.

Hon. Nkoidila Ole Lankas, M.P

Hon. Musikari Kombo, EGH, M.P.

Hon. Ahmed Shakeel Shabbir, M.P.

Hon. Nelson Gaichuhie, M.P.

KENYA NATIONAL ASSEMBLY

Mrs. F. Atenyo-Abonyo - First Clerk Assistant

Mr. Evans Oanda - Third Clerk Assistant

Mr. Martin Mugambi - Parliamentary Intern

Mr. Denis Dindi - Office Attendant

MIN. NO. 130/2012: CONFIRMATION OF THE MINUTES

Minutes of the 27th Sitting of the Committee held on Thursday 23rd, 2012 were confirmed by the Members present as a true recording after being proposed by Hon. Jakoyo Midiwo, MP and seconded by Hon. Sammy Mwaita, M.P.

**MIN.NO. 131/2012: ADOPTION OF THE REPORT ON THE
VETTING OF THE NOMINEES TO THE
PUBLIC PROCUREMENT OVERSIGHT
ADVISORY BOARD**

The Committee unanimously adopted the report on the vetting of the nominees for appointment as Board Members to the Public Procurement Advisory Board, after being proposed by Hon. Lucas Chepkitony, MP and seconded by Hon. (Prof.) Philip Kaloki, MP.

**MIN.NO. 132/2012: ADOPTION OF THE REPORT ON
COOPER MOTORS CORPORATION
(CMC) HOLDINGS**

The Committee unanimously adopted the report on the operations of Cooper Motors Corporation (CMC) Holdings, after being proposed by Hon. Ntoitha M'Mithiaru, MP and seconded by Hon. Lucas Chepkitony, MP.

MIN. NO. 133/2012: ADJOURNMENT

There being no other business, the Chairman adjourned the meeting at One O' Clock.

Signed.....

(Chairman)

Date.....

APPENDIX (2)

(Correspondence)

Annex - 1

Annex - 2

Annex - 3

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ANNEX 2

1

REPUBLIC OF KENYA

OFFICE OF THE DEPUTY PRIME MINISTER AND MINISTRY OF FINANCE

Telegraphic Address: 22921
FINANCE-NAIROBI
FAX NO. 2213524
Telephone: 2252299



THE TREASURY
P.O. Box 30007
NAIROBI

When replying please quote:

Ref: ZZ 253/01

Date: 21ST December, 2011

Mr Micheal Itote

Chairman

Institute of Certified Public Accountants of Kenya

P.O. Box

NAIROBI

Mr Joshua W. Wambua

Chief Executive & Secretary

The Institute of Certified Public Secretaries of Kenya

Kilimanjaro Road, Off Mara Road Upperhill

P. O. Box 46935

NAIROBI

Mr Alfred Lenana

Chairman

Governing Council, The Kenya Institute of Management

P. O. Box 43706-00100

NAIROBI

Mr Kenneth Akide

Chairman

Law Society of Kenya

Lavington, Opposite Valley Arcade, Gitanga Road

P.O Box 72219-00200

NAIROBI

Mr Francis Atwoli

Secretary General

Central Organization of Trade Unions

Solidarity Building, Digo Road

P.O. Box 13000 - 00200

NAIROBI

The Chairman

Kenya Federation of Master Builders

6th Floor, Waumimi House Annex,

Westlands

NAIROBI



Dr Waudu Siganga

Chairman

Computer Society of Kenya

No.7 Menelik Court Flats, Menelik Road, Off Ngong Road , Milimani

P.O. Box 70180 - 00400

NAIROBI**Mr Collins Kowuor**

Chairman

Institution of Surveyors of Kenya

ISK Secretariat, Alibhai Shariff Building

Kimathi Street, P.O. Box 40707 - 00100

NAIROBI**Mr Patrick Obath**

Chairman

Federation of Kenya Employers

Waajiri House, Argwings Kodhek Road

P.O. Box 48311 - 00100

NAIROBI**Eng Wanjau Maina**

Chairman

Institution of Engineers of Kenya

Transcom House, KRBC Annex, 1st Floor,

P.O. Box 41346, 00100

NAIROBI**Mr Steven Oundo**

Chairman

The Architectural Association of Kenya

The Professional Centre, Parliament Road

P.O. Box 44258 - 00100

NAIROBI**The Chairman**

Kenya National Chamber of Commerce & Industry

Ufanisi House, 1st floor, Haile Selassie Avenue

NAIROBI**The Chairman**

Marketing Society of Kenya

Fedha Towers, 11th floor**NAIROBI**

Mr J. Bedi
Chairman
Kenya Association of Manufacturers
P.O. Box 30225 - 00100
NAIROBI

Dear All

Re: Nominations for Appointment to the Board of the Public Procurement Oversight Authority (PPOA)

The three (3) year terms of office for the seven members of the PPOA, appointed by the Minister for Finance, with the approval of Parliament, following nominations by relevant prescribed organizations with effect from 16th October, 2007, expired on 15th October, 2010.

The Deputy Prime Minister and Minister for Finance, pursuant to Section 22 (i) (a) of the Public Procurement and Disposal Act, 2005 had proposed to re-appoint the previous members for a further term of three (3) years as there had not been any negative reports on them. However, when Parliament put out a public notice on the Minister's proposal there were representations from some nominating organizations that they should be given a chance to make nominations. It is against this background that the Minister now wishes to constitute a new Board for the Authority.

According to Section 22 of the Public Procurement and Disposal Act, 2005:

- (i) the Public Procurement Oversight Advisory Board shall consist of
- (a) **nine members, appointed by the Minister and approved by Parliament**, from persons nominated by the prescribed organizations below:
- Institute of Certified Public Accountants of Kenya (ICPAK);
 - Institution of Engineers of Kenya (IEK);
 - Kenya National Chamber of Commerce and Industry (KNCCI);
 - Kenya Federation of Master Builders (KFMB);
 - Kenya Institute of Management (KIM);
 - Kenya Association of Manufacturers (KAM);
 - Law Society of Kenya (LSK);
 - Institute of Certified Public Secretaries of Kenya (ICPSK);
 - Marketing Society of Kenya (MSK);
 - Architectural Association of Kenya (AAK);
 - Computer Society of Kenya (CSK);
 - Institute of Surveyors of Kenya (ISK);

- Federation of Kenya Employers (FKE),
- Central Organization of Trade Unions (COTU);

(b) Permanent Secretary to the Treasury; and

(c) The Attorney General.

- (ii) Each nominated member shall serve for a term of three years, and a person may not serve for more than two terms as a nominated member of the Advisory Board.
- (iii) Each organization referred to above shall submit to the Minister the curriculum vitae of two (2) members being nominated, of whom one shall be a woman.

As one of the organizations prescribed under the Act under sub-paragraph (a) above, you are eligible to nominate suitable persons for appointment.

The purpose of this letter therefore is to request your organization as one of the 14 prescribed organization to nominate two persons, of whom one shall be a woman, for consideration for appointment of the nine members by the Deputy Prime Minister and Minister for Finance subject to approval of their appointment by Parliament. Please ensure that their curriculum vitae are submitted together with their names. As there are only nine (9) positions it is important for each of the fourteen (14) prescribed organization to note that their nominee may not be appointed.

Nominations should be submitted to the Deputy Prime Minister and Minister for Finance, with a copy to the undersigned, by 15th January, 2012.

Yours sincerely

JOSEPH K. KINYUA, CBS
PERMANENT SECRETARY/TREASURY

cc. Mr. Patrick G. Gichohi, CBS
Clerk to the National Assembly
Parliament Buildings
NAIROBI

Annex 2

REPUBLIC OF KENYA

MINISTRY OF FINANCE

Telegraphic Address: 22921
FINANCE-NAIROBI
FAX NO. 330426/2213524
Telephone: 2252299



THE TREASURY
P.O. Box 30007
NAIROBI

When replying please quote:

Ref: ZZ 253/01

Date: 23rd July, 2012

Mr. Patrick G. Gichohi, CBS
Clerk
National Assembly of Kenya
NAIROBI

Dear

Mr Gichohi

Re: **Approval by Parliament for the Appointment of Board Members - Public Procurement Oversight Authority**

The above subject matter refers.

Following the nomination by the prescribed bodies in Section 22 of the Public Procurement and Disposal Act, 2005, the Minister for Finance has appointed the following nine (9) persons to the Board of Public Procurement Oversight Authority, subject to approval by Parliament:-

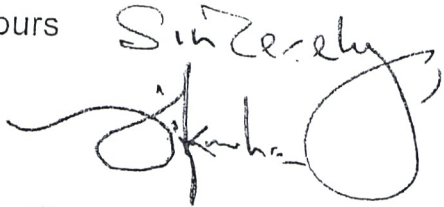
	Name	Gender	Nominating Authority
1	Eng. Reuben K. Kosgei	Male	Institution of Engineers of Kenya
2	Ms. Ruth T. Gobi	Female	Institute of Certified Public Secretaries of Kenya
3	Mrs. Faith N. Kimani	Female	Architectural Association of Kenya
4	Mr. Patrick Mahonga Mtange	Male	Institute of Certified Public Accountants of Kenya

5	Ms. Joyce M. Njogu	Female	Marketing Society of Kenya
6	Ms. Jennifer Shamalla	Female	Law Society of Kenya
7	Mr. Humphrey K. Njuguna	Male	Institution of Surveyors of Kenya
8	Mrs. Martha Mugambi	Female	Kenya National Chamber of Commerce & Industry
9	Mr. Fred A. Odhiambo	Male	Kenya Association of Manufacturers

Copies of their Curriculum Vitae are enclosed for your information.

The purpose of this letter is to request you to facilitate the approval of their appointment by Parliament, through the relevant departmental Committee.

Yours



JOSEPH K. KINYUA, CBS
PERMANENT SECRETARY/TREASURY

Encl.

Annex 2

REPUBLIC OF KENYA

199

OFFICE OF THE DEPUTY PRIME MINISTER & MINISTRY OF FINANCE

Telegraphic Address: 22921
FINANCE-NAIROBI
FAX NO. 2213524
Telephone: 2252299
When replying please quote



THE TREASURY
P.O. Box 30007
NAIROBI

Ref: ZZ 253/01

Date: October 26, 2011

Mr. Patrick Gichohi, CBS
Clerk to the National Assembly
Parliament Buildings
NAIROBI

Dear *Mr. Gichohi*

**RE: RE-APPOINTMENT OF MEMBERS OF THE PUBLIC
PROCUREMENT OVERSIGHT AUTHORITY (PPOA)**

Please refer to our letter forwarding the request by the Deputy Prime Minister and Minister for Finance to the Departmental Committee on Finance, Trade and Planning to re-appoint the following Members of the Public Procurement Oversight Authority.

1. Mrs. Mariam El-Maawy
2. Mr. Patrick Mtange
3. Mr. Moses N. Muihia
4. Mr. Sam Ogutha
5. Mr. Kaberere Ndung'u
6. Eng. Veronica Maundu (unfortunately has passed away)
7. Ms. Betty Maina


Please note that under section 22 (1) of the Public Procurement and Disposal Act No. 3 of 2005, the Minister appoints Members nominated by prescribed organizations. Consequently, please see on the table below the organizations that nominated the Members

proposed for re-appointed by the Minister.

1.	Mrs. Mariam El-Maawy	Architectural Association of Kenya
2.	Mr. Patrick Mtange	Institute of Certified Public Accountants of Kenya
3.	Mr. Moses N. Muihia	Kenya Federation of Master Builders
4.	Mr. Sam Ogutha	Institute of Certified Public Secretaries of Kenya
5.	Mr. Kaberere Ndung'u .	Institute of Surveyors of Kenya
6.	Eng. Veronica Maundu (unfortunately has passed away)	Institute of Engineers of Kenya
7.	Ms. Betty Maina	Kenya Association of Manufacturers

Yours

Sincerely


ESTHER KOIMETT, EBS
INVESTMENT SECRETARY
FOR: PERMANENT SECRETARY/TREASURY

APPENDIX (3)

(Curriculum Vitae)

Annex (1) – Eng. Reuben Kiplangat Kosgei

Annex (2) – Ms. Ruth Theddesia Ngobi

Annex (3) - Mrs. Faith Njeri Kimani

Annex (4) – Mr. Patrick Mahonga Mtange

Annex (5) – Ms. Joyce Muthoni Njogu

Annex (6) - Mr. Humphrey Kimani Njuguna

Annex (7) – Mrs. Martha Karwitha Mugambi

Annex (8) - Mr. Fred Abednego Odhiambo

MINISTRY OF FINANCE

CURRICULUM VITAE FOR NOMINEES FOR MEMBERS OF PUBLIC PROCUREMENT OVERSIGHT AUTHORITY

	Name	Gender	Nominating Authority
1	Eng. Reuben K. Kosgei	Male	Institution of Engineers of Kenya
2	Ms. Ruth T. Gobi	Female	Institute of Certified Public Secretaries of Kenya
3	Mrs. Faith N. Kimani	Female	Architectural Association of Kenya
4	Mr. Patrick Mahonga Mtange	Male	Institute of Certified Public Accountants of Kenya
5	Ms. Joyce M. Njogu	Female	Marketing Society of Kenya
6	Ms. Jennifer Shamalla	Female	Law Society of Kenya
7	Mr. Humphrey K. Njuguna	Male	Institution of Surveyors of Kenya
8	Mrs. Martha Mugambi	Female	Kenya National Chamber of Commerce & Industry
9	Mr. Fred A. Odhiambo	Male	Kenya Association of Manufacturers

[Handwritten mark]

CURRICULUM VITAE

NAME : REUBEN KIPLANGAT KOSGEI
B.Sc., P.G.Dip Env. Eng., R Eng, C Eng, MIEK, MACEK.

DATE OF BIRTH : 28th April 1949.

PROFESSION : CONSULTING ENGINEER

CONTACT ADDRESS : P.O. Box 54464, 00200 C SQ, NAIROBI

PHYSICAL ADDRESS : HEIDELBERG HOUSE, MOMBASA ROAD

TELEPHONE: 020 2018454/0722725659 Email : rkkosgei@asc.co.ke

EDUCATION BACKGROUND

- 1975-1976 Polytechnic of the South Bank, London – Postgraduate Diploma in Environmental Engineering and Design
 - 1970-1974 University of Nairobi – B.Sc.in Mechanical Engineering.
 - 1968-1969 Kenyatta College HSED – HSC 3 Principles, 1 Subsidiary.
 - 1964-1967 Kericho Secondary School – Division 1 GSC.
 - 1956-1963 Kapkatet Primary School – KPE Certificate.
-

EMPLOYMENT RECORD

- 1994 - Date: Partner: Associated Services Consultants, Mechanical and Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of mechanical engineering services in buildings.
- 1989 – 1994: Partner: Kaburu Okelo & Partners, Mechanical and Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of mechanical and electrical engineering services in buildings.
- 1987 – 1998: Associate: Kaburu Okelo & Partners, Mechanical and Electrical Consulting Engineers. Responsible for design, preparation of tender documents and supervision of installation of mechanical engineering services in buildings.

- 1980 – 1987: Principal Mechanical Engineer: Kenya Bureau of Standards. Responsible for maintenance of KBS Centre buildings and engineering services installations, plant, equipment and for new projects.
- 1978 – 1980: Building Services Engineer: Mechanical Engineer with the Ministry of Public Works, Buildings Department. Attached to Kenyatta International Conference Centre; duties included maintenance of mechanical and electrical services and simultaneous translation equipment.
- 1977 – 1978: Mechanical Engineer: Ministry of Public Works, Building Services Department. Responsible for the design, preparation of tender documents and supervision of mechanical engineering services in Government projects
- 1974 – 1977: Assistant Engineer: On practical training locally and in the U.K. Was attached to a Consulting firm and later a contracting firm in U.K. for a period of one year. This was after a 9 month Post Graduate Diploma in Environmental Engineering and Design.

PROFESSIONAL SOCIETIES AND QUALIFICATIONS

- Member of Institution of Engineers of Kenya.
- Member of Association of Consulting Engineers of Kenya.
- Member of Chartered Institution of Building Services Engineers
- Chartered Engineer (U.K).
- Registered Consulting Engineer
- Fellow of the International Centre For Training In Major Projects

MAJOR COURSES ATTENDED

- Seminar on Major Projects Management, April – May 1991 Montreal, Canada (International Professional Development Program).
- Senior Management Seminar (SMS 74/87) - KIA – March – April, 1987.
- Corporate Management Seminar – ESAMI - Arusha - April – May, 1982.
- Maintenance Management Seminar (SIDA/KEBS) – Nairobi – December, 1981.
- Corporate Governance Course for Directors - CCG- Mombasa – Kenya – May 2010
- Fraud and Corruption Africa Summit Cape Town – South Africa – March 2011.

APPOINTMENTS

- 2011 - Date: 2nd Vice Chairman – Institution of Engineers of Kenya. Chairman of Welfare and Development Committee, IEK.
- 1997 – 2005: Council Member – ACEK. Retired from the Council after being Treasurer for 4 years and Chairman for 1 year.
- June 2004: Member of the Committee on Draft Fire Safety Policy.
- February 2006; Member of the Special Committee on Investigation into the collapsed Building on Ronald Ngala Street.
- 2008- December 2011 Kenya Anti-Corruption Commission Advisory Board



SOME VOLUNTARY TASKS

- Election Observer 2007 (Association of Professional Societies in East Africa - APSEA) – Kuresoi Constituency
 - 2004 - 2007. Member of Disaster Management Committee of the Kenya Red Cross
 - Member of the Board of Governors and founder committee member of Kiptagich Secondary School in Molo District.
 - Design Team for the Preparation of Papal Altar for the Pope's Visit to Kenya in 1995.
-

REFERENCES

Mr. Eric Okongo Omogeni
P.O.Box 46530 00100
City Square
NAIROBI

M/s Irene Cheptoo Keino
P.O.Box 45897 00100
City Square
NAIROBI

Dr. Francis Sang' CBS
P.O.Box 7039 00200
NAIROBI

SIGNATURE



.....
Eng. REUBEN K. KOSGEI

CERTIFICATES

EDUCATIONAL

CNAA Post Graduate Diploma

University of Nairobi Degree

British Government Overseas Development

PROFESSIONAL

International Centre for Major Projects

Engineers Registration Board

Engineers Practicing Licence

Institution of Engineers of Kenya

Association of Consulting Engineers of Kenya

Chartered Institute of Building Services Engineers

Engineering Council (Chartered Engineer)

SEMINAR

SIDA Maintenance Management Seminar

KIA Senior Management Seminar

Industrial Standardization Course

Hospital Engineering Centre

Centre for Corporate Governance

Fraud and Corruption Africa Summit 2011

SERVICE

Kenya Anti-Corruption Commission Advisory Board

3

3

CURRICULUM VITAE 2012

Name: Ruth Theddesia NGOBI
 Nationality: Kenyan
 Mailing Address: P O Box 129-00502 Karen, Nairobi, Kenya
 Tel: Cell: +254 722 568421
 E:mail: rngobi@gmail.com

ATTRIBUTES

I am a highly motivated and confident African woman, with extensive professional experience and demonstrated leadership capabilities in the areas of management, strategy and policy formulation and implementation, risk management, corporate governance, corporate law and company secretarial practise.

STATEMENT OF CAPABILITIES

- ◆ Advocate of the High Court of Kenya of 26 years standing, with 23 years experience as legal counsel and company secretary of large global corporations with offices and agencies throughout Sub-Sahara Africa.
- ◆ In my capacity as Company Secretary I have substantial experience in the administration of boards and committees and in the design and execution of best corporate governance practices and standards of business conduct.
- ◆ Have served as a Director of a number of Boards and therefore fully conversant with the roles and responsibilities of Executive and Non Executive Directors particularly as the same relates to strategy and policy formulation, monitoring of performance of management and risk management.
- ◆ Have been member of top leadership team of a multinational corporation for last 8 years and was an active member of the Tender Committee and therefore fully conversant with strategic procurement policy formulation and implementation of procurement processes.
- ◆ Strong interpersonal skills, with the level of maturity necessary to liaise with senior management, board members and external partners.
- ◆ Excellent oral and written communication skills.
- ◆ Extensive travel and exposure.

(3)

CURRICULUM VITAE 2012

Name: Ruth Theddesia NGOBI
Nationality: Kenyan
Mailing Address: P O Box 129-00502 Karen, Nairobi, Kenya
Tel: Cell: +254 722 568421
E:mail: rngobi@gmail.com

ATTRIBUTES

I am a highly motivated and confident African woman, with extensive professional experience and demonstrated leadership capabilities in the areas of management, strategy and policy formulation and implementation, risk management, corporate governance, corporate law and company secretarial practise.

STATEMENT OF CAPABILITIES

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- ◆ Have been member of top leadership team of a multinational corporation for last 8 years and was an active member of the Tender Committee and therefore fully conversant with strategic procurement policy formulation and implementation of procurement processes.
- ◆ Strong interpersonal skills, with the level of maturity necessary to liaise with senior management, board members and external partners.
- ◆ Excellent oral and written communication skills.
- ◆ Extensive travel and exposure.

2

QUALIFICATIONS

1982 – 1983	University of Cambridge – United Kingdom LLM (Cantab) Second Upper Class with Honours
1979 – 1981	University of Kent at Canterbury – United Kingdom Bachelor of Arts degree, Law Second Upper Class with Honours
1984	Post graduate Diploma in Law – Kenya School of Law, Nairobi
March 1985	Admitted as an Advocate of the High Court of Kenya
July 2000	Higher Diploma in Human Resources Management
Oct 1994	Certified Public Secretary – Kenya

Courses Attended

In order to enhance my management, strategic and people leadership skills, I have attended numerous Courses and workshops over the years including:

Strategy workshops, Business Excellence workshop, Regional Management Seminar, Regional Management Education Seminar, Company Secretaries Seminars, Finance for Non-Finance Managers workshop, Time Management, Total Quality Management, Negotiation Workshop, Industrial Relations Workshop, Administration of Pension Schemes, Performance Appraisal Workshops, Coaching workshops.

BOARD MEMBERSHIP

Non- Executive Director – BAT Zimbabwe (2004 – 2006)
Director - Kenya Educational Trust Ltd (2004 to date)
Non-Executive Director – CfC Stanbic Holdings & CfC Stanbic Bank Ltd (Feb 2011 to date)
Director – Cosec Solutions Limited (2010 to date)

PROFESSIONAL EXPERIENCE

August 2002 to present:- **Company Secretary British American Tobacco Kenya Ltd and its subsidiaries (via contractual arrangement).**

- ◆ I am responsible, under a contractual arrangement, for providing and ensuring the provision of effective Company Secretarial services to BAT's Boards within Kenya with emphasis on compliance with corporate governance principles and business standards.

December 2010 to present:- Founder and Director Cosec Solutions Ltd

- ◆ In addition to my contractual arrangement with British American Tobacco Kenya Ltd I manage a private business incorporated at the end 2010 called COSEC SOLUTIONS LTD which provides Company Secretarial services and Corporate Governance solutions.

August 2002 to 31st March 2010:- Area Legal Counsel British American Tobacco East and Central Africa Area reporting to Area Director (CEO)

- ◆ As a member of the BAT Area Leadership Team based in Nairobi Kenya, I contributed to the development and delivery of the Areas short term and long term business strategies.
- ◆ My role encompassed strategic and people leadership for Legal, Anti illicit Trade (AIT), Risk and Security team members located in different markets to ensure proactive timely delivery of these services to BAT's operations within the Area.

**March 1987 to August 2002: Company Secretary and Legal Counsel
Unilever Kenya Limited, Nairobi, Kenya**

- ◆ Responsible for providing Secretarial Services to the Board of Directors, including preparation and issue of Agendas, Minutes, Reports, drawing and filing Statutory Returns and implementing Board directives for Unilever Kenya Ltd, its subsidiaries and associated company's.
- ◆ Responsible for provision of legal counsel and advice to the Board of Directors and Management of Unilever Kenya Ltd and its subsidiaries.

**March 1985 to March 1987: Legal Assistant with M M Chaudry
Advocate**

- ◆ Responsible for litigation, drawing of leases, charges, debentures, mortgages, commercial contracts, related security documents and extending legal counsel.

PROFESSIONAL AFFILIATIONS AND SOCIAL CLUBS

Member of Law Society of Kenya
Member of Certified Public Secretaries Society of Kenya
Member of the Institute of Personnel Management of Kenya
Member of Muthaiga Country Club
Member of the Oxford and Cambridge Society of Kenya

Ruth Theddesia NGOBI
January 2012

4

CURRICULUM VITAE

FOR

FAITH N. KIMANI (MRS.)

CURRICULUM VITAE

PERSONAL PROFILE:

NAME : Faith Njeri Kimani (Mrs.)
ADDRESS : P.O.BOX 21735, NAIROBI 00505
EMAIL f.kimani@yahoo.com
TELEPHONE : MOBILE 0722-465725
NATIONALITY : Kenyan
PASSPORT NO. : B144897
DATE OF BIRTH : 17th September 1966
STATUS : Married - three Children

QUALIFICATIONS :

ACADEMIC : Master of Business Administration (Finance),
University of Nairobi – November, 2009
Bachelor of Arts (Hons.) Degree in Building Economics,
University of Nairobi - September, 1989.
Pre-university training at National Youth service - 1986
Untrained teacher under Teachers' Service Commission - 1985
High school attended Alliance Girls' School, Kikuyu -1984
(Studied Mathematics, Physics, Chemistry)
Secondary school attended Moi High school, Kabarak – 1982

PROFESSIONAL : Final Corporate membership examination set by the Quantity
Surveyors Chapter of the Architectural Association of Kenya
- September, 1991.
Passed entrance examination set by Chartered Institute of
Arbitrators (Kenya Branch) - 1992.
: Project Planning and Proposal Writing Seminar, Kenya Institute
of Administration – June 2001.

EXPERIENCE

Joined the private sector after University and worked with a leading consulting firm of Project Managers, Quantity Surveyors and Building Economists, as an Assistant Project Quantity Surveyor in August 1989.

As Assistant Quantity Surveyor I handled various types of projects, in which I was responsible for:-

- (i) Preparing Cost Estimates
- (ii) Production of Bills of Quantities
- (iii) Calling for tenders and tender evaluation
- (iv) Monitoring and Evaluation through regular site visits and meetings
- (v) Valuation of work for payment during construction
- (vi) Preparation of Final Account.

Qualified and appointed as Project Quantity Surveyor in September 1991. As a Quantity Surveyor the above mentioned duties continued with increased scope and responsibility ultimately leading to:-

- (i) Preparing Financial Appraisals
- (ii) Contract documentation
- (iii) Cost planning and project management
- (iv) Evaluation of tenders, preparation of tender reports and advising on the most suitable tender that meets the set requirements.

Other duties handled include:-

- (i) Preparing Cash flow projections and tender forecasts
- (ii) Advising on building maintenance, building materials and specifications
- (iii) Liaising with specialists from various fields such as architects and engineers, contractors, suppliers and financiers in matters related to projects, properties and contractual matters.
- (iv) Attending many site meetings, inspections and client meetings.
- (v) Offering professional advice on project costings and budgets of development programmes.

SPECIALISED EXPERIENCE:

Computer literate and have a lot of working experience in Microsoft Word, Excel and in Masterbill Quantity Surveying packages.

I have in the past been responsible for training other consultants and their staff in the use of Masterbill QSElite Quantity Surveyors' Computer Package.

I have previously been in charge of the assignment by the Department for International Development of the British High Commission in offering professional advice on Small Grants Schemes which assists community based programmes.

Have a clean driving license since 1996.

CONTINUOUS DEVELOPMENT: For Continuous Professional Development, I am a regular participant in :-

- (i) Architectural Association of Kenya Seminars and National Conventions
- (ii) Institute of Quantity Surveyors of Kenya Seminars
- (iii) Board of Registration of Architects and Quantity Surveyors Seminars.

GROWTH

- : As a reward for industry and commitment to duty I was appointed an associate at Miguna consultants in 1993.
- : This appointment widened the scope of responsibilities, and commitment to the success of the practice resulted in my further promotion in 1996.
- : Joined another private firm by the name of Barker and Barton in 2004 where I am currently working as a Senior Project Quantity Surveyor.
- : To enhance my skills in Financial and Project Management, I enrolled for Master of Business Administration at the University of Nairobi in 2007, where I majored in Finance. Other relevant courses studied included Leadership, strategic management, Investment and portfolio management among others.

KEY ACHIEVEMENTS

- : Have brought to a closure several projects and finalized their final accounts within required timelines and within approved budgets.
- : Negotiated several contractual claims and agreed with contractors.
- : Advised on building maintenance, renovation costs and and monitored the works to ensure value for money.
- : Have offered professional advice on costing of projects to Department for International Development of the British High Commission on Small Grants Schemes which assists community based programmes.
- : Prepared cost advice and financial appraisal reports to clients, property owners, developers and financiers.
- : Have been able to advance my knowledge in management and finance while working in a busy private company.
- : Due to the effects of climate change, some of the buildings that have made some effort towards becoming green buildings and of which I have been involved in together with other consultants are office premises for Coca Cola and Standard chartered Bank, which have incorporated energy efficiency measures and thus reducing greenhouse gas emissions in their buildings.

VALUES

- : Trustworthy, hardworking, morally upright, believe in teamwork, focussed, and keen to learn new things.

MEMBERSHIP

- : I am a member of the Architectural Association of Kenya and Registered with the Board of Registration of Architects and Quantity Surveyors (BORAQS).

I have in the past been a trainer for BORAQS.

I am an active council member of the Quantity Surveyors' chapter of the Architectural Association of Kenya.

I'm also a member of the Institute of Quantity Surveyors' of Kenya.

SELECTED PROJECTS HANDLED :

The list below shows some recent projects that I have undertaken to prepare tender contract documentation with building, civil, mechanical and electrical works involved and some of which I have offered contract administration up to completion of the projects.

- Offices for Coca Cola East & Central Africa Division
- Office block (Professor Nelson Awori Centre) on Ralphe Bunch Road
- Office block in Westlands for Shamgro Ltd
- Extensions to Convent at Ruaraka for Missionary Benedictine Sisters
- Elementaita Tented camp for Serena Hotel
- Aberdares Hills Golf Estate and Resort
- Alterations to Warehouse for BAT
- Standard Chartered Bank East Africa Premises Hub
- Gigiri offices for Imperial Bank
- Aga Khan Hospital - Theatre 4, 5, 6
- Upper Hill Hotel for Golden Jubilee
- Waterfront Gardens Housing Estate Phase 1 & 2 & 3
- Office block for Dyer and Blair
- Tudor Creek Housing Units Mombasa
- Galu Kinondo Housing, South Coast Mombasa
- Borana Samangua Resort
- Offices and Workshop Development for Schuhmacher
- Apartments at Kijabe
- UNICEF regional Hub
- Care, Rumbek - Sudan
- Kampala Serena Hotel - Kampala
- Proposed Kenya Women and Children Wellness centre, Ruaraka

The above selected projects are worth over five billion Kenya shillings.

REFERENCES

MR. JAMES WAWERU KIMANI
JAWKIM ARCHITECTS,
P.O. BOX 60300,
NAIROBI - 00100
TELEPHONE 3868800/3874994
Email – jawkim@jawkimarchitects.co.ke

MR. HARUN NYAKUNDI,
HARCONSULT,
P.O. BOX 8540,
NAIROBI - 00300
TELEPHONE 2248180, 2713174/5
Email – harcons@wananchi.com

JONATHAN MBUI,
HOWARD HUMPREYS CONSULTING ENGINEERS,
P.O. BOX 30156,
NAIROBI - 00100
TELEPHONE 4445254/6
Email - Jmbui@howardhumphreys.co.ke



Patrick Mtange
P O BOX 41389 - 00 100
NAIROBI
Cell Phone No +254 722 467 991
mtange@diakonia-ea.org

I. CAREER OBJECTIVE

My aspiration is to be a trusted leader, relevant in the national and international arena thus impacting the lives of individuals at every level globally. I intend to accomplish this through competence, diligence, dedication, patriotism and teamwork.

An opportunity to serve in a national and or international body will provide an invaluable basis on which I can help advance Godly values and principles.

II. SKILLS PROFICIENCY

- **Leadership skills:** Trained and practicing leader as; Chairman Institute of Certified Public Accountants-Kenya (ICPAK), immediate past Vice Chairman of Public Procurement Oversight and Advisory Board, and Finance and Administration Manager Diakonia Africa Region.
- **Governance skills:** Trained and practicing good corporate governance in Public Procurement Oversight and Advisory Board, Institute of Certified Public Accountants (ICPAK) Council and Diakonia-Africa.
- **Financial Management:** Trained and practicing Finance and Administration Manager in Diakonia-Africa region.
- **Peace Building and Negotiation Skills:** Working experience in negotiation and conflict management.

III. PROFESSIONAL TRAINING

Certified Public Accountant-Kenya (CPA-K) at Strathmore College

IV. EMPLOYMENT

June. 2002 - To date Diakonia Sweden

Finance and Administration Manager - Africa Region

Key Responsibilities include:

- **Leadership:** Offering leadership and support to Country offices in the Africa region by:
 - Secretary to the regional senior management group
 - Implement capacity strengthening strategy in the Africa region
 - Providing direction for the administrative function
 - Developing the administrative strategic plan
 - Preparing the work plan
 - Preparing the budget
 - Developing strategy for institutional strengthening in administrative offices and partner

organizations

- **Accounting Operations:** Responsibilities include:
 - Approval of payments of specified threshold
 - Approval and signing of bank transactions
 - Oversee safeguard and security of assets within the region
 - Oversee the maintenance of proper books of accounts within the Africa region
 - Oversee the proper functioning of ICT resources such as network, servers, internet among others
- **Reports Reviews and Preparations:**
 - Review and maintain good financial performance of all administrative offices in the region
 - Review and ensure achievement of financial objectives of donor programmes
 - Perform quality review of financial reports in respect of donor programmes
- **Organisational development:** Liaise with the Head office (Sweden) to develop, review, adapt and implement policies, systems and procedures in ten administrative offices in the region in respect of the following areas:
 - Finance and accounting
 - Human Resource and Administration
 - Procurement
 - Information Communication Technology
 - Archiving
 - Auditing
- **Audit Management:** Overseeing the coordination of external audits in respect of:
 - Regional administrative office
 - Country administrative offices
 - Donor funded Programmes
 - Partner Organisations implementing twelve donor funded programmes in the region
- **Administrative Function:** Oversee and ensure that all country offices in the region
 - Operate according to laid down legal procedures
 - Maintain updated statutory and voluntary returns
 - Internal control systems are functioning well
 - Assets and inventory registers are up to date
 - Insurance policies are adequate and up to date
 - Tenancy and maintenance contracts are in place, complied with and up to date
 - Compliance with the procurement process
 - Archiving of financial and administrative documents is up to date
 - Tools and equipments are available for use by staff.
 - The front office operations are functioning well
- **Human Resource Management:** Responsibilities include to:
 - Prepare and review Job Descriptions for supervised staff at Regional Office.
 - Review of work plans for Regional Staff
 - Staff performance appraisal
 - Mentoring and coaching of staff
 - Prepare and implement the departmental leave schedule/plan
 - Review and authorise line staff time sheets

- Involvement in recruitment of senior finance staff
- **Advisory Function:**
 - Provide technical advice to the senior management team at the region
 - Provide technical support to administrative staff in the region in the relevant areas
- **Capacity Building:** Capacity Building which involves:
 - Training and development of staff in the country and regional administrative offices
 - Administrative capacity building in ten African countries and regional offices
 - Institutional strengthening of partner organisations which are involved in implementing donor funded programmes

**1999 to 2002 Kenya Wildlife Service
Financial Controller**

Key Responsibilities Included:

- **Strategic Plan:** Involved in strategic plan development.
- **Accounts Management:** Coordinating the effective management of accounting, reporting, treasury and administration
- **Adviser to Director:** Interpretation of financial information and advisor to the Director and the Board
- **Financial Policies:** Developing, Reviewing, adapting and implementation of financial policies, systems and procedures
- **External Audit Reviews:** Coordinating the external audits and representations to the Parliamentary Public Accounts and Investment Committees
- **Revenue Collection and allocation:** Management of Revenue collections, Disbursements and Budgetary control
- **Pension Scheme Management:** Trustee of the Staff pension scheme
- **Procurement:** Alternate chair of the Procurement Tender Committee
- **Staff Evaluation:** Appraisal, training and development of finance staff

**1996 to 1999 Kenya Wildlife Service
Group Revenue Accountant**

Key Responsibilities Included:

- Revenue accounting
- Treasury and Cash flow management
- Debt collection
- Review and enhancement of revenue collection system
- Development and management of bank and client relationships
- Audit schedules and reconciliations
- Appraisal and development of revenue staff

**1993 to 1996 Kenya Wildlife Service
Chief Accountant**

Key responsibilities included:

- Financial and management reporting
- Disbursements and budgetary control
- External audit coordination
- Reviewing and enhancement of financial policies, systems and procedures
- Finance Staff appraisal training and development

**1993 Kenya Wildlife Service
Projects Accountant**

Key Responsibilities included:

- Disbursement and budgetary control over donor projects
- Processing and follow up of payments on donor projects with relevant ministry and treasury
- Project financial statements and reports
- Accounting of donor projects
- Preparation of audit schedules in respect of donor project accounts

**1989 to 1993 Kenya Energy and Environment Non-government
Organisation (KENGO)
Finance Manager**

Key Responsibilities included:

- Coordinating and the management of finance, accounting, reporting and treasury
- Preparation and control of Budgets
- Treasury and cash flow management
- Preparation of financial statements and project reports
- Procurement and supplies management
- Coordination of external audits
- Management of bank relationships

**1988 to 1989 Ministry of Tourism and Wildlife
Accountant II**

Key Responsibilities included:

- Accounts reconciliations
- Cheque signing
- Preparation of accounts

**1981 to 1984 Barclays Bank of Kenya Ltd
Bank clerk**

Key Responsibilities included:

- Accounts opening

- Enquiries service counter
- Verification and authorisation of cheques
- Reconciliation of accounts
- Foreign exchange transactions
- Computer data operations

V. ACADEMIC BACKGROUND

<u>Year</u>	<u>Institution</u>
1984 – 1987	Panjab University Bachelor of Commerce-Accounting
1979 - 1980	Kakamega High School 'A' Level
1975 - 1978	Vihiga High School 'O' Level

VI. TRAINING AND DEVELOPMENT

- *Advanced Leadership Training* at L.T. Associates, Inc. USA,
- *Principle Based Leadership Training* (Importance of Ethics) at Point man Leadership Institute Inc. USA,
- *Company Director Course* at Commonwealth Association for Corporate Governance,
- *Board Chairmen, Directors & CEOs Programme* by Institute of Directors London, BEEC Int.
- *Governance Training* (Rationale for Audit Committees) at Centre for Corporate Governance
- *Strategic Leadership and Change Management for Directors* at KIA
- Anti-Corruption Seminar

VII. ACHIEVEMENTS

- ◆ *Development of guidelines* for use by partner organisations in the recruitment of auditors in the ESA region.
- ◆ *Development of strategy* for institutional capacity development of partner organizations ESA region.
- ◆ *Establishment of Audit and Risk Committee* at Public Procurement and Advisory Board - PPOAB
- ◆ *Initiation of Strategy implementation matrix* at Institute of Certified Public Accountants of Kenya - ICPAK
- ◆ *Developed the strategy* for increased participation of members in Continuous Professional Development programme of ICPAK
- ◆ *Introduction and implementation of e-banking and electronic payment processing* at Diakonia Sweden

- ◆ *Enhancement of financial and administrative operations and controls* at Diakonia Sweden.
- ◆ *Elimination of cheque related fraud* at Kenya Wildlife Service.
- ◆ *Development and implementation of activity based budgeting* in KENGO and Kenya Wildlife Service.
- ◆ *Improved financial, management and donor reporting* at Kenya Wildlife Service and Diakonia Sweden.
- ◆ *Improved Treasury Management* at KENGO and Kenya Wildlife Service.
- ◆ *Introduced financial appraisal* for prospective developers of accommodation facilities in Kenya Wildlife Service managed Parks.

IX. COMMUNITY SERVICE

- Serves as Chairman Council of ICPAK
- Member of Pan African Federation of Accountants-PAFA
- Member of Home Based Bible Study Group
- Member of Nairobi Pentecostal Church - Karen

PERSONAL INFORMATION

Date of Birth February 28, 1960
Marital Status Married
Nationality Kenyan
Religion Born again Christian –Pentecostal
Languages Proficient in oral and written English and Kiswahili

X. REFEREES

Name	Position	Institution's Name and Address	Phone and email contacts
Mr. Steve Lugalia	Director Finance & Administration	Heritage Insurance P.O. Box 30390-00100 Nairobi	+254-722524267, Steve.lugalia@heritage.co.ke
Mr. Krister Adolfsson	Regional Manager-Africa	Diakonia Sweden P. O. Box 21323-00505 Nairobi.	+254-722 553 840 Krister.adolfsson@diakonia-ea.com
Mr. Erastus Omolo	Managing Partner	Erastus & Co. Certified Public Accountants P.O. Box 55268-00200 Nairobi	+254- 733 723 930 erastus@nbnet.co.ke

JOYCE M. NJOGU

2003	SGS Kenya	ISO 9000:2000 Overview
2002	Top Image Training	Managing business in recession
2002	Dale Carnegie	Success systems - Effective selling skills
2002	SGS Kenya	ISO 9000:1994 Awareness Course
2001	Adapt/TBWA Kenya	Brand Positioning
1999	Alico Kenya	Insurance Products Management

▶ COLLEGE VACATIONAL JOBS

Jan - April 1999	Kisumu Boys High School Teacher in practise
November 1998	Catholic Churches Music Festivals, Nairobi Adjudicator
March 98 - June 98	Child Life Trust Project assistant (Volunteer)
Nov.97 - Feb.1998	Go Places Publication Sales and Marketing Executive
June 1997	BAT, Kisumu Embassy lights Merchandising
Jan 1997	Nyang'ori High School, Kisumu Teacher in practise
Oct. 95 - April 96	Kenya Breweries Ltd Sales data clerk

▶ PERSONAL INITIATIVES

2005 to date	Marketing Society of Kenya Full Member
2004 to date	Kenya Institute of Management Full Member
1993 - 1996	Theatre Workshop Productions Member
1997 to 2006	Rotaract Club Milimani Member

▶ COMPUTER

Proficiency in Ms Office applications, Internet & Email packages

▶ INTERESTS

Theatre arts, singing, reading motivational books, swimming, travelling

▶ LANGUAGES

Excellent written and spoken English, Kiswahili, basic French.

▶ REFERENCES

Mr. Francis Mwaniki Wachira
Chief Executive Officer
Marketing Society of Kenya
P. O. Box 69826 - 00400
NAIROBI.
Tel: +254 (0) 20 4343540
Cell: +254 (0) 720 556942

Mr. Gabriel Komora
Deputy Director, Technical services
Sports Stadia Management Board
Private Bag, Kasarani
NAIROBI.
Tel: +254 (0) 20 2390501
Cell: +254 (0) 720 661391

Mr. Nelson Kinyua
National Sales Manager,
Kenya Postel Directories Ltd.,
P. O. Box 10810-00100
NAIROBI.
Tel: +254 (0) 20 2226263
Cell: +254 (0) 722 412923

WINIFER SHAMALLA

PERSONAL INFORMATION

P. O. BOX: 77527/00200-NAIROBI.

PHONE +254 722 737 241

EMAIL wshamalla@gmail.com

NATIONALITY: KENYAN

GENDER: FEMALE

PERSONAL STATEMENT: *"Leaders Don't Wait. They Shape Their Own Frontiers. The Bigger the Challenge, the Greater the Opportunity"*

Current Position: Country Co-coordinator Panafstrag Kenya and a Practicing Advocate of the High Court of Kenya.

Personal Skills: Excellent verbal, written and communication skills. Possess above average analytical skills in social development planning. Excellent interpersonal relationship skills. Sound understanding of the political, legal and social dynamics of Kenya, the region and the continent. Excellent ability to negotiate. Highly computer literate.

Communication: Skilful expression, transmission and interpretation of knowledge and ideas, very good facilitation, presentation and public relation skills.

Human Relations: Very good interpersonal skills.

ACADEMIC BACKGROUND & QUALIFICATIONS:

I am an Advocate of the High Court of Kenya with a LLB degree and a postgraduate Diploma in Law and have vast experience in various sectors. I also have a Bachelors degree in Political Science and Economics

I have undertaken courses in Conflict Analysis, Negotiation and Conflict Management as well as the management of development projects. In addition I have attended trainings on how to conduct change analysis and outcome mapping of programmes. Currently I am the Convener of the ICT/Intellectual Property Rights Committee of the Law Society of Kenya. I have attended numerous training courses/ workshops/ forums on matters pertaining to human and political rights. I am a recognized resource person in the following areas:

- Civic Education and Political Rights
- International and Regional Trade conventions
- Internet and E-Commerce Law (International, Kenyan and East African Legislation)

ADDITIONAL INFORMATION:

Published Writer: On international affairs, topical issues and profiles and report writing.

Languages: English (excellent), Swahili (average), French (average);

Affiliations: Law Society of Kenya (LSK); International Federation of Women Lawyers (FIDA)

Board and Other Appointments: Currently a member of the Task Force on Ministry of Information and Communication /media industry stakeholders. I have been a member of the Kenya National Commission for UNFSCO's Culture Program Committee, The Kenya Bureau of Standards working Committees and Board member KOPIKEN (Reprographic Rights Society of Kenya), Board member of Panafstrag Kenya.

WORK EXPERIENCE

NAME OF ORGANISATION	TYPE OF ORGANISATION	DUTIES	ACHIEVEMENTS
2007-To Date PANAF-STRAS KENYA:	Research And Advocacy Oriented Organisation. NGO	Country- Co-Coordinator	Conducted Baseline surveys for ASF on Rome Statue and the ICC in Kenya as well as in South Sudan on governance. Prepared A Detailed Report On The Reasons For Conflict In Africa. Trained trainers on civic education in Southern Sudan prior to the April 2010 Elections and 2011 Referendum. Resource person for women and Child rights in Southern Sudan and East African Integration.
1994-To Date JENNIFER. M. SHAMALIA & CO. ADVOCATES	Law Firm	Senior Partner	Becoming An Expert In The Area Of Human /Political Rights And Various Conventions
2000- 2007 MUSIC COPYRIGHT SOCIETY OF KENYA	Collective Management Society	General Manager	Put Mck On The International IMap
1990-1993 HACKMEY (K) LTD.	Pharmaceutical Company	HEAD OF ADMINISTRATION, OPERATIONS & LEGAL ADVISER	Securing The First-Aids Control Project In Kenya.

ADDITIONAL ACHIEVEMENTS:

Trainer of trainers, agents of political parties, NGOs, on the electoral process voter education and civic education.

Worked on a voluntary basis with refugees in Kinshasa Democratic Republic Of Congo and assisted in documenting their experiences

Contributed to Kenya's position on the UNESCO Convention of The Protection and Promotion of the Diversity of Cultural Expression which was adopted in November 2005 and ratified in December 2006.

REFEREES

1. **Mr. Philip Ransley.** Retired Judge Of The High Court Of Kenya Former Director Of The Music Copyright Society Of Kenya. Partner At Ransley, Mcvicker And Shaw Advocates. **Contact:** Mobile phone +254 722 325 257. Email: pjransley@yahoo.com

2. **Mr. Adi Vinner.** Managing Director of the Rot-Mei Group of Companies.

Contact: Mobile +254 733 510 101. Email contact: adivinner@gmail.com

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HUMPHREY KIMANI NJUGUNA

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MORE COMPETENCIES

Has specialized knowledge about the business culture, climate, and regulatory/policy environment for entrepreneurs in emerging economies. This expertise is the product of real world experience complemented by advanced academic study. Is a Lead Expert, International Trade and Investment Law and Policy; Advocate of the High Court of Kenya; Registered Valuer (R.V); Registered Estate Agent (E.A); Fellow of the Chartered Institute of Arbitrators (FCIArb); Lead Expert – Environmental Impact Assessment/Audit; and a full member of Institution of Surveyors of Kenya (M.I.S.K).

PROFESSIONAL EXPERIENCE

RETROCOSMO LIMITED, Nairobi, Dar es Salaam

1994 - Present

Managing Director (Founder) and Lead Consultant

- Directs and manages all operations including a company workforce which has increased under the current leadership from 3 at the time of incorporation to the present 137.
- Under the present stewardship, the company has witnessed tremendous growth and expansion from the original single outlet to the current regional real estate consultancy giant with well established branch network in Kenya and Tanzania. Reports to the Board of Directors and holds full profit and loss accountability.
- Has successfully steered the company in its planning and execution of property valuation and real estate management consultancy in the region and the company has achieved balanced, customized and efficient service delivery in the last decade.
- Was a lead consultant in the Drafting of the Valuation Act of the Republic of Tanzania alongside Haki Law Chambers and Proper Consult (T) both of Tanzania.

NJUGUNA KIMANI NDUHIU & COMPANY ADVOCATES, Nairobi 2008 - Present

Managing Partner; Advocate of the High Court; and International Trade & Investment Law Consultant

- A practicing advocate of the high court; manages the operations of the company including its workforce.
- Experienced in nearly all aspects of international trade/investment law and policy, including recognized specialization in: the WTO and EU framework of rules for global trade (including the Doha Development Agenda), regional economic integration and trade arrangements and foreign direct investment.
- Offers quality, result oriented and customized consultancy services on International Trade and Investment Law; a number of local and regional companies and individuals have benefited from unrivalled services offered by the company.
- Directs strategies for research and development of new products for Procurement Litigation, Patenting and Intellectual Property rights in Kenya.

Public Procurement and Disposal Act of 2006

- Took part in drafting the Public Procurement and Disposal Act of 2006 as a representative of the Institution of Surveyors of Kenya (ISK).
- Made remarkable inputs in Public Procurement and Disposal Act of 2006 and is currently undertaking research on the Political Economy of Public Procurement in Kenya as a requirement for partial fulfilment for the Degree of Doctor of Law of the University of Nairobi.

INSTITUTION OF SURVEYORS OF KENYA (Chairman) (I.S.K), Nairobi 1999 – 2003

- Convened and chaired the Institution of Surveyors of Kenya's board meetings.
- Directed strategies for research and development of Land Reforms in Kenya.
- Chaired the Valuers & Estate Agents Chapter.
- Examiner with Institution of Surveyors of Kenya (Valuers Chapter).

COSMO VALUERS, Nairobi

1990 – 1994

Proprietor and Consultant

MINISTRY OF LANDS AND SETTLEMENT, Nairobi

1986 - 1990

Government Valuer

- Was in charge of Meru, Isiolo and Marsabit Districts.

EDUCATIONAL BACKGROUND

2010- To date	PhD (Finalist) in Entrepreneurship (JKUAT): Has successfully completed the coursework and is currently undertaking project research on the Participation of Small and Medium Enterprises in Public Procurement in Kenya.
2008-To date	PhD Fellow in Law (University of Nairobi); is currently undertaking research on the Political Economy of Public Procurement in Kenya.
2008 – 2009	Executive Masters of Business Administration (EMBA) - JKUAT.
2008	Certificate on Environmental Impact Assessment and Environmental Audit (JKUAT).
2003 - 2005	L.L.M University of Nairobi - (International Trade and Investment Law); Thesis: Procurement Law in Kenya
2003 - 2005	Diploma (Kenya School of Law)
1999 - 2003	L.L.B. (University of Nairobi) - Upper 2 nd Class Hons
1990	Diploma (Institution of Surveyors of Kenya)
1983 - 1986	B.A. (Land Econ), University of Nairobi - Upper 2 nd Class Hons

LANGUAGES English (Fluent); Swahili (Fluent) and Kikuyu (Native)

INTERESTS Competitive Policy Researcher and Analyzer

ARTICLES

- Political Economy of Public Procurement in Kenya: PhD. Thesis (University of Nairobi).
- Challenges Facing SMEs in Public Procurement: PhD Thesis (JKUAT)
- Towards understanding valuation profession in Kenya.
- Hindrances to Participation of Small and Medium Enterprises (SMEs) in Public Procurement
- Fake documents and their effects in Real Estate in Kenya.
- Valuation for Auction Purposes in Kenya.
- Appraisal of land inconsistent with cadastral records.
- A critique of Government Procurement processes. W.T.O forums to the localized Kenyan scenario. LLM Thesis (University of Nairobi).

REFEREES

1. Prof. Kameri Mbote (PhD. Law)

Strathmore University,

P. O. Box 59857-00200,

NAIROBI

Cell: (+254) 733 726511

2. Dr. R. Gakure

Director, CBD Campus (JKUAT),

P.O. Box 62000,

NAIROBI

Cell: (+254) 737 534631

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Mrs. Martha Karwitha Mugambi
P.O. Box 46821 – 00100, Nairobi
Cell: 0723-970890,
E-mail: marthamugambi@yahoo.com

CAREER OBJECTIVES

To obtain a challenging Post-Retirement Career with Government, National, Regional or International Organizations, and assume ambitious and greater responsibility in utilizing long term experiences with proven record of success.

EDUCATION

- 1960-1962 Igoji Teacher Training College, Meru
- 1962-1965 Social Studies and Community Development
Pro- Africa Institute, Diploma
Oudenbosch, Holland

WORKING EXPERIENCE

- 1967 – 1969 Ministry of Community Development and Social Services
Community Development Training Centre, Meru
➤ Trainer
- 1970 – 1982 Standard Chartered Bank, PLC Nairobi, Kenya
➤ Banking Services, and Public Relations
- 1983 – 1986 Otis Elevators Company Ltd.
➤ Project development,
➤ Marketing and Public Relations
- 1986– 1988 Family Planning Association of Kenya
➤ Outreach programs Co-coordinator
- 1994 – 2008 Founder and Director
International Development Centre for Africa (IDCA)
➤ Development Programs- Management
- 1996 - 2002 Standing Committees on Human Rights, Kenya
➤ Presidential Appointee -
Human Rights Programs
- 2003 -2004 National Disaster Committee
➤ Presidential Appointee -
Disaster Response Services

CORPORATE SOCIAL RESPONSIBILITY

July 2010	Meru Professional's Association - Trustee
2009 – 2010	Board of Trustees Regina Pacis University College (RPUC) Constituent College of The Catholic University of Eastern Africa (CUEA)
May 2009	Representative, Kenya's First Lady's 5 th Round table Heads of State Summit, Victoria Falls, Zimbabwe
2008 – 2012	Board of Trustees Nairobi Archdiocese, Refugee Assistance Program (NARAP)
2008 – 2009	Project Coordinator Gender and Sustainable Development Caritas, Archdiocese of Nairobi
2007 – 2009	Chairperson, Board of Trustees Meru College of Science and Technology
2007 – 2008	Board of Trustees Kiriri Women University of Science and Technology Githurai Campus
2007 – 2008	Oversight Board Member Kenya National Commission on Human Rights (KNCHR)
2006 - 2008	Vice Chairperson Justice and Peace Commission Nairobi Archdiocese
2006 – 2008	Board of Trustees Caritas Nurses Association of Kenya
2001 – 2008	Co-Chair, American and African Business Women's Alliance (AABWA) Africa Region.

2000 - 2002	Présidential Appointee National Disaster Emergency Response Committee, Nairobi, Kenya
2000 - 2003	Chairperson Board of Governors, St. Vincent De Paul, Vocational Training Institute, Kenya
1994 - 1995	Member National Organizing Committee, U.N. Conference for Women, Beijing - China
1993 - 1998	Chairperson Kenya Business & Professional Women's Club, Nairobi, Kenya
1980 - 1984	Chairperson / Coordinator National Council of Catholic Women (NCCW) Kenya
1983 - 1985	Vice Chairperson Loreto Convent, Msongari, Parents Teacher's Association (PTA)
1984-1985	National Organizing Committee United Nations Conference Forum '85, Nairobi
1985	Holy See Delegate, Recipient, Pope John Paul II, Medal to Distinguished Women of Goodwill
Marital Status	Widowed with five professional children.

FRED ABEDNEGO ODHIAMBO

CURRICULUM VITAE

- P.O Box 163 00621, Nairobi Tel; (+254) 705 111 215 ;(+254)739 579 950
(+254)722 206 931(+254) 722 738 932
 - fredabednego@gmail.com
-

PROFESSIONAL PROFILE

- **An excellent marketing professional** with a brilliant track record spanning 20 years. Capable of converting any customer need into practical value proposition through appropriate strategies. In 2008 , awarded a WARRIOR award by the Marketing Society of Kenya for contribution towards marketing philosophy in Kenya.
 - Extensive experience in **successful engagement with the private sector and government** in areas of strategy formulation, execution, monitoring and evaluation in the context of service delivery and project implementation.
 - **Extensive background in marketing** including research, product development ,promotions and service delivery
 - **Demonstrated success** in managing a large public corporation-Postal Corporation of Kenya. Transformed the moribund corporation of 4,600 staff into a profit making outfit with Pre-Tax profits increasing by 30% from Kshs128m to Kshs167m during my tenure. Launched and successfully championed performance management in the corporation with appropriate reward and sanction systems to enhance performance. Under my stewardship, Kenya produced the first African chairman of Council of Administration (an arm of the Universal Postal Union) and the first Kenyan Secretary General of Pan African Postal Union.
 - **Demonstrated success** in managing marketing communication in large multi-national banks. As the Head of Marketing in Barclays bank, spearheaded the most successful charity walk in Kenya which raised Kshs20m in 2003. The funds were used to support the Government's free primary school education program in 15 schools countrywide. This initiative won the highly commended award at the 2004 African Investor Award ceremony in Dakar, Senegal. n 2005, the same initiative won the overall African Investor Award for its role in supporting the delivery of Millennium goals
 - **A great corporate citizen.** Currently the vice chairman of Kenya Rugby Union, the most successful Sports Federation in Kenya
-

KEY AREAS OF SPECIALIZATION

- | | | |
|----------------------------|--------------------------------------|----------------------------------|
| • Sales and Marketing | • Private Public sector Partnerships | • People management |
| • Research and Development | • Business Process Outsourcing | • Franchising |
| • Leadership | • Postal Services | • ISO Certification |
| • Project Management | • Courier | • Build Operate Transfer |
| • Performance Management | • Private security services | • Business turnaround strategies |
| • Banking | • Corporate Governance | • Sports management |
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-

PROFESSIONAL EXPERIENCE

1. Head of KAM consulting: July 2011 to date

Duties and Responsibilities:

- Identify, prioritize and develop key high value business services targeting business leaders and senior management in companies including but not limited to technical value chain analysis, export market assistance to SMEs, certification programs, energy services, lean manufacturing, technical training, seminars and education
- Maintain relations with external service providers to be retained to offer services to KAM consulting
- Competitively market and offer services demanded by Industry and the business sector
- Determine and deliver key revenue drivers for the various services offered by KAM consulting
- Develop and maintain linkages with local and international training institutions and other strategic partners necessary for KAM to operate in
- Ensure that KAM consulting generates a proportion of the Association's income in accordance with the annual plans and budgets

2. Sales & Marketing Director, Riley Security Group : November 2009 – July 2011

Overall responsibility for overseeing sales, marketing and group strategies to maximize business returns

Key Results

- Developed the Group's 5 year strategic plan
- Developed and implemented a customer service charter
- Reviewed and implemented a new organization structure to strengthen group performance
- Set up a successful courier business within the group achieving a turnover of Kshs 1m per month in just under 2 years
- Spearheaded ISO certification for the group as the Management Representative to enhance quality management systems

3. CEO-Postal Corporation of Kenya : 2006-2009

Appointed as CEO in November 2006 by the Government to turn around a public corporation from loss making to profitability and enhance brand equity.

Key Results:

- Grew Pre-Tax profits by 30% from Kshs128m in 2006 to Kshs167m in 2008
- Re-launched the EMS service and grew market share from 3% to 10% through excellent service including introduction of new fleet, installation of track and trace system and introduction of direct sales
- Spearheaded the launch of a new electronic product, Postal Branch Information System(PBIMs) and used it to diversify from traditional postal products to strategic partnerships with corporates eg Kenya Power and Lighting, Telkom, Safaricom, DSTV, UNICEF etc
- To maximize value from idle assets, introduced a new business strategy -Build Operate Transfer and applied it on one of the corporation's assets in Yaya Centre in Nairobi.
- To reduce operational costs, introduced a business model-Franchising. This strategy allowed franchisees to act as agents of Posta in areas where we needed to provide universal service but at no profit.
- Introduced and championed performance management system throughout the Organization's workforce of 4600 staff.
- Introduced a reward and sanction scheme to support performance management
- Introduced employee opinion survey to encourage staff to speak freely on how they want the organization to run

- Introduced a staff incentive scheme that recognized staff for bringing in new ideas to increase profits, cut costs or improve operational efficiencies
- Automated 350 postal offices to enhance service delivery across the branch network
- Launched Counter Retail System(CRS) a one-stop shopping concept which allowed customers to be served at any counter within the branch
- Introduced customer service standards across the branch network
- Spearheaded ISO certification to support value proposition
- Introduced Research within the organization, the aim being to continually speak with customers to gauge their attitude and usage towards products and services in order to improve value proposition
- Launched the first corporate social responsibility program in Posta focusing on water, sanitation, health, education and environment
- Supported water projects in Mombasa, Nyeri, Oyugis, Makueni, Loitokitok and Kisii
- Introduced new branding concepts in key branches including, Nairobi GPO and Soko Plaza off Muindi Mbingu street
- During my tenure, Kenya postal fraternity produced the Chairman of Council of Administration, an arm of the Universal Postal Union through Amb.Hussein-**This was a first for Africa**
- During my tenure, Kenya postal fraternity again produced the Secretary General of Pan African Postal Union(PAPU) through Rhoda Masaviru-**A first for Kenya**
- Introduced a Biometric medical card concept to control medical expenses
- Introduced Fleet Management System to monitor and control fuel consumption amongst the corporation's 200 vehicles

4. Head of Marketing, Barclays Bank:1999-2006

Responsible for marketing communication and brand equity within the Bank. Key remits included research, product development, promotion, service, brand equity and corporate social responsibility

Key results:

- Launched 'La Riba' current account, the first Sharia compliant banking solution to Muslim customers. The product was judged the most innovative in a 2006 research conducted by the respected local magazine, Market Intelligence. The product also won the first prize in the 2006 Barclays Group Chairman's Award under the category-Diversity
- Launched Asset Finance, a product for small and medium enterprises(SMEs).This product was also judged the best asset finance product in the 2006 research conducted by the Market Intelligence magazine
- Designed and implemented a unique sales promotion-'BOOST' to help drive local business sales. The promotion won a Bronze medal in the 2006 research conducted by Market Intelligence magazine
- Spearheaded the launch of the first mortgage product within the commercial banking sector and organized a mortgage sales promotion which raised Kshs300m in 2 months
- Launched the first major sales promotion in Barclays-the 'BARCLAYS BONANZA'. The promotion raised Kshs600m in new savings deposits in 3 months
- Revolutionized the marketing of personal lending products in the banking sector through packaged loans and sales promotions. Raised Barclayloan book from Kshs500m in 1999 to Kshs2b in 2000
- Launched a new set of products for personal customers eg Bank Account, Instant savings, High Rate Savings, High Value Current Account and High Interest Bonus Savings Account
- Participated in designing and implementing the most successful charity walk in Kenya which raised Kshs20m in support of the Government's free primary education programme. Funds used to support 25 primary schools countrywide. This initiative won the highly commended award at the 2004 African Investment Award ceremony in Dakar, Senegal. In 2005, the same initiative won the overall African Investor Award for its role in supporting the delivery of millennium goals

5. Regional Marketing Manager, Standard Chartered Bank: 1998-1999

Responsible for setting up marketing departments in Uganda, Tanzania, conduct research and deliver appropriate products in line with customer expectations. In addition, ensure excellent service delivery and enhance brand equity.

Key results:

- Set up successful marketing departments in Uganda and Tanzania
- Launched a major sales promotion in Uganda. The promotion raised UGS4b or GBP2m in new savings deposits in 3 months
- Set up new branches in Dar-es-salaam, Mwanza, Arusha and Moshi
- Launched Tariff Guides for retail customers in Uganda and Tanzania

5. Product Development Manager, Standard Chartered Bank: 1994-1997

Responsible for research and development of new products for retail customers

Key results:

- Launched a supersave account for personal high value customers
- Launched a Visa Electron Debit Card
- Launched the first major sales promotion in the Banking Industry with a Mercedes Benz as the top prize. The Promotion raised Kshs900m in new deposits in 3 months

6. Marketing Manager's Assistant Barclays Bank: 1990-1994

Assisting the marketing manager in delivering marketing communication and service delivery

Key results:

- Participated in the launch of Barclaycard Visa
- Participated in the re-profiling of savings account into Barclaysave and Optimum savings accounts

7. Management Trainee, Barclays Bank: 1988-1990

Recruited to join the Barclays management team as a trainee with the aim of facilitating succession planning within the organization

Key results:

- Had a rigorous on-the-job training in all departments of the Bank
- Attended lots of class room training on Cash, Advances, Bills, Current Accounts, Savings Accounts etc

EDUCATION AND PROFESSIONAL

- Bachelor of Commerce(Marketing option) honors degree,1987
University of Nairobi
- Diploma in Sports,1987
Kenya National Sports Council

- Kenya Advanced Certificate of Secondary Education, 1982
Lenana School

CERTIFICATIONS

- National Youth Service, pre-university training program-1984
- Stress management, leadership and decision making-1993
- Effective project management-1994
- Microsoft Office-1996
- Achieving Marketing Leadership-2001
- Achieving Results Through People-2002
- Management Skills Development-2002
- Performance Management-2002
- Tujjenge Teambuilding-2008
- Corporate Governance-2008
- Trusteeship and Scheme Excellence-2009
- ISO Certification, Internal Audit -2010

REFERENCES

1. **Julius Abiero**
Managing Director
Riley Group
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2. **Peter Kebati**
Chief Finance Officer
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Mobile+254722207932
3. **Charles Maranga**
Human Resource Director
Kenya Commercial Bank
Email: cmaranga@kcb.co.ke
Mobile:+254722517603
4. **Adan Mohamed**
CEO-Barclays Bank (K) Ltd
Email: adan.mohamed@barclays.com
Mobile:+254722525998