



---

**COUNTY GOVERNMENT OF NYERI**

**ORGANIZATION STRUCTURE AND THE STAFF ESTABLISHMENT**

**June, 2025**

## TABLE OF CONTENTS

|                                                                  |              |
|------------------------------------------------------------------|--------------|
| <b>FOREWORD.....</b>                                             | <b>viii</b>  |
| <b>PREFACE.....</b>                                              | <b>ix</b>    |
| <b>ACKNOWLEDGEMENT.....</b>                                      | <b>x</b>     |
| <b>INTRODUCTION.....</b>                                         | <b>- 3 -</b> |
| <b>INTRODUCTION.....</b>                                         | <b>- 3 -</b> |
| <b>STAFFING LEVELS.....</b>                                      | <b>- 3 -</b> |
| <b>OFFICES AND DEPARTMENTS IN THE COUNTY GOVERNMENT OF NYERI</b> | <b>- 4 -</b> |
| <b>OFFICE OF THE GOVERNOR.....</b>                               | <b>- 5 -</b> |
| <b>INTRODUCTION.....</b>                                         | <b>- 6 -</b> |
| <b>VISION.....</b>                                               | <b>- 6 -</b> |
| <b>MISSION.....</b>                                              | <b>- 6 -</b> |
| <b>STRATEGIC OBJECTIVES.....</b>                                 | <b>- 6 -</b> |
| <b>CORE FUNCTIONS.....</b>                                       | <b>- 7 -</b> |
| <b>OFFICE OF THE COUNTY SECRETARY.....</b>                       | <b>9</b>     |
| <b>INTRODUCTION.....</b>                                         | <b>9</b>     |
| <b>VISION.....</b>                                               | <b>9</b>     |
| <b>MISSION.....</b>                                              | <b>9</b>     |
| <b>STRATEGIC OBJECTIVES.....</b>                                 | <b>9</b>     |
| <b>DIRECTORATE OF PUBLIC ADMINISTRATION.....</b>                 | <b>10</b>    |
| <b>Key functions of the Directorate.....</b>                     | <b>10</b>    |
| <b>DIRECTORATE OF PERFORMANCE MANAGEMENT.....</b>                | <b>10</b>    |
| <b>Key functions of the unit.....</b>                            | <b>10</b>    |
| <b>DIRECTORATE OF INFORMATION AND PUBLIC COMMUNICATIONS.....</b> | <b>11</b>    |
| <b>Key functions of the unit.....</b>                            | <b>11</b>    |
| <b>DIRECTORATE OF PUBLIC COMMUNICATIONS.....</b>                 | <b>11</b>    |
| <b>Key functions of the unit.....</b>                            | <b>11</b>    |

|                                                                  |           |
|------------------------------------------------------------------|-----------|
| <b>DIRECTORATE OF INSPECTORATE .....</b>                         | <b>12</b> |
| <b>Key functions of the unit .....</b>                           | <b>12</b> |
| <b>OFFICE OF THE COUNTY ATTORNEY .....</b>                       | <b>15</b> |
| <b>INTRODUCTION .....</b>                                        | <b>15</b> |
| <b>VISION.....</b>                                               | <b>15</b> |
| <b>MISSION.....</b>                                              | <b>15</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                | <b>15</b> |
| <b>CORE FUNCTIONS.....</b>                                       | <b>15</b> |
| <b>COUNTY PUBLIC SERVICE BOARD .....</b>                         | <b>18</b> |
| <b>INTRODUCTION .....</b>                                        | <b>18</b> |
| <b>VISION.....</b>                                               | <b>18</b> |
| <b>MISSION.....</b>                                              | <b>18</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                | <b>18</b> |
| <b>COMPOSITION.....</b>                                          | <b>19</b> |
| <b>MANDATE .....</b>                                             | <b>19</b> |
| <b>STRUCTURE OF THE SECRETARIAT .....</b>                        | <b>20</b> |
| <b>DEPARTMENT OF MEDICAL SERVICES AND PUBLIC HEALTH .....</b>    | <b>22</b> |
| <b>INTRODUCTION.....</b>                                         | <b>22</b> |
| <b>VISION.....</b>                                               | <b>22</b> |
| <b>MISSION.....</b>                                              | <b>22</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                | <b>22</b> |
| <b>DIRECTORATE OF CLINICAL AND REHABILITATION SERVICES .....</b> | <b>22</b> |
| <b>DIRECTORATE OF PREVENTIVE AND PROMOTIVE HEALTH .....</b>      | <b>23</b> |
| <b>HEALTH SERVICES FUND.....</b>                                 | <b>23</b> |
| <b>FINANCE AND ADMINISTRATION .....</b>                          | <b>23</b> |
| <b>MONITORING AND EVALUATION, HMIS &amp; RESEARCH.....</b>       | <b>24</b> |
| <b>ORGANIZATIONAL STRUCTURE .....</b>                            | <b>25</b> |

|                                                                                      |           |
|--------------------------------------------------------------------------------------|-----------|
| <b>DEPARTMENT OF FINANCE, ECONOMIC PLANNING AND ICT .....</b>                        | <b>26</b> |
| <b>INTRODUCTION.....</b>                                                             | <b>26</b> |
| <b>VISION.....</b>                                                                   | <b>26</b> |
| <b>MISSION.....</b>                                                                  | <b>26</b> |
| <b>STRATEGIC OBJECTIVES.....</b>                                                     | <b>26</b> |
| <b>CORE FUNCTIONS.....</b>                                                           | <b>27</b> |
| <b>FINANCE AND ACCOUNTING.....</b>                                                   | <b>28</b> |
| <b>INTRODUCTION.....</b>                                                             | <b>28</b> |
| <b>VISION.....</b>                                                                   | <b>28</b> |
| <b>MISSION.....</b>                                                                  | <b>28</b> |
| <b>CORE FUNCTIONS.....</b>                                                           | <b>28</b> |
| <b>DIRECTORATE OF FINANCE AND ACCOUNTING.....</b>                                    | <b>29</b> |
| <b>DIRECTORATE OF INTERNAL AUDIT.....</b>                                            | <b>29</b> |
| <b>DIRECTORATE OF REVENUE.....</b>                                                   | <b>30</b> |
| <b>DIRECTORATE OF SUPPLY CHAIN MANAGEMENT .....</b>                                  | <b>30</b> |
| <b>ORGANIZATIONAL STRUCTURE.....</b>                                                 | <b>31</b> |
| <b>DEPARTMENT OF COUNTY PUBLIC SERVICE AND SOLID WASTE<br/>MANAGEMENT .....</b>      | <b>32</b> |
| <b>INTRODUCTION.....</b>                                                             | <b>32</b> |
| <b>VISION .....</b>                                                                  | <b>32</b> |
| <b>MISSION.....</b>                                                                  | <b>32</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                                    | <b>32</b> |
| <b>CORE FUNCTIONS OF THE DEPARTMENT OF COUNTY PUBLIC SERVICE<br/>MANAGEMENT.....</b> | <b>32</b> |
| <b>CORE FUNCTIONS OF THE DEPARTMENT OF SOLID WASTE MANAGEMENT .</b>                  | <b>33</b> |
| <b>DEPARTMENT OF AGRICULTURE, LIVESTOCK AND AQUACULTURE<br/>DEVELOPMENT .....</b>    | <b>36</b> |
| <b>INTRODUCTION.....</b>                                                             | <b>36</b> |

|                                                                      |           |
|----------------------------------------------------------------------|-----------|
| <b>VISION.....</b>                                                   | <b>36</b> |
| <b>MISSION.....</b>                                                  | <b>36</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                    | <b>36</b> |
| <b>DIRECTORATE OF CROP RESOURCE MANAGEMENT .....</b>                 | <b>37</b> |
| <b>DIRECTORATE OF LIVESTOCK AND AQUACULTURE DEVELOPMENT .....</b>    | <b>37</b> |
| <b>LIVESTOCK PRODUCTION .....</b>                                    | <b>37</b> |
| <b>DIRECTORATE OF AQUACULTURE DEVELOPMENT .....</b>                  | <b>38</b> |
| <b>DIRECTORATE OF VETERINARY SERVICES.....</b>                       | <b>38</b> |
| <b>ORGANIZATIONAL STRUCTURE .....</b>                                | <b>39</b> |
| <b>DEPARTMENT OF EDUCATION, TRAINING AND DEVOLUTION.....</b>         | <b>40</b> |
| <b>VISION.....</b>                                                   | <b>40</b> |
| <b>MISSION.....</b>                                                  | <b>40</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                    | <b>40</b> |
| <b>INFRASTRUCTURE UNDER EDUCATION, TRAINING AND DEVOLUTION ..</b>    | <b>40</b> |
| <b>CORE FUNCTIONS.....</b>                                           | <b>41</b> |
| <b>ORGANIZATIONAL STRUCTURE .....</b>                                | <b>42</b> |
| <b>DEPARTMENT OF GENDER, YOUTH, SPORTS AND SOCIAL SERVICES .....</b> | <b>43</b> |
| <b>INTRODUCTION.....</b>                                             | <b>43</b> |
| <b>VISION.....</b>                                                   | <b>43</b> |
| <b>MISSION.....</b>                                                  | <b>43</b> |
| <b>STRATEGIC OBJECTIVES.....</b>                                     | <b>43</b> |
| <b>MANDATE .....</b>                                                 | <b>44</b> |
| <b>DIRECTORATES AND UNITS.....</b>                                   | <b>44</b> |
| <b>DIRECTORATE OF GENDER DEVELOPMENT AND SOCIAL SERVICES .....</b>   | <b>44</b> |
| <b>DIRECTORATE OF YOUTH AFFAIRS AND SPORTS DIRECTORATE.....</b>      | <b>45</b> |
| <b>DISASTER RISK MANAGEMENT DIRECTORATE .....</b>                    | <b>45</b> |
| <b>ORGANIZATIONAL STRUCTURE .....</b>                                | <b>46</b> |

|                                                                         |    |
|-------------------------------------------------------------------------|----|
| <b>DEPARTMENT OF LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT</b>     | 47 |
| <b>INTRODUCTION</b>                                                     | 47 |
| <b>VISION</b>                                                           | 47 |
| <b>MISSION</b>                                                          | 47 |
| <b>STRATEGIC OBJECTIVES</b>                                             | 47 |
| <b>CORE FUNCTIONS</b>                                                   | 47 |
| <b>DIRECTORATE OF LAND AND SURVEY</b>                                   | 48 |
| <b>DIRECTORATE OF HOUSING AND LAND VALUATION</b>                        | 49 |
| <b>ORGANIZATIONAL STRUCTURE</b>                                         | 50 |
| <b>MUNICIPAL ADMINISTRATION</b>                                         | 51 |
| <b>DEPARTMENT OF TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY</b> | 54 |
| <b>INTRODUCTION</b>                                                     | 54 |
| <b>VISION</b>                                                           | 54 |
| <b>MISSION</b>                                                          | 54 |
| <b>CORE FUNCTIONS</b>                                                   | 54 |
| <b>DIRECTORATE OF ROADS AND TRANSPORT</b>                               | 55 |
| <b>DIRECTORATE OF PUBLIC WORKS - ARCHITECTURE AND ENGINEERING</b>       | 55 |
| <b>DIRECTORATE OF ENERGY</b>                                            | 55 |
| <b>ORGANIZATIONAL STRUCTURE</b>                                         | 56 |
| <b>DEPARTMENT OF TRADE, CO-OPERATIVES, CULTURE AND TOURISM</b>          | 57 |
| <b>INTRODUCTION</b>                                                     | 57 |
| <b>VISION</b>                                                           | 57 |
| <b>MISSION</b>                                                          | 57 |
| <b>STRATEGIC OBJECTIVES</b>                                             | 57 |
| <b>CORE FUNCTIONS</b>                                                   | 58 |
| <b>DIRECTORATE OF TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT &amp;</b>  |    |

|                                                                  |           |
|------------------------------------------------------------------|-----------|
| <b>WEIGHT AND MEASURES .....</b>                                 | <b>58</b> |
| <b>DIRECTORATE OF TOURISM AND CULTURE .....</b>                  | <b>59</b> |
| <b>DEPARTMENT OF WATER, ENVIRONMENT AND CLIMATE CHANGE .....</b> | <b>65</b> |
| <b>INTRODUCTION .....</b>                                        | <b>65</b> |
| <b>VISION.....</b>                                               | <b>65</b> |
| <b>MISSION.....</b>                                              | <b>65</b> |
| <b>STRATEGIC OBJECTIVES .....</b>                                | <b>65</b> |
| <b>DIRECTORATE OF WATER AND SANITATION SERVICES .....</b>        | <b>65</b> |
| <b>DIRECTORATE OF IRRIGATION SERVICES .....</b>                  | <b>66</b> |
| <b>DIRECTORATE OF CLIMATE CHANGE.....</b>                        | <b>68</b> |
| <b>DIRECTORATE OF ENVIRONMENT AND NATURAL RESOURCES.....</b>     | <b>67</b> |

APPROVED JUNE 2025

APPROVED JUNE 2025

## FOREWORD



The review of this Staff Establishment marks a significant milestone in strengthening the institutional framework of the County Government of Nyeri. It reflects our commitment to effective human resource planning, transparency, and improved service delivery across all levels of operation.

This document outlines the approved staffing structure, including the number, categories, and distribution of positions necessary for the smooth and efficient functioning of the organization. It is based on a thorough analysis of our operational needs, strategic goals, and

available resources.

The previous staff Establishment spanned for a period of four (4) years from 2021- 2024. Following lapse of the period that it was meant to serve, there was a need to review the staff establishment to reflect the needs of the County Government of Nyeri for period running 2025-2028. With this staff establishment, we aim to ensure optimal deployment of personnel, avoid duplication of roles, and provide clarity in responsibilities and reporting lines.

We trust that this document will serve as a practical guide for County Public Service Board and the Departments in ensuring the effective management of our human resources. Going forward, this staff establishment will be reviewed periodically to ensure it remains responsive to the evolving needs of the organization.

On behalf of the leadership of the County Government of Nyeri, I wish to thank all who contributed to the preparation and finalization of this important document.

  
**H.E Dr. Mwalimu Mutahi Kahiga, (Ph.D) E.G.H**

**The Governor,  
Nyeri County.**



## PREFACE

This document presents the Staff Establishment for County Government of Nyeri, outlining its structure, roles, and staffing requirements necessary to achieve our strategic objectives and ensure operational efficiency. The establishment has been developed based on a careful assessment of the County Government's current and future needs, aligning human resource capacity with functional priorities.

The purpose of this staff establishment is to provide a clear and systematic framework for workforce planning, recruitment, deployment, and career development. It ensures that the right number of employees, with the appropriate skills and qualifications, are allocated to the right positions within the organization.

We recognize that an effective and well-defined staffing structure is essential for delivering quality services, fostering accountability, and promoting organizational growth. This document serves not only as a planning tool but also as a reference for decision-making in human resource management.

We extend our appreciation to all departments and individuals who contributed to the preparation of this staff establishment. Their insights and expertise have been instrumental in creating a comprehensive and realistic staffing plan.

**Kimani Rucuiya, ACI Arb**

**Ag. County Secretary/Head of County Public Service**

## ACKNOWLEDGEMENT



The successful preparation and completion of review of the Staff Establishment document would not have been possible without the dedication, collaboration, and support of various individuals and departments within the County Government of Nyeri.

I express my appreciation to Hon. H.E the Governor, Dr. Mwalimu Mutahi Kahiga, (Ph.D) E.G.H for his leadership and vision played a crucial role in shaping the direction of this exercise.

I wish to express our sincere appreciation to County Executive Committee Members, the County Secretary/Head of County Public Service, all Chief Officers, Directors and departmental Human Resource Officers who provided critical input, shared relevant data, and participated actively in the consultations and review processes. Your contributions were vital in ensuring that the staffing structure reflects the true operational and strategic needs of the organization.

Lastly, I extend my gratitude to the County Public Service Board members, the Secretariat and the County Director, HRM for their immense effort in spearheading review of the staff establishment

- |                            |   |                         |
|----------------------------|---|-------------------------|
| 1. Mrs. Halima Mayow       | - | Vice Chairperson        |
| 2. Mr. Benson Gichohi      | - | Board Member            |
| 3. Mr. John Kihonge        | - | Board Member            |
| 4. Ms. Serah Githaiga      | - | Board Member            |
| 5. David Ruga              | - | Secretary               |
| 6. Mrs. Elizabeth Mathenge | - | County Director, HRM    |
| 7. Ms. Grace Wachira       | - | Assistant Director, HRM |

It is our hope that this Staff Establishment will serve as a key tool in guiding the organization toward greater efficiency, accountability, and performance.

A handwritten signature in blue ink, appearing to read 'Paul Kimondo'.

**Paul Kimondo,  
Chairman,  
County Public Service Board**

**PART I**

**ORGANIZATION STRUCTURE**

APPROVED JUNE 2025

APPROVED JUNE 2025

## INTRODUCTION

### INTRODUCTION

This Staff Establishment document outlines the approved organizational structure and staffing requirements across all departments and units within the County Government of Nyeri. It provides a comprehensive framework for human resource planning, recruitment, deployment, and career progression. The establishment is guided by key principles of equity, professionalism, performance, and fiscal sustainability.

The document is the result of a rigorous assessment of existing staffing levels, workload analysis, and future service delivery needs. It ensures that each department is equipped with the right number of personnel, with the appropriate skills and qualifications, to deliver on their respective mandates effectively.

The County Government of Nyeri will use this Staff Establishment as a strategic tool to strengthen governance, improve service delivery, and support the realization of the County's development agenda, including the goals outlined in the County Integrated Development Plan (CIDP).

This document will be subject to regular review to respond to evolving needs and changes in policy, technology, and service delivery expectations.

### STAFFING LEVELS

The County Government of Nyeri is committed to delivering efficient, transparent, and people-centered services in line with the Constitution of Kenya, 2010, and the County Governments Act, 2012. In order to effectively fulfill its mandate, the County recognizes the critical role of a well-structured, competent, and adequately resourced workforce.

The current staffing levels in the Nyeri County Public Service are as follows:

**Table 1.1**

| Terms of employment       | No. of employees | Percentage |
|---------------------------|------------------|------------|
| Permanent and Pensionable | 2,871            | 68.5       |
| Contract                  | 1,319            | 31.5       |
| <b>Total</b>              | <b>4,190</b>     |            |

Distribution of gender in the Nyeri County Public Service is as follows;

Table 1.2

| Gender Status | No. of employees | Percentage |
|---------------|------------------|------------|
| Male          | 1,491            | 35.6       |
| Female        | 2,699            | 64.4       |
| <b>Total</b>  | <b>4,190</b>     |            |

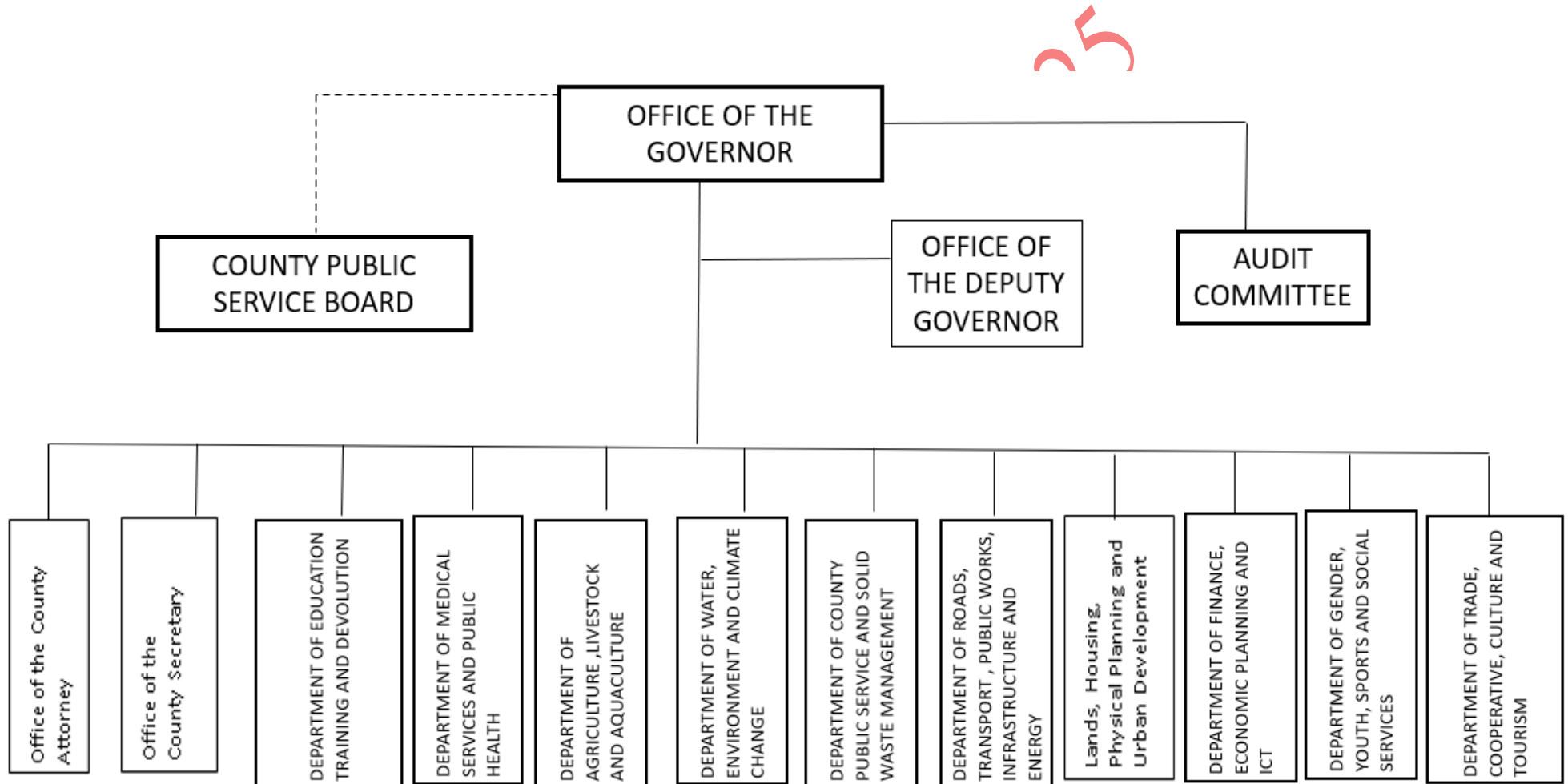
### OFFICES AND DEPARTMENTS IN THE COUNTY GOVERNMENT OF NYERI

The following offices/departments submitted their proposed staff establishments, and the Board approved them for use.

Table 1.3

| No.                | Offices                                              |
|--------------------|------------------------------------------------------|
| 1                  | Office of the Governor                               |
| 2                  | Office of the County Secretary                       |
| 3                  | Office of the County Attorney                        |
| 4                  | County Public Service Board                          |
| <b>Departments</b> |                                                      |
| 1                  | Medical Services and Public Health                   |
| 2                  | Economic Planning                                    |
| 3                  | Finance, Accounting and ICT                          |
| 4                  | Gender, Youth, Sports and Social Services            |
| 5                  | County Public Service and Solid Waste Management     |
| 6                  | Transport, Infrastructure, Public Works and Energy   |
| 7                  | Water, Environment and Climate Change                |
| 8                  | Lands, Housing, Physical Planning and Urbanization   |
| 9                  | Agriculture, Livestock, Aquaculture Development      |
| 10                 | Trade, Tourism, Culture and Cooperatives Development |
| 11                 | Education, Training and Devolution                   |

## ORGANIZATIONAL STRUCTURE FOR THE COUNTY EXECUTIVE



## **OFFICE OF THE GOVERNOR**

### **INTRODUCTION**

Section 39 of the County Governments Act 2012, vests authority on the County Executive Committee that is headed by the County Governor.

The Executive Office of the County Governor is established under the Executive Order No. 1 of 2025. The Governors' Office is responsible for setting the County's Development Agenda (Policy and Strategic Direction) and ensuring that the agenda is clearly understood and owned by stake- holders (especially the citizenry) and implemented in an efficient, effective and responsive manner.

### **VISION**

A well run and people centered county government.

### **MISSION**

Create and sustain governance arrangements that create an enabling environment for economic growth and job creation, provides assistance to those who need it most, aid delivery of quality services to all residents and most prominently provide services to citizens in a well governed and corruption free administration.

### **STRATEGIC OBJECTIVES**

- Agenda setting in both the legislative and executive functions.
- Effective and efficient management and administration of county affairs.
- Coordination of engagement with citizenry, including public communications and decentralization agenda.
- Risks and disaster management (identification, mitigation, control and response).
- Intergovernmental liaison and people representation at national and international levels.
- Intra-governmental liaison (Relations between the two arms of the county government; and sectors coordination).
- Coordination of service delivery improvement agenda.
- Compliant service delivery agenda - Ensuring compliance with all legal requirements in its pursuit of progressive and sustainable service delivery.

## CORE FUNCTIONS

The functions and responsibilities of the Governor as defined under Section 30 of the County Governments Act, No. 17 of 2012 and the Constitution of Kenya, 2010, Article 179 is to;

- Diligently execute the functions and exercise the authority provided for in the Constitution and legislation.
- Perform such State functions within the County as the President may from time to time assign on the basis of mutual consultations.
- Represent the County in national and international fora and events.
- Appoint, with the approval of the County Assembly, the County Executive Committee in accordance with Article 179(2) (b) of the Constitution.
- Constitute the County Executive Committee portfolio structure to respond to the functions and competencies assigned to and transferred to each County.
- Submit the County plans and policies to the County Assembly for approval.
- Consider, approve and assent to bills passed by the County Assembly.
- Chair meetings of the County Executive Committee.
- By a decision notified in the County gazette, assign to every member of the County Executive Committee, responsibility to ensure the discharge of any function within the County and the provision of related services to the people.
- Submit to the County Assembly an annual report on the implementation status of the County policies and plans.
- Deliver annual state of the County address containing such matters as may be specified in County legislation.
- Sign and cause to be published in the County gazette, notice of all important formal decisions made by the Governor or by the County Executive Committee.
- Provide leadership in the County's governance and development.
- Provide leadership to the County Executive Committee and administration based on the County policies and plans.
- Promote democracy, good governance, unity and cohesion within the County.
- Promote peace and order within the County.
- Promote the competitiveness of the County.
- Be accountable for the management and use of the County resources.

- Promote and facilitate citizen participation in the development of policies and plans and delivery of services in the County.
- Section 32 of the County Governments Act, No. 17 of 2012, and Constitution of Kenya, 2010 states that the Deputy Governor shall:
- Take and subscribe to the oath or affirmation as set out in the Schedule to this Act before assuming office.
- Deputize the Governor in the execution of the Governor's functions.
- Perform any other responsibility or portfolio as a member of the County Executive Committee that may be assigned by the Governor.
- When acting in office as contemplated in Article 179(5) of the Constitution, not exercise any powers of the Governor, to nominate, appoint or dismiss, that are assigned.

APPROVED JUNE 2025

## **OFFICE OF THE COUNTY SECRETARY**

### **INTRODUCTION**

The Office of the County Secretary is established under the Executive Order No.1 of 2025. Article 44 of the County Governments Act, No. 17 of 2012, spells out the functions and responsibilities of the County Secretary, which are as follows:

- Be the head of the County public service
- Be responsible for arranging the business and keeping the minutes of the County Executive Committee subject to the directions of the Executive Committee;
- Convey the decisions of the County Executive Committee to the appropriate persons or authorities;
- Perform any other functions as directed by the County Executive Committee.

### **VISION**

To lead the management of a public service able to effectively deliver on the Government objectives.

### **MISSION**

To provide the Governor and his Executive Secretaries (cabinet) with sound policy advice and support, and promote a whole-of-government approach resulting in improved governance for the benefit of the County.

### **STRATEGIC OBJECTIVES**

- To set agenda for both the legislative and executive functions for effective and efficient management and administration of county affairs.
- To coordinate engagement with citizenry, including public communications and decentralization agenda.
- To promote Intergovernmental, Intra-governmental liaison and people representation at national and international levels.
- To ensure compliance with all legal requirements in its pursuit of progressive and sustainable service delivery.
- To license and control production, promotion, sale, distribution and use of alcoholic drinks.

The Office of the County Secretary currently has the following units under it which are: Public Administration, Alcoholic Drinks Control and Management, Civic Education & Public Participation,

Inspectorate Unit, Information and Public Communication, Performance Management Unit and Administrative Services and Cabinet Support Services.

The Directorates in the Office of the County Secretary are as indicated here below;

## **DIRECTORATE OF PUBLIC ADMINISTRATION**

### **Key functions of the Directorate**

The key functions of a directorate of administration, also known as administrative services, revolve around supporting the organization's core operations by managing day-to-day activities and resources. In essence, the directorate of administration acts as a central hub for managing organizational infrastructure and support services.

- The Director of Administration shall be responsible for initiating, interpreting, implementing and reviewing administrative policies, strategies, procedures and programs.
- Overseeing coordination, management and supervision of the general administrative functions in the County,
- Overseeing public service reforms and service delivery in the county,
- Overseeing developmental programs to empower the community and coordinating citizen participation in the development of policies, plans and delivery of services.
- Facilitating intra and inter-governmental relations and conflict resolutions.
- Ensuring compliance with national values and principles of good governance
- Coordinating and facilitating civic education and public participation in development of plans and policies.
- Developing programmes and projects to empower the communities

## **DIRECTORATE OF PERFORMANCE MANAGEMENT**

### **Key functions of the unit**

- Coordinating the institutionalization of Performance Management in the County Public Service.
- Drafting policy briefs on Performance management in the county Public Service;
- Ensuring compliance with norms and standards in Performance Management through quality control;
- Undertaking research on Performance Management; Monitoring, evaluating and

- reporting on implementation of Performance Contracts;
- Overseeing the performance of County Departments in service delivery;
- Identification of mechanisms to address challenges affecting County's public service delivery to facilitate smooth operations.
- Monitoring and evaluating performance contracting to ensure departments are within the parameters of the agreed performance targets; and
- Monitoring the Implementation of County Government's Priority Programmes and Projects.
- Providing technical support on Performance Management.
- Preparing periodic reports on the performance of County departments.
- Collating and analyzing data to facilitate the preparation of reports to guide decision-making.
- Updating and maintaining an information and knowledge management platform to support Performance Management.

## **DIRECTORATE OF INFORMATION AND PUBLIC COMMUNICATIONS**

### **Key functions of the unit**

Information and Public Communications function entails;

- Gathering, receiving and disseminating news and information;
- Writing articles and features;
- Verifying the accuracy of news;
- Covering development projects and socio-cultural activities;
- Dispatching news to other media and maintaining an effective national network for news and information gathering;
- Formulation and co-ordination of National Information Policy;
- Carrying out research on general public opinion on the Government and providing appropriate strategies to address the situation;
- Providing advisory services on all matters relating to capacity of the information infrastructure;
- Coordinating all information services locally and outside the country; and publishing periodicals and ad hoc magazines and newsletters.

## **DIRECTORATE OF PUBLIC COMMUNICATIONS**

### **Key functions of the unit**

The Public Communications Function entails;

- Identifying significant events which require packaging of Government information for dissemination to the media and public;
- Advising the Government on the best media practices which promote good Government relations;
- Organizing fora where Government policies, programmes and projects can be propagated and promoted;
- Preparing and organizing media/press briefs on weekly or monthly basis; preparing media supplements, documentaries, press releases, features;
- Advising Departments on matters of public communications and dissemination of information;
- Carrying out research on public opinion on specific sectoral areas in the Government and providing appropriate strategies to address the situation;
- Formulation of National Public Communications Policy and design of a government communications infrastructure.

## **DIRECTORATE OF INSPECTORATE**

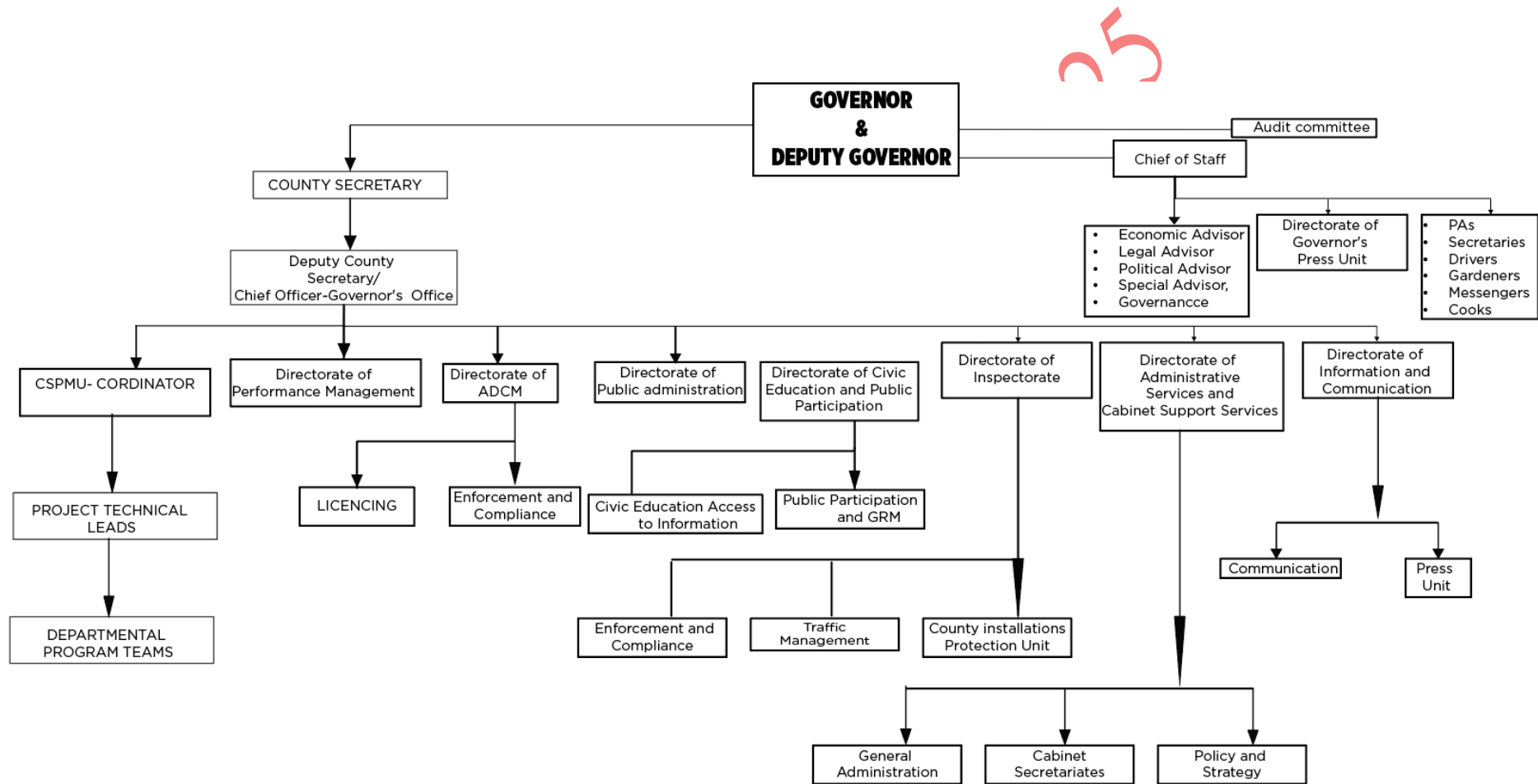
### **Key functions of the unit**

- Promoting and fostering strict adherence to the rule of law and Principles of natural justice within the County.
- Protecting and guarding property of the county, including the public utilities.
- Enforcement of compliance of the Nyeri County Laws and Regulations, and where permissible, national legislation.
- Inspection for compliance with trade licenses and permits.
- Regulation and control of traffic on county roads.
- Managing the peace and order in public places.
- Protection of public entertainment sites.
- Enforcement of barriers and other restrictions of movements for enforcement purposes.
- Hosting of flags.
- Assisting the National Police Service in the prevention of crime in the county.
- Undertake educational and sensitization initiatives with consumers and businesses within the respective County.

APPROVED JUNE 2025

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Office of the Governor, Deputy Governor and the County Secretary is as illustrated in the figure below;



## EXECUTIVE OFFICE OF THE GOVERNOR, DEPUTY GOVERNOR AND COUNTY SECRETARY

## **OFFICE OF THE COUNTY ATTORNEY**

### **INTRODUCTION**

This office is established pursuant to the Office of the County Attorney's Act, 2020. The Office of the County Attorney is further provided for in the Executive Order No. 1 of 2025.

### **VISION**

To be a benchmark of professional legal excellence for county law offices in Kenya.

### **MISSION**

To provide timely, objective and reliable legal support to the County Government and all its departments on all legal matters that may arise in the execution of its Constitutional and Statutory mandate.

### **STRATEGIC OBJECTIVES**

- To continuously review and develop internal policies in order to keep pace with changing legal and regulatory requirements.
- Promote preservation of ethical legal standards through biannual training of the Department's staff on professional legal ethics.
- To continually improve on customer relations.
- Ensure that any legal queries are dealt with in the highest attainable standard of professionalism and urgency.

### **CORE FUNCTIONS**

The Office of the County Attorney was established through an Act of Parliament being The Office of the County Attorney Act, 2020 which came to effect on 27<sup>th</sup> July 2020.

The Act provides for the functions of the office as follows;

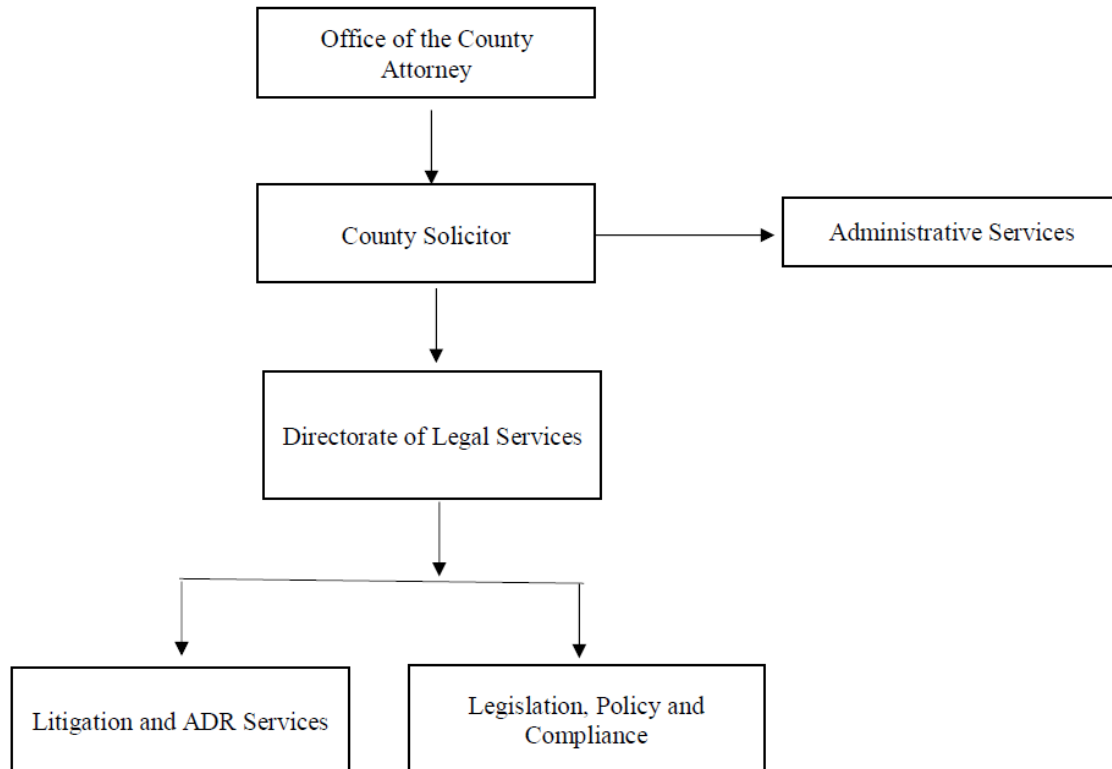
- As the principal legal adviser to the county government;
- Attending the meetings of the county executive committee as an ex-officio member of the executive committee;
- On the instructions of the county government, represent the county executive in court or in any other legal proceedings to which the county executive is a party, other than criminal proceedings;
- Advising departments in the county executive on legislative and other legal matters;

- Negotiating, drafting, vetting and interpreting documents and agreements for and on behalf of the county executive and its agencies;
- Revision of county laws;
- May liaise with the Office of the Attorney General when need arises
- Perform any other function as may be necessary for the effective discharge of the duties and the exercise of the powers of the County Attorney to the Governor under the Constitution or other written law.
- Not perform any of the functions referred to in Sub-section (iv) above.

APPROVED JUNE 2025

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Office of the County Attorney is as illustrated in the figure below



*Figure 3: Organization structure for the Office of the County Attorney*

## COUNTY PUBLIC SERVICE BOARD

### INTRODUCTION

The County Public Service Board is established under section 57 of the County Governments Act, 2012. It is further provided for in the Executive Order No.1 of 2025. It is stipulated to be;;

- A body corporate with perpetual succession and a seal; and
- Capable of suing and being sued in its corporate name.

In undertaking its functions, the County Governments (Amendments) Act, 2020 states that the county public service board shall—

- Be independent and shall not be subject to the direction or control of any other person or authority; and
- Adhere to the Constitution, this Act and any other relevant law.

### VISION

To be a trend setting, ethical and dynamic institution that enables delivery of quality public services.

### MISSION

To support and enable the County Government of Nyeri deliver professional, ethical and efficient services through a transformed public service.

### STRATEGIC OBJECTIVES

- To provide staffing for and functioning of the County Public Service for effective, efficient and quality delivery of services through an equitable and fair process.
- Build the CPSB capacity to mandate deliver on its.
- Ensure the sustainability of the County Public Service by improving the utilization of human resources.
- Address human resource requirements of the Nyeri public service for delivery of services.
- Improve the governance index in the public service by promoting National Values and Principles of Governance and Values and Principles of Public Service in the County public service.

## COMPOSITION

The County Public Service Board generally composes of the following:

- County Public Service Board as constituted by section 58 of the County Governments Act, 2012;
- The Secretariat that offers technical support to the Board.

## MANDATE

Section 59 of the County Governments Act mandates the County Public Service Board to perform the following:

- Establish and abolish offices in the County Public Service;
- Appoint persons to hold or act in offices of the County Public Service including in the Boards of cities and urban areas within the county and to confirm appointments;
- Exercise disciplinary control over, and remove, persons holding or acting in those offices as provided for under this Part;
- Prepare regular reports for submission to the County Assembly on the execution of the functions of the Board;
- Promote in the County Public Service the Values and Principles referred to in Articles 10 and 232 of the Constitution;
- Evaluate and report to the County Assembly on the extent to which the Values and Principles referred to in Articles 10 and 232 are complied with in the County Public Service;
- Facilitate the development of coherent, integrated human resource planning and budgeting for personnel emoluments in counties;
- Advise the County Government on human resource management and development;
- Advise the County Government on implementation and monitoring of the national performance management system in the county;
- Make recommendations to the Salaries and Remuneration Commission, on behalf of the County Government, on the remuneration, pensions and gratuities for county public service employees.

## **STRUCTURE OF THE SECRETARIAT**

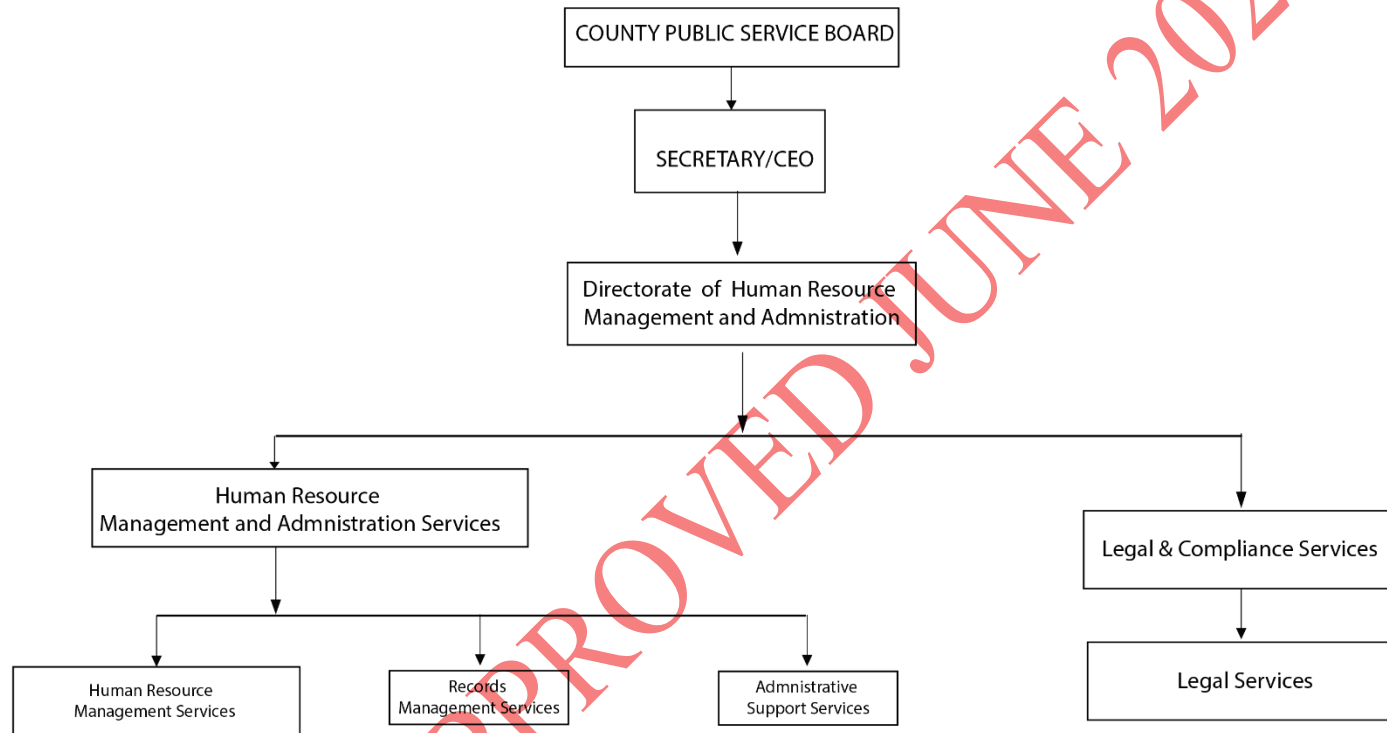
The County Public Service Board shall have a Secretariat that will mainly constitute of the following:

- a) Human Resource and Administration Unit
- b) Legal and compliance unit

APPROVED JUNE 2025

## ORGANIZATIONAL STRUCTURE

The organizational structure for the County Public Service Board is as illustrated in the figure below;



## **DEPARTMENT OF MEDICAL SERVICES AND PUBLIC HEALTH**

### **INTRODUCTION**

This Department is established by Executive Order No.1 of 2025 to handle all matters related to health services in the County, except regulation of professionals.

### **VISION**

An efficient and high-quality health care system that is accessible, equitable and affordable for all.

### **MISSION**

To promote and provide quality integrated preventive, promotive, curative, rehabilitative and palliative services to all Nyeri county residents.

### **STRATEGIC OBJECTIVES**

- To strengthen administrative, general logistical and other support for efficient service delivery.
- To reduce incidence of preventable illnesses and mortality in Nyeri County.
- To provide equitable clinical services emergency and referrals.
- To improve quality, access and affordability of hospital services.
- To foster partnership and improve financing of medical services in the hospitals.
- To build capacity of health care workers to achieve their mandate.

### **DIRECTORATE OF CLINICAL AND REHABILITATION SERVICES**

- Coordinate clinical services across the county hospitals
- Organization of referral, ambulance and emergency services
- Supervision and coordination of County hospitals
- Coordinate laboratory, imaging and diagnostic services
- Coordinate hospital nursing services and other ancillary services
- Therapeutics management monitoring and pharmacovigilance
- Coordinate and supervise rational ordering, distribution and storage of medical supplies
- Ensure that the medical supplies are quality-assured and meet the standards prescribed under any written law.

- Coordinate and supervise specialized medical services including renal and dialysis, critical care, oncology among others
- Adopt appropriate measures for ensuring cost effectiveness in procurement, supply, storage and distribution systems for essential medicines and medical supplies.
- Establish a catalogue of medical equipment with clear technical specifications to guide procurement which may be reviewed from time to time as may be determined.

## **DIRECTORATE OF PREVENTIVE AND PROMOTIVE HEALTH**

- Coordination of communicable and non-communicable disease control and prevention services
- Public Health Surveillance and Coordination of Management and control of disease outbreaks
- Health promotion services and community health rehabilitation
- Coordination of programs and act as a link person between the County and National Government.
- Environmental health and sanitation including; Inspection and licensing of food and food related premises, examination and licensing of food handlers & enforcement of cap. 242 and 254
- Supervise and Coordinate Level 2 and 3 health facilities
- Supervision, on-the-job training and mentorship of primary health care facilities on disease prevention and health promotion
- Coordinate community health services-Level 1
- Coordinate primary care networks

## **HEALTH SERVICES FUND**

*As per the provisions of the Nyeri Health Services Act and Regulations, 2021.*

**Cross-cutting administrative and support functions**-This will be supporting both directorates in executing their mandates

## **FINANCE AND ADMINISTRATION**

- Preparation of budgets, accounts and administration of revenue in the department
- Management of human resources for health
- Managing stores and procurement
- Oversee progress of development projects

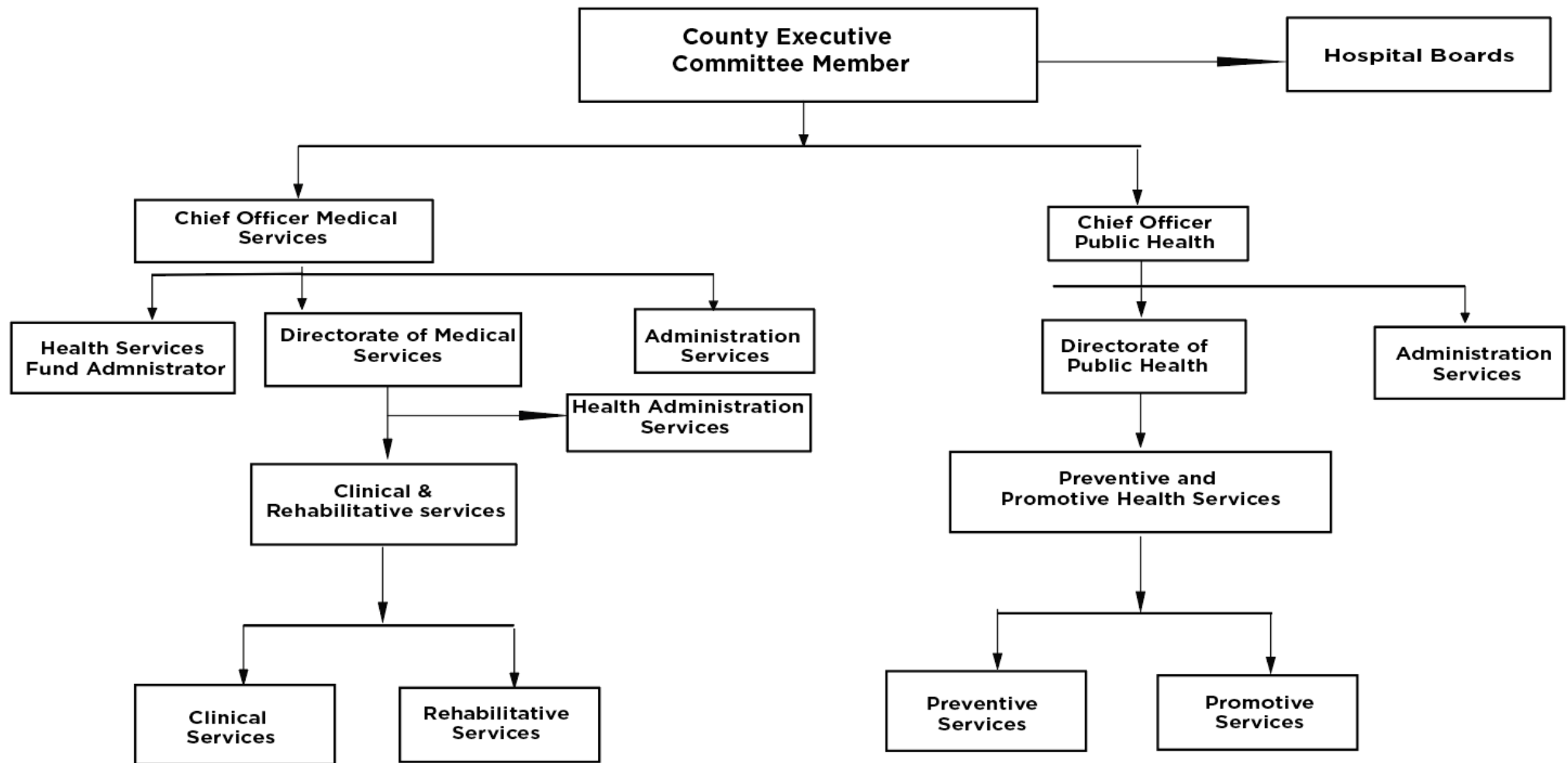
- Fleet management in the Department

## **MONITORING AND EVALUATION, HMIS & RESEARCH**

- Coordination of health reports from all health facilities
- Coordinate Monitoring & Evaluation,
- Create and maintain a repository for county health information, data and statistics.
- Development and review of annual Work Plans and strategic Plans.
- Coordinate implementation and review of the Departmental Performance contract
- Identify research priorities in the County and Coordinate health research in the County
- Develop specifications for an integrated County Health Information System
- Receive, collect and collate the prescribed data and information from public, Faith Based Organisations and private health service providers
- Ensure effective information sharing and dissemination of research finding
- Ensure research conducted and implemented in the County meets and conforms to international scientific standards of quality in its design, implementation, analysis and dissemination
- Ensure an ethical code of conduct for health research in accordance with the Science, technology and Innovation Act of 2013

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Medical Services and Public Health is as shown in the figure below



## Medical Services and Public Health

## **DEPARTMENT OF FINANCE, ECONOMIC PLANNING AND ICT**

### **INTRODUCTION**

This department is established by the Executive Order No. 1 of 2025 to;

- Manage economic affairs of the County Government
- Consider debt management strategy paper.
- Consider economic policies of the County.
- Formulate county fiscal planning and development including statistics.
- Advise on and approve borrowing by the County Government.

### **VISION**

A leading department in the monitoring, evaluating and overseeing the management of public finances and economic affairs of the county.

### **MISSION**

To provide overall leadership and policy direction in resource mobilization, management and accountability for quality public service delivery.

### **STRATEGIC OBJECTIVES**

The strategic objectives of this department are:

- Developing and implementing financial and economic policies in the county.
- Coordinating implementation of the county budget.
- Mobilizing resources for funding budgetary requirements.
- Putting in place mechanisms to raise revenue and resources.
- Collaboration in the annual Medium-term Framework (MTEF) budgeting process, budget execution, review, accountability and reporting.
- Public debt management
- Consolidating annual budget implementation reports in the financial statements.
- Custodian of county government assets.
- Ensuring prudent management and control of finances.
- Promoting efficient and effective use of county budgetary resources.
- Monitoring county government entities for compliance and effective

management of funds.

- Developing capacity for efficient, effective and transparent financial management.
- Monitoring, evaluating and reporting on implementation of county projects and programs.

## CORE FUNCTIONS

- Planning, analysis and review of government policies, strategies, programmes and projects and provision of advice on economic planning and budgeting,
- Collection, analysis and storage of statistical data and information on all development issues affecting the welfare of the residents of Nyeri
- Collaboration in the annual Medium-term Framework (MTEF) budgeting process, budget execution, review, accountability and reporting.
- Coordinating the County Planning budgeting process.
- Managing the County Government 's public debt and other obligations and developing a framework of debt control for the County;
- Consolidating the annual appropriation accounts and other financial statements of the County Government in a format determined by the Accounting Standards Board;
- Assisting the County Government in developing capacity for efficient, effective and transparent financial management;
- Providing the National Treasury with information, which it may require to carry out its responsibilities under the Constitution and this Act;
- Issuing circulars with respect to financial matters relating to County Government entities;
- Advising the County Government entities, the County Executive Committee and the County Assembly on Financial matters;
- Strengthening financial and fiscal relations between the National Government and County Governments
- Monitoring and evaluation of the county's projects and programs and make quarterly and annual reports.
- The department consist of the following: Economic Planning, Budgeting, Monitoring and Evaluation and Single Project Management Unit.

## **DEPARTMENT OF FINANCE AND ACCOUNTING**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to;

- Collect revenue
- Impose levies and charges
- Manage Public Finance
- Be custodian of the Inventory of County Government assets

### **VISION**

A leading department in the monitoring, evaluating and overseeing the management of public finances and economic affairs of the county.

### **MISSION**

To provide overall leadership and policy direction in resource mobilization, management and accountability for quality public service delivery.

### **CORE FUNCTIONS**

- Developing and implementing financial and economic policies in the county.  
Coordinating implementation of the county budget.
- Mobilizing resources for funding budgetary requirements.
- Putting in place mechanisms to raise revenue and resources.
- Public debt management.
- Consolidating annual appropriation accounts and other financial statements.
- Custodian of county government assets.
- Ensuring prudent management and control of finances.
- Promoting efficient and effective use of county budgetary resources.
- Monitoring county government entities for compliance and effective management of funds.
- Developing capacity for efficient, effective and transparent financial management.
- Monitoring, evaluating and reporting on implementation of county projects and programs.

## **DIRECTORATE OF FINANCE AND ACCOUNTING**

- Managing the County Government 's public debt and other obligations and developing a framework of debt control for the County;
- Consolidating the annual appropriation accounts and other financial statements of the County Government in a format determined by the Accounting Standards Board;
- Acting as custodian of the inventory of the County Government's assets except when provided otherwise by other legislation or the or the Constitution;
- Ensuring compliance with accounting standards prescribed and published by the Accounting Standards Board;
- Ensuring compliance with accounting standards prescribed and published by the Accounting Standards Board;
- Ensuring proper management and control of, and accounting for the finances of the County Government and its entities in order to promote efficient and effective use of the County's budgetary resources;
- Maintaining proper accounts and other records in respect of the County Revenue Fund, the County Emergencies Fund and other public funds administered by the County Government;
- Assisting the County Government in developing capacity for efficient, effective and transparent financial management;
- Providing the National Treasury with information, which it may require to carry out its responsibilities under the Constitution and this Act;
- Issuing circulars with respect to financial matters relating to County Government entities;
- Advising the County Government entities, the County Executive Committee and the County Assembly on Financial matters;
- Strengthening financial and fiscal relations between the National Government and County Governments.

## **DIRECTORATE OF INTERNAL AUDIT**

- Reviewing the governance mechanisms of the County Government and mechanisms for transparency and accountability with regard to the finances and assets of the County Government

- Conducting risk –based, value for money and systems audits aimed at strengthening internal control mechanisms that could have an impact on achievement of the strategic objectives of the County Government.
- Verifying the existence of assets administered by the County Government and ensuring that there are proper safeguards for their protection.
- Providing assurance that appropriate institutional policies and procedures and good business practices are followed by the County Government.
- Evaluating the adequacy and reliability of information available to management for making decisions with regard to the County and its operations.

#### **DIRECTORATE OF REVENUE**

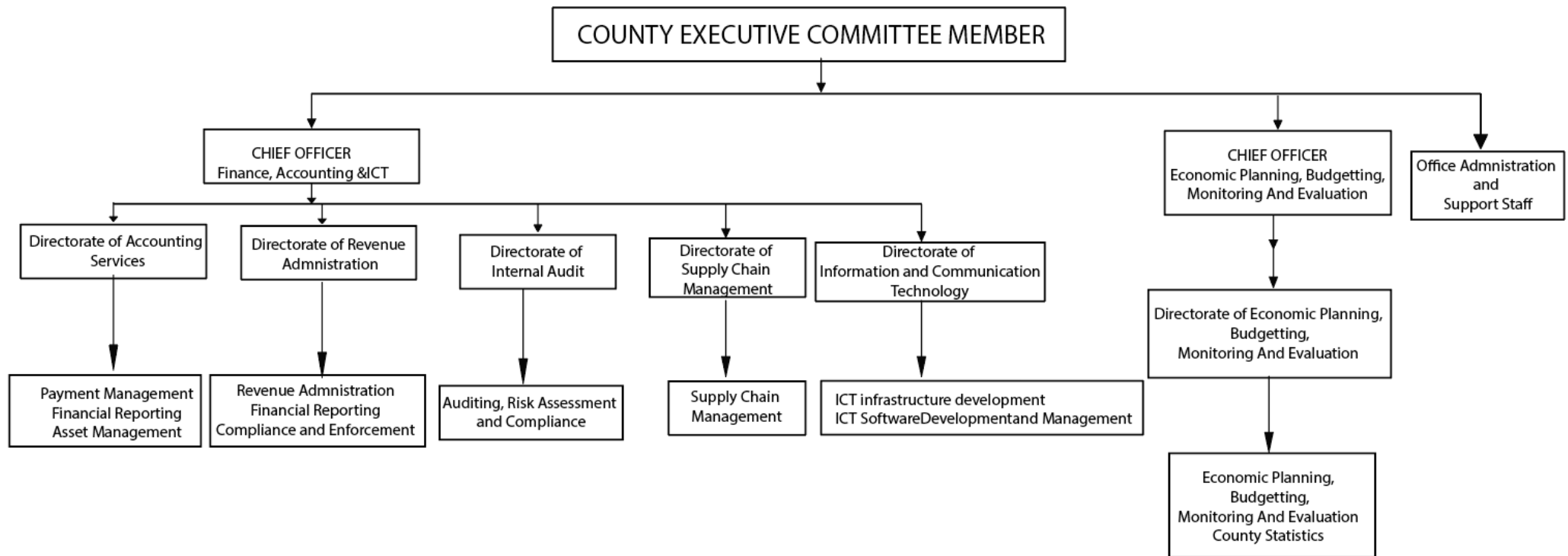
- Supervision & Enforcement of revenue collection.
- Account for all revenue collected.
- Developing strategies that ensure revenue enhancement.
- Advice management on effective internal control measures.

#### **DIRECTORATE OF SUPPLY CHAIN MANAGEMENT**

- Initiating procurement policies.
- Implementing existing supplies regulations, procedures and systems.
- Recommending disposal of unserviceable stores.
- Implementing procurement manual.
- Preparing procurement plans.
- Sourcing for suppliers.
- Conducting stock control.
- Stock taking and stock audit. Implementing e-procurement strategies.

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Finance, Economic Planning and ICT is as shown in the figure below



## FINANCE, ECONOMIC PLANNING & ICT

## **DEPARTMENT OF COUNTY PUBLIC SERVICE AND SOLID WASTE MANAGEMENT**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- Policy issues on County Public Service
- Formulating Human Resource and Development policies
- Staff management issues
- Developing County public service rules and regulations
- Develop and review schemes of services
- Refuse removal
- Refuse dumps
- Solid waste disposal and management.

### **VISION**

To be the lead in Public Service and creating a sustainably managed, healthy and clean environment for the county citizenry.

### **MISSION**

To provide efficient and effective public Service, environmental conservation and sanitation.

### **STRATEGIC OBJECTIVES**

- To coordinate the provision of responsive and effective services to the public.
- To promote ethics and integrity in Public Service Delivery;
- To ensure good working relationship within the County Public Service;

## **CORE FUNCTIONS OF THE DEPARTMENT OF COUNTY PUBLIC SERVICE MANAGEMENT**

- Formulating Human Resource and Development policies
- Developing County public service rules and regulations

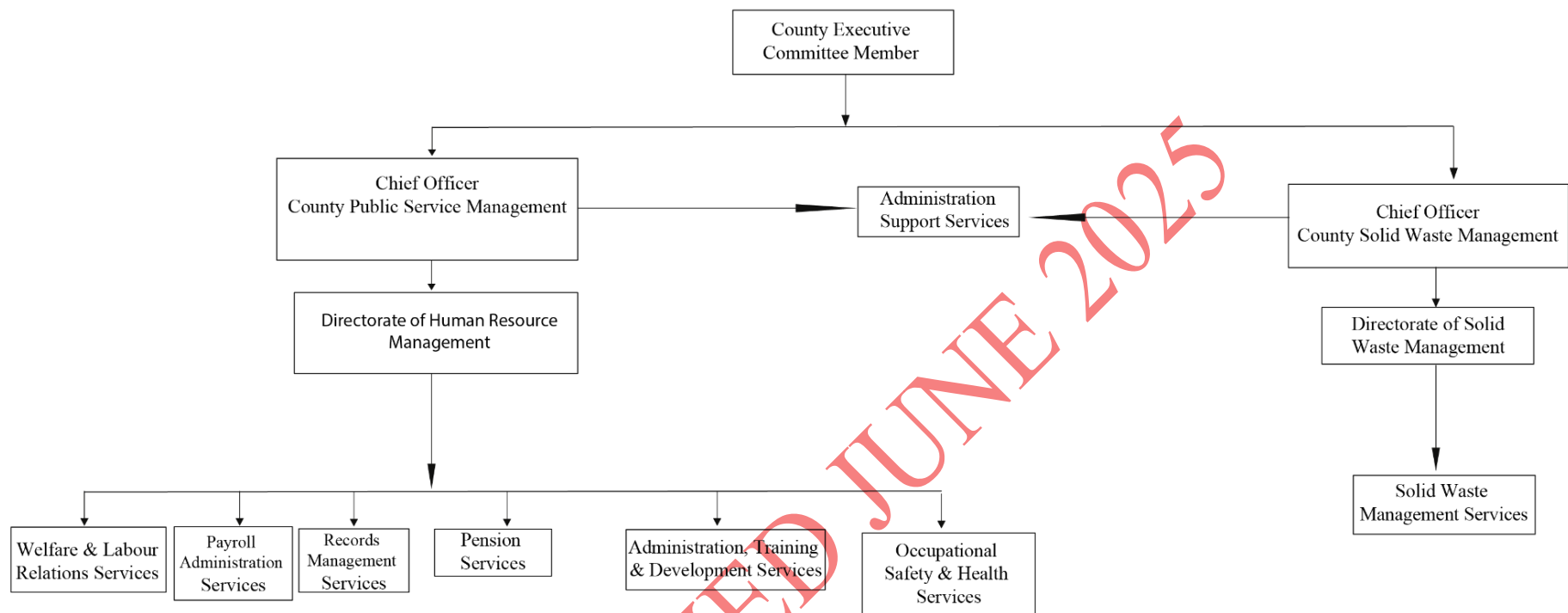
- Advice the County Public Service on Organizational Structure, Departmental Functions, Staffing Levels;
- Training and Build capacity in the County Public Service
- Advice on review, harmonization and update terms and conditions of service for the County Public Service;
- Initiate and coordinate human resource management systems;
- Provide guidelines and monitor payroll and human resource record in the County Public Service;
- Advice on labour – County Trade Union Relations, manpower or human resource planning;
- All matters relating to refuse removal, refuse dumps and solid waste disposal and management.

#### **CORE FUNCTIONS OF THE DEPARTMENT OF SOLID WASTE MANAGEMENT**

- Providing analytical support on waste management other sectors, departments and agencies in the county.
- Identifying waste reduction, reuse and recycling strategies in relevant sectors.
- Optimizing the County's opportunities to mobilize finance for sustainable waste management.
- Co-ordination of all bodies engaged in activities related to sustainable waste management.
- Promoting and ensuring the effective delivery of waste services.
- Create an enabling environment for green economy jobs in the waste management especially for youth, women and people with disability.
- Improve conditions and health of sorters, handlers and pickers of waste.
- Promote waste segregation at source and waste valorization.
- Promote responsible public behavior through public health education and awareness.
- Development of action plan for implementation of County solid waste management strategies and policies.
- Establish strategies of dumpsite management, street sweeping and clearance of drains and culverts for storm water management.

- Monitoring and evaluation of solid waste program.
- Enforcement of bylaws concerned with waste management.
- Rehabilitation of quarries.
- Provision of exhausting services within the county.
- Serve as County knowledge and information management Centre for dissemination of knowledge and information on waste management.

APPROVED JUNE 2025



## **DEPARTMENT OF AGRICULTURE, LIVESTOCK AND AQUACULTURE DEVELOPMENT**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- Irrigation
- Crop and animal husbandry
- Livestock sale yards
- County abattoirs
- Plant and animal disease control
- Fisheries
- Veterinary services
- Animal control and welfare regulations
- Licensing of dogs and facilities for accommodation, care and burial of animals.

### **VISION**

To be a food and nutrition secure county.

### **MISSION**

To improve agricultural productivity through promotion of innovative competitive and sustainable Agriculture, Livestock and Fisheries production systems.

### **STRATEGIC OBJECTIVES**

The strategic objectives of the Department are to:

- Increase agricultural production, productivity, food and nutrition security
- Build climate resilience infrastructure and innovations.
- Promote sustainable income generating activities (IGA)
- Develop appropriate policy and legal framework to create an enabling environment for the sector
- Improve market access and value addition

## **DIRECTORATE OF CROP RESOURCE MANAGEMENT**

- Improve crops productivity by use of technologies for enhanced food security and employment creation
- Conservation and management of natural resource such as soil and water for agriculture development
- Promotion of value addition and product development in food and horticultural crops
- Provision of agricultural extension services for crop husbandry management
- Formulation, implementation of projects, programmes, policies and legislations in agriculture development
- Devising and implementing fertilizers and inputs cost reduction strategies to improve access by farmers
- Promotion of growth in Agriculture through developing infrastructure (factories, electricity, roads) and mechanization (posho mills, tractors, ploughs, combine harvesters, coffee pulping, coffee roasters, gliders)
- Disaster preparedness and response to early warning systems for crop pests and diseases, drought and floods.
- Promotion of public private partnerships for research and development in agriculture.
- Systematically collecting, maintaining and managing information in agriculture sector, as well as in projects, programmes and policies.

## **DIRECTORATE OF LIVESTOCK AND AQUACULTURE DEVELOPMENT**

### **LIVESTOCK PRODUCTION UNIT**

- Formulate County policies and programmes and implement specific national policies, programmes and agreements.
- Promote livestock production including emerging livestock species
- Enforce national standards and promote development of County livestock production standards.
- Develop disaster preparedness, management and mitigation strategies in livestock production in the County.
- Provide advisory services in animal husbandry and community mobilization for livestock development.
- Collaborate and liaise with mandated research centres and set County research agenda

- Develop and implement relevant guidelines on animal and forage genetic resource conservation.
- Manage livestock production information in the County.
- Enforce County legislation on land use for livestock production and promote sustainable use of natural resources for livestock development.
- Promote commercially oriented livestock production and value addition in the County.

#### **AQUACULTURE DEVELOPMENT UNIT**

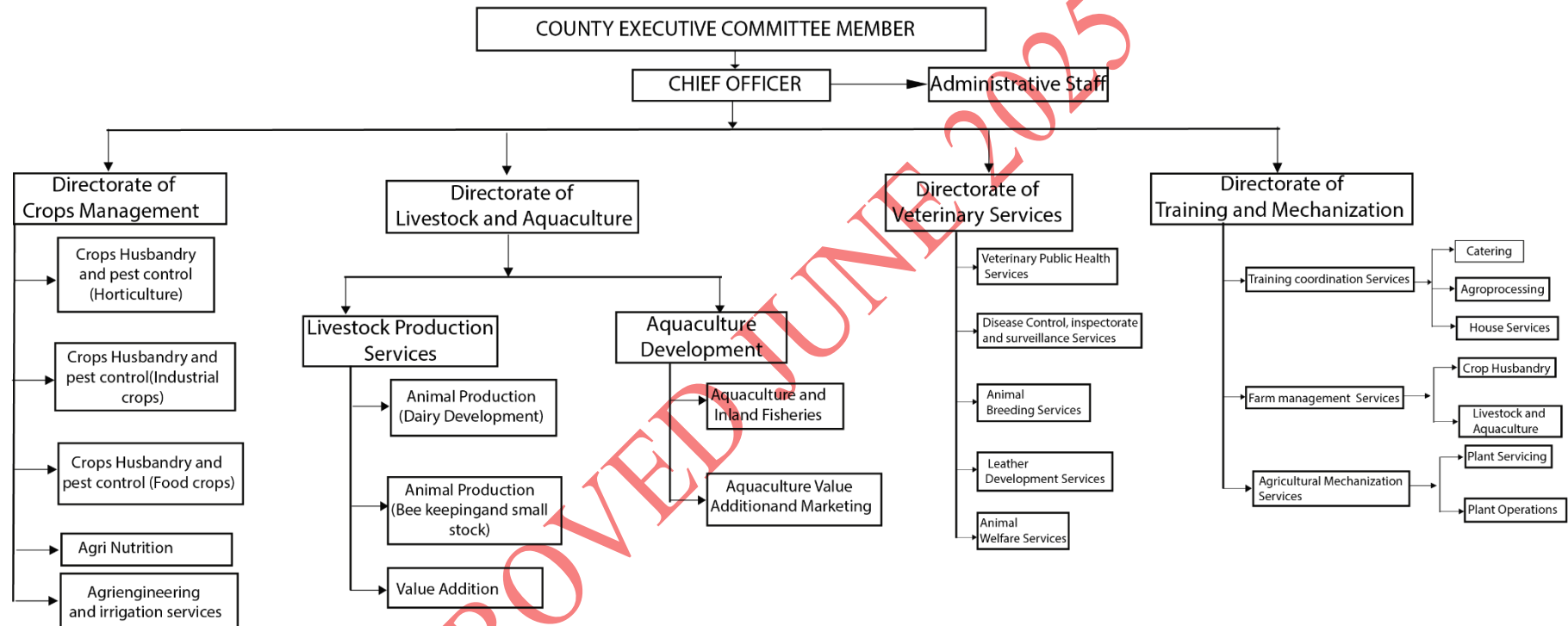
- Enforcing the Fisheries Act (Cap 378) and other related statutes;
- Formulating and implementing fisheries policies;
- Managing fisheries resources including licensing;
- Promoting sustainable utilization of capture fisheries; and
- Promoting aquaculture development, recreational fisheries, ecotourism and related activities in fresh water.

#### **DIRECTORATE OF VETERINARY SERVICES**

- Implementation and monitoring of veterinary policies in the County
- Development and coordination of programmes in animal health
- Data/Information sourcing, storage, dissemination and networking for the animal health subsector
- Veterinary regulatory management and quality control of inputs, livestock products and by products
- Management, control and impact assessment of animal pests and diseases
- Provision and facilitation of veterinary extension services in animal health and production
- Research liaison and co-ordination in animal health
- Management and conservation of the natural resource base for livestock
- Monitoring and management of food security.

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Agriculture, Livestock and Aquaculture Development is as shown in the figure below;



## **DEPARTMENT OF EDUCATION, TRAINING AND DEVOLUTION**

The department is established by the Executive Order No. 1 of 2025.

### **VISION**

A globally competitive education and training system that is innovative, transformative, and focused on sustainable development.

### **MISSION**

To provide, promote, and coordinate quality education, training, and innovation for sustainable socio-economic development.

### **STRATEGIC OBJECTIVES**

The strategic objectives of this sector are to:

- Ensure effective and efficient departmental administration, policy development and implementation
- Provide quality Early Childhood Development Education (ECDE) through the provision of a conducive learning environment
- Equip trainees of the Vocational Education and Training (VET) Centers with market driven skills and attitudes.
- Improve access to education, retention, and completion of the full learning cycle.
- Provide strategic direction and policy on matters relating to devolution in the County.

### **INFRASTRUCTURE UNDER EDUCATION, TRAINING AND DEVOLUTION**

- Nyeri County has a fair distribution of Vocational Training Centres (VTC'S) with a total of twenty-six (26) functional ones across the eight sub-counties. The VTC's existed before devolution and they offer training's driven by the market needs. The training's offered are a great milestone in achieving the presidents Bottom-up Economic Transformation Agenda (BETA).
- The County has four hundred and thirty-seven (437) Early Childhood Development Centres across the County. The centres are in two levels i.e. pre-primary I and pre-primary II. The Centres are core in the early development of children aged 4 and 5 years.
- The department also supports students from vulnerable backgrounds in Nyeri County to pursue their education at Secondary, colleges, universities and special schools.
- Coordinate the Kenya Devolution Support Program II activities (KDSP II)

## CORE FUNCTIONS

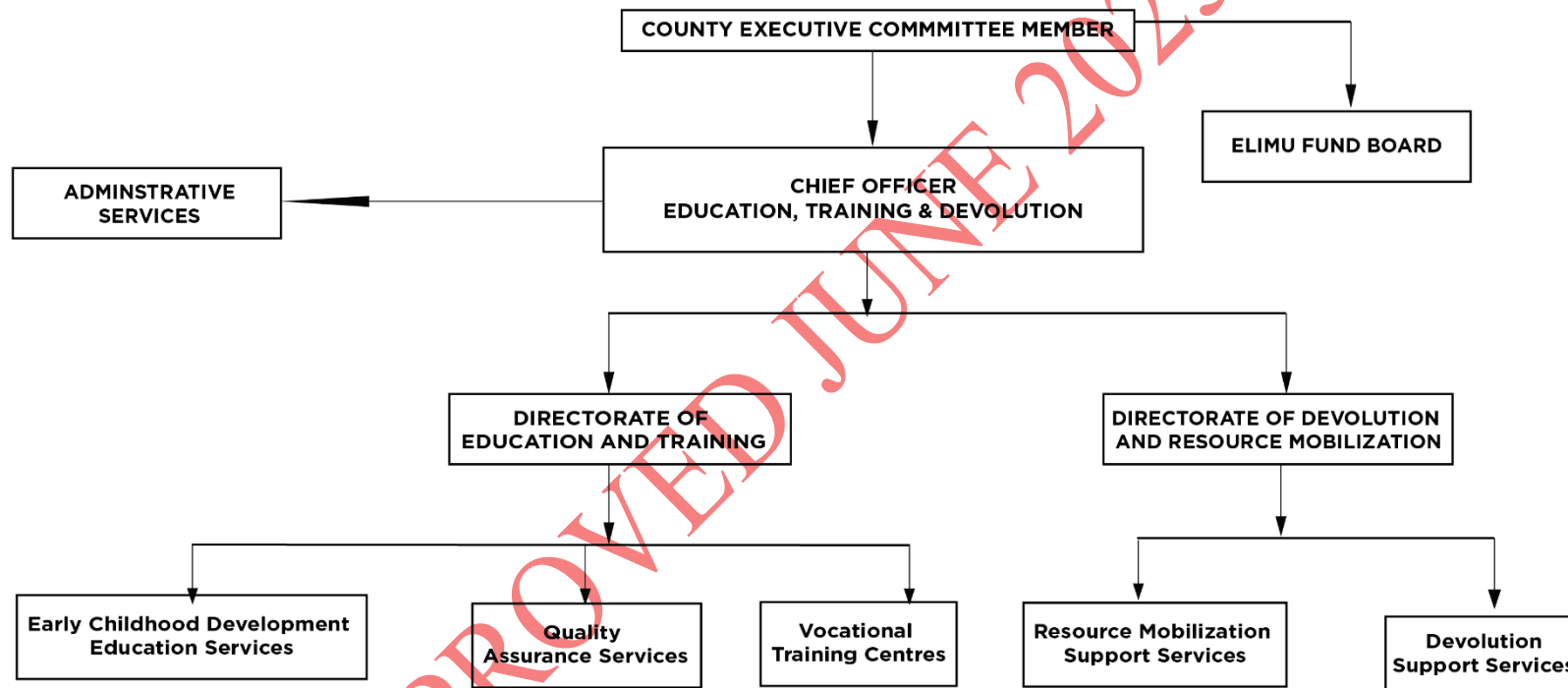
According to schedule 4 of the constitution of Kenya 2010, the pre-primary education, village polytechnics also referred to as Vocational Training Centres, home craft centres and childcare facilities services are devolved functions of education to County Governments.

The specific functions of the department include: -

- Providing leadership and stewardship in the department.
- Ensuring that the department develops the policies and guidelines to assist in managing the learning institutions in the County.
- Provide a linkage between the National Government and the County in matters of education, Training and Devolution.
- Co-ordinate capacity building of the workforce in the department through trainings.
- Equipping the trainees of the Vocational Training Centres with skills that are market driven.
- Providing quality Early Childhood Development Education.
- Assisting the needy students in the County by giving bursaries through Elimu Fund.
- Improving infrastructural facilities in the Department.
- Creating awareness on devolution and governance.
- Coordination of the Kenya Devolution Support Program II activities (KDSP II)
- Providing strategic and policy direction in matters related to devolution.

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Education, Training and Devolution is as shown in the figure below;



## DEPARTMENT OF EDUCATION, TRAINING AND DEVOLUTION

## **DEPARTMENT OF GENDER, YOUTH, SPORTS AND SOCIAL SERVICES**

The department is established by the Executive Order No. 1 of 2025.

### **INTRODUCTION**

The department proposes the following directorates:

- Directorate of Gender Development and Social Services
- Directorate of Youth Affairs and Sports
- Directorate of Disaster Risk Management

### **VISION**

A lead department in promotion of social equity, marginalized persons social economic development and disaster management.

### **MISSION**

To formulate, promote, co-ordinate and implement policies, plans and programs on Gender, Youth, Sports, Social Services and Disaster Management for sustainable social-economic development for the citizenry.

### **STRATEGIC OBJECTIVES**

- To improve the Social Economic Development of the People of Nyeri;
- To provide assistance to the vulnerable members of the community;
- Mitigate effects of disaster and calamities through creating awareness; improvement of disaster response coordination, infrastructure and equipment.
- To build the capacity and empower Youth, Women, Persons with Disabilities and other Marginalized groups in the society;
- Improve recreation services and promote sporting activities for the sportsmen/women in the county and advancement of infrastructure and sporting skills through trainings
- Promote reading culture to the citizenry.

## **MANDATE**

The department of Gender, Youth, Sports and Social Services draws its mandate from part two of the fourth schedule, number 4 (f) and (j) and number 12 of the constitution of Kenya 2010 which include running of libraries, county parks and recreational facilities, firefighting and disaster management. Also, the department has been mandated by the county executive to deal with social services and matters related to children, gender and youth within the confines of Nyeri County.

## **DIRECTORATES AND UNITS**

The Department of Gender, Youth Sports and Social Services to effectively and efficiently implement at mandate, the department has the following sections;

Gender Development and Social Services, Youth Affairs and Sports, and Disaster Risk Management.

## **DIRECTORATE OF GENDER DEVELOPMENT AND SOCIAL SERVICES**

Units: Gender Development, social welfare, Karatina children's home and libraries

The social services unit deals with social economic issues in society which includes,

- Gender mainstreaming, gender-based violence issues,
- Gender empowerment programs
- Sensitization on gender issues to the community
- Resource mobilization for gender development matters
- Offering food and non-food items during disasters,
- Offering temporary shelters especially after fire disasters,
- Offering help to vulnerable children, the aged, the extremely poor and disabled, the poor with chronic and terminal illness and other marginalized members of society.
- Educating and empowering the community through education and motivation.

## **DIRECTORATE OF YOUTH AFFAIRS AND SPORTS**

The directorate youth Affairs and sports deals with:

- Youth empowerment programs including business mentorship and counseling,
- Business startups support
- Youth networking and advocacy
- Counseling and addressing varied emerging and imperative youth issues and threats.
- Developing and promoting recreation and sporting activity
- Upgrading sporting facilities and stadia
- Identification and nurturing of talent through training and exposing persons
- Mobilizing financial resources for sports programs and activities and sensitizing the local community to participate in sports
- Organizing and coordinating training for sports technical and administration personnel
- Provision of sporting equipment and uniform to sport persons

## **DISASTER RISK MANAGEMENT DIRECTORATE**

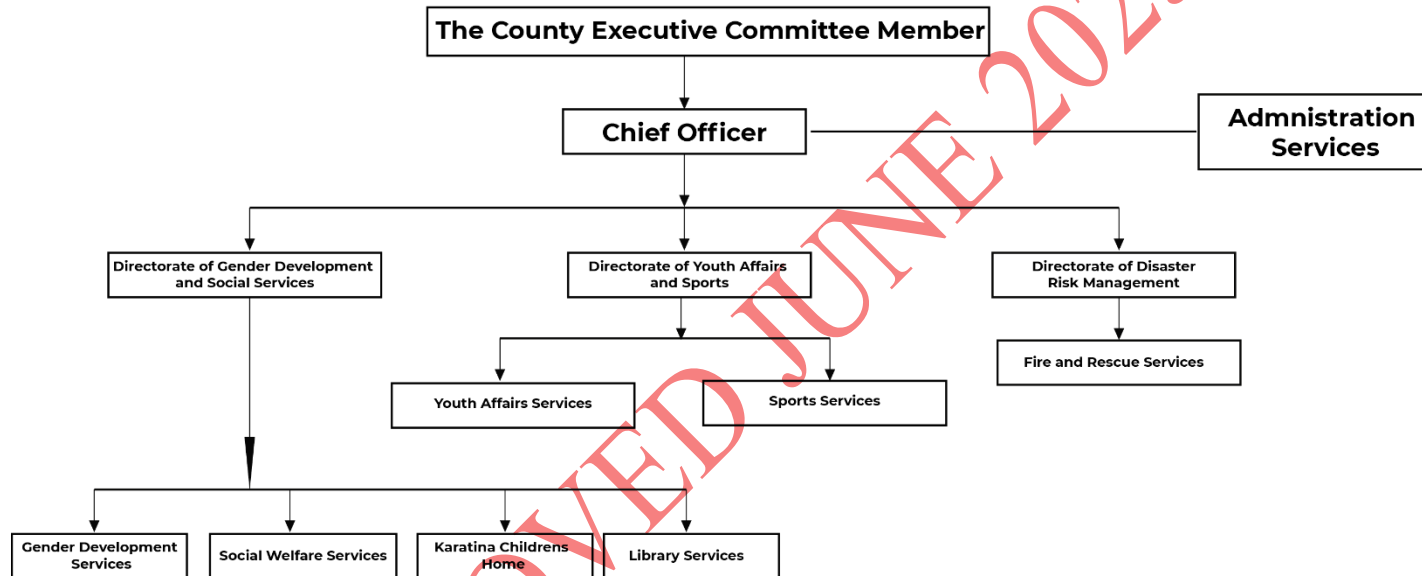
### **Fire and Rescue Services Unit**

. The functions of this directorate are;

- Respond to disasters in real time including coordination of rescue missions
- Mitigation of various types of disasters in timely and professional manner.
- Firefighting, fire prevention, protection and firefighting.
- Carrying out fire investigation,
- Carrying out rescue operations in case of fire or related disasters,
- Providing advice on appropriate firefighting equipment,
- Inspection of fire appliances and equipment.
- Assessing fire hazards and risks and ensuring means of escape in public buildings,
- Conducting fire demonstrations, fire drills and lectures
- Liaison with other government agencies and stakeholders and preparing fire evacuation order.

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Gender, Youth, Sports and Social Services is as shown in the figure below



**DEPARTMENT OF GENDER, YOUTH, SPORTS AND SOCIAL SERVICES**

## **DEPARTMENT OF LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- All matters relating to county spatial planning and development, including land survey and mapping, boundaries, fencing and housing;
- All matters relating to urban areas including governance and management of urban areas.

### **VISION**

Functional human settlements that support economic prosperity and sustainable optimal land use.

### **MISSION**

To promote efficient and optimal land use through physical planning, efficient land administration and sustainable use of land resource.

### **STRATEGIC OBJECTIVES**

The strategic objectives of this sector are:

- Enhance basic infrastructure for effective service delivery.
- Promote access to quality and affordable housing.
- Promote shared economic growth to enhance job creation.
- Promote climate action, environmental protection, and sustainable use of natural resources.

### **CORE FUNCTIONS**

The department of Lands, Physical Planning & Urban Development comprises of the following directorates:

- Directorate of Physical Planning and Urban Development
- Directorate of Housing
- Directorate of Land and Survey

and the following Institutions:

1. Nyeri Municipality Board

## 2. County Physical and Land Use Planning Liaison Committee

### **DIRECTORATE OF LAND AND SURVEY**

- Processing, analysis and dissemination of geospatial data.
- Establishment and re-establishment of trigonometrical points (fourth order geodetic control network).
- Observation of level lines.
- Engineering, cadastral, and topographical surveys.
- Estimation and costing of survey projects.
- Maintenance of survey instruments.
- Human capacity development in land surveying.
- Resolution of unregistered land Disputes under the county government's jurisdiction.
- Affirming the extents of access roads.
- Provide technical support in the establishment of cadastral boundaries to support engineering works.
- Establishment and maintenance of parcel-based County GIS to facilitate revenue collection, land use planning, disaster management among others.
- Processing and drawing cartographic works.
- Geospatial data collection, modeling and verification.
- Repairing, maintaining and updating land survey and mapping records.
- Management of allocated unregistered lands.
- Liaison with National Land Commission to manage County Public land.

### **DIRECTORATE OF PHYSICAL PLANNING AND URBAN DEVELOPMENT**

- Formulate County physical and land use planning laws.
- Preparation of annual reports on the state of County physical and land use planning.
- Conduct research on physical and land use planning matters.
- Custodian of all plans and management of all planning data.
- Preparation of County Physical and Land Use Development Plans.
- Implementation of local physical and land use plans.

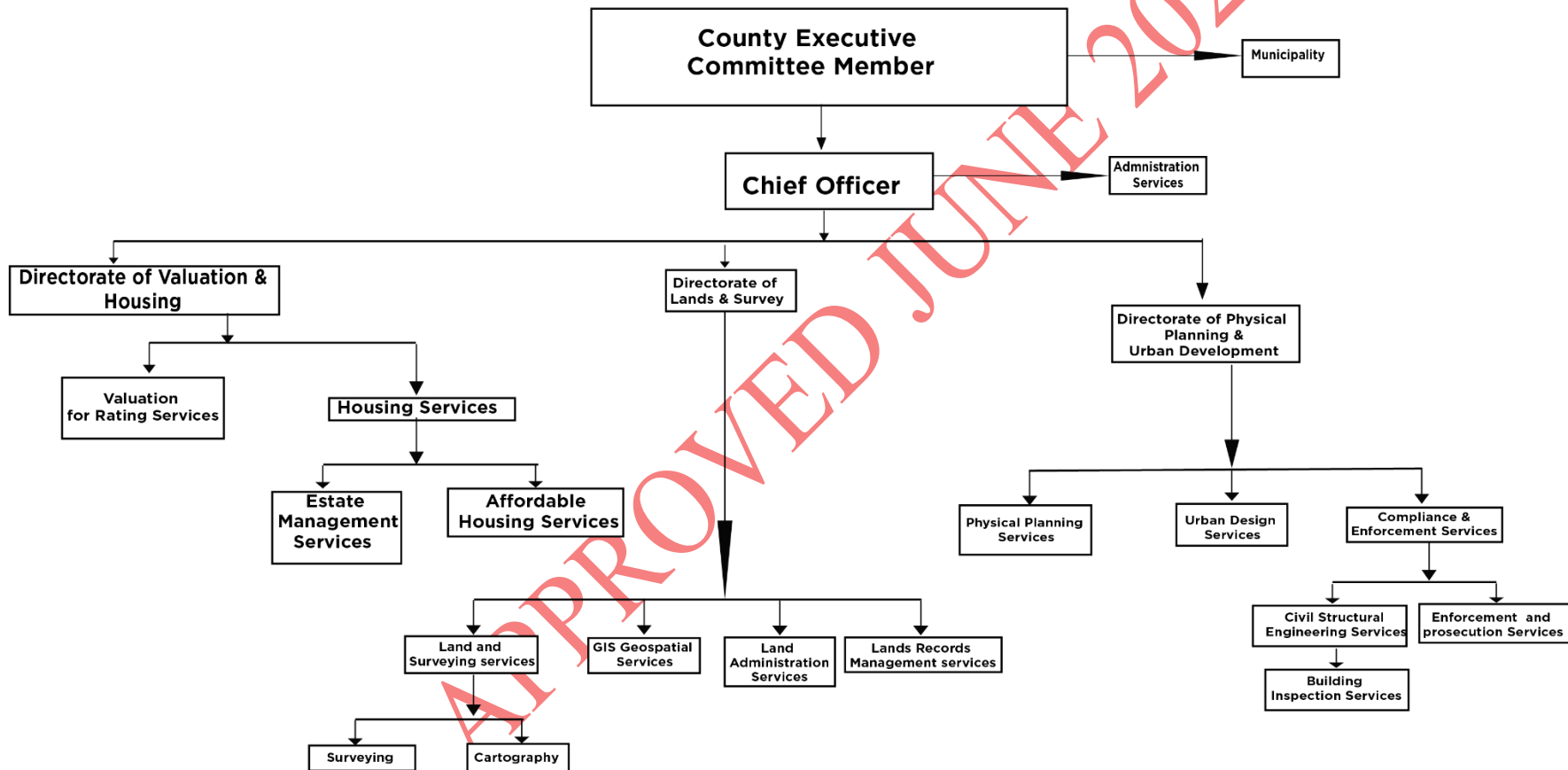
- Processing development applications for change of user, extension of user or extension of lease, land subdivision and building plans.
- Development control and enforcement of compliance to development plans.
- Issuance of compliance certificates.
- Conflict resolution on matters arising from County physical and land use plans and development applications.
- Creating public awareness on matters relating to physical and land use planning.
- Advising the NLC on land reservation, alienation and acquisition of land for County specific projects.

#### **DIRECTORATE OF HOUSING AND LAND VALUATION.**

- Formulation, review and implementation of legislation relating to housing, human settlements, slum upgrading and prevention.
- Promotion and dissemination of appropriate building material and appropriate technology and promoting use of low-cost building technologies.
- Conducting surveys on housing demand and supply, reservation of land for housing development.
- Management of county residential estates.
- Coordination of housing infrastructure development.
- Resource mobilization for low-cost housing and infrastructure programs through PPP and identification of best practices and trends in housing infrastructure development.
- Management of the County's commercial/trading properties e.g. institutional buildings and management of County's fixed assets.
- Valuation & Land Rates
- Preparation and maintenance of Main Valuation Roll and Supplementary Valuation Rolls;
- Carrying out other valuations on need basis such as Valuations for Insurance, Stand Premiums, Ground rents, acquisitions, sale etc.

## ORGANIZATIONAL STRUCTURE

The organizational structure for the department of Lands, Physical Planning and Urban Development is as shown in the figure below;



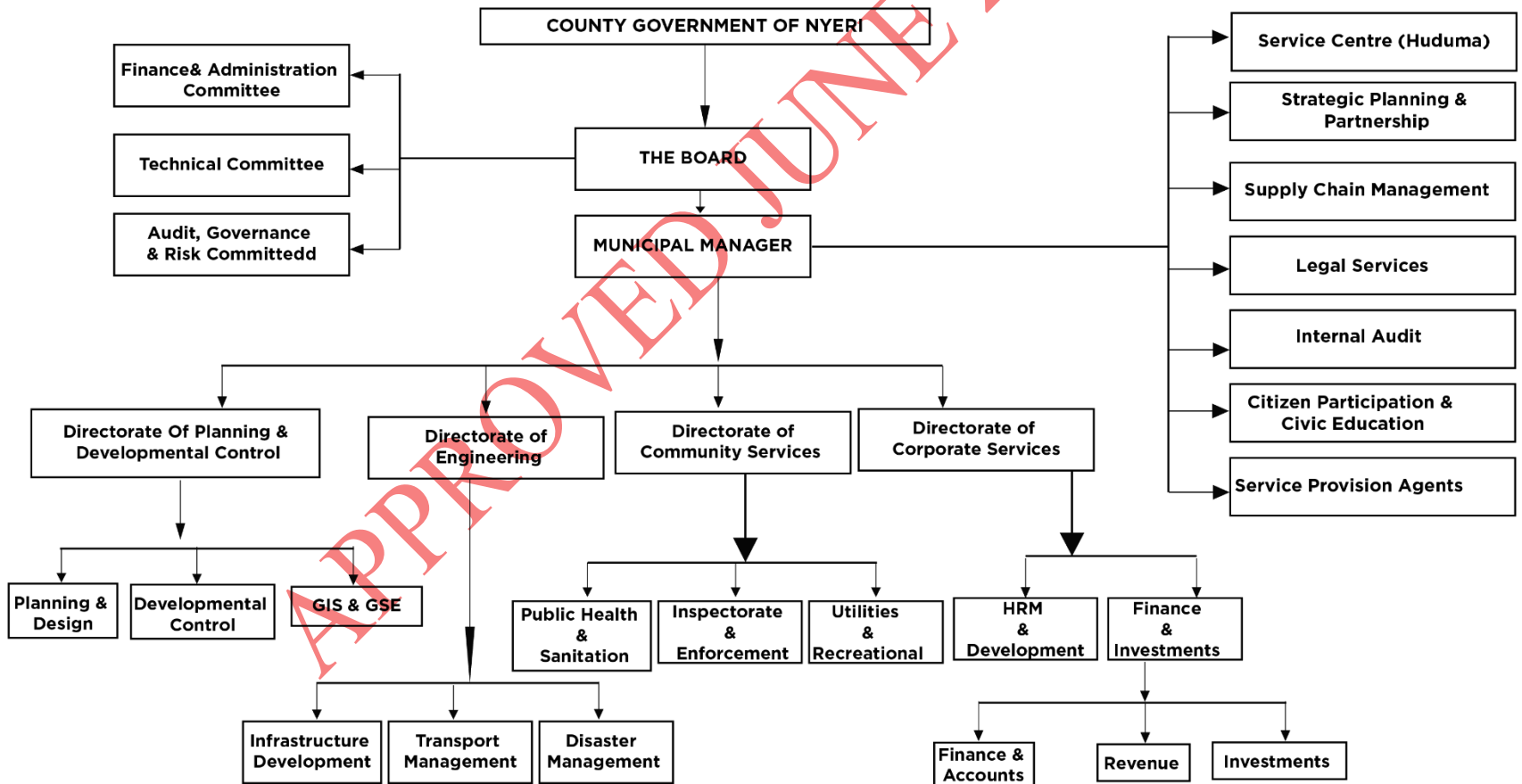
## LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT

## MUNICIPAL ADMINISTRATION

- Oversee the affairs of the Municipality;
- Develop or adopt policies, plans, strategies and programs and set targets for service delivery;
- Formulate and implement an integrated Strategic Urban development plan of the Municipality;
- Control land, land sub-division, land development and zoning by public and private sectors for any purpose, including industry, commerce, markets, shopping and other employment centers, residential areas, recreational areas, parks, entertainment, passenger transport, agriculture, and freight and transit stations within the framework of the spatial and master plans for the Municipality as delegated by the County Government of Nyeri;
- Promoting and undertaking infrastructural development and services within Municipality as delegated by the County Government of Nyeri;
- Management of solid waste within the municipality in collaboration with the relevant national and county agencies;
- Maintaining a comprehensive database and information system of the administration; viii. Implementing applicable national and county legislation;
- Entering into contracts, partnerships or joint ventures as it may consider necessary for the discharge of its functions;
- Monitoring and where appropriate, regulating municipal services where those services are provided by service providers other than the Board of the Municipality;
- Preparing and submitting its annual budget estimates to the relevant County Executive Committee member for consideration and submission to the County Assembly for approval as part of the annual County Appropriation Bill;
- Facilitating and regulating public transport within its area of jurisdiction;
- Performing such other functions as delegated by the County Executive Committee

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Municipality is as shown in the figure below;



APPROVED JUNE 2025

## **DEPARTMENT OF TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- County transport, including county roads, street lighting and management of traffic within the county.
- Management and licensing of taxis, parking bays and matatu bays.
- All matters relating to county public road transport.
- County public works and services including storm water management systems in built-up areas /urban areas.
- Matters relating to management of gas reticulation.

### **VISION**

A lead provider of sustainable infrastructural development for posterity

### **MISSION**

To implement an integrated framework for sustainable infrastructural development and management.

### **CORE FUNCTIONS**

Core functions of the Department Transport, Public Works, Infrastructure and Energy.

- Develop a sustainable and resilient infrastructure and transport network
- Ease accessibility within the County, neighborhoods, wards and villages and effective communication.
- Ensure that public buildings in the county are properly designed, constructed and maintained.
- Provide and promote green, clean, reliable, affordable, and sustainable energy

The Department's Directorates and their functions are as listed below:

## **DIRECTORATE OF ROADS AND TRANSPORT**

- Design of Roads and bridges
- construction of roads and bridges
- Maintenance of roads and bridges
- Design, construction and maintenance of parking bays and transport termini
- Storm water management
- Maintenance of equipment, plants and machinery
- Organization of transport systems within the county
- County roads policy planning, formulation and implementation

## **DIRECTORATE OF PUBLIC WORKS**

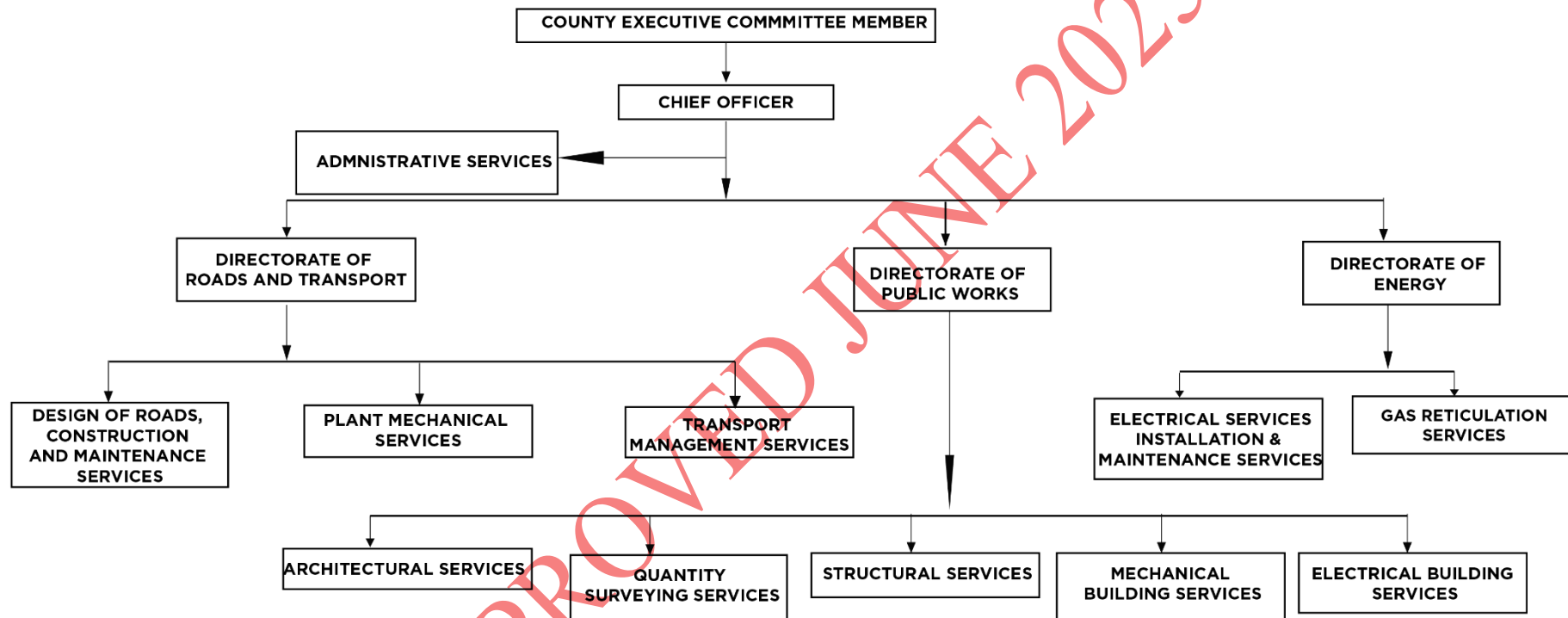
- Architectural design of public buildings
- Design of recreational parks and public spaces
- Design of mechanical systems in public buildings
- Design of electrical systems in public buildings
- Design of structural systems in public buildings
- Preparation of bills of quantities for public buildings
- maintenance of public buildings in the county
- Supervision of construction of public buildings
- maintenance of public buildings
- Inspection of fire services in public and private buildings

## **DIRECTORATE OF ENERGY**

- Design of streetlighting
- Design and development of renewable energy sources
- Maintenance of streetlight
- Regulation of gas reticulation in the county
- Development of energy frameworks in the county

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Transport, Public Works, Infrastructure and Energy is as shown in the figure below;



## DEPARTMENT OF TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY

## **DEPARTMENT OF TRADE, CO-OPERATIVES, CULTURE AND TOURISM**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- Trade
- Markets, trade licenses, fair trading practices
- Trade development and regulation
- Outdoor advertising
- Marketing and cooperative societies
- Promotion of county tourism, county heritage
- Cultural activities and facilities
- Public entertainment and amenities

### **VISION**

A transformed middle-income county which is investor friendly and a world class tourist destination of choice

### **MISSION**

To create an enabling socio-economic environment for a globally competitive investment climate, world class tourist destination and a strong co- operatives sector through investment facilitation, tourist product development and enabling policy and legal framework

### **STRATEGIC OBJECTIVES**

The strategic objectives of this sector are:

- To develop markets for economic growth
- To promote fair trading environments and consumer protection
- To enhance investment and promote regional economic integration
- To enhance industrial and enterprise development
- To develop and promote tourism and cultural heritage for increased economic growth.

- To strengthen the cooperative movement

## **CORE FUNCTIONS**

The Mandate of the Department under the following Sub-Sectors is as follows:

- Develop and implement County Trade, Co-operative and Tourism Policy and legislations.
- Develop and promote retail and wholesale markets
- Development of micro and small businesses
- Fair trade practices and consumer protection
- Investment promotion and facilitation
- Carry out cooperative service, audit, education and training
- Promotion of Co-operative Business in the county
- Develop and promote sustainable tourism for increased economic growth.
- To develop and promote cultural heritage, performing and visual arts

## **DIRECTORATE OF TRADE AND INDUSTRY SERVICES**

Core functions for the Directorate are:

- Promotion of trade and investment
- Facilitate business and entrepreneurship development
- Improve business environment
- Support growth and development of wholesale and retail trade and markets
- Develop an integrated trade data information system
- Provide innovative business support services
- Enhance accessibility to business information
- Facilitate increased access to trade finance through revitalization of Joint Loans Board Scheme and Enterprise development Fund
- Monitor the impact and oversee the implementation of trade related legislations and regulations
- Continuous engagement, information sharing and interaction between the National, development partners and County Governments on trade development issues
- Facilitate the improvement of supply chain efficiency in wholesale and retail sector

- Provision of micro and small loans to existing traders through the Joint Loan Board and enterprise development funds
- Training of entrepreneurs on basic bookkeeping/ proper accounting, loan usage and repayment
- Availing information on businesses at strategically situated business information centres.
- Establishment and management of markets
- Establishment of business information centres and business solution centres
- Provision of business support services
- Verification and stamping of weighting and measuring equipment
- Inspections of business premises to ensure compliance with Weights and Measures Act Cap. 513 and Trade Descriptions Act Cap. 505
- Investigations of complaints arising from Weights and Measures Act 513 and Trade Descriptions Act. Cap 505
- Investigation and prosecution of weight and measure offenders
- Prosecution for non-compliance with fair trade legislations
- Trade licensing
- Inspection of Business premises
- Capacity building for industrial development and quality service delivery
- Establishing the policy, legal and institutional framework for trade development
- Attracting local and foreign investment
- Promotion of the development of Micro, Small and Medium Industries (MSMIs)
- Promotion of research and development, innovation and technology adoption
- Facilitate creation of conducive business environment for Micro and Small Industries
- Promote growth, graduation, productivity and competitiveness of Micro and Small Industries
- Conduct resource endowment mapping and promote investment opportunities in the regions
- Provision of business development services for micro and small industries
- Facilitate linkages of micro and small industries with medium and large industries.
- Facilitates provision of affordable and accessible credit
- Facilitation of trade shows and missions within the county and internationally

## **DIRECTORATE OF TOURISM AND CULTURAL SERVICES**

Core functions for the Directorate are;

- Promotion of official and local languages

- Promotion of unity in cultural activities, coordinate community cultural festivals, policy implementation advice, cultural diversity at county level, research and documentation
- Dissemination and preservation of indigenous knowledge
- Cultural exchanges and establishment of community cultural centers
- Public entertainment and public amenities, including betting, casinos and other forms of gambling, racing, liquor licensing, cinemas, video shows and hiring, libraries, museums, sports and cultural activities and facilities
- County parks and recreation facilities
- Promotion of unity in cultural activities and facilities
- Coordinate community cultural festivals
- Policy implementation advice and guidance on cultural matters at county level
- Promotion of cultural diversity at the county level
- Research, documentation and dissemination of cultural information
- Documentation and preservation of indigenous knowledge and other elements of intangible cultural heritage
- Encouraging formation of associations by cultural practitioners for promotion of various aspects of culture
- Establishment of conflict resolution cultural forums and mechanisms to mitigate against conflict
- Capacity building programmes to empower cultural practitioners and communities
- Cultural exchanges between communities, counties and nations
- Implementation of national tourism policies, strategies and programs
- Development and implementation of county tourism development plans, programs and projects.
- Co-ordination and facilitation of the management and control of county specific tourism activities
- Development of partnerships between county government and other stakeholders in tourism matters
- Development of community based tourism projects and programs
- Development of programs for attraction of tourism investment in the county
- Enforcement of the provisions of the tourism act and any other laws relating to tourism in the county
- Rendering technical support to county based entities engaged in tourism activities and services

- Soliciting of funds for development of tourism facilities in the county
- Sensitization of communities on conservation of tourism attractions
- Collection and compilation of tourism information and data in the county.
- Enforcement and compliance i.e. Spot checks, daily supervisions of tourism sites activities.
- Enforcement of compliance within the county, licensed by the county government.
- Revenue collection from sites developed

## **DIRECTORATE OF CO-OPERATIVES DEVELOPMENT SERVICES**

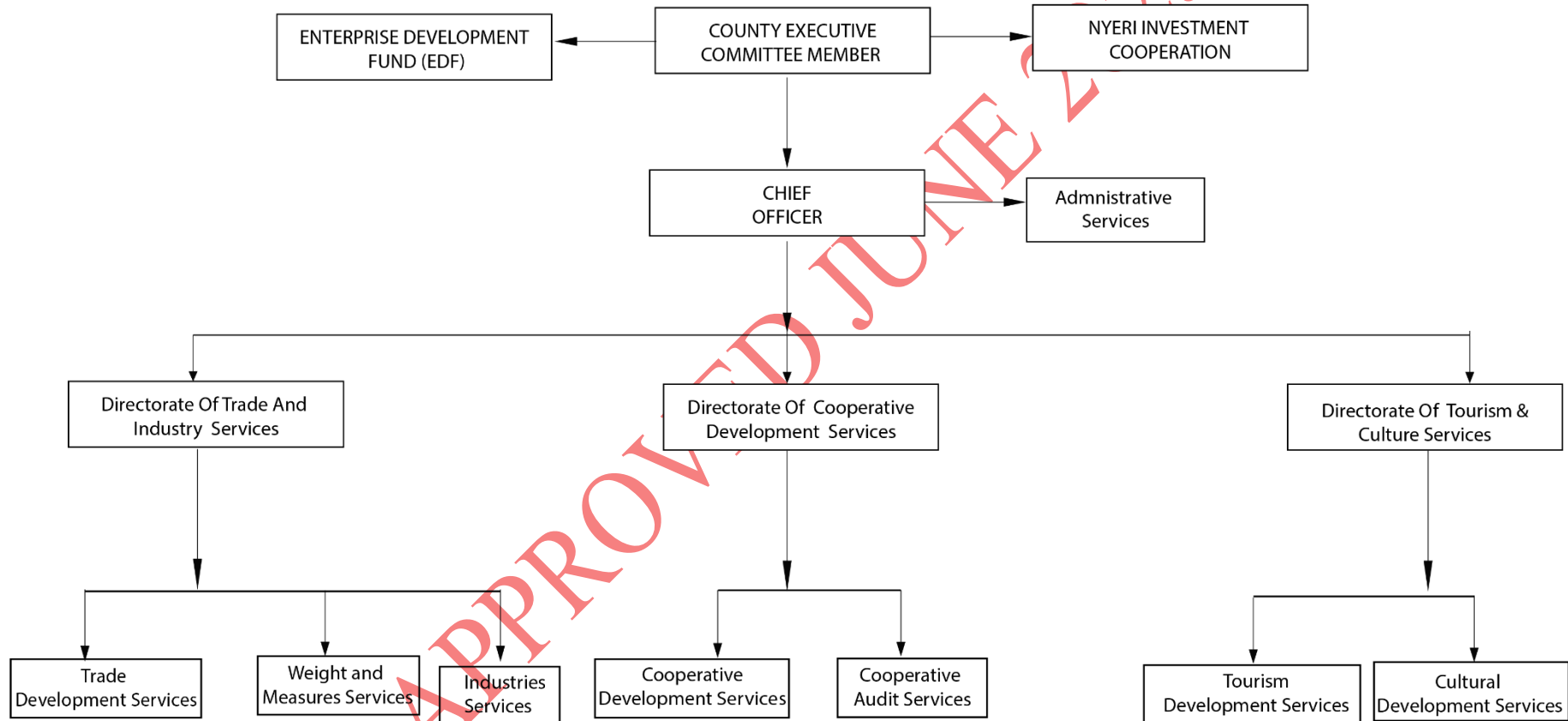
Core functions for the Directorate are;

- Promoting and Processing of application for Cooperatives registration
- Formulating, coordinating and implementing cooperative development policies
- Cooperative education and training
- Cooperative savings mobilization
- Inspections and investigations in cooperative societies
- Training needs assessment for co-operative movement
- Market information dissemination & advisory services
- Promotion of co-operative societies ventures and value addition
- Co-operative marketing and research
- Mainstreaming cooperative governance
- Settling cooperative disputes
- Carrying out co-operative audit
- Regulating cooperative organizations/institutions
- Enforcement of compliance with cooperative legislation
- Investment advisory services
- Co-ordination and monitoring of co-operative indemnity by co-operative leaders
- Offering advisory and extension services to the cooperative movement on development of accounting and management procedures
- Monitoring performance on growth and development of the cooperative movement.

APPROVED JUNE 2025

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Trade, Cooperatives, Culture and is as shown in the figure below;



APPROVED JUNE 2025

## **DEPARTMENT OF WATER, ENVIRONMENT AND CLIMATE CHANGE**

### **INTRODUCTION**

The department is established by the Executive Order No. 1 of 2025 to deal with all matters relating to;

- Water
- Regulation of water services and irrigation services
- Management, implementation and regulation of mechanisms to enhance climate change.

### **VISION**

Sustainable access to clean, safe and adequate water in a secure and climate resilient environment.

### **MISSION**

To promote climate resilience, conserve the environment for sustainable development and improved access to water.

### **STRATEGIC OBJECTIVES**

The Strategic objectives of this sector are;

- To increase access to water for domestic and irrigation systems;
- To promote conservation and protection of water sources;
- To enhance environmental conservation and management;
- To mobilize resources to enhance climate change actions;
- To build resilience to the community against the effects of climate change.

### **DIRECTORATE OF WATER AND SANITATION SERVICES**

- Co-ordination and implementation of National Water Policy at County level.
- Formulation and review of Water Policy to establish appropriate legal, institutional and regulatory framework for the sectors at both the County and Sub-County levels

- Planning and design of domestic and sanitation water projects
- Water management and capacity strengthening
- Co-ordination of projects implementation
- To oversee and ensure actualization of water development and management in the county.
- Monitoring, evaluation and assessment of water sector performance to improve the service delivery
- Capacity building of community water institutions i.e. Water Service Providers (WSPs) for sustainable participatory development, operation and management of domestic and irrigation water projects
- Establishment and maintenance of the Water Resources Information System (WARIS) and management of related databases at the County level
- Development and review of Water Master Plans, investments and strategic plans for resource mobilization and financing to exploit the water potential and production, to secure and sustain adequate and portable water.
- Development of domestic water infrastructure through planning, feasibility study, detailed surveying and design, and implementation of water projects
- Develop and co-ordinate County domestic water extension programmes to promote adoption of innovations through capacity building, research and technology transfer for sustainable domestic water management.
- Set up measures to implement adaptation and mitigation to climate change, and enhance sustainable environmental management

## **DIRECTORATE OF WATER AND IRRIGATION SERVICES**

- Co-ordination and implementation of National Irrigation Policy at County level.
- Formulation and review of Irrigation Policy, legal, institutional and regulatory framework for the sector at the County
- Planning and design of Irrigation and storage infrastructure
- Planning and design of on-farm Irrigation drainage infrastructure.
- Monitoring, evaluation and assessment of irrigation sector performance to improve the service delivery
- Capacity strengthening of Irrigation Water Users' Associations (IWUAs) for

sustainable participatory development, operation and management of irrigation water projects

- Development and review of Irrigation Master Plans, investments and strategic plans for resource mobilization and financing to exploit the irrigation potential and production.
- Development and management of Irrigation and Drainage Management Information System (IDMIS) and related databases at the County Level
- Development of irrigation water infrastructure through planning, feasibility study, detailed surveying and design, and implementation of irrigation projects
- Develop and co-ordinate County irrigation water extension programmes to promote adoption of innovations through capacity building, research and technology transfer of sustainable irrigation management
- Identify community-based smallholder schemes for implementation in line with national guidelines;
- Set up measures to implement adaptation and mitigation to climate change, and enhance sustainable environmental management
- Prepare annual climate change progress reports for approval by County Assembly.
- Establish and manage a climate change registry of actions by sectors, CSOs and private sector.
- Conduct civic education to promote the awareness and understanding of climate change activities amongst stakeholders
- Conduct research and gap analysis to ensure continuous performance and improvement of the Unit;

#### **DIRECTORATE OF ENVIRONMENT AND NATURAL RESOURCES AND CLIMATE CHANGE**

- Implementation and enforcement of specific National Government policies on environmental and natural resources legislations
- Formulate County specific laws and legislation on environmental and natural resources
- Coordinating environmental education and awareness of County's environmental policies and programs
- Environmental Risk Management and Monitoring of county projects
- Ensure compliance to and enforcement of environmental legislation and proposed corrective actions

- Environmental education and awareness creation programmes in the county
- Undertake Ecological restoration in degraded public and Community lands
- Protection and management of county community forests
- Protection and conservation of ecologically sensitive ecosystem within the County
- Licensing of forest operations, produce and movement within the private farms and county forests in community lands
- Manage/resolve Intra- County conflict on county forest resources and farm forestry
- Ensure sustainable management of community forests
- Establish County Forest tree nurseries
- Undertake County Forest fire management, and forest health management.
- Maintain County forests and farm forests records, databases, and information centers.
- Promote afforestation and re-afforestation activities in the County;
- Promote value addition and commercialization of forest products (wood and non-wood forest products);
- Regulate County, private, and farm forests
- Ensure establishment and maintenance of green zones within the County
- Develop and maintain county forest infrastructure
- Manage all forests on public land vested and held in trust by County Governments
- Develop a sustainable charcoal value chain for County forests, private forests, and community forests
- Establish and manage farm forest extension services
- Control noise pollution and develop noise level guidelines within the County
- Exploration, planning, mapping for existing and found natural resources
- Regulate sustainable extraction of artisanal, small-scale, and low-value minerals on public and community lands
- Manage & license artisanal and small-scale mining in the County.

## CLIMATE CHANGE UNIT

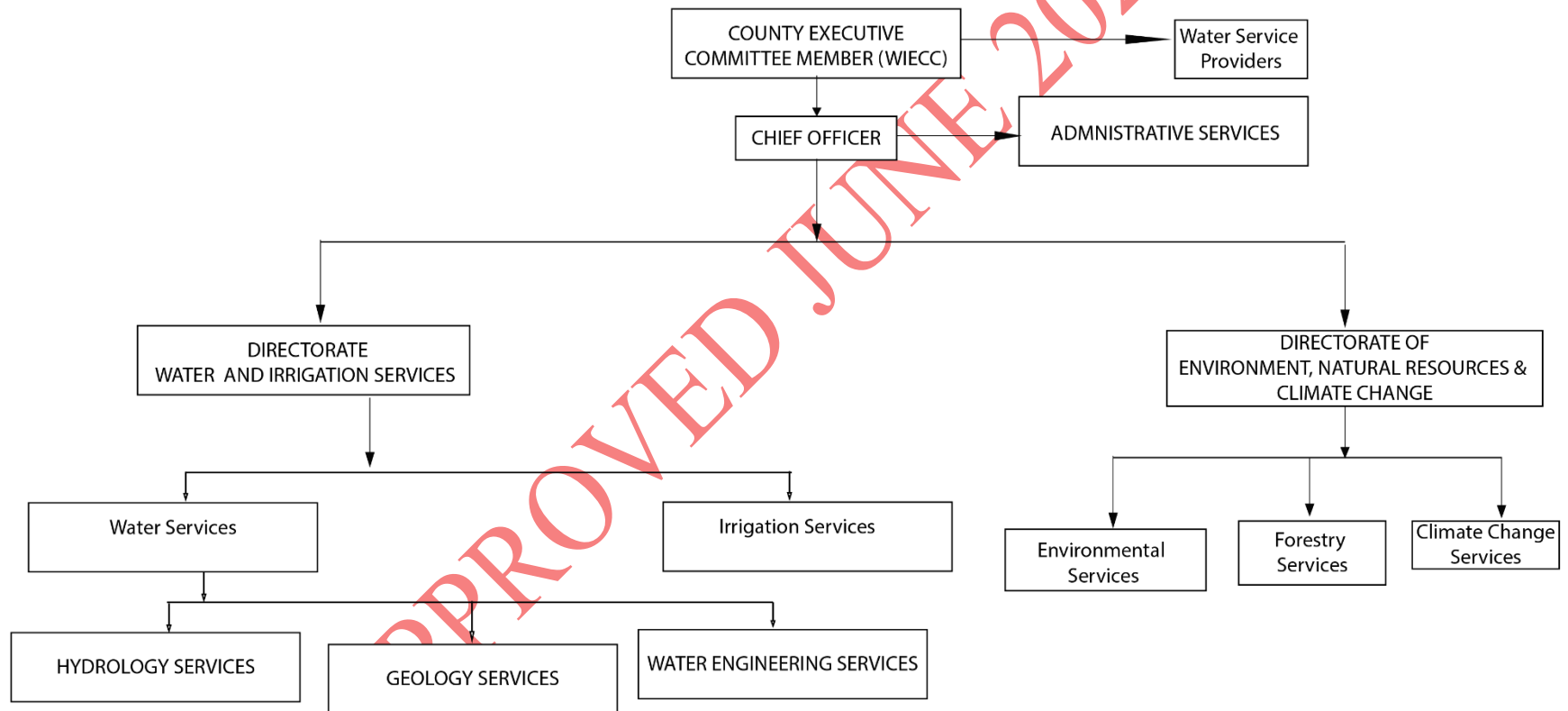
- Implement National policies and strategies for climate change
- Establish County based climate change institutions
- Establish and maintain County climate change fund
- Mainstream climate change adaptation and mitigation mechanism into CIDPs

- Coordinate climate change programs related to County government functions.
- Promote resilience building practices
- Develop County specific legislation and regulations on climate change adaptation and mitigation
- Develop and implement County climate action programs
- Establish and manage county climate change knowledge management and reports
- Undertake climate change adaptation and mitigation

APPROVED JUNE 2025

## ORGANIZATIONAL STRUCTURE

The organizational structure for the Water, Environment and Climate Change and is as shown in the figure below;



**PART 2**

**STAFF ESTABLISHMENT**

APPROVED JUNE 2025

|                                      |
|--------------------------------------|
| <b>OFFICE OF THE GOVERNOR</b>        |
| <b>Head - OFFICE OF THE GOVERNOR</b> |

| Subhead - OFFICE OF THE GOVERNOR             |     |             |             |                  |                                                                                                    |
|----------------------------------------------|-----|-------------|-------------|------------------|----------------------------------------------------------------------------------------------------|
| DESIGNATION                                  | J/G | OPT<br>IMAL | IN-<br>POST | VARI<br>ANC<br>E | JUSTIFIC<br>ATION                                                                                  |
| County Governor                              | F1  | 1           | 1           | 0                | As per<br>Section 30<br>of the<br>County<br>Government<br>s Act                                    |
| County Deputy Governor                       | E5  | 1           | 1           | 0                | As per<br>Section 30<br>of the<br>County<br>Government<br>s Act                                    |
| <b>TOTAL</b>                                 |     | <b>2</b>    | <b>2</b>    | <b>0</b>         |                                                                                                    |
| Subhead -APPOINTMENTS BY THE COUNTY GOVERNOR |     |             |             |                  |                                                                                                    |
| Chief of Staff                               | S   | 1           | 1           | 0                | As provided<br>for in<br>Transition<br>Authority<br>circular.                                      |
| Special Advisor-Governor's Delivery Unit     | R   | 1           | 1           | 0                | As per<br>Executive<br>Order No.4:<br>Establishme<br>nt of<br>Governor's<br>Delivery<br>Unit 2020. |
| Economic Advisor                             | R   | 1           | 0           | 1                | As provided<br>for in<br>Transition<br>Authority<br>circular.                                      |
| Political Advisor                            | R   | 1           | 1           | 0                | As provided<br>for in<br>Transition<br>Authority<br>circular.                                      |
| Legal Advisor                                | R   | 1           | 1           | 0                | As provided<br>for in<br>Transition<br>Authority<br>circular.                                      |
| Advisor on Governance                        | R   | 1           | 1           | 0                |                                                                                                    |

|                                              |   |          |          |          |                                                   |
|----------------------------------------------|---|----------|----------|----------|---------------------------------------------------|
| Director-Governor's Press                    | R | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| <b>TOTAL</b>                                 |   | <b>2</b> | <b>2</b> | <b>0</b> |                                                   |
| <b>PERSONAL STAFF TO THE GOVERNOR</b>        |   |          |          |          |                                                   |
| Personal Assistant                           | M | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Executive Secretary                          | L | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Executive Driver                             | H | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Support Staff Office                         | E | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Cook                                         | E | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Gardener                                     | E | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| <b>TOTAL</b>                                 |   | <b>6</b> | <b>6</b> | <b>0</b> |                                                   |
| <b>PERSONAL STAFF TO THE DEPUTY GOVERNOR</b> |   |          |          |          |                                                   |
| Personal Assistant                           | M | 1        | 1        | 0        | As provided for in Transition Authority circular. |
| Executive Secretary                          | L | 1        | 1        | 0        | As provided for in Transition                     |

|                                                               |            |                          |                     |                           |                                                   |
|---------------------------------------------------------------|------------|--------------------------|---------------------|---------------------------|---------------------------------------------------|
|                                                               |            |                          |                     |                           | Authority circular.                               |
| Executive Driver                                              | H          | 1                        | 1                   | 0                         | As provided for in Transition Authority circular. |
| Support Staff Office                                          | E          | 1                        | 1                   | 0                         | As provided for in Transition Authority circular. |
| Cook                                                          | E          | 1                        | 1                   | 0                         | As provided for in Transition Authority circular. |
| Gardener                                                      | E          | 1                        | 1                   | 0                         | As provided for in Transition Authority circular. |
| <b>TOTAL</b>                                                  |            | 6                        | 6                   | 0                         |                                                   |
| <b>OFFICE OF THE COUNTY SECRETARY -subvote</b>                |            |                          |                     |                           |                                                   |
| <b>Head - OFFICE OF THE GOVERNOR</b>                          |            |                          |                     |                           |                                                   |
| <b>SubHead - COUNTY SECRETARY</b>                             |            |                          |                     |                           |                                                   |
| <b>DESIGNATION</b>                                            | <b>J/G</b> | <b>OPT<br/>IMA<br/>L</b> | <b>IN-<br/>POST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>JUSTIFIC<br/>ATION</b>                         |
|                                                               |            |                          |                     |                           |                                                   |
| County Secretary                                              | T          | 1                        | 0                   | 1                         | As per county Government Act                      |
| Deputy County Secretary/Chief Officer                         | S          | 1                        | 0                   | 1                         | Executive Order                                   |
| Director Administrative Services(Head of Cabinet Secretariat) | R          | 1                        | 1                   | 0                         | Executive Order                                   |
|                                                               |            | 3                        | 1                   | 2                         |                                                   |
| <b>PUBLIC ADMINISTRATION - FIELD SERVICES</b>                 |            |                          |                     |                           |                                                   |

|                                                                    |   |           |           |           |                                                                       |
|--------------------------------------------------------------------|---|-----------|-----------|-----------|-----------------------------------------------------------------------|
| Director of Administration                                         | R | 5         | 3         | 2         | The Director in charge of Administration services.                    |
| Sub-County Administrator/ Deputy Director, Administrative Services | Q | 11        | 11        | 0         | Career Progression                                                    |
| Deputy subcounty Adm/Asst. Director Administration                 | P | 4         | 4         | 0         | Career progression                                                    |
| Principal Ward Administrator/ Principal Administration Officer     | N | 3         | 3         | 0         | Career Progression                                                    |
| Ward Administrator/ Senior Administration                          | M | 5         | 0         | 5         | Career Progression                                                    |
| Ward Administrator/Senior Administrator                            | L | 10        | 5         | 5         | Entry level for Ward Administrator                                    |
| Village Administrators/ administration Officer 1                   | K | 2         | 0         | 2         | Career progression                                                    |
| Village Administrator II /Administration Officer II                | J | 1         | 0         | 1         | Career Progression                                                    |
| Village Administrator III / Administration Officer III             | H | 4         | 1         | 3         | Entry level                                                           |
|                                                                    |   | <b>45</b> | <b>27</b> | <b>18</b> |                                                                       |
| <b>DIRECTORATE OF INFORMATION AND PUBLIC COMMUNICATIONS</b>        |   |           |           |           |                                                                       |
| Director of Information and Public Communications                  | R | 1         | 0         | 1         | In-charge of the Directorate of Information and Public communications |
| Deputy Director of Information/ Public Communications              | Q | 1         | 0         | 1         | Career progression                                                    |
| Assistant Director of Information/ Assistant Public Communications | P | 1         | 0         | 1         | Career progression                                                    |

|                                                                      |   |    |   |    |                                           |
|----------------------------------------------------------------------|---|----|---|----|-------------------------------------------|
| Principal Information/ Principal Public Communications Officer       | N | 2  | 0 | 2  | Career progression                        |
| Chief Information Officer / Public Communications Officer            | M | 1  | 0 | 1  | Career progression                        |
| Senior Information/ Public Communications                            | L | 1  | 0 | 1  | Career progression                        |
| Information Officer/ Public Communications Officer /Branding Officer | K | 2  | 2 | 0  | Career progression.                       |
| Assistant Information/ Public Communications                         | J | 3  | 2 | 1  | To undertake public communication duties. |
| Assistant Information and Public Communications                      | H | 5  | 3 | 2  | To undertake public communication duties. |
|                                                                      |   | 17 | 7 | 10 |                                           |
| <b>GRAPHIC DESIGNERS</b>                                             |   |    |   |    |                                           |
| Senior Graphic Designer II/Senior Branding Officer II                | M | 0  | 0 | 0  | Career Progression                        |
| Graphic Designer I/Branding Officer I                                | L | 1  | 0 | 1  | Career Progression                        |
| Graphic Designer II/Branding Officer II                              | K | 2  | 1 | 1  | Entry grade for Graphic Designer cadre    |
|                                                                      |   | 3  | 1 | 2  |                                           |
| <b>Sound Technician</b>                                              |   |    |   |    |                                           |
| Sound/ Electrical/Electronic technician II                           | J | 1  | 0 | 1  | Career progression                        |
| Sound/ Electrical/Electronic technician                              | H | 1  | 1 | 0  | This is entry level                       |
|                                                                      |   | 2  | 1 | 1  |                                           |
| <b>DIRECTORATE OF COUNTY INSPECTORATE</b>                            |   |    |   |    |                                           |
| D i r e c t o r - County Inspectorate                                | R | 1  | 0 | 1  | Officer In-charge of the                  |

|                                                                  |     |            |           |           |                                               |
|------------------------------------------------------------------|-----|------------|-----------|-----------|-----------------------------------------------|
|                                                                  |     |            |           |           | Inspectorate Unit.                            |
| Deputy Director County Inspectorate                              | Q   | 1          | 0         | 1         | Career progression.                           |
| Assistant Director County Inspectorate                           | P   | 2          | 1         | 1         | Career Progression                            |
| Principal Inspectorate Officer                                   | N   | 2          | 1         | 1         | As per the Inspectorate 's scheme of service. |
| Chief Inspectorate Officer                                       | M   | 2          | 1         | 1         | As per the Inspectorate 's scheme of service. |
| Senior Inspectorate Officer                                      | L   | 6          | 0         | 6         | As per the Inspectorate 's scheme of service. |
| Inspectorate Officer I / Chief Assistant Inspectorate Officer    | K   | 8          | 6         | 2         | As per the Inspectorate 's scheme of service. |
| Inspectorate Officer II / Chief Assistant Inspectorate Officer   | J   | 7          | 0         | 7         | As per the Inspectorate 's scheme of service. |
| Senior Assistant/Inspectorate Officer                            | H   | 7          | 0         | 7         | As per the Inspectorate 's scheme of service. |
| Assistant Inspectorate Officer II/I                              | F-G | 60         | 35        | 25        | Entry                                         |
|                                                                  |     | <b>104</b> | <b>50</b> | <b>54</b> |                                               |
| <b>PERFORMANCE MANAGEMENT UNIT</b>                               |     |            |           |           |                                               |
| <b>Performance Analyst/ Economist/ Statistician</b>              |     |            |           |           |                                               |
| Director – Performance Management                                | R   | 1          | 0         | 1         | In-charge of the Directorate                  |
| Deputy Director- Performance Management                          | Q   | 1          | 0         | 1         | Career Progression                            |
| Principal Performance Analyst/ Principal Economist/ Statistician | P   | 1          | 0         | 1         | Career Progression                            |
| Senior Performance Analyst I/ Senior Economist I/Statistician I  | N   | 2          | 0         | 2         | Career Progression                            |

|                                                                  |              |           |          |          |                         |
|------------------------------------------------------------------|--------------|-----------|----------|----------|-------------------------|
| Senior Performance Analyst/ Senior Economist II/ Statistician II | M            | 1         | 0        | 1        | Career Progression      |
| Performance Analyst I/ Economist I/ Statistician I               | L            | 2         | 0        | 2        | Career Progression      |
| Performance Analyst II/ Economist II/ Statistician II            | K            | 3         | 2        | 1        | This is the entry grade |
|                                                                  |              | <b>11</b> | <b>2</b> | <b>9</b> |                         |
| <b>DEFUNCT LOCAL AUTHORITY</b>                                   |              |           |          |          |                         |
| Inspector                                                        | F            | 1         | 1        | 0        | -                       |
| Senior Sergeant                                                  | F            | 4         | 4        | 0        | -                       |
| Sergeant                                                         | C            | 15        | 15       | 0        | -                       |
| Corporal                                                         | C            | 2         | 2        | 0        | -                       |
| Constable                                                        | Scale 17/ C  | 8         | 8        | 0        | -                       |
| Askari                                                           | Scale 15     | 1         | 1        | 0        | -                       |
| Water Hydrant Officer                                            | C            | 1         | 1        | 0        | -                       |
| Support Staff                                                    | C/S scale 11 | 7         | 7        | 0        | -                       |
| Clerical Officer A                                               | A            | 1         | 1        | 0        | -                       |
| Overseer                                                         | C            | 1         | 1        | 0        | -                       |
| Senior Market attendant                                          | Scale 17     | 1         | 1        | 0        | -                       |
| Laborer                                                          | C            | 1         | 1        | 0        | -                       |
| Security Guards                                                  | A            | 7         | 7        | 0        | -                       |
| Inspector                                                        | F            | 1         | 1        | 0        | -                       |
| Senior Sergeant                                                  | F            | 4         | 4        | 0        | -                       |
| Sergeant                                                         | C            | 15        | 15       | 0        | -                       |
| Corporal                                                         | C            | 2         | 2        | 0        | -                       |
| Constable                                                        | Scale 17/ C  | 8         | 8        | 0        | -                       |
| Askari                                                           | Scale 15     | 1         | 1        | 0        | -                       |
| Water Hydrant Officer                                            | C            | 1         | 1        | 0        | -                       |
| Support Staff                                                    | C/S scale 11 | 7         | 7        | 0        | -                       |
| Clerical Officer A                                               | A            | 1         | 1        | 0        | -                       |
| Overseer                                                         | C            | 1         | 1        | 0        | -                       |

|                                          |          |            |            |          |                                                                                 |
|------------------------------------------|----------|------------|------------|----------|---------------------------------------------------------------------------------|
| Senior Market attendant                  | Scale 17 | 1          | 1          | 0        | -                                                                               |
| Laborer                                  | C        | 1          | 1          | 0        | -                                                                               |
| Security Guards                          | A        | 7          | 7          | 0        | -                                                                               |
|                                          |          | <b>100</b> | <b>100</b> | <b>0</b> |                                                                                 |
| <b>Assistant Office Administrators</b>   |          |            |            |          |                                                                                 |
| Principal Assistant Office Administrator | N        | 2          | 1          | 1        | Provide administrative support services in the management of office activities. |
| Chief Assistant Office Administrator     | M        | 1          | 1          | 1        | Career progression                                                              |
| Senior Assistant Office Administrator    | L        | 1          | 0          | 2        | Career progression.                                                             |
| Chief Office Administrative Assistant    | K        | 1          | 1          | 1        | Career progression                                                              |
| Office Administrative Assistant I        | J        | 1          | 1          | 1        | Career progression                                                              |
| Office Administrative Assistant II       | G        | 2          | 1          | 1        | Career progression                                                              |
| Office Administrative Assistant III      | H        | 2          | 1          | 1        | Entry level                                                                     |
| <b>Total</b>                             |          | <b>10</b>  | <b>6</b>   | <b>8</b> |                                                                                 |
| <b>Human Resource Officers</b>           |          |            |            |          |                                                                                 |
| Human Resource Officer Assistant         | J        | 3          | 1          | 2        | To handle Human Resource support services.                                      |
|                                          |          | 3          | 1          | 2        |                                                                                 |
| <b>Clerical Officers</b>                 |          |            |            |          |                                                                                 |
| Principal Clerical Officer I             | K        | 1          | 0          | 1        | Career progression                                                              |
| Chief Clerical Officer                   | J        | 1          | 1          | 0        | Career progression                                                              |
| Senior Clerical Officer                  | H        | 1          | 1          | 0        | Career Progression                                                              |
| Clerical Officer I                       | G        | 1          | 0          | 1        | Career progression                                                              |
| Clerical Officer II                      | F        | 4          | 1          | 3        | This is the entry point of clerical officers.                                   |

|                                      |            |                          |                    |                           |                                              |
|--------------------------------------|------------|--------------------------|--------------------|---------------------------|----------------------------------------------|
|                                      |            | 8                        | 3                  | 5                         |                                              |
| <b>RECORDS OFFICERS</b>              |            |                          |                    |                           |                                              |
| Records Management Officer II        | J          | 2                        | 0                  | 2                         | Entry grade                                  |
| Records Management Officer III       | H          | 2                        | 0                  | 2                         | This is the entry point for diploma holders. |
|                                      |            | 4                        | 0                  | 4                         |                                              |
| <b>DRIVERS</b>                       |            |                          |                    |                           |                                              |
| Principal Driver                     | J          | 3                        | 0                  | 3                         | Career progression.                          |
| Chief Driver                         | H          | 1                        | 1                  | 0                         | Career progression.                          |
| Senior Driver                        | G          | 1                        | 1                  | 0                         | Career progression.                          |
| Driver I                             | F          | 1                        | 0                  | 1                         | Career progression.                          |
| Driver II                            | E          | 1                        | 0                  | 1                         | Career progression.                          |
| Driver III                           | D          | 10                       | 8                  | 2                         | This grade is the entry level for drivers.   |
|                                      |            | 17                       | 10                 | 7                         |                                              |
| <b>SUPPORT STAFF</b>                 |            |                          |                    |                           |                                              |
| Senior Support Staff                 | E          | 1                        | 0                  | 0                         | Career Progression                           |
| Support Staff I                      | D          | 10                       | 0                  | 10                        | Career Progression                           |
| Support Staff II                     | C          | 13                       | 10                 | 3                         | This is the entry grade into the cadre.      |
|                                      |            | 24                       | 10                 | 13                        |                                              |
| <b>OFFICE OF THE COUNTY ATTORNEY</b> |            |                          |                    |                           |                                              |
| <b>Head - OFFICE OF THE GOVERNOR</b> |            |                          |                    |                           |                                              |
| <b>Subhead - COUNTY ATTORNEY</b>     |            |                          |                    |                           |                                              |
| <b>DESIGNATION</b>                   | <b>J/G</b> | <b>OPT<br/>IMA<br/>L</b> | <b>IN<br/>POST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>JUSTIFIC<br/>ATION</b>                    |
| County Attorney                      | T          | 1                        | 1                  | 0                         | As per County Attorney Act, 2020             |
| County Solicitor                     | S          | 1                        | 0                  | 1                         | As per County                                |

|                                                                                   |     |    |   |    |                                  |
|-----------------------------------------------------------------------------------|-----|----|---|----|----------------------------------|
|                                                                                   |     |    |   |    | Attorney Act, 2020               |
| Director Legal Services                                                           | R   | 1  | 0 | 1  | As per County Attorney Act, 2020 |
| Deputy Director ADR and Litigation Services/ Legislation and Compliance           | Q   | 2  | 1 | 2  | Career Progression               |
| Principal Legal Counsel (ADR and Litigation Services/ Legislation and Compliance) | P   | 2  | 0 | 1  | Career Progression               |
| Senior Legal Counsel                                                              | N   | 3  | 1 | 2  | Career progression               |
| Legal Counsel I                                                                   | M   | 3  | 3 | 0  | Career progression               |
| Legal Counsel II                                                                  | L   | 5  | 0 | 5  | Entry                            |
|                                                                                   |     | 18 | 6 | 12 |                                  |
| <b>ADMINISTRATION</b>                                                             |     |    |   |    |                                  |
| Principal/Chief Administrative Officer                                            | M-N | 2  | 0 | 2  | Career Progression               |
| Chief/Principal/Senior Office Administrator                                       | K-M | 1  | 1 | 0  | Career Progression               |
| Office Administrative Assistant I/II/III                                          | G-J | 2  | 1 | 1  | Entry                            |
|                                                                                   |     | 5  | 2 | 3  |                                  |
| Chief Clerical Officer/Clerical Officer I/II/III                                  | F   | 2  | 0 | 2  | Career Progression               |
|                                                                                   |     | 2  | 0 | 2  |                                  |
| Chief Driver/Senior Driver/Driver I/II/III                                        | F-J | 3  | 2 | 1  | Career Progression               |
|                                                                                   |     | 3  | 2 | 1  |                                  |
| Support Staff I/II/III                                                            | F-G | 2  | 2 | 0  | Career Progression               |
|                                                                                   |     | 2  | 2 | 0  |                                  |
| <b>COUNTY SINGLE PROJECT MANAGEMENT UNIT (CSPMU)</b>                              |     |    |   |    |                                  |
| County CSPMU Coordinator                                                          | R   | 1  | 1 | 0  | To coordinate CSPMU              |

|                                                |            |                  |                |                    |                                                              |
|------------------------------------------------|------------|------------------|----------------|--------------------|--------------------------------------------------------------|
| Project Technical Lead                         | P          | 5                | 0              | 5                  | To lead the respective technical project                     |
| Accountant                                     | L-Q        | 1                | 0              | 1                  | Officers to be seconded from the respective departments      |
| Supply Chain Management Officer                | L-Q        | 1                | 0              | 1                  | Officers to be seconded from the respective departments      |
| Social Welfare Officer/Social Safeguard        | L-Q        | 1                | 0              | 1                  | Officers to be seconded from the respective departments      |
| Monitoring and Evaluation Officer/ Economist   | L-Q        | 1                | 0              | 1                  | Officers to be seconded from the respective departments      |
| Environmental Safeguard/Social Welfare Officer | L-Q        | 1                | 0              | 1                  | Officers to be seconded from the respective departments      |
|                                                |            | 11               | 1              | 10                 |                                                              |
| <b>COUNTY PUBLIC SERVICE BOARD</b>             |            |                  |                |                    |                                                              |
| <b>Head - PUBLIC SERVICE BOARD</b>             |            |                  |                |                    |                                                              |
| <b>Subhead - PUBLIC SERVICE BOARD</b>          |            |                  |                |                    |                                                              |
| <b>DESIGNATION</b>                             | <b>J/G</b> | <b>OPT IMA L</b> | <b>IN POST</b> | <b>VARI AN C E</b> | <b>JUSTIFIC ATION</b>                                        |
| Chairperson, Board                             | T          | 1                | 1              | 0                  | As provided for by Section 58 of the County Governments Act. |
| Board Members                                  | S          | 5                | 4              | 1                  | As provided for by Section 58 of the County Governments Act. |

|                                                                    |     |   |   |   |                                                                                                                       |
|--------------------------------------------------------------------|-----|---|---|---|-----------------------------------------------------------------------------------------------------------------------|
| Secretary/CEO                                                      | S   | 1 | 1 | 0 | As provided for by Section 58 of the County Governments Act.                                                          |
|                                                                    |     | 7 | 6 | 1 |                                                                                                                       |
| <b>HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT</b>                   |     |   |   |   |                                                                                                                       |
| Director Human Resource Management & Development                   | R   | 1 | 0 | 1 | Assist in the human resource function in the Board, including preparation of specific technical papers on HR matters. |
| Senior Assistant Director, Human Resource Management & Development | Q   | 1 | 0 | 1 | Career progression                                                                                                    |
| Assistant Director, Human Resource Management & Development        | P   | 1 | 1 | 0 | Career progression                                                                                                    |
| Principal Human Resource Management & Development                  | N   | 1 | 0 | 1 | Career Progression                                                                                                    |
| Chief Human Resource Management & Development                      | M   | 1 | 0 | 1 | Career progression                                                                                                    |
| Senior Human Resource Management & Development Officer             | L   | 2 | 1 | 1 | Career progression                                                                                                    |
| Human Resource Management and Development Officer I                | K   | 1 | 0 | 0 | Assist in the HR Management function.                                                                                 |
|                                                                    |     | 8 | 2 | 5 |                                                                                                                       |
| <b>ADMINISTRATIVE SERVICES</b>                                     |     |   |   |   |                                                                                                                       |
| Assistant Director, Administrative Services                        | J-P | 2 | 1 | 1 | Career Progression                                                                                                    |
|                                                                    |     | 2 | 1 | 1 |                                                                                                                       |
| <b>LEGAL OFFICERS</b>                                              |     |   |   |   |                                                                                                                       |

|                                                                |            |                |               |                 |                                                    |
|----------------------------------------------------------------|------------|----------------|---------------|-----------------|----------------------------------------------------|
| Legal Officer I                                                | L          | 1              | 1             | 1               | Carrer Progression                                 |
|                                                                |            | 1              | 1             | 1               |                                                    |
| <b>RECORDS OFFICERS</b>                                        |            |                |               |                 |                                                    |
| Principal Records Officer                                      | N          | 1              | 0             | 1               | Career progression                                 |
| Chief Records Management                                       | M          | 1              | 0             | 1               | Career progression                                 |
| Senior Records Management Officer                              | L          | 1              | 1             | 0               | Career progression                                 |
| Records Management Officer I                                   | K          | 1              | 0             | 1               | Entry grade for degree Records Management Officers |
| Records Management Officer III                                 | H          | 1              | 0             | 1               | The entry for the Records Management Officers      |
|                                                                |            | 5              | 1             | 4               |                                                    |
| <b>CLERICAL OFFICERS</b>                                       |            |                |               |                 |                                                    |
| Clerical Officer                                               | F-G        | 2              | 1             | 1               | Career Progression                                 |
|                                                                |            | 2              | 1             | 1               |                                                    |
| <b>DRIVERS</b>                                                 |            |                |               |                 |                                                    |
| Senior Driver                                                  | D-G        | 3              | 2             | 1               | Career progression                                 |
| <b>SUPPORT STAFF</b>                                           |            |                |               |                 |                                                    |
| Senior Support Staff                                           | C-E        | 2              | 1             | 1               | Career progression                                 |
|                                                                |            | 2              | 1             | 1               |                                                    |
| <b>DEPARTMENT OF GENDER, YOUTH, SPORTS AND SOCIAL SERVICES</b> |            |                |               |                 |                                                    |
| <b>Head - GENDER, YOUTH, SPORTS AND SOCIAL SERVICES</b>        |            |                |               |                 |                                                    |
| <b>Subhead - GENDER, YOUTH, SPORTS AND SOCIAL SERVICES</b>     |            |                |               |                 |                                                    |
| <b>DESIGNATION</b>                                             | <b>J/G</b> | <b>OPTIMAL</b> | <b>INPOST</b> | <b>VARIANCE</b> | <b>JUSTIFICATION</b>                               |
| County Executive Committee Member                              | T          | 1              | 1             | 0               | -                                                  |
| Chief Officer                                                  | S          | 1              | 1             | 0               | -                                                  |
|                                                                |            | 2              | 2             | 0               |                                                    |
| <b>GENDER DEVELOPMENT AND SOCIAL SERVICES</b>                  |            |                |               |                 |                                                    |

|                                                                       |     |           |          |           |                         |
|-----------------------------------------------------------------------|-----|-----------|----------|-----------|-------------------------|
| Director Social Welfare Services/Gender Development Officer           | R   | 1         | 1        | 0         | To head the Directorate |
| Deputy Director Social Welfare Services//Gender Development Officer   | Q   | 1         | 0        | 1         | Career progression      |
| Assistant Director Social Welfare Services/Gender Development Officer | P   | 1         | 1        | 0         | Career progression      |
| Principal Social Welfare Officer/Gender Development Officer           | N   | 1         | 0        | 1         | Career progression      |
| Chief Social welfare Officer/Gender Development Officer               | M   | 2         | 0        | 2         | Career progression      |
| Senior Social Welfare Officer/Gender Development Officer              | L   | 5         | 2        | 3         | Career progression      |
| Social Welfare Officer I/Gender Development Officer                   | K   | 5         | 5        | 0         | Career Progression      |
| Social Welfare Officer II/Gender Development Officer                  | J   | 4         | 0        | 4         | Entry                   |
|                                                                       |     | <b>20</b> | <b>9</b> | <b>11</b> |                         |
| <b>WELFARE OFFICERS</b>                                               |     |           |          |           |                         |
| Social Welfare Officer II/Gender Development Officer                  | J   | 4         | 0        | 4         | Career Progression      |
| Social Welfare Officer III//Gender Development Officer                | H   | 4         | 0        | 4         | Entry                   |
|                                                                       |     | <b>8</b>  | <b>0</b> | <b>8</b>  |                         |
| <b>COOKS</b>                                                          |     |           |          |           |                         |
| Cook II                                                               | F   | 2         | 0        | 2         | Career Progression      |
| Cook III                                                              | E   | 2         | 2        | 0         | Entry                   |
|                                                                       |     | <b>4</b>  | <b>2</b> | <b>2</b>  |                         |
| <b>HOUSE KEEPING</b>                                                  |     |           |          |           |                         |
| House Keeping Assistant I                                             | E-G | 3         | 1        | 2         | Career Progression      |
|                                                                       |     | 3         | 1        | 2         |                         |
| <b>NUTRITION OFFICERS</b>                                             |     |           |          |           |                         |

|                                     |   |           |          |           |                                              |
|-------------------------------------|---|-----------|----------|-----------|----------------------------------------------|
| Nutrition Officer III               | H | 1         | 0        | 1         | To be seconded from the Department of Health |
|                                     |   | <b>1</b>  | <b>0</b> | <b>1</b>  |                                              |
| <b>COUNSELLORS</b>                  |   |           |          |           |                                              |
| Counsellor II                       | H | 8         | 0        | 8         | To be seconded from the department of Health |
|                                     |   | <b>8</b>  | <b>0</b> | <b>8</b>  |                                              |
| <b>Head - LIBRARY SERVICES</b>      |   |           |          |           |                                              |
| <b>SubHead - LIBRARY SERVICES</b>   |   |           |          |           |                                              |
| <b>LIBRARIAN</b>                    |   |           |          |           |                                              |
| Deputy Director Library Services    | Q | 1         | 0        | 0         | For redesignation                            |
| Assistant Director Library Services | P | 1         | 0        | 1         | For redesignation                            |
| Principal Librarian                 | N | 1         | 0        | 1         | For redesignation                            |
| Chief Librarian                     | M | 2         | 0        | 2         | For redesignation                            |
| Senior Librarian                    | L | 3         | 0        | 3         | For redesignation                            |
| Librarian                           | K | 5         | 0        | 5         | Entry                                        |
|                                     |   | <b>13</b> | <b>0</b> | <b>12</b> |                                              |
| <b>LIBRARY ASSISTANT</b>            |   |           |          |           |                                              |
| Senior Principal Library Assistant  | N | 1         | 0        | 1         | For redesignation                            |
| Principal Library Assistant         | M | 1         | 0        | 1         | For redesignation                            |
| Chief Library Assistant             | L | 3         | 0        | 3         | For redesignation                            |
| Senior Library Assistant            | K | 5         | 0        | 5         | For redesignation                            |

|                                                    |   |           |           |           |                        |
|----------------------------------------------------|---|-----------|-----------|-----------|------------------------|
| Library Assistant I                                | J | 7         | 1         | 6         | For redesignation      |
|                                                    |   | <b>17</b> | <b>1</b>  | <b>16</b> |                        |
| <b>DIRECTORATE OF DISASTER RISK MANAGEMENT</b>     |   |           |           |           |                        |
| <b>FIRE AND RESCUE SERVICES</b>                    |   |           |           |           |                        |
| <b>FIRE OFFICERS</b>                               |   |           |           |           |                        |
|                                                    |   |           |           |           |                        |
| Director, Fire and Rescue Services                 | R | 1         | 1         | 0         |                        |
| Principal Superintendent fire Officer              | Q | 1         | 0         | 1         |                        |
| Chief Superintendent fire Officer                  | P | 1         | 0         | 1         |                        |
| Senior Superintendent fire Officer                 | N | 1         | 1         | 0         | Career progression     |
| Senior Fire Officer                                | M | 1         | 0         | 1         |                        |
| Fire Officer I                                     | L | 2         | 0         | 2         |                        |
| Fire Officer II                                    | K | 3         | 0         | 3         |                        |
| Fire Officer III                                   | J | 5         | 0         | 5         | Entry (Degree holders) |
| Principal Fireman                                  | J | 2         | 0         | 2         | Career progression     |
| Chief Fireman                                      | H | 4         | 0         | 4         | Career progression     |
| Senior Fireman                                     | G | 10        | 0         | 10        | Career progression     |
| Fireman I                                          | F | 20        | 15        | 5         | Entry                  |
|                                                    |   | <b>51</b> | <b>17</b> | <b>34</b> |                        |
| <b>FIRE ENGINE OPERATOR</b>                        |   |           |           |           |                        |
| Chief Fire Engine Operator/Chief Plant Operator    | H | 1         | 0         | 1         | Career progression     |
| Senior Fire Engine Operator/ Senior Plant Operator | G | 5         | 0         | 5         | Career progression     |
| Fire Engine Operator I/Plant Operator I            | F | 8         | 5         | 3         | Entry                  |
|                                                    |   | <b>14</b> | <b>5</b>  | <b>9</b>  |                        |
| <b>DIRECTORATE OF YOUTH AFFAIRS AND SPORTS</b>     |   |           |           |           |                        |
| <b>YOUTH AFFAIRS</b>                               |   |           |           |           |                        |
| Assistant Director Youth Affairs                   | P | 1         | 0         | 1         | Career progression     |

|                                                                                                                      |     |           |          |          |                                     |
|----------------------------------------------------------------------------------------------------------------------|-----|-----------|----------|----------|-------------------------------------|
| Principal Youth Affairs Officers                                                                                     | N   | 1         | 0        | 1        |                                     |
| Chief Youth Affairs Officer                                                                                          | M   | 1         | 0        | 1        | Career progression                  |
| Senior Youth Affairs Officer                                                                                         | L   | 2         | 0        | 2        | Career progression                  |
| Youth Affairs Officer II/I                                                                                           | J-K | 4         | 0        | 4        | Entry                               |
|                                                                                                                      |     | <b>9</b>  | <b>0</b> | <b>9</b> |                                     |
| <b>SPORTS</b>                                                                                                        |     |           |          |          |                                     |
| <b>SPORTS OFFICERS</b>                                                                                               |     |           |          |          |                                     |
| Principal Sports Officer                                                                                             | N   | 1         | 0        | 1        | Career progression                  |
| Chief Sports Officer                                                                                                 | M   | 1         | 0        | 1        | Career progression                  |
| Senior Sports Officer                                                                                                | L   | 2         | 0        | 2        | Career progression                  |
| Sports Officer                                                                                                       | K   | 6         | 2        | 4        | Entry                               |
|                                                                                                                      |     | <b>10</b> | <b>2</b> | <b>8</b> |                                     |
| <b>ADMINISTRATIVE SERVICE</b>                                                                                        |     |           |          |          |                                     |
| Deputy Director Administrative Service                                                                               | Q   | 1         | 1        | 0        | Seconded from the Governor's Office |
|                                                                                                                      |     | 1         | 1        | 0        |                                     |
| <b>OFFICE ADMINISTRATIVE OFFICERS/ASSISTANTS</b>                                                                     |     |           |          |          |                                     |
| Senior Office Administrator/ Senior Assistant Office Administrator                                                   | L   | 1         | 0        | 1        | Career progression                  |
| Senior Office Administrative Assistant/Assistant Office Administrator I/Office Administrator I Office Administrative | K   | 1         | 1        | 0        | Career progression                  |
| Assistant I/Assistant Office Administrator II/Office Administrator II                                                | J   | 1         | 1        | 0        | Career progression                  |
| Office Administrative Assistant II/Assistant Office Administrator III                                                | H   | 1         | 0        | 1        | Entry                               |
|                                                                                                                      |     | <b>4</b>  | <b>2</b> | <b>2</b> |                                     |
| <b>RECORDS MANAGEMENT OFFICERS</b>                                                                                   |     |           |          |          |                                     |

|                                                 |     |           |           |          |                    |
|-------------------------------------------------|-----|-----------|-----------|----------|--------------------|
| Senior Records Management Officer               | L   | 1         | 0         | 1        | Career progression |
| Records Management Officer I                    | K   | 1         | 0         | 1        | Career progression |
| Records Management Officer II                   | J   | 1         | 1         | 0        | Career progression |
|                                                 |     | <b>3</b>  | <b>1</b>  | <b>2</b> |                    |
| <b>CLERICAL OFFICERS</b>                        |     |           |           |          |                    |
| Principal Clerical Officer                      | K   | 1         | 0         | 1        | Career progression |
| Chief Clerical Officer                          | J   | 1         | 1         | 0        | Career progression |
| Senior Clerical Officer                         | H   | 1         | 0         | 1        |                    |
| Clerical Officer I                              | G   | 2         | 0         | 2        |                    |
| Clerical Officer II                             | F   | 2         | 0         | 2        | Entry              |
|                                                 |     | <b>7</b>  | <b>1</b>  | <b>6</b> |                    |
| <b>DRIVERS</b>                                  |     |           |           |          |                    |
| Principal Driver                                | J   | 1         | 1         | 0        | Career progression |
| Chief Driver                                    | H   | 1         | 0         | 1        | Career progression |
| Senior Driver                                   | G   | 1         | 0         | 1        | Career progression |
| Driver I                                        | F   | 1         | 0         | 1        | Career progression |
| Driver III/II                                   | D-E | 9         | 3         | 3        | Entry              |
|                                                 |     | <b>13</b> | <b>4</b>  | <b>6</b> |                    |
| <b>SUPPORT STAFF</b>                            |     |           |           |          |                    |
| Cleaning Supervisor 1                           | G   | 1         | 1         | 0        |                    |
| Cleaning supervisor II                          | F   | 5         | 0         | 5        | Career progression |
| Support Staff Supervisor                        | E   | 6         | 5         | 1        | Career progression |
| Senior Support Staff                            | D   | 3         | 1         | 2        | Career progression |
| Support Staff 1                                 | C   | 3         | 3         | 0        | Entry              |
|                                                 |     | <b>18</b> | <b>10</b> | <b>8</b> |                    |
| <b>DEVOLVED KENYA NATIONAL LIBRARY SERVICES</b> |     |           |           |          |                    |
| Principal Librarian                             | R   | 1         | 1         | 0        | -                  |
| Librarian II                                    | N   | 3         | 3         | 0        | -                  |
| Senior Library Assistant                        | M   | 11        | 11        | 0        | -                  |
| Library Assistant I                             | J   | 3         | 3         | 0        | -                  |
| Senior Driver                                   | J   | 1         | 1         | 0        | -                  |
| Library Assistant II                            | H   | 1         | 1         | 0        | -                  |

|                                                                         |            |                          |                           |                           |                           |
|-------------------------------------------------------------------------|------------|--------------------------|---------------------------|---------------------------|---------------------------|
| Senior Subordinate Staff                                                | F          | 7                        | 7                         | 0                         | -                         |
| Security Assistant                                                      | E          | 1                        | 1                         | 0                         | -                         |
|                                                                         |            | <b>28</b>                | <b>28</b>                 | <b>0</b>                  |                           |
| <b>DEVOLVED DEFUNCT LOCAL AUTHORITY</b>                                 |            |                          |                           |                           |                           |
| Fire Station Officer                                                    | H          | 1                        | 1                         | 0                         | -                         |
| Fire Man 2                                                              | D          | 1                        | 1                         | 0                         | -                         |
| Fireman 3                                                               | D          | 1                        | 1                         | 0                         | -                         |
| Senior Messenger                                                        | C          | 1                        | 1                         | 0                         | -                         |
| Laborer 1                                                               | A          | 1                        | 1                         | 0                         | -                         |
|                                                                         |            | <b>5</b>                 | <b>5</b>                  | <b>0</b>                  |                           |
|                                                                         |            |                          |                           |                           |                           |
|                                                                         |            |                          |                           |                           |                           |
| <b>DEPARTMENT OF TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY</b> |            |                          |                           |                           |                           |
| <b>Head - TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY</b>        |            |                          |                           |                           |                           |
| <b>DESIGNATION</b>                                                      | <b>J/G</b> | <b>OPT<br/>IMA<br/>L</b> | <b>APPR<br/>OVE<br/>D</b> | <b>VARI<br/>ANC<br/>E</b> | <b>JUSTIFIC<br/>ATION</b> |
| <b>ADMINISTRATION</b>                                                   |            |                          |                           |                           |                           |
| County Executive Committee Member                                       | T          | 1                        | 1                         | 0                         | -                         |
| Chief Officer                                                           | S          | 1                        | 1                         | 0                         | -                         |
|                                                                         |            | <b>2</b>                 | <b>2</b>                  | <b>0</b>                  |                           |
| <b>ADMINISTRATION</b>                                                   |            |                          |                           |                           |                           |
| Senior Office Administrator                                             | L          | 1                        | 0                         | 1                         | Career Progression        |
| Office Administrator I                                                  | K          | 1                        | 1                         | 0                         | Career Progression        |
| Office Administrator II                                                 | J          | 1                        | 0                         | 1                         | Entry Level               |
|                                                                         |            | <b>3</b>                 | <b>1</b>                  | <b>2</b>                  |                           |
| Senior Assistant Office Administrator                                   | L          | 1                        | 0                         | 1                         | Career Progression        |
| Assistant Office Administrator I                                        | K          | 1                        | 1                         | 0                         | Career Progression        |
| Assistant Office Administrator II                                       | J          | 1                        | 0                         | 1                         | Career Progression        |
| Office Administrative Assistant II                                      | H          | 1                        | 0                         | 1                         | Career Progression        |
| Office Administrative Assistant III                                     | G          | 1                        | 0                         | 1                         | Entry Level               |
|                                                                         |            | <b>5</b>                 | <b>1</b>                  | <b>4</b>                  |                           |
| <b>ICT Officers</b>                                                     |            |                          |                           |                           |                           |

|                                           |   |           |           |           |                         |
|-------------------------------------------|---|-----------|-----------|-----------|-------------------------|
| Senior ICT Officer                        | L | 1         | 1         | 0         | To offer<br>ICT support |
| ICT Officer I                             | K | 1         | 0         | 1         | Entry Level             |
|                                           |   | <b>2</b>  | <b>1</b>  | <b>1</b>  |                         |
| <b>Clerical Officers</b>                  |   |           |           |           |                         |
| Principal Clerical Officer                | K | 1         | 1         | 0         | Career<br>Progression   |
| Chief Clerical Officer                    | J | 1         | 1         | 0         | Career<br>Progression   |
| Senior Clerical Officer                   | H | 2         | 0         | 2         | Career<br>Progression   |
| Clerical Officer I                        | G | 2         | 2         | 0         | Career<br>Progression   |
| Clerical Officer II                       | F | 3         | 3         | 0         | Entry Level             |
|                                           |   | <b>9</b>  | <b>7</b>  | <b>2</b>  |                         |
| <b>Drivers</b>                            |   |           |           |           |                         |
| Chief Driver                              | J | 4         | 4         | 0         | Career<br>Progression   |
| Driver II                                 | E | 7         | 0         | 7         | Career<br>Progression   |
| Driver III                                | D | 7         | 7         | 0         | Entry Level             |
| Senior Plant operator                     | G | 8         | 0         | 8         | Career<br>Progression   |
| Plant operator I                          | F | 8         | 8         | 0         | Career<br>Progression   |
| Plant operator II                         | E | 2         | 0         | 2         | Career<br>Progression   |
| Plant operator III                        | D | 2         | 2         | 0         | Entry Level             |
|                                           |   | <b>38</b> | <b>21</b> | <b>17</b> |                         |
| <b>Support Staff</b>                      |   |           |           |           |                         |
| Cleaning Supervisor I                     | G | 2         | 1         | 1         | Career<br>Progression   |
| Cleaning Supervisor II B                  | E | 1         | 0         | 1         | Career<br>Progression   |
| Cleaning Supervisor III/SSS               | D | 1         | 1         | 0         | Career<br>Progression   |
| Support Staff I                           | C | 7         | 7         | 0         | Entry Level             |
|                                           |   | <b>11</b> | <b>9</b>  | <b>2</b>  |                         |
| <b>PUBLIC WORKS</b>                       |   |           |           |           |                         |
| <b>Architectural</b>                      |   |           |           |           |                         |
| <b>Degree (BS)</b>                        |   |           |           |           |                         |
| Senior Principal Superintending Architect | R | 1         | 1         | 0         | Career<br>Progression   |
| Principal Superintending Architect        | Q | 1         | 1         | 0         | Career<br>Progression   |

|                                                   |   |           |          |          |                    |
|---------------------------------------------------|---|-----------|----------|----------|--------------------|
| Chief Superintending Architect                    | P | 1         | 0        | 1        | Career Progression |
| Senior Superintending Architect                   | N | 2         | 0        | 2        | Career Progression |
| Superintending Architect                          | M | 2         | 0        | 2        | Career Progression |
| Assistant Architect                               | L | 2         | 2        | 0        | Entry Level        |
|                                                   |   | <b>9</b>  | <b>4</b> | <b>5</b> |                    |
| <b>Diploma</b>                                    |   |           |          |          |                    |
| Senior Principal Architectural Assistant          | P | 1         | 0        | 1        | Career Progression |
| Principal Architectural Assistant                 | N | 1         | 1        | 0        | Career Progression |
| Chief Architectural Assistant.                    | M | 1         | 0        | 1        | Career Progression |
| Senior Architectural Assistant.                   | L | 1         | 0        | 1        | Career Progression |
| Architectural asst. I                             | K | 1         | 0        | 1        | Career Progression |
| Architectural asst. II                            | J | 3         | 0        | 3        | Career Progression |
| Architectural asst. III                           | H | 3         | 3        | 0        | Entry Level        |
|                                                   |   | <b>11</b> | <b>4</b> | <b>7</b> |                    |
| <b>Quantity surveyors</b>                         |   |           |          |          |                    |
| <b>Degree</b>                                     |   |           |          |          |                    |
| Senior Principal Superintending Quantity Surveyor | R | 1         | 1        | 0        | Career Progression |
| Principal Superintending QS                       | Q | 1         | 0        | 1        | Career Progression |
| Chief Superintending QS                           | P | 1         | 0        | 1        | Career Progression |
| Senior Superintending QS                          | N | 1         | 0        | 1        | Career Progression |
| Superintending QS                                 | M | 1         | 0        | 1        | Career Progression |
| Assistant QS I                                    | L | 1         | 0        | 1        | Career Progression |
| Assistant QS II                                   | K | 3         | 1        | 2        | Entry Level        |
|                                                   |   | <b>9</b>  | <b>2</b> | <b>7</b> |                    |
| <b>DIPLOMA</b>                                    |   |           |          |          |                    |
| QS assistant. I                                   | K | 1         | 0        | 1        | Career Progression |
| QS assistant II                                   | J | 1         | 0        | 1        | Career Progression |

|                                                     |   |          |          |          |                    |
|-----------------------------------------------------|---|----------|----------|----------|--------------------|
| QS assistant III                                    | H | 3        | 0        | 3        | Entry Level        |
|                                                     |   | <b>5</b> | <b>0</b> | <b>5</b> |                    |
| <b>Structural engineering</b>                       |   |          |          |          |                    |
| <b>Degree</b>                                       |   |          |          |          |                    |
| Senior Principal Superintending Engineer Structural | R | 1        | 0        | 1        | Career Progression |
| Principal Superintending Engineer Structural        | Q | 1        | 0        | 1        | Career Progression |
|                                                     |   |          |          |          |                    |
| Chief Superintending Engineer (Structural)          | P | 1        | 1        | 0        | Career Progression |
| Senior Superintending Engineer Structural           | N | 1        | 0        | 0        | Career Progression |
| Superintending Engineer Structural                  | M | 1        | 0        | 0        | Career Progression |
| Engineer Structural I                               | L | 1        | 0        | 0        | Career Progression |
| Engineer Structural II                              | K | 2        | 0        | 2        | Entry Level        |
|                                                     |   | <b>7</b> | <b>1</b> | <b>3</b> |                    |
| <b>Diploma</b>                                      |   |          |          |          |                    |
| Senior Principal Structural Assistant               | P | 1        | 0        | 1        | Career Progression |
| Structural Assistant I                              | K | 1        | 0        | 1        | Career Progression |
| Structural Assistant II                             | J | 1        | 0        | 1        | Career Progression |
| Structural Assistant III                            | H | 2        | 0        | 2        | Entry Level        |
|                                                     |   | <b>5</b> | <b>0</b> | <b>5</b> |                    |
| <b>Building inspectors</b>                          |   |          |          |          |                    |
| <b>Diploma</b>                                      |   |          |          |          |                    |
| Senior Principal Superintendent Building            | P | 1        | 0        | 1        | Career Progression |
| Principal Superintendent Building                   | N | 1        | 0        | 1        | Career Assistant   |
| Chief Superintendent Building                       | M | 1        | 1        | 0        | Career Progression |
| Senior Superintendent Building                      | L | 1        | 0        | 1        | Career Progression |
| Superintendent Building                             | K | 1        | 0        | 1        | Career Progression |
| Senior Inspector Building                           | J | 1        | 0        | 1        | Career Progression |

|                                                       |   |           |          |           |                    |
|-------------------------------------------------------|---|-----------|----------|-----------|--------------------|
| Inspector Building                                    | H | 4         | 2        | 2         | Entry Level        |
|                                                       |   | <b>10</b> | <b>3</b> | <b>7</b>  |                    |
| <b>TRANSPORT AND ROADS</b>                            |   |           |          |           |                    |
| <b>Subhead – Transport Engineers</b>                  |   |           |          |           |                    |
| <b>Degree</b>                                         |   |           |          |           |                    |
| Senior Principal Superintending Engineer (Civil)      | R | 1         | 0        | 1         | Career Progression |
| Principal Superintending Engineer (Civil)             | Q | 1         | 0        | 1         | Career Progression |
| Chief Superintending Engineer (Civil)                 | P | 1         | 0        | 1         | Career Progression |
| Senior Superintending Engineer (Civil)                | N | 1         | 0        | 1         | Career Progression |
| Superintending Engineer (Civil)                       | M | 1         | 0        | 1         | Career Progression |
| Engineer Structural I                                 | L | 1         | 0        | 1         | Career Progression |
| Engineer Structural II                                | K | 2         | 1        | 1         | Entry Level        |
|                                                       |   | <b>8</b>  | <b>1</b> | <b>7</b>  |                    |
| <b>Inspector Roads</b>                                |   |           |          |           |                    |
| <b>Diploma</b>                                        |   |           |          |           |                    |
| Principal Superintendent (Roads)                      | N | 1         | 0        | 1         | Career Progression |
| Chief Superintendent (Roads)                          | M | 1         | 0        | 1         | Career Progression |
| Senior Superintendent (Roads)                         | L | 1         | 0        | 1         | Career Progression |
| Superintendent (Roads)                                | K | 2         | 0        | 2         | Career Progression |
| Senior Inspector (Roads)                              | J | 4         | 0        | 4         | Career Progression |
| Inspector (Roads)                                     | H | 6         | 4        | 2         | Entry Level        |
|                                                       |   | <b>15</b> | <b>4</b> | <b>11</b> |                    |
| <b>Mechanical Engineer Automotive</b>                 |   |           |          |           |                    |
| <b>Degree</b>                                         |   |           |          |           |                    |
| Senior Principal Superintending Engineer (Mechanical) | R | 1         | 0        | 1         | Career Progression |
| Principal Superintending Engineer (Mechanical)        | Q | 1         | 0        | 1         | Career Progression |
| Chief Superintending Engineer (Mechanical)            | P | 1         | 0        | 1         | Career Progression |

|                                                       |   |           |          |          |                    |
|-------------------------------------------------------|---|-----------|----------|----------|--------------------|
| Senior Superintending Engineer (Mechanical)           | N | 1         | 0        | 1        | Career Progression |
| Superintending Engineer (Mechanical)                  | M | 1         | 0        | 1        | Career Progression |
| Assistant Engineer I(Mechanical)                      | L | 1         | 0        | 1        | Career Progression |
| Assistant Engineer II (Mechanical)                    | K | 1         | 1        | 0        | Entry Level        |
|                                                       |   | <b>7</b>  | <b>1</b> | <b>6</b> |                    |
| <b>Plant Mechanics</b>                                |   |           |          |          |                    |
| Principal Plant Mechanic                              | L | 1         | 0        | 1        | Career Progression |
| Chief Plant Mechanic                                  | K | 1         | 0        | 1        | Career Progression |
| Senior Plant Mechanic                                 | J | 2         | 0        | 2        | Career Progression |
| Plant Mechanic I                                      | H | 4         | 2        | 2        | Career Progression |
| Plant Mechanic II                                     | G | 2         | 2        | 0        | Career Progression |
| Plant Mechanic III                                    | F | 3         | 0        | 3        | Entry Level        |
|                                                       |   | <b>13</b> | <b>4</b> | <b>9</b> |                    |
| <b>DIRECTORATE OF ENERGY</b>                          |   |           |          |          |                    |
| <b>Subhead - Electrical Engineers</b>                 |   |           |          |          |                    |
| Senior Principal Superintending Engineer (Electrical) | R | 1         | 0        | 1        | Career Progression |
| Principal Superintending Engineer (Electrical)        | Q | 1         | 0        | 1        | Career Progression |
| Chief Superintending Engineer (Electrical)            | P | 1         | 0        | 1        | Career Progression |
| Senior Superintending Engineer (Electrical)           | N | 1         | 0        | 1        | Career Progression |
| Superintending Engineer (Electrical)                  | M | 1         | 0        | 1        | Career Progression |
| Assistant Engineer I (Electrical)                     | L | 2         | 1        | 1        | Career             |
| Assistant Engineer II (Electrical)                    | K | 5         | 3        | 2        | Entry Level        |
|                                                       |   | <b>12</b> | <b>4</b> | <b>8</b> |                    |
| <b>Electrical Inspectors (BS)</b>                     |   |           |          |          |                    |
| Senior Principal Superintendent (Electrical)          | P | 1         | 0        | 1        | Career Progression |
| Principal Superintendent (Electrical)                 | N | 1         | 0        | 1        | Career Progression |

|                                                          |   |           |          |           |                    |
|----------------------------------------------------------|---|-----------|----------|-----------|--------------------|
| Chief Superintendent (Electrical)                        | M | 1         | 0        | 1         | Career Progression |
| Senior Superintendent (Electrical)                       | L | 2         | 1        | 1         | Career Progression |
| Superintendent (Electrical)                              | K | 3         | 0        | 3         | Career Progression |
| Senior Inspector (Electrical)                            | J | 6         | 3        | 3         | Career Progression |
| Inspector (Electrical)                                   | H | 5         | 4        | 1         | Entry level        |
|                                                          |   | <b>19</b> | <b>8</b> | <b>11</b> |                    |
| <b>MECHANICAL ENGINEER(BS)</b>                           |   |           |          |           |                    |
| <b>Subhead – Mechanical Engineers</b>                    |   |           |          |           |                    |
| <b>DEGREE</b>                                            |   |           |          |           |                    |
| Senior Principal Superintending Engineer (Mechanical BS) | R | 1         | 0        | 1         | Career Progression |
| Principal Superintending Engineer (Mechanical BS)        | Q | 1         | 1        | 0         | Career Progression |
| Chief Superintending Engineer (Mechanical BS)            | P | 1         | 0        | 1         | Career Progression |
| Senior Superintending Engineer (Mechanical BS)           | N | 1         | 0        | 1         | Career Progression |
| Superintending Engineer (Mechanical BS)                  | M | 1         | 0        | 1         | Career Progression |
| Assistant Engineer I (Mechanical BS)                     | L | 1         | 0        | 1         | Career Progression |
| Assistant Engineer II (Mechanical BS)                    | K | 2         | 1        | 1         | Entry Level        |
|                                                          |   | 8         | 2        | 6         |                    |
| <b>MECHANICAL INSPECTORS</b>                             |   |           |          |           |                    |
| <b>DIPLOMA</b>                                           |   |           |          |           |                    |
| Mechanical Inspector                                     | H | 2         | 0        | 2         | Entry Level        |
|                                                          |   | <b>2</b>  | <b>0</b> | <b>2</b>  |                    |
| <b>FIRE SERVICE</b>                                      |   |           |          |           |                    |
| <b>DEGREE</b>                                            |   |           |          |           |                    |
| Chief Superintending Fire Officer                        | P | 1         | 0        | 1         | Career Progression |
| Senior Superintending Fire Officer                       | N | 1         | 0        | 1         | Career Progression |
| Superintending Fire Officer                              | M | 1         | 0        | 1         | Career Progression |
| Fire Officer I                                           | L | 3         | 0        | 3         | Career Progression |
| Fire Officer II                                          | K | 5         | 0        | 5         | Entry Level        |

|                                                         |           |                          |                    |                           |                         |
|---------------------------------------------------------|-----------|--------------------------|--------------------|---------------------------|-------------------------|
|                                                         |           | 11                       | 0                  | 11                        |                         |
| <b>INSPECTOR FIRE SERVICE</b>                           |           |                          |                    |                           |                         |
| <b>Diploma</b>                                          |           |                          |                    |                           |                         |
| Senior Principal (Fire Services)                        | N         | 1                        | 0                  | 1                         | Career Progression      |
| Chief Superintendent (Fire Services)                    | M         | 1                        | 0                  | 1                         | Career Progression      |
| Senior Superintendent (Fire Services)                   | L         | 1                        | 0                  | 1                         | Career Progression      |
| Superintendent (Fire Services)                          | K         | 1                        | 0                  | 1                         | Career Progression      |
| Senior Inspector (Fire Services )                       | J         | 2                        | 0                  | 2                         | Career Progression      |
| Inspector (Fire Services)                               | H         | 4                        | 1                  | 3                         | Entry Level             |
|                                                         |           | 10                       | 1                  | 9                         |                         |
| <b>DEFUNCT LOCAL AUTHORITY</b>                          |           |                          |                    |                           |                         |
| Foreman II (Roads)                                      | F         | 1                        | 1                  | 0                         |                         |
| Senior Driver III                                       | D         | 1                        | 1                  | 0                         |                         |
| Driver I                                                | C         | 1                        | 1                  | 0                         |                         |
| Technical Inspector II                                  | D         | 1                        | 1                  | 0                         |                         |
| Senior Secretary                                        | J         | 1                        | 1                  | 0                         |                         |
| Artsan III                                              | D         | 1                        | 1                  | 0                         |                         |
|                                                         |           | 6                        | 6                  | 0                         |                         |
| <b>DEPARTMENT OF EDUCATION, TRAINING AND DEVOLUTION</b> |           |                          |                    |                           |                         |
| <b>Head - EDUCATION, TRAINING AND DEVOLUTION</b>        |           |                          |                    |                           |                         |
| <b>Subhead - EDUCATION, TRAINING AND DEVOLUTION</b>     |           |                          |                    |                           |                         |
| <b>DESIGNATION</b>                                      | <b>JG</b> | <b>OPT<br/>IMA<br/>L</b> | <b>INPO<br/>ST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>REMARKS</b>          |
| County Executive Committee Member                       | T         | 1                        | 1                  | 0                         | -                       |
| Chief Officer                                           | S         | 1                        | 1                  | 0                         | -                       |
|                                                         |           | 2                        | 2                  | 0                         |                         |
| <b>DIRECTORATE OF EDUCATION AND TRAINING</b>            |           |                          |                    |                           |                         |
| Director Education                                      | R         | 1                        | 1                  | 0                         | To head the directorate |
| Deputy Director Education                               | Q         | 1                        | 0                  | 1                         | Career Progression      |
| Assistant Director Education                            | P         | 4                        | 1                  | 3                         | Career progression      |

|                                                             |      |            |            |           |                                             |
|-------------------------------------------------------------|------|------------|------------|-----------|---------------------------------------------|
| Principal Education Officer                                 | N    | 8          | 8          | 0         | In charge of Education and Training at Sub- |
|                                                             |      | <b>14</b>  | <b>10</b>  | <b>4</b>  |                                             |
| <b>VTC (YOUTH POLYTECHNIC INSTRUCTORS-BACHELOR HOLDERS)</b> |      |            |            |           |                                             |
| Principal Youth Training Officer                            | N    | 2          | 0          | 2         | For Re-designation of officers              |
|                                                             |      | <b>2</b>   | <b>0</b>   | <b>2</b>  |                                             |
| <b>VTC (YOUTH POLYTECHNIC INSTRUCTORS- DIPLOMA HOLDERS)</b> |      |            |            |           |                                             |
| Principal Youth Polytechnic Instructor                      | N    | 10         | 0          | 10        | Career progression                          |
| Chief Youth Polytechnic Instructor                          | M    | 15         | 12         | 3         | Career progression                          |
| Senior Youth Polytechnic Instructor                         | L    | 25         | 5          | 20        | Career progression                          |
| Youth Polytechnic Instructor I                              | K    | 30         | 30         | 0         | Career progression                          |
| Youth Polytechnic Instructor 11I/II                         | H-J  | 40         | 36         | 4         | Entry                                       |
|                                                             |      | <b>120</b> | <b>83</b>  | <b>37</b> |                                             |
| <b>ECDE GRADUATE LEVEL</b>                                  |      |            |            |           |                                             |
| Graduate ECDE teacher 111                                   | K    | 5          | 0          | 5         | For Re-designation of Officers              |
|                                                             |      | <b>5</b>   | <b>0</b>   | <b>5</b>  |                                             |
| <b>ECDE TEACHERS – DIPLOMA LEVEL</b>                        |      |            |            |           |                                             |
| ECDE Teacher 11                                             | H -J | 80         | 72         | 8         | Career progression                          |
|                                                             |      | <b>80</b>  | <b>72</b>  | <b>8</b>  |                                             |
| <b>ECDE TEACHER – CERTIFICATE LEVEL</b>                     |      |            |            |           |                                             |
| Senior Assistant ECDE Teacher 11                            | K    | 1          | 1          | 0         | Career progression                          |
| Senior Assistant ECDE Teacher 111                           | J    | 1          | 1          | 0         | Career progression                          |
| Assistant ECDE Teacher 1 & II                               | G-H  | 530        | 526        | 4         | Career progression                          |
| Assistant ECDE Teacher 111                                  | F    | 210        | 198        | 12        | Entry level                                 |
|                                                             |      | <b>742</b> | <b>726</b> | <b>16</b> |                                             |
| <b>ADMINISTRATION OFFICERS</b>                              |      |            |            |           |                                             |

|                                                                         |   |          |          |          |                                     |
|-------------------------------------------------------------------------|---|----------|----------|----------|-------------------------------------|
| Assistant Director, Administrative Services                             | P | 1        | 1        | 0        | Seconded from C.S                   |
|                                                                         |   | <b>1</b> | <b>1</b> | <b>0</b> |                                     |
| <b>RESOURCE MOBILIZATION/DEVOLUTION OFFICERS/COMMUNICATION OFFICERS</b> |   |          |          |          |                                     |
| Director, Resource Mobilization                                         | R | 1        | 0        | 1        | Resource Mobilization               |
| Assistant Director Public Communication                                 | P | 1        | 0        | 1        | Resource Mobilization               |
| Public Communication Officer 1                                          | K | 2        | 0        | 2        | Entry Level                         |
|                                                                         |   | <b>4</b> | <b>0</b> | <b>4</b> |                                     |
| <b>HUMAN RESOURCE</b>                                                   |   |          |          |          |                                     |
| Director Human Resource Management & Development                        | R | 1        | 0        | 1        | Seconded from County Public Service |
| Deputy Director Human Resource Management & Development                 | Q | 1        | 1        | 0        | Seconded from County Public Service |
|                                                                         |   | <b>2</b> | <b>1</b> | <b>1</b> |                                     |
| <b>ACCOUNTANTS</b>                                                      |   |          |          |          |                                     |
| Accountant 11                                                           | J | 1        | 1        | 0        | Seconded from finance               |
|                                                                         |   | <b>1</b> | <b>1</b> | <b>0</b> |                                     |
| <b>OFFICE ADMINISTRATORS (DIPLOMA HOLDERS)</b>                          |   |          |          |          |                                     |
| Assistant Office Administrator 111                                      | H | 1        | 0        | 1        | Entry Level                         |
| <b>OFFICE ADMINISTRATORS (CERTIFICATE HOLDERS)</b>                      |   |          |          |          |                                     |
| Senior Office Administrative Assistant                                  | K | 2        | 2        | 0        | Offer Secretarial Services          |
|                                                                         |   | <b>2</b> | <b>2</b> | <b>0</b> |                                     |
| <b>CLERICAL OFFICERS</b>                                                |   |          |          |          |                                     |
| Principal Clerical officer                                              | K | 3        | 1        | 2        | Career progression                  |
| Chief Clerical officer                                                  | J | 2        | 2        | 0        | Career progression                  |
| Senior Clerical Officer                                                 | H | 1        | 0        | 1        | Career progression                  |

|                                                                |           |                     |                    |                      |                                        |
|----------------------------------------------------------------|-----------|---------------------|--------------------|----------------------|----------------------------------------|
| Clerical Officer II/I                                          | F-G       | 2                   | 0                  | 2                    | Career progression                     |
|                                                                |           | <b>8</b>            | <b>3</b>           | <b>5</b>             |                                        |
| <b>DRIVERS</b>                                                 |           |                     |                    |                      |                                        |
| Principal Driver                                               | J         | 2                   | 1                  | 1                    | Career Progression                     |
| Chief Driver                                                   | H         | 1                   | 1                  | 0                    | Career Progression                     |
| Senior Driver                                                  | G         | 1                   | 0                  | 1                    | Career Progression                     |
| Driver 1                                                       | F         | 1                   | 0                  | 1                    | Career Progression                     |
| Driver III/II                                                  | D-E       | 2                   | 0                  | 2                    | Entry Level                            |
|                                                                |           | <b>7</b>            | <b>2</b>           | <b>5</b>             |                                        |
| <b>SUPPORT STAFF</b>                                           |           |                     |                    |                      |                                        |
| Senior Support Staff Supervisor                                | F         | 2                   | 0                  | 2                    | Career progression                     |
| Senior Support Staff                                           | E         | 3                   | 3                  | 0                    | Career progression                     |
| Support Staff 1                                                | C-D       | 3                   | 2                  | 1                    | Entry Level                            |
|                                                                |           | <b>8</b>            | <b>5</b>           | <b>3</b>             |                                        |
| <b>ELIMU FUND</b>                                              |           |                     |                    |                      |                                        |
| Elimu Fund Secretariat                                         | K         | 2                   | 0                  | 2                    | To assist in Elimu fund administration |
| <b>DEFUNCT LOCAL AUTHORITIES</b>                               |           |                     |                    |                      |                                        |
| Nursery School Teacher [3]                                     | C         | 1                   | 1                  | 0                    | To be redesignated                     |
| Clerical Officer [4]                                           | C         | 1                   | 1                  | 0                    | To be redesignated                     |
|                                                                |           | <b>2</b>            | <b>2</b>           | <b>0</b>             |                                        |
| <b>DEPARTMENT OF TRADE, CO-OPERATIVES, CULTURE AND TOURISM</b> |           |                     |                    |                      |                                        |
| <b>Head - TRADE, CO-OPERATIVES, CULTURE AND TOURISM</b>        |           |                     |                    |                      |                                        |
| <b>Subhead - TRADE, CO-OPERATIVES, CULTURE AND TOURISM</b>     |           |                     |                    |                      |                                        |
| <b>POSITION</b>                                                | <b>JG</b> | <b>OPT<br/>IMAL</b> | <b>IN<br/>POST</b> | <b>VARI<br/>ANCE</b> | <b>REMARKS</b>                         |
| County Executive Committee Member                              | T         | 1                   | 1                  | 0                    | -                                      |
| Chief Officer                                                  | S         | 1                   | 1                  | 0                    | -                                      |
|                                                                |           | <b>2</b>            | <b>2</b>           | <b>0</b>             |                                        |
| <b>Administration</b>                                          |           |                     |                    |                      |                                        |
| Assistant Director Administrative staff                        | P         | 1                   | 0                  | 1                    | For career progression                 |

|                                          |   |   |   |   |                         |
|------------------------------------------|---|---|---|---|-------------------------|
| Principal Assistant Office Administrator | N | 1 | 1 | 0 | For career progression  |
| Chief Assistant Office Administrator     | M | 1 | 0 | 1 | For career progression  |
| Senior Assistant Office Administrator    | L | 1 | 1 | 0 | For career progression  |
| Assistant Office Administrator III       | H | 3 | 0 | 3 | Entry                   |
|                                          |   | 7 | 2 | 5 |                         |
| <b>Clerical Officers</b>                 |   |   |   |   |                         |
| Senior Clerical Officer                  | H | 1 | 0 | 1 | Career progression      |
| Clerical Officer I                       | G | 1 | 0 | 1 | Career progression      |
| Clerical Officer II                      | F | 3 | 1 | 2 | Deployed at EDF         |
|                                          |   | 5 | 1 | 4 |                         |
| <b>Drivers</b>                           |   |   |   |   |                         |
| Chief Principal driver                   | K | 1 | 0 | 1 | For Career progression  |
| Principal Driver                         | J | 1 | 1 | 0 | Career progression      |
| Chief Driver                             | H | 1 | 0 | 0 | For Career progression  |
| Senior Driver                            | G | 1 | 1 | 0 | -                       |
| Driver II                                | E | 2 | 0 | 2 | For Career progression  |
| Driver III                               | D | 3 | 3 | 0 | Career progression      |
|                                          |   | 9 | 5 | 3 |                         |
| <b>Accountants</b>                       |   |   |   |   |                         |
| Senior Accountant                        | L | 1 | 0 | 1 | For career progression  |
| Accountant I                             | K | 1 | 0 | 1 | For career progression. |
| Accountant II                            | J | 1 | 1 | 0 | Career progression      |
|                                          |   | 3 | 1 | 2 |                         |
| <b>Support staff</b>                     |   |   |   |   |                         |
| Support staff II                         | E | 5 | 0 | 5 | Career progression      |

|                                                  |     |           |          |           |                                                    |
|--------------------------------------------------|-----|-----------|----------|-----------|----------------------------------------------------|
| Support staff II                                 | D   | 7         | 1        | 6         | Career progression                                 |
| Support staff III                                | C   | 19        | 4        | 15        | Providing cleaning, catering and Security services |
|                                                  |     | <b>31</b> | <b>5</b> | <b>26</b> |                                                    |
| <b>TRADE DEVELOPMENT</b>                         |     |           |          |           |                                                    |
| <b>TRADE DEVELOPMENT SERVICES</b>                |     |           |          |           |                                                    |
| Director of Trade Development                    | R   | 1         | 1        | 0         |                                                    |
| Assistant Director of Trade                      | P   | 1         | 0        | 1         | career progression                                 |
| Principal Trade Development Officer              | N   | 1         | 0        | 1         | Career progression                                 |
| Chief Trade Development Officer                  | M   | 1         | 1        | 0         | career progression                                 |
| Senior Trade Development Officer                 | L   | 1         | 0        | 1         | career progression                                 |
| Trade development Officer III/II                 | J-K | 7         | 2        | 5         | Entry of degree holders                            |
|                                                  |     | <b>12</b> | <b>4</b> | <b>8</b>  |                                                    |
| <b>INDUSTRY AND INVESTMENT UNIT</b>              |     |           |          |           |                                                    |
| Chief industry and investment officers           | M   | 1         | 0        | 1         |                                                    |
| Industry and investment officer                  | J   | 2         | 0        | 2         |                                                    |
|                                                  |     | <b>3</b>  | <b>0</b> | <b>3</b>  |                                                    |
| <b>Weights and Measures Unit</b>                 |     |           |          |           |                                                    |
| Principal Weights and Measures officer/Assistant | N   | 1         | 0        | 1         | Career Progression                                 |
| Chief Weights and Measures Officer/ Assistant    | M   | 2         | 1        | 1         | Career Progression                                 |
| Senior Weights and Measures Officer/Assistant    | L   | 1         | 1        | 0         | Career Progression                                 |
| Weights and Measures Officer I/ Assistant I      | K   | 2         | 0        | 2         | Career Progression                                 |
| Weights and Measures Officer II/ Assistant II    | J   | 2         | 2        | 0         | For Career progression                             |
|                                                  |     | <b>8</b>  | <b>4</b> | <b>4</b>  |                                                    |

| <b>Cooperative Development Services</b>               |     |           |          |           |                                                 |
|-------------------------------------------------------|-----|-----------|----------|-----------|-------------------------------------------------|
| Director of Cooperatives                              | R   | 1         | 1        | 0         | Technical Head of the directorate               |
| Assistant Director For Cooperatives                   | P   | 1         | 0        | 1         | Career Progression                              |
| Principal Cooperative Officer                         | N   | 1         | 1        | 0         | Career Progression                              |
| Chief Cooperative Officer/Chief Cooperative Assistant | M   | 4         | 1        | 3         | Career progression                              |
| Cooperative Officer I                                 | L   | 5         | 4        | 1         | Career progression                              |
| Cooperative Officer III/II                            | J-K | 5         | 0        | 5         | Entry                                           |
|                                                       |     | <b>17</b> | <b>7</b> | <b>10</b> |                                                 |
| <b>Cooperative Audit Service</b>                      |     |           |          |           |                                                 |
| Assistant Director, Cooperative Audit                 | Q   | 1         | 0        | 1         | Career Progression                              |
| Assistant Director for Cooperative Audit              | P   | 1         | 1        | 0         | In charge of audit service unit                 |
| Principal cooperative Auditor                         | N   | 1         | 0        | 1         | Co-operative audit, inspections and supervision |
| Chief Cooperative Auditor                             | M   | 1         | 0        | 1         | Co-operative Audit and compliance               |
| Senior Cooperative Auditor                            | L   | 1         | 0        | 1         |                                                 |
| Cooperative auditor/Risk and Compliance               | K   | 3         | 1        | 2         | Co-operative Audit and compliance               |
| Cooperative Auditor II                                | J   | 3         | 2        | 1         | Provide audit service at sub county             |
|                                                       |     | <b>11</b> | <b>4</b> | <b>7</b>  |                                                 |
| <b>TOURISM</b>                                        |     |           |          |           |                                                 |
| <b>Subhead - TOURISM</b>                              |     |           |          |           |                                                 |
| Director of Tourism                                   | R   | 1         | 1        | 0         |                                                 |

|                                                                 |            |                  |                 |                  |                        |
|-----------------------------------------------------------------|------------|------------------|-----------------|------------------|------------------------|
| Deputy Director of Tourism                                      | Q          | 1                | 0               | 1                | Career Progression     |
| Principal Tourism Officer                                       | N          | 1                | 0               | 1                | Career progression     |
| Chief Tourism Officer                                           | M          | 1                | 1               | 0                | Career progression     |
| Tourism Officer I                                               | K          | 1                | 0               | 1                | Career progression     |
| Tourism Officer II                                              | J          | 1                | 1               | 0                | Career progression     |
| Tourism Assistant III                                           | H          | 8                | 0               | 8                | Entry Level            |
|                                                                 |            | <b>14</b>        | <b>3</b>        | <b>11</b>        |                        |
| <b>CULTURE</b>                                                  |            |                  |                 |                  |                        |
| Deputy Director Culture                                         | Q          | 1                | 0               | 1                | Career progression     |
| Chief Cultural Officer                                          | M          | 1                | 0               | 1                | Career progression     |
| Culture Officer I                                               | K          | 1                | 0               | 1                | Career progression     |
| Culture Officer II                                              | J          | 7                | 1               | 6                | Entry                  |
|                                                                 |            | <b>10</b>        | <b>1</b>        | <b>9</b>         |                        |
| <b>DEFUNCT LOCAL AUTHORITY</b>                                  |            |                  |                 |                  |                        |
| Driver III                                                      | D          | 1                | 1               | 0                | Harmonization          |
| Labourer I                                                      | B          | 2                | 2               | 0                | Harmonization          |
|                                                                 |            | <b>3</b>         | <b>3</b>        | <b>0</b>         |                        |
|                                                                 |            |                  |                 |                  |                        |
|                                                                 |            |                  |                 |                  |                        |
| <b>LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT</b>           |            |                  |                 |                  |                        |
| <b>Head - LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT</b>    |            |                  |                 |                  |                        |
| <b>Subhead - LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT</b> |            |                  |                 |                  |                        |
| <b>DESIGNATION</b>                                              | <b>J/G</b> | <b>OPT IMA L</b> | <b>IN- POST</b> | <b>VARI ANCE</b> | <b>JUSTIFIC ATION</b>  |
| County Executive Committee Member                               | T          | 1                | 1               | 0                | -                      |
| Chief Officer                                                   | S          | 1                | 1               | 0                | -                      |
| Director Administration services                                | R          | 1                | 0               | 1                |                        |
|                                                                 |            | <b>3</b>         | <b>2</b>        | <b>1</b>         |                        |
| <b>Administrators/Secretaries</b>                               |            |                  |                 |                  |                        |
| Principal Office Administrators                                 | N          | 1                | 0               | 1                | For career progression |
| Chief Assistant Office Administrators                           | M          | 1                | 0               | 1                | Career progression.    |

|                                                                      |   |           |          |           |                     |
|----------------------------------------------------------------------|---|-----------|----------|-----------|---------------------|
| Senior Assistant Office Administrator                                | L | 3         | 1        | 2         | Career progression  |
| Assistant Office Administrator I                                     | K | 3         | 0        | 3         | Career progression. |
| Assistant Office Administrator II                                    | J | 2         | 0        | 2         | Career Progression. |
| Assistant Office Administrator III                                   | H | 5         | 0        | 5         | Career Progression. |
| Office administrative assistant III                                  | G | 1         | 0        | 1         | Entry level.        |
|                                                                      |   | <b>16</b> | <b>1</b> | <b>15</b> |                     |
| <b>Clerical Officers</b>                                             |   |           |          |           |                     |
| Principal Clerical officer                                           | K | 1         | 0        | 1         | Career Progression  |
| Chief Clerical Officer                                               | J | 1         | 0        | 1         | Career Progression. |
| Senior Clerical Officer                                              | H | 2         | 0        | 2         | Career Progression. |
| Clerical Officer I                                                   | G | 2         | 0        | 2         | Career Progression. |
| Clerical Officer II                                                  | F | 3         | 0        | 3         | Entry level.        |
|                                                                      |   | <b>9</b>  | <b>0</b> | <b>9</b>  |                     |
| <b>DRIVERS</b>                                                       |   |           |          |           |                     |
| Principal Driver                                                     | J | 1         | 0        | 1         |                     |
| Chief Driver H                                                       | H | 2         | 1        | 1         | Career Progression. |
| Senior Driver                                                        | G | 3         | 0        | 3         | Career Progression. |
| Driver I                                                             | F | 2         | 0        | 2         | Career progression  |
| Driver II                                                            | E | 3         | 0        | 3         | Career progression  |
| Driver III                                                           | D | 4         | 3        | 1         | Entry level.        |
|                                                                      |   | <b>15</b> | <b>4</b> | <b>11</b> |                     |
| <b>Support Staff</b>                                                 |   |           |          |           |                     |
| Cleaning supervisor I                                                | G | 1         | 0        | 1         |                     |
| Cleaning supervisor IIA/support staff supervisor                     | F | 1         | 0        | 1         | Career Progression  |
| Cleaning supervisor IIB/support staff supervisor                     | E | 2         | 0        | 2         | Career Progression  |
| Cleaning supervisor III/Senior support staff/senior sanitary cleaner | D | 3         | 0        | 3         | Career Progression  |
| Support staff I/ Sanitary cleaner I                                  | C | 3         | 2        | 1         | Entry level.        |

|                                                            |   |    |   |    |                    |
|------------------------------------------------------------|---|----|---|----|--------------------|
|                                                            |   | 10 | 2 | 8  |                    |
| <b>PHYSICAL PLANNING &amp; URBAN DEVELOPMENT</b>           |   |    |   |    |                    |
| <b>Subhead - PHYSICAL PLANNING &amp; URBAN DEVELOPMENT</b> |   |    |   |    |                    |
| County Director of Physical and land use Planning          | R | 1  | 1 | 0  |                    |
| Deputy Director of Physical Planning                       | Q | 3  | 1 | 2  | Career Progression |
| Assistant Director Physical Planning                       | P | 1  | 0 | 1  | Career progression |
| Principal Physical Planner                                 | N | 2  | 0 | 2  | Career progression |
| Chief Physical planner/Urban Designers                     | M | 3  | 0 | 3  | Career Progression |
| Senior Physical Planners                                   | L | 8  | 3 | 5  | Career progression |
| Physical Planners                                          | K | 8  | 2 | 6  | This is an entry   |
|                                                            |   | 26 | 7 | 19 |                    |
| <b>DIPLOMA HOLDERS</b>                                     |   |    |   |    |                    |
| <b>PLANNING ASSISTANTS</b>                                 |   |    |   |    |                    |
| Senior physical Planning Assistant                         | L | 2  | 0 | 2  | Career Progression |
| Physical planning assistant I                              | K | 5  | 0 | 5  | Career Progression |
| Physical Planning Assistant II                             | J | 8  | 0 | 8  | This is an entry   |
|                                                            |   | 15 | 0 | 15 |                    |
| <b>ENGINEERS (BUILDING SERVICES)</b>                       |   |    |   |    |                    |
| Principal Superintendent Engineer                          | Q | 1  | 1 | 0  |                    |
| Chief Superintendent Engineer                              | P | 1  | 1 | 0  | Career Progression |
| Superintendent Engineer                                    | M | 1  | 0 | 0  | Career Progression |
| Assistant Engineer I                                       | L | 2  | 0 | 2  | Career Progression |
| Assistant Engineer II                                      | K | 5  | 0 | 5  | This is an entry   |
|                                                            |   | 10 | 2 | 7  |                    |
| <b>Building Inspectors</b>                                 |   |    |   |    |                    |
| <b>Diploma holders</b>                                     |   |    |   |    |                    |
| Chief superintendent (Building)                            | M | 2  | 0 | 2  |                    |

|                                                                                                    |     |           |          |           |                                      |
|----------------------------------------------------------------------------------------------------|-----|-----------|----------|-----------|--------------------------------------|
| Senior superintendent (Building)                                                                   | L   | 4         | 0        | 4         | Career Progression                   |
| Superintendent (Building)                                                                          | K   | 5         | 4        | 1         | This is an entry and training grade. |
|                                                                                                    |     | <b>11</b> | <b>4</b> | <b>7</b>  |                                      |
| <b>ENFORCEMENT.</b> Recommended to be a stand-alone unit. Officers to be seconded from Enforcement |     |           |          |           |                                      |
| Inspectorate Officer II/ Chief Assistant Inspectorate Officer                                      | J-P | 6         | 0        | 6         | Seconded                             |
| Senior Assistant Inspectorate Officer                                                              | H   | 1         | 0        | 1         | Seconded                             |
| Assistant Inspectorate Officer I                                                                   | G   | 2         | 0        | 2         | Seconded                             |
| Assistant Inspectorate Officer II                                                                  | F-H | 9         | 6        | 3         | Seconded                             |
| Prosecutor Officer                                                                                 | J   | 1         | 0        | 1         | Entry                                |
|                                                                                                    |     | <b>19</b> | <b>6</b> | <b>13</b> |                                      |
| <b>Head - Valuation and Housing</b>                                                                |     |           |          |           |                                      |
| <b>Valuation</b>                                                                                   |     |           |          |           |                                      |
| Director Valuation and Housing                                                                     | R   | 1         | 0        | 1         |                                      |
| Assistant director Valuation                                                                       | P   | 1         | 0        | 1         | Career Progression.                  |
| Principal Valuation Officer                                                                        | N   | 1         | 0        | 1         | Career Progression.                  |
| Chief Valuation Officer                                                                            | N   | 1         | 0        | 1         | Career Progression.                  |
| Senior Valuation Officer                                                                           | M   | 3         | 0        | 3         | Career Progression.                  |
| Valuation Officer                                                                                  | K   | 5         | 0        | 5         | This is an entry and training grade  |
|                                                                                                    |     | <b>12</b> | <b>0</b> | <b>12</b> |                                      |
| <b>HOUSING</b>                                                                                     |     |           |          |           |                                      |
| Deputy Director Housing.                                                                           | Q   | 1         | 0        | 1         | Career Progression.                  |
| Assistant Director of Housing                                                                      | P   | 1         | 0        | 1         | Career Progression.                  |
| Principal Housing Officer                                                                          | N   | 1         | 1        | 1         | Career Progression.                  |

|                                    |   |           |          |           |                                      |
|------------------------------------|---|-----------|----------|-----------|--------------------------------------|
| Chief Housing Officer              | M | 1         | 0        | 1         | Career Progression.                  |
| Senior Housing Officer             | L | 1         | 0        | 1         | Career Progression.                  |
| Housing Officer I                  | K | 2         | 1        | 1         | Career Progression.                  |
| Housing Officer II                 | H | 2         | 0        | 2         | This is an entry and training grade. |
|                                    |   | <b>9</b>  | <b>2</b> | <b>8</b>  |                                      |
| <b>Field Assistants (Artisans)</b> |   |           |          |           |                                      |
| Charge hand                        | H | 4         | 0        | 4         | Career Progression.                  |
| Artisan I                          | G | 4         | 4        | 0         | Career Progression.                  |
| Artisan II                         | F | 3         | 0        | 3         | Career progression.                  |
| Artisan III                        | E | 5         | 0        | 5         | Entry level                          |
|                                    |   | <b>16</b> | <b>4</b> | <b>12</b> |                                      |
| <b>LAND SURVEY</b>                 |   |           |          |           |                                      |
| <b>Subhead – LAND SURVEY</b>       |   |           |          |           |                                      |
| Director of Survey                 | R | 1         | 1        | 0         |                                      |
| Deputy Director of Land Surveys    | Q | 2         | 0        | 2         | Career Progression.                  |
| Assistant Director of Land Survey  | P | 2         | 0        | 2         | Career Progression.                  |
| Principal Land Surveyor            | N | 2         | 2        | 0         | Career Progression.                  |
| Land Surveyor I                    | L | 2         | 0        | 2         | Career Progression                   |
| Land Surveyor II                   | K | 4         | 0        | 4         | Entry grade.                         |
|                                    |   | <b>13</b> | <b>3</b> | <b>10</b> |                                      |
| <b>Land Surveyor Assistants</b>    |   |           |          |           |                                      |
| Principal Land Survey Assistant    | N | 1         | 0        | 1         | Career Progression                   |
| Chief Land Survey Assistant        | M | 1         | 0        | 1         | Career Progression                   |
| Senior land Survey Assistant       | L | 1         | 1        | 0         | Career Progression                   |
| Survey Land Assistant I            | K | 2         | 0        | 2         | Career Progression                   |
| Survey Land Assistant II           | J | 3         | 0        | 3         | Career Progression                   |
| Survey Land Assistant III          | H | 3         | 0        | 3         | Entry grade.                         |
|                                    |   | <b>11</b> | <b>1</b> | <b>10</b> |                                      |

|                                          |   |    |   |    |                        |
|------------------------------------------|---|----|---|----|------------------------|
| <b>CARTOGRAPHERS</b>                     |   |    |   |    |                        |
| Principal Cartography Assistant          | N | 1  | 1 | 0  | Career progression.    |
| Chief Cartography Assistant              | M | 1  | 0 | 1  | Career progression.    |
| Senior Cartography Assistant             | L | 1  | 0 | 1  | Career progression.    |
| Cartography Assistant I                  | K | 1  | 0 | 1  | Career progression     |
| Cartography Assistant II                 | J | 1  | 0 | 1  | Career progression     |
| Cartography Assistant III                | H | 2  | 0 | 2  | Entry level            |
| Principal GIS Analyst                    | N | 1  | 0 | 1  | Career progression     |
| Senior GIS analyst                       | L | 2  | 0 | 2  | Career progression     |
| GIS Analyst I & II                       | K | 4  | 1 | 3  | Entry level            |
|                                          |   | 14 | 2 | 12 |                        |
| <b>Subhead - LAND ADMINISTRATION</b>     |   |    |   |    |                        |
| Deputy Director Land administration      | Q | 1  | 0 | 1  | For career progression |
| Assistant Director Land administration   | P | 1  | 0 | 1  | For career progression |
| Principal Land administration officer    | N | 1  | 0 | 1  | For career progression |
| Chief Land administration officer        | M | 1  | 0 | 1  | For career progression |
| Senior Land administration officer       | L | 1  | 0 | 1  | For career progression |
| Land administration officer I            | K | 2  | 0 | 2  | Entry level            |
|                                          |   | 7  | 0 | 7  |                        |
| <b>ADMINISTRATION</b>                    |   |    |   |    |                        |
| Assistant Director of Records Management | P | 1  | 0 | 1  | For career progression |
| Principal Records Management Officer     | N | 1  | 1 | 0  | For career progression |
| Chief Records Management Officer         | M | 1  | 0 | 1  | For career progression |
| Senior Records Management Officer        | L | 1  | 0 | 1  | For career progression |
| Records Management Officer I             | K | 2  | 0 | 2  | For career progression |

|                                                                                                            |   |           |          |           |                                                 |
|------------------------------------------------------------------------------------------------------------|---|-----------|----------|-----------|-------------------------------------------------|
| Records Management Officer II                                                                              | J | 3         | 2        | 1         | For career progression                          |
| Records Management Officer III                                                                             | H | 5         | 0        | 5         | Entry level                                     |
|                                                                                                            |   | <b>14</b> | <b>3</b> | <b>11</b> |                                                 |
| <b>ADMINISTRATION</b>                                                                                      |   |           |          |           |                                                 |
| Deputy Director Administration Services                                                                    | Q | 1         | 0        | 1         | Career progression                              |
| Assistant Director Administration Services                                                                 | P | 1         | 0        | 1         | Career progression                              |
| Principal Administration Officer                                                                           | N | 1         | 1        | 0         | Career Progression                              |
|                                                                                                            |   | <b>3</b>  | <b>1</b> | <b>2</b>  |                                                 |
| <b>Head - MUNICIPAL ADMINISTRATION</b>                                                                     |   |           |          |           |                                                 |
| <b>Subhead - MUNICIPAL ADMINISTRATION</b>                                                                  |   |           |          |           |                                                 |
| Municipal Manager                                                                                          | R | 1         | 1        | 0         | To oversee the management of the municipality . |
| <b>Civil Engineers:</b> To be deployed from department of Lands, Physical Planning an Urban Development    |   |           |          |           |                                                 |
| Chief Superintending Engineer                                                                              | P | 1         | 0        | 1         |                                                 |
| Assistant Engineer II(Civil)                                                                               | K | 1         | 0        | 1         |                                                 |
|                                                                                                            |   | 2         | 0        | 2         |                                                 |
| <b>Physical Planners -</b> To be deployed from department of Lands, Physical Planning an Urban Development |   |           |          |           |                                                 |
| Assistant Director of Physical Planning                                                                    | P | 1         | 0        | 1         | Seconded                                        |
| Physical Planners                                                                                          | K | 1         | 0        | 1         | Seconded                                        |
| <b>Public Health Officers-</b> Degree Holders (To be deployed from Department of Health Services)          |   |           |          |           |                                                 |
| Public Health Officer                                                                                      | K | 1         | 0        | 1         | Seconded                                        |
|                                                                                                            |   | 1         | 0        | 1         |                                                 |
| <b>Public Health Assistants -</b> Diploma Holders -(To be deployed from Department of Health Services)     |   |           |          |           |                                                 |
| Principal Assistant Public Health Officer                                                                  | N | 2         | 1        | 1         | Seconded                                        |

|                                                                                                            |   |   |   |   |          |
|------------------------------------------------------------------------------------------------------------|---|---|---|---|----------|
| Assistant Public Health Officer                                                                            | K | 1 | 1 | 0 | Seconded |
|                                                                                                            |   | 3 | 2 | 1 |          |
| <b>Public Health Technician - Certificate Holders</b> -(To be deployed from Department of Health Services) |   |   |   |   |          |
| Senior Assistant Public Health                                                                             | K | 3 | 1 | 2 | Seconded |
|                                                                                                            |   | 3 | 1 | 2 |          |
| <b>Social Welfare Officers</b> – (To be deployed from Department of Gender, Youth & Social Services)       |   |   |   |   |          |
| Principal Social Welfare officer                                                                           | P | 1 | 0 | 1 | Seconded |
| Social Welfare officer I                                                                                   | K | 1 | 0 | 1 | Seconded |
|                                                                                                            |   | 2 | 0 | 2 |          |
| <b>URBAN DESIGNERS-</b> (To be deployed from department of Lands, Physical Planning & Urban Development)   |   |   |   |   |          |
| Urban Designer                                                                                             | K | 2 | 0 | 2 | Seconded |
| Landscape architect                                                                                        | K | 2 | 0 | 2 | Seconded |
|                                                                                                            |   | 4 | 0 | 4 |          |
| <b>ENVIRONMENTAL OFFICERS</b> – (To be deployed from the Department of Environment)                        |   |   |   |   |          |
| Environment Officer                                                                                        | K | 1 | 0 | 1 | Seconded |
|                                                                                                            |   | 1 | 0 | 1 |          |
| <b>ACCOUNTANTS</b> - (To be deployed from the department of Finance)                                       |   |   |   |   |          |
| Assistant Accountant General                                                                               | P | 1 | 0 | 1 | Seconded |
| Chief Accountant                                                                                           | M | 1 | 0 | 1 | Seconded |
| Accountant I                                                                                               | K | 1 | 0 | 1 | Seconded |
| Accountant II                                                                                              | J | 1 | 0 | 1 | Seconded |
|                                                                                                            |   | 4 | 0 | 4 |          |
| <b>SUPPLY CHAIN MANAGEMENT OFFICERS</b> – (To be deployed from the department of Finance)                  |   |   |   |   |          |
| Assistant Director Supply Chain Management Services                                                        | P | 1 | 0 | 1 | Seconded |
| Chief Supply Chain Management Officer                                                                      | M | 1 | 0 | 1 | Seconded |

|                                                                            |   |            |           |           |                    |
|----------------------------------------------------------------------------|---|------------|-----------|-----------|--------------------|
| Senior Supply Chain Management Officer                                     | L | 1          | 0         | 1         | Seconded           |
|                                                                            |   | <b>3</b>   | <b>0</b>  | <b>3</b>  |                    |
| <b>CLERICAL OFFICERS - (To be deployed from the department of Finance)</b> |   |            |           |           |                    |
| Principal Clerical officer / Revenue Officer III                           | K | 1          | 0         | 1         | Seconded           |
| Chief Clerical Officer                                                     | J | 3          | 0         | 3         | Seconded           |
|                                                                            |   | <b>4</b>   | <b>0</b>  | <b>4</b>  |                    |
| Senior Clerical Officer Revenue Clerks / Collectors / Market Attendants    | H | 4          | 0         | 4         | Career progression |
| Clerical Officer I Support                                                 | G | 12         | 0         | 12        | Career progression |
| Clerical Officer II /Revenue Clerks / Admin Clerks                         | F | 20         | 1         | 19        | Entry              |
|                                                                            |   | <b>36</b>  | <b>1</b>  | <b>35</b> |                    |
| <b>Administrative Officer / Secretaries</b>                                |   |            |           |           |                    |
| Assistant office Administrator II                                          | H | 1          | 0         | 1         | .                  |
| Assistant office Administrator III                                         | G | 1          | 0         | 1         |                    |
|                                                                            |   | <b>2</b>   | <b>0</b>  | <b>2</b>  |                    |
| <b>Drivers</b>                                                             |   |            |           |           |                    |
| Driver II                                                                  | E | 5          | 0         | 5         | Career progression |
| Driver III                                                                 | D | 9          | 5         | 4         | Entry              |
|                                                                            |   | <b>14</b>  | <b>5</b>  | <b>9</b>  |                    |
| <b>Defunct Local Authority</b>                                             |   |            |           |           |                    |
| Driver                                                                     | C | 2          | 2         | 0         | To be redesignated |
| Driver                                                                     | A | 1          | 1         | 0         | To be redesignated |
|                                                                            |   |            |           |           |                    |
| <b>Support Staff (Sanitation)</b>                                          |   |            |           |           |                    |
| Support Staff II                                                           | D | 50         | 0         | 50        | Career Progression |
| Support Staff III                                                          | C | 70         | 49        | 21        | Entry              |
|                                                                            |   | <b>120</b> | <b>49</b> | <b>71</b> |                    |

|                                                                                      |           |                          |                    |                           |                                                              |
|--------------------------------------------------------------------------------------|-----------|--------------------------|--------------------|---------------------------|--------------------------------------------------------------|
| <b>Enforcement officers</b> (To be deployed from the office of the county secretary) |           |                          |                    |                           |                                                              |
| Assistant Inspectorate Officer II                                                    | F - K     | 11                       | 0                  | 11                        | Seconded                                                     |
|                                                                                      |           | <b>11</b>                | <b>0</b>           | <b>11</b>                 |                                                              |
| <b>RECORDS REGISTRY</b>                                                              |           |                          |                    |                           |                                                              |
| Senior Records Management Officer                                                    | L         | 1                        | 0                  | 1                         |                                                              |
| Records Management Officer II                                                        | J         | 3                        | 0                  | 3                         |                                                              |
|                                                                                      |           | <b>4</b>                 | <b>0</b>           | <b>4</b>                  |                                                              |
|                                                                                      |           |                          |                    |                           |                                                              |
| <b>DEPARTMENT OF FINANCE, ECONOMIC PLANNING AND ICT</b>                              |           |                          |                    |                           |                                                              |
| <b>Head - FINANCE, ECONOMIC PLANNING AND ICT</b>                                     |           |                          |                    |                           |                                                              |
| <b>Subhead - FINANCE, ECONOMIC PLANNING AND ICT</b>                                  |           |                          |                    |                           |                                                              |
| <b>DESIGNATION</b>                                                                   | <b>JG</b> | <b>OPT<br/>IMA<br/>L</b> | <b>IN<br/>POST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>JUSTIFIC<br/>ATION</b>                                    |
| County Executive Committee Member                                                    | T         | 1                        | 1                  | 0                         | -                                                            |
| Chief Officer                                                                        | S         | 2                        | 0                  | 2                         | -                                                            |
|                                                                                      |           | 3                        | 1                  | 2                         |                                                              |
| <b>ACCOUNTING</b>                                                                    |           |                          |                    |                           |                                                              |
| <b>Accountants</b>                                                                   |           |                          |                    |                           |                                                              |
| Director of Accounting Services & Financial Reporting                                | R         | 2                        | 2                  | 0                         | Heads of Accounting Services and Financial Reporting         |
| Deputy Director/ Senior Assistant Accountant General                                 | Q         | 3                        | 2                  | 1                         | Career progression/ Scheme of service/ succession management |
| Assistant Director/ Assistant Accountant General                                     | P         | 4                        | 2                  | 2                         | Career progression                                           |
| Principal Accountant                                                                 | N         | 4                        | 2                  | 2                         | Career progression                                           |
| Chief Accountant                                                                     | M         | 4                        | 2                  | 2                         | Career progression                                           |
| Senior Accountant                                                                    | L         | 10                       | 3                  | 7                         | Career progression                                           |
| Accountant II/I                                                                      | J-K       | 30                       | 17                 | 13                        | Entry                                                        |

|                                                             |     |    |    |    |                                               |
|-------------------------------------------------------------|-----|----|----|----|-----------------------------------------------|
|                                                             |     | 57 | 30 | 27 |                                               |
| <b>REVENUE</b>                                              |     |    |    |    |                                               |
| Director Revenue                                            | R   | 1  | 1  | 0  |                                               |
| Deputy Director Revenue                                     | Q   | 1  | 1  | 0  |                                               |
|                                                             |     | 2  | 2  | 0  |                                               |
| <b>Accountants</b>                                          |     |    |    |    |                                               |
| Principal Accountant                                        | N   | 1  | 0  | 1  | Seconded From Finance                         |
| Accountant I                                                | K   | 3  | 3  | 0  | Seconded From Finance                         |
| Accountant II                                               | J   | 8  | 1  | 7  | Seconded From Finance                         |
|                                                             |     |    |    |    |                                               |
| Animal Health assistant                                     | G   | 0  | 1  | 0  | To be redeployed                              |
|                                                             |     | 12 | 5  | 8  |                                               |
| <b>INTERNAL AUDIT</b>                                       |     |    |    |    |                                               |
| Director Internal Audit                                     | R   | 1  | 1  | 0  | Director Internal Audit                       |
| Deputy Director Internal Audit                              | Q   | 1  | 0  | 1  | Career progression                            |
| Assistant Director of Internal Audit                        | P   | 2  | 2  | 0  | Career progression                            |
| Principal Auditor                                           | N   | 1  | 0  | 1  | Career progression                            |
| Chief Internal Auditor                                      | M   | 1  | 0  | 1  | Career progression                            |
| Senior Internal Auditor                                     | L   | 1  | 0  | 1  | Career progression                            |
| Internal Auditor II/I                                       | J-K | 4  | 2  | 2  | Career progression                            |
|                                                             |     | 11 | 5  | 6  |                                               |
| <b>SUPPLY CHAIN MANAGEMENT</b>                              |     |    |    |    |                                               |
| <b>Supply Chain Management</b>                              |     |    |    |    |                                               |
| Director, Supply Chain Management Services                  | R   | 1  | 1  | 0  | Head of Supply Chain Management in the County |
| Senior Assistant Director, Supply Chain Management Services | Q   | 3  | 1  | 2  | Career progression                            |

|                                                                          |     |           |           |           |                       |
|--------------------------------------------------------------------------|-----|-----------|-----------|-----------|-----------------------|
| Assistant Director Supply Chain Management Services                      | P   | 3         | 2         | 1         | Career progression    |
| Principal Supply Chain Management Officer                                | N   | 5         | 3         | 2         | Career progression    |
| Chief Supply Chain Management Officer                                    | M   | 2         | 2         | 0         | Career progression    |
| Senior Supply Chain Management Officer Supply Chain                      | L   | 6         | 0         | 6         | Career progression    |
| Supply Chain Management Officer II/I                                     | J-K | 20        | 11        | 9         | Career progression    |
|                                                                          |     | <b>40</b> | <b>20</b> | <b>20</b> |                       |
| <b>Supply Chain Management Assistants</b>                                |     |           |           |           |                       |
| Principal Supply Chain Management Assistant                              | N   | 3         | 1         | 2         | Career progression    |
| Chief Supply Chain Management Assistant                                  | M   | 4         | 2         | 2         | Career progression    |
| Senior Supply Chain Management Assistant                                 | L   | 3         | 2         | 1         | Career progression    |
| Supply Chain Management Assistant II                                     | J   | 9         | 1         | 8         | Career progression    |
| Supply Chain Management Assistant III                                    | H   | 14        | 11        | 3         | Entry Level (Diploma) |
| Supply Chain Management Assistant IV                                     | G   | 3         | 3         | 0         | Entry Level           |
|                                                                          |     | <b>36</b> | <b>20</b> | <b>16</b> |                       |
| <b>Head - ECONOMIC PLANNING, BUDGETING, MONITORING AND EVALUATION</b>    |     |           |           |           |                       |
| <b>Subhead - ECONOMIC PLANNING, BUDGETING, MONITORING AND EVALUATION</b> |     |           |           |           |                       |
| Director of Economic Planning, Budgeting, Monitoring and Evaluation      | R   | 1         | 1         | 0         |                       |
| Deputy Chief Economist                                                   | Q   | 1         | 0         | 1         | Career progression    |
| Principal Economist                                                      | P   | 2         | 1         | 1         | Career progression    |
| Senior Economist/ Statistician I                                         | N   | 3         | 0         | 3         | Career Progression    |
| Senior Economist II                                                      | M   | 2         | 0         | 2         | Career progression    |
| Economist I                                                              | L   | 4         | 0         | 4         | Career progression    |

|                                                           |     |    |    |    |                                             |
|-----------------------------------------------------------|-----|----|----|----|---------------------------------------------|
| Economist II                                              | K   | 9  | 3  | 6  | Entry                                       |
|                                                           |     | 22 | 5  | 17 |                                             |
| <b>Head - INFORMATION AND COMMUNICATION TECHNOLOGY</b>    |     |    |    |    |                                             |
| <b>Subhead - INFORMATION AND COMMUNICATION TECHNOLOGY</b> |     |    |    |    |                                             |
| Director ICT                                              | R   | 1  | 1  | 0  | Director ICT                                |
| Deputy Director ICT                                       | Q   | 1  | 0  | 1  | Career progression                          |
| Assistant Director ICT                                    | P   | 3  | 1  | 2  | Career progression                          |
| Principal ICT Officer                                     | N   | 5  | 5  | 0  | Career progression                          |
| Chief ICT Officer                                         | M   | 3  | 0  | 3  | Career progression                          |
| Senior ICT Officer ICT Officer I                          | K-L | 8  | 6  | 2  | Career progression                          |
|                                                           |     | 21 | 13 | 8  |                                             |
| <b>Human Resource Management</b>                          |     |    |    |    |                                             |
| Human Resource Assistant                                  | J   | 1  | 1  | 0  | Seconded from the Human resource Department |
|                                                           |     | 1  | 1  | 0  |                                             |
| <b>Assistant Office Administrators</b>                    |     |    |    |    |                                             |
| Principal Assistant Office Administrator                  | N   | 2  | 0  | 2  | Career progression                          |
| Chief Assistant Office Administrator                      | M   | 2  | 2  | 0  | Career progression                          |
| Senior Assistant Office Administrator                     | L   | 2  | 2  | 0  | Career progression                          |
| Assistant Office Administrator I                          | K   | 1  | 1  | 0  | Career progression                          |
| Assistant Office Administrator II                         | J   | 1  | 0  | 1  | Career progression                          |
| Assistant Office Administrator III                        | H   | 4  | 0  | 4  | Entry Level for this Cadre                  |
|                                                           |     | 12 | 5  | 7  |                                             |
| <b>Clerical Officers</b>                                  |     |    |    |    |                                             |
| Principal Clerical Officer                                | K   | 9  | 9  | 0  | Career progression                          |
| Chief Clerical Officer                                    | J   | 6  | 4  | 2  | Career progression                          |

|                                           |     |           |           |           |                            |
|-------------------------------------------|-----|-----------|-----------|-----------|----------------------------|
| Senior Clerical Officer                   | H   | 6         | 0         | 6         | Career progression         |
| Clerical Officer II/I                     | F-G | 37        | 17        | 20        | Entry Level for this Cadre |
|                                           |     | <b>58</b> | <b>30</b> | <b>28</b> |                            |
| <b>Drivers</b>                            |     |           |           |           |                            |
| Principal Driver                          | J   | 1         | 1         | 0         | Career progression         |
| Chief Driver                              | H   | 1         | 0         | 1         | Career progression         |
| Senior Driver                             | G   | 1         | 0         | 1         | Career progression         |
| Driver I                                  | F   | 5         | 1         | 4         | Career progression         |
| Driver III/II                             | D-E | 15        | 12        | 3         | Entry                      |
|                                           |     | <b>23</b> | <b>14</b> | <b>9</b>  |                            |
| <b>Librarians</b>                         |     |           |           |           |                            |
| Senior Principal Library Assistant        | N   | 1         | 1         | 0         | Career progression         |
| Library Assistant II                      | H   | 2         | 0         | 2         | Seconded from Gender       |
|                                           |     |           |           |           |                            |
| <b>Records Management Officers</b>        |     |           |           |           |                            |
| Principal Records Management Officer      | N   | 1         | 0         | 1         | Career progression         |
| Chief Records Management Officer          | M   | 1         | 0         | 1         | Career progression         |
| Senior Records Management Officer         | L   | 1         | 0         | 1         | Career progression         |
| Records Management Officer I              | K   | 1         | 1         | 0         | Career progression         |
| Records Management Officer II             | J   | 1         | 0         | 1         | Career progression         |
| Records Management Officer III            | H   | 2         | 0         | 2         | Entry Level for this Cadre |
|                                           |     | <b>7</b>  | <b>1</b>  | <b>6</b>  |                            |
| <b>Support Staff/Cleaning Supervisors</b> |     |           |           |           |                            |
| Cleaning/Support Staff supervisor I       | G   | 2         | 0         | 2         | Career progression         |
| Cleaning/Support Staff supervisor IIA     | F   | 7         | 0         | 1         | Career progression         |

|                                                            |           |                          |                    |                           |                    |
|------------------------------------------------------------|-----------|--------------------------|--------------------|---------------------------|--------------------|
| Cleaning Supervisor IIB/Support Staff Supervisor           | E         | 36                       | 36                 | 0                         | Career progression |
| Cleaning Supervisor III/ISenior Support Staff              | C-D       | 65                       | 57                 | 8                         | Entry              |
|                                                            |           | <b>110</b>               | <b>93</b>          | <b>11</b>                 |                    |
| <b>Defunct Local Authority</b>                             |           |                          |                    |                           |                    |
| Assistant Administrative Officer                           | K         | 1                        | 1                  | 0                         | -                  |
| Assistant Administrative Officer                           | J         | 1                        | 1                  | 0                         | -                  |
| Senior Clerical Officers (Defunct)                         | H         | 1                        | 1                  | 0                         | -                  |
| Clerical Officers I(Defunct)                               | G         | 2                        | 2                  | 0                         | -                  |
| Clerical Officer III//Revenue Clerks                       | D         | 2                        | 2                  | 0                         | -                  |
| Clerical Officer IV/Revenue Clerks                         | C         | 17                       | 17                 | 0                         | -                  |
| Junior Clerical                                            | B         | 1                        | 1                  | 0                         | -                  |
| Superintendent (Building)                                  | K         | 1                        | 1                  | 0                         | -                  |
| Senior Meter Reader                                        | H         | 1                        | 1                  | 0                         | -                  |
| Copy Typist (Defunct)                                      | D         | 1                        | 1                  | 0                         | -                  |
| Artisan                                                    | C         | 1                        | 1                  | 0                         | -                  |
| Junior/ Senior Market master                               | C         | 3                        | 3                  | 0                         | -                  |
| Senior Messenger                                           | C         | 1                        | 1                  | 0                         | -                  |
| Abattoir Ass. 3                                            | B         | 1                        | 1                  | 0                         | -                  |
| Senior Office Messenger                                    | B         | 1                        | 1                  | 0                         | -                  |
| Snr. Market Attendant                                      | B         | 2                        | 2                  | 0                         | -                  |
| Driver                                                     | A         | 1                        | 1                  | 0                         | -                  |
| Support Staff I                                            | C         | 22                       | 22                 | 0                         | -                  |
| Support Staff II                                           | B         | 8                        | 8                  | 0                         | -                  |
| Support Staff                                              | A         | 1                        | 1                  | 0                         | -                  |
| Senior Market Attendant                                    | F         | 1                        | 1                  | 0                         | -                  |
|                                                            |           | 70                       | 70                 | 0                         |                    |
| <b>DEPARTMENT OF WATER, ENVIRONMENT AND CLIMATE CHANGE</b> |           |                          |                    |                           |                    |
| <b>Head - WATER, ENVIRONMENT AND CLIMATE CHANGE</b>        |           |                          |                    |                           |                    |
| <b>Subhead - WATER, ENVIRONMENT AND CLIMATE CHANGE</b>     |           |                          |                    |                           |                    |
| <b>DESIGNATION</b>                                         | <b>JG</b> | <b>OPT<br/>IMA<br/>L</b> | <b>IN<br/>POST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>REMARKS</b>     |

|                                                                        |   |          |          |          |                                             |
|------------------------------------------------------------------------|---|----------|----------|----------|---------------------------------------------|
| County Executive Committee Member                                      | T | 1        | 1        | 0        | -                                           |
| Chief Officer                                                          | S | 1        | 1        | 0        | -                                           |
|                                                                        |   | <b>2</b> | <b>2</b> | <b>0</b> |                                             |
| <b>ADMINISTRATIVE STAF (DIPLOMA HOLDER)</b>                            |   |          |          |          |                                             |
| Principal Administrative Services                                      | N | 1        | 0        | 1        | Career Progression                          |
| Chief Administrative Services                                          | M | 1        | 0        | 1        | Career progression                          |
| Senior Administrative Services                                         | L | 1        | 0        | 1        | Career Progression                          |
| Administration Officer I                                               | K | 1        | 0        | 1        | Career Progression                          |
| Administration Officer II                                              | J | 2        | 0        | 2        | Career Progression                          |
| Administrative Officer III                                             | H | 2        | 2        | 0        | This is the Entry level for Diploma holders |
|                                                                        |   | <b>8</b> | <b>2</b> | <b>6</b> |                                             |
| <b>ACCOUNTANTS</b>                                                     |   |          |          |          |                                             |
| Accountant I                                                           | K | 1        | 1        | 0        | Seconded from Finance                       |
|                                                                        |   | 1        | 1        | 0        |                                             |
| <b>SUPPLY CHAIN MANAGEMENT OFFICERS (DEGREE HOLDERS)</b>               |   |          |          |          |                                             |
| Supply Chain Management officer I                                      | K | 1        | 1        | 0        | Seconded from Finance                       |
|                                                                        |   |          |          |          |                                             |
| <b>OFFICE ADMINISTRATORS (SECRETARIAL STAFF) DIPLOMA HOLDERS</b>       |   |          |          |          |                                             |
| Senior Assistant Office Administrator                                  | K | 1        | 0        | 1        | Career progression                          |
| Office Administrative Assistant I                                      | J | 1        | 0        | 1        | Career Progression                          |
| Office Administrative Assistant II                                     | H | 2        | 0        | 2        | Entry                                       |
|                                                                        |   | 4        | 0        | 4        |                                             |
| <b>HUMAN RESOURCE MANAGEMENT OFFICERS (DEGREE/ DIPLOMA HOLDERS)</b>    |   |          |          |          |                                             |
| Human Resource management Officer/ Human Resource Management Assistant | K | 1        | 1        | 0        | Career progression                          |
|                                                                        |   | <b>1</b> | <b>1</b> | <b>0</b> |                                             |

|                                                         |           |                  |                |                  |                              |
|---------------------------------------------------------|-----------|------------------|----------------|------------------|------------------------------|
| <b>CLERICAL OFFICERS</b>                                |           |                  |                |                  |                              |
| Principal Clerical Officer                              | K         | 1                | 1              | 0                | Career Progression           |
| Chief Clerical Officer                                  | J         | 1                | 0              | 1                | Career Progression           |
| Senior Clerical Officer                                 | H         | 1                | 0              | 1                | Career progression.          |
| Clerical Officer I                                      | F-G       | 3                | 1              | 2                | Entry                        |
|                                                         |           | <b>6</b>         | <b>2</b>       | <b>4</b>         |                              |
| <b>RECORDS OFFICERS</b>                                 |           |                  |                |                  |                              |
| Records Management Officer I                            | K         | 1                | 0              | 1                | Career Progression           |
| Records Management Officer II                           | J         | 1                | 0              | 1                | Career Progression           |
| Records Management Officer III                          | H         | 1                | 0              | 1                | Entry level Duties include;  |
|                                                         |           | <b>3</b>         | <b>0</b>       | <b>3</b>         |                              |
| <b>DRIVERS</b>                                          |           |                  |                |                  |                              |
| Principal Driver                                        | J         | 1                | 0              | 1                | Career progression           |
| Chief Driver                                            | H         | 1                | 0              | 1                | Career progression           |
| Senior Driver                                           | G         | 1                | 1              | 0                | Career progression           |
| Driver I                                                | F         | 1                | 0              | 1                | Career progression           |
| Driver III/II                                           | E         | 4                | 3              | 1                | Career progression           |
|                                                         |           | <b>8</b>         | <b>4</b>       | <b>4</b>         |                              |
| <b>SUPPORT STAFF</b>                                    |           |                  |                |                  |                              |
| Cleaning Super-visor I                                  | G         | 1                | 0              | 1                | Career progression.          |
| Cleaning Supervisor IIA                                 | F         | 1                | 0              | 1                | Career progression.          |
| Cleaning Supervisor IIB                                 | E         | 1                | 0              | 1                | Career progression.          |
| Cleaning Supervisor III                                 | C-D       | 3                | 0              | 3                | Entry Level                  |
| <b>Head - WATER, SANITATION AND IRRIGATION SERVICES</b> |           |                  |                |                  |                              |
| <b>Subhead - WATER MANAGEMENT(DEGREE HOLDERS)</b>       |           |                  |                |                  |                              |
| <b>DESIGNATION</b>                                      | <b>JG</b> | <b>OPT IMA L</b> | <b>IN POST</b> | <b>VARI ANCE</b> | <b>REMARKS</b>               |
| Director of Water and Irrigation                        | R         | 1                | 1              | 0                | In-charge of the Directorate |

|                                                |     |    |    |   |                                  |
|------------------------------------------------|-----|----|----|---|----------------------------------|
|                                                |     |    |    |   | of Water and Irrigation Services |
| Deputy Director of Water Management            | Q   | 1  | 0  | 1 | Career progression               |
| Chief Superintending Engineer                  | P   | 1  | 0  | 1 | Career progression               |
| Senior Superintending Engineer                 | N   | 1  | 0  | 1 | Career progression               |
| Superintending Engineer                        | M   | 1  | 0  | 1 | Career progression               |
| Assistant Engineer I/II - Water and Sewerage   | K-L | 4  | 2  | 2 | Career progression               |
|                                                |     | 9  | 3  | 6 |                                  |
| <b>WATER SUPERINTENDENTS(DIPLOMA HOLDERS)</b>  |     |    |    |   |                                  |
| Principal Superintendent Water Engineering     | N   | 5  | 5  | 0 | Career Progression               |
| Chief Superintendent Water Engineering         | M   | 5  | 5  | 0 | Career Progression               |
| Senior Superintendent Water                    | L   | 1  | 0  | 1 | Career Progression               |
| Superintendent Water and Sewerage              | K   | 3  | 0  | 3 | Career Progression               |
| Inspector/Senior Inspector Water and Sewerage  | H-J | 8  | 0  | 5 | Entry                            |
|                                                |     | 22 | 10 | 9 |                                  |
| <b>SUPERINTENDENT</b>                          |     |    |    |   |                                  |
| Chief Superintendent                           | M   | 1  | 0  | 1 | Career progression               |
| Senior                                         | K-L | 4  | 1  | 3 | Career progression               |
|                                                |     | 5  | 1  | 4 |                                  |
| <b>Head - IRRIGATION SERVICE</b>               |     |    |    |   |                                  |
| <b>ENGINEERS (IRRIGATION) (DEGREE HOLDERS)</b> |     |    |    |   |                                  |
| Principal Superintending Engineer (Irrigation) | Q   | 1  | 0  | 1 | Career Progression               |
| Chief Superintending Engineer (Irrigation)     | P   | 1  | 0  | 1 | Career Progression               |
| Senior Superintending Engineer (Irrigation)    | N   | 1  | 0  | 1 | Career Progression               |
| Superintending Engineer (Irrigation)           | M   | 1  | 0  | 1 | Career Progression               |
| Assistant Engineer I (Irrigation)              | L   | 3  | 0  | 3 |                                  |

|                                                                     |     |           |          |          |                         |
|---------------------------------------------------------------------|-----|-----------|----------|----------|-------------------------|
| Assistant Engineer II (Irrigation)                                  | K   | 5         | 5        | 0        | Entry Level             |
|                                                                     |     | <b>12</b> | <b>5</b> | <b>7</b> |                         |
| <b>Head - WATER MANAGEMENT SERVICES</b>                             |     |           |          |          |                         |
| <b>Subhead - HYDROLOGISTS (DEGREE HOLDERS)</b>                      |     |           |          |          |                         |
| Principal Superintending Hydrologist                                | Q   | 1         | 1        | 0        | Career Progression      |
| Chief Superintending Hydrologist                                    | P   | 1         | 0        | 0        | Career Progression      |
| Senior Superintending Hydrologist                                   | N   | 1         | 0        | 0        | Career Progression      |
| Superintending Hydrologist                                          | M   | 1         | 0        | 0        | Career Progression      |
| Hydrologist II/I                                                    | K/L | 3         | 0        | 0        | Entry Level             |
|                                                                     |     | <b>7</b>  | <b>1</b> | <b>0</b> |                         |
| <b>GEOLOGISTS (DEGREE HOLDERS)</b>                                  |     |           |          |          |                         |
| Superintending Geologist (Water)                                    | N   | 1         | 0        | 1        |                         |
| Geologist I (Water)                                                 | M   | 1         | 0        | 1        |                         |
|                                                                     |     | <b>2</b>  | <b>0</b> | <b>2</b> |                         |
| <b>CADRES WITH OFFICERS AT THE APEX OF THEIR SCHEMES OF SERVICE</b> |     |           |          |          |                         |
| <b>Subhead - Water Management</b>                                   |     |           |          |          |                         |
| Senior Surface Water Assistant                                      | H   | 1         | 1        | 0        | To be re-designated     |
| Senior Ground Water Assistant                                       | H   | 1         | 1        | 0        | To be re-designated     |
| Senior Water Supply Operator                                        | H   | 1         | 1        | 0        | To be re-designated     |
|                                                                     |     | <b>3</b>  | <b>3</b> | <b>0</b> |                         |
| <b>Head - ENVIRONMENT, NATURAL RESOURCES AND CLIMATE CHANGE.</b>    |     |           |          |          |                         |
| <b>Subhead - ENVIRONMENT, NATURAL RESOURCES AND CLIMATE CHANGE.</b> |     |           |          |          |                         |
| Director Environment, Natural Resources and Climate Change          | R   | 1         | 1        | 0        | To head the Directorate |
| Deputy Director – Environment, Natural Resources and Climate Change | Q   | 1         | 0        | 1        | Career Progression      |
|                                                                     |     | <b>2</b>  | <b>1</b> | <b>1</b> |                         |
| <b>ENVIRONMENTAL UNIT</b>                                           |     |           |          |          |                         |

|                                                                         |     |           |          |           |                                                                                      |
|-------------------------------------------------------------------------|-----|-----------|----------|-----------|--------------------------------------------------------------------------------------|
| Assistant Director- Environment Planning, Research and Field Operations | P   | 1         | 0        | 1         | Career Progression                                                                   |
| Principal Environment Officer - Field Operations                        | N   | 1         | 0        | 1         | Career Progression                                                                   |
| Chief Environment Officer - Field Operations                            | M   | 2         | 0        | 2         | Career Progression                                                                   |
| Senior Environment Officer - Field Operations                           | K-L | 9         | 7        | 2         | Career progression.                                                                  |
|                                                                         |     | <b>13</b> | <b>7</b> | <b>6</b>  |                                                                                      |
| Principal Environment Officer - Planning and Research                   | N   | 1         | 0        | 1         | Career Progression                                                                   |
| Chief Environment Officer - Planning and Research                       | M   | 1         | 0        | 1         | Coordinating various sections of planning, policy, research and standards compliance |
| Senior Environment Officer - Planning and Research                      | L   | 2         | 0        | 2         | Career progression.                                                                  |
| Environment Officer I-Planning and Research                             | K   | 2         | 2        | 0         |                                                                                      |
|                                                                         |     | <b>6</b>  | <b>2</b> | <b>4</b>  |                                                                                      |
| <b>Forestry Unit</b>                                                    |     |           |          |           |                                                                                      |
| Senior Principal Forest Officer                                         | P   | 1         | 0        | 1         | Career Progression                                                                   |
| Principal Forest Officer                                                | N   | 1         | 0        | 1         | Career Progression                                                                   |
| Chief Forest Officer                                                    | M   | 1         | 0        | 2         | Career Progression                                                                   |
| Forest Officer/Senior Forest Officer                                    | K-L | 8         | 2        | 6         | Entry Level                                                                          |
|                                                                         |     | <b>11</b> | <b>2</b> | <b>10</b> |                                                                                      |
| <b>Foresters</b>                                                        |     |           |          |           |                                                                                      |
| Senior Forester                                                         | L   | 1         | 0        | 1         | Career Progression                                                                   |
| Forester I                                                              | K   | 2         | 0        | 2         | Career Progression                                                                   |
| Forester III/II                                                         | H-J | 8         | 0        | 8         | Career Progression                                                                   |
|                                                                         |     | <b>11</b> | <b>0</b> | <b>11</b> |                                                                                      |
| <b>Forest Guards</b>                                                    |     |           |          |           |                                                                                      |

|                                                                  |            |                  |                 |                    |                           |
|------------------------------------------------------------------|------------|------------------|-----------------|--------------------|---------------------------|
| Chief Forest Guard                                               | J          | 1                | 0               | 1                  | Career progression        |
| Senior Forest Guard                                              | H          | 1                | 0               | 1                  | Career progression        |
| Forest Guard I Career                                            | G          | 3                | 0               | 3                  | Career progression        |
| Forest Guard III/II                                              | E-F        | 14               | 7               | 7                  | Career progression        |
|                                                                  |            | <b>19</b>        | <b>7</b>        | <b>12</b>          |                           |
| <b>Head - CLIMATE CHANGE</b>                                     |            |                  |                 |                    |                           |
| <b>SubHead - CLIMATE CHANGE</b>                                  |            |                  |                 |                    |                           |
| Assistant Director Climate Change                                | P          | 1                | 0               | 1                  | Career Progression        |
| Principal Climate Change Officer                                 | N          | 1                | 0               | 1                  | Career Progression        |
| Chief Climate Change Officer                                     | M          | 2                | 0               | 2                  | Career Progression        |
| Climate Change Officer/Senior Climate Change Officer             | K-L        | 8                | 2               | 2                  | Entry Level               |
|                                                                  |            | <b>12</b>        | <b>2</b>        | <b>6</b>           |                           |
| <b>DEFUNCT LOCAL AUTHORITY</b>                                   |            |                  |                 |                    |                           |
| Copy Typist 3                                                    | D          | 1                | 1               | 0                  |                           |
| Labourer I                                                       | B          | 1                | 1               | 0                  |                           |
| Labourer II                                                      | A          | 1                | 1               | 0                  |                           |
|                                                                  |            | <b>3</b>         | <b>3</b>        | <b>0</b>           |                           |
| <b>Subvote- COUNTY PUBLIC SERVICE AND SOLID WASTE MANAGEMENT</b> |            |                  |                 |                    |                           |
| <b>Head - COUNTY PUBLIC SERVICE</b>                              |            |                  |                 |                    |                           |
| <b>Subhead - HUMAN RESOURCE MANAGEMENT</b>                       |            |                  |                 |                    |                           |
| <b>DESIGNATION</b>                                               | <b>J/G</b> | <b>OPT IMA L</b> | <b>IN- POST</b> | <b>VARI AN C E</b> | <b>JUSTIFIC ATION</b>     |
| County Executive Committee Member                                | T          | 1                | 1               | 0                  | -                         |
| Chief Officer                                                    | S          | 1                | 1               | 0                  | -                         |
|                                                                  |            | <b>2</b>         | <b>2</b>        | <b>0</b>           |                           |
| Director, Human Resource Management and Development              | R          | 1                | 1               | 0                  | In charge of HRM Function |
| Deputy Director Human Resource Management and Development        | Q          | 2                | 0               | 2                  | Deputize HRM function/    |

|                                                              |     |           |           |           |                                                                   |
|--------------------------------------------------------------|-----|-----------|-----------|-----------|-------------------------------------------------------------------|
|                                                              |     |           |           |           | Career progression                                                |
| Assistant Director Human Resource Management and Development | P   | 3         | 2         | 1         | Career Progression                                                |
| Principal HRM & Development                                  | N   | 4         | 2         | 2         | Payroll Management/<br>Appointments/Welfare /<br>Advisory         |
| Chief HRM & Development/Assistant                            | M   | 4         | 3         | 1         | Employee health & welfare/Labor relation/Appointment/<br>Advisory |
| Senior Human Resource Management Officer/Assistant           | L   | 4         | 0         | 4         | Pension Labor relation/Payroll/Advisory.                          |
| Human Resource Management officer I/ Assistant I             | K   | 5         | 3         | 2         | Payroll Management/Discipline.                                    |
| Human Resource Management officer II/ Assistant II           | H-J | 10        | 2         | 8         | ENTRY                                                             |
|                                                              |     | <b>33</b> | <b>13</b> | <b>20</b> |                                                                   |
| <b>RECORDS MANAGEMENT</b>                                    |     |           |           |           |                                                                   |
| Assistant Director – Records Management                      | P   | 1         | 1         | 0         | Manage HR records/<br>Career progression                          |
| Principal Records Management Officer                         | N   | 1         | 0         | 1         | Manage HR records /Career Progression                             |
| Chief Records Management Officer                             | M   | 1         | 0         | 1         | Manage HR records / Career Progression                            |
| Senior Records Management officers                           | L   | 2         | 0         | 2         | Manage HR records / Career Progression                            |

|                                                  |                 |           |          |           |                                                       |
|--------------------------------------------------|-----------------|-----------|----------|-----------|-------------------------------------------------------|
| Records Management Officer I                     | K               | 3         | 1        | 2         | Manage HR records / Career Progression                |
| Records Management Officer III/II                | H-J             | 5         | 0        | 5         | Management of HR Records.                             |
|                                                  |                 | <b>13</b> | <b>2</b> | <b>11</b> |                                                       |
| <b>OCCUPATIONAL HEALTH AND SAFETY</b>            |                 |           |          |           |                                                       |
| Occupational Health and Safety Officer I/II      | J/K/<br>M/<br>N | 2         | 0        | 2         | Coordinate activities that ensure safe places of work |
|                                                  |                 | <b>2</b>  | <b>0</b> | <b>2</b>  |                                                       |
| <b>SUPPLY CHAIN OFFICERS</b>                     |                 |           |          |           |                                                       |
| Supply Chain Management officer I/II             | J/K             | 1         | 0        | 1         | To be seconded from finance and accounting            |
|                                                  |                 | <b>1</b>  | <b>0</b> | <b>1</b>  |                                                       |
| <b>ACCOUNTANTS</b>                               |                 |           |          |           |                                                       |
| Principal Economist                              | P               | 1         | 1        | 0         | Head of payroll unit                                  |
|                                                  |                 | <b>1</b>  | <b>1</b> | <b>0</b>  |                                                       |
| <b>AUDITORS</b>                                  |                 |           |          |           |                                                       |
| Internal auditor I/II                            | J/K             | 1         | 0        | 1         | To be seconded from finance and accounting            |
|                                                  |                 | <b>1</b>  | <b>0</b> | <b>1</b>  |                                                       |
| <b>OFFICE ADMINISTRATIVE OFFICERS/ASSISTANTS</b> |                 |           |          |           |                                                       |
| Principal Assistant Office Administrator         | N               | 1         | 0        | 1         | Career Progression                                    |
| Chief Assistant Office Administrator             | M               | 1         | 0        | 1         | Career Progression                                    |
| Senior Assistant Office Administrator            | L               | 1         | 1        | 0         | Career Progression                                    |
| Office Administrative Assistant III/II           | G-H             | 2         | 0        | 2         | Career Progression                                    |
|                                                  |                 | <b>5</b>  | <b>1</b> | <b>4</b>  |                                                       |
| <b>CLERICAL</b>                                  |                 |           |          |           |                                                       |
| Principal Clerical Officer                       | K               | 3         | 0        | 3         | Career Progression                                    |

|                                                         |   |          |          |          |                                |
|---------------------------------------------------------|---|----------|----------|----------|--------------------------------|
| Chief Clerical Officer                                  | J | 2        | 1        | 1        | Career Progression             |
| Senior Clerical Officer                                 | H | 2        | 0        | 2        | Career Progression             |
| Clerical Officer I                                      | G | 2        | 0        | 2        | Career Progression             |
|                                                         |   | <b>9</b> | <b>1</b> | <b>8</b> |                                |
| <b>SUPPORT STAFF</b>                                    |   |          |          |          |                                |
| Senior Support Staff                                    | D | 1        | 0        | 1        | Career Progression             |
| Support Staff I                                         | C | 2        | 1        | 1        | Offer general support services |
|                                                         |   | <b>3</b> | <b>1</b> | <b>2</b> |                                |
| <b>DRIVERS</b>                                          |   |          |          |          |                                |
| Principal Driver                                        | J | 1        | 0        | 1        | Career Progression             |
| Chief Driver                                            | H | 1        | 1        | 0        | Career Progression             |
| Driver II                                               | E | 1        | 0        | 1        | Career Progression             |
| Driver III                                              | D | 1        | 0        | 1        | Entry Level                    |
|                                                         |   | <b>4</b> | <b>1</b> | <b>3</b> |                                |
| <b>DEFUNCT LOCAL AUTHORITY</b>                          |   |          |          |          |                                |
| Driver I                                                | C | 1        | 1        | 0        | Requires to be harmonized      |
|                                                         |   | <b>1</b> | <b>1</b> | <b>0</b> |                                |
| <b>CLERICAL OFFICERS (FROM DEFUNCT LOCAL AUTHORITY)</b> |   |          |          |          |                                |
| Clerical Officer III                                    | D | 2        | 2        | 0        | Requires to be harmonized      |
| Clerical Officer IV                                     | C | 2        | 2        | 0        | Requires to be harmonized      |
| <b>SUPPORT STAFF (FROM DEFUNCT LOCAL AUTHORITY)</b>     |   |          |          |          |                                |
| Labourer                                                | A | 1        | 1        | 0        | Requires to be harmonized      |
|                                                         |   | <b>1</b> | <b>1</b> | <b>0</b> |                                |

| Head - SOLID WASTE MANAGEMENT                                           |           |                 |             |                  |                                              |
|-------------------------------------------------------------------------|-----------|-----------------|-------------|------------------|----------------------------------------------|
| Subhead - SOLID WASTE MANAGEMENT                                        |           |                 |             |                  |                                              |
| DESIGNATION                                                             | J/G       | OPT<br>IMA<br>L | IN-<br>POST | VARI<br>ANC<br>E | JUSTIFIC<br>ATION                            |
| Chief Officer Solid Waste Management                                    | S         | 1               | 1           | 0                | -                                            |
| Director Solid Waste Management                                         | R         | 1               | 0           | 1                | In charge of Solid Waste Management Function |
| Deputy Director Solid Waste Management                                  | Q         | 1               | 0           | 1                | Career progression                           |
| Assistant Director Solid Waste Management                               | P         | 2               | 1           | 2                | Career Progression                           |
| Principal Public Health Officer                                         | N         | 3               | 3           | 0                | Career Progression                           |
| Chief Public Health Officer                                             | M         | 3               | 0           | 3                | Career Progression                           |
| Senior Public Health Officer / Senior Environmental Compliance Officers | K-L       | 7               | 1           | 6                | Entry Level                                  |
|                                                                         |           | 18              | 6           | 13               |                                              |
| DIPLOMA HOLDERS                                                         |           |                 |             |                  |                                              |
| Principal Assistant Public Health Officer                               | N         | 2               | 2           | 0                | Career Progression                           |
| Chief Assistant Public Health Officer                                   | M         | 2               | 0           | 2                | Career Progression                           |
| Senior Assistant Public Health Officer                                  | L         | 2               | 1           | 0                | Career Progression                           |
| Assistant Public Health Officer I                                       | K         | 2               | 0           | 0                | Career Progression                           |
| Assistant Public Health Officer III/II                                  | H-J       | 7               | 0           | 7                | Career Progression                           |
|                                                                         |           | 15              | 3           | 9                |                                              |
| PUBLIC HEALTH ASSISTANTS - CERTIFICATE HOLDERS                          |           |                 |             |                  |                                              |
| Senior Public Health Assistant                                          | K         | 1               | 1           | 0                | C                                            |
|                                                                         |           | 1               | 1           | 0                |                                              |
| MECHANICAL                                                              |           |                 |             |                  |                                              |
| Inspector (Mechanical)                                                  | H/J/<br>K | 1               | 0           | 1                | To be seconded from                          |

|                                                      |       |            |            |           |                                           |
|------------------------------------------------------|-------|------------|------------|-----------|-------------------------------------------|
|                                                      |       |            |            |           | department of transport                   |
|                                                      |       | <b>1</b>   | <b>0</b>   | <b>1</b>  |                                           |
| <b>ACCOUNTANT</b>                                    |       |            |            |           |                                           |
| Accountant                                           | J/K   | 1          | 0          | 1         | To be seconded from department of Finance |
|                                                      |       | <b>1</b>   | <b>0</b>   | <b>1</b>  |                                           |
| <b>OFFICE ADMINISTRATION</b>                         |       |            |            |           |                                           |
| Office Administrator/ Assistant Office Administrator | H/J/K | 2          | 1          | 1         | Career Progression                        |
|                                                      |       | <b>2</b>   | <b>1</b>   | <b>1</b>  |                                           |
| <b>SUPPORT STAFF</b>                                 |       |            |            |           |                                           |
| Support Staff Supervisor                             | E     | 45         | 3          | 42        | Career Progression                        |
| Support Staff/Senior Support Staff                   | C-D   | 185        | 135        | 50        | Entry                                     |
|                                                      |       | <b>230</b> | <b>138</b> | <b>92</b> |                                           |
| <b>DRIVERS</b>                                       |       |            |            |           |                                           |
| Driver I                                             | F     | 5          | 0          | 5         | Career Progression                        |
| Driver III/II                                        | D-E   | 15         | 7          | 8         | Entry grade                               |
|                                                      |       | <b>20</b>  | <b>7</b>   | <b>13</b> |                                           |
| <b>PLANT OPERATORS</b>                               |       |            |            |           |                                           |
| Plant Operator I                                     | F     | 1          | 1          | 0         | Career Progression                        |
| Plant Operator III/II                                | D-E   | 3          | 0          | 3         | Career Progression                        |
|                                                      |       | <b>4</b>   | <b>1</b>   | <b>3</b>  |                                           |
| <b>CLERICAL OFFICERS</b>                             |       |            |            |           |                                           |
| Clerical Officer I                                   | G     | 1          | 0          | 1         | Career Progression                        |
| Clerical Officer II                                  | F     | 2          | 1          | 1         | Entry grade                               |
| <b>INSPECTORATE</b>                                  |       |            |            |           |                                           |
| Assistant Inspectorate Officer                       | F/G   | 10         | 0          | 10        | To be seconded by County Secretarybb      |
| <b>DEFUNCT LOCAL AUTHORITY</b>                       |       |            |            |           |                                           |
| Driver I                                             | C     | 1          | 1          | 0         | -                                         |

|                                                                                                                                                                         |            |                          |                    |                           |                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------|--------------------|---------------------------|------------------------------------------|
| Driver II                                                                                                                                                               | B          | 1                        | 1                  | 0                         | -                                        |
|                                                                                                                                                                         |            | 2                        | 2                  | 0                         |                                          |
| <b>SUPPORT STAFF (FROM DEFUNCT LOCAL AUTHORITY)</b>                                                                                                                     |            |                          |                    |                           |                                          |
| Labourer II                                                                                                                                                             | A          | 2                        | 2                  | 0                         | -                                        |
| Labourer I                                                                                                                                                              | B          | 1                        | 1                  | 0                         | -                                        |
|                                                                                                                                                                         |            | 3                        | 3                  | 0                         |                                          |
| <b>DEPARTMENT OF AGRICULTURE, LIVESTOCK, AND AQUACULTURE</b>                                                                                                            |            |                          |                    |                           |                                          |
| <b>Head - AGRICULTURE, LIVESTOCK, AND AQUACULTURE</b>                                                                                                                   |            |                          |                    |                           |                                          |
| <b>Subhead - AGRICULTURE, LIVESTOCK, AND AQUACULTURE</b>                                                                                                                |            |                          |                    |                           |                                          |
| <b>POSITION</b>                                                                                                                                                         | <b>J/G</b> | <b>OPT<br/>IMA<br/>L</b> | <b>IN<br/>POST</b> | <b>VARI<br/>ANC<br/>E</b> | <b>JUSTIFIC<br/>ATION</b>                |
| County Executive Secretary                                                                                                                                              | T          | 1                        | 1                  | 0                         |                                          |
| Chief Officer                                                                                                                                                           | S          | 1                        | 1                  | 0                         |                                          |
|                                                                                                                                                                         |            | 2                        | 2                  | 0                         |                                          |
| <b>Head-AGRICULTURAL STATISTICS AND MARKETING</b>                                                                                                                       |            |                          |                    |                           |                                          |
| <b>Subhead- AGRICULTURAL STATISTICS AND MARKETING</b>                                                                                                                   |            |                          |                    |                           |                                          |
| Senior Assistant Director Agriculture/ Senior Assistant Director of Livestock/ Senior Assistant Director of Fisheries/ Senior Assistant Director of Veterinary Services | Q          | 1                        | 0                  | 1                         | For Career Progression. Head of the Unit |
| Assistant Director Agriculture/ Assistant Director of Livestock/ Assistant Director of Fisheries/ Assistant Director of Veterinary Services                             | P          | 1                        | 1                  | 0                         | Career Progression                       |
| Principal Agricultural Officer/ Principal Livestock Production Officer/ Principal Fisheries Officer                                                                     | N          | 2                        | 0                  | 2                         | For Career Progression                   |
| Chief Agricultural Officer                                                                                                                                              | M          | 2                        | 0                  | 2                         | For career progression                   |
| Senior Agricultural Officer                                                                                                                                             | L          | 2                        | 2                  | 0                         | For career progression                   |

|                                                  |     |            |           |            |                                                      |
|--------------------------------------------------|-----|------------|-----------|------------|------------------------------------------------------|
| Agricultural Officer                             | K   | 3          | 2         | 1          |                                                      |
|                                                  |     | <b>11</b>  | <b>5</b>  | <b>6</b>   |                                                      |
| <b>Head – CROPS</b>                              |     |            |           |            |                                                      |
| <b>Subhead - CROPS</b>                           |     |            |           |            |                                                      |
| Deputy Director of Agriculture                   | R   | 2          | 2         | 0          | Career Progression                                   |
| Senior Assistant Director of Agriculture         | Q   | 4          | 2         | 2          | Career Progression                                   |
| Assistant Director of Agriculture                | P   | 8          | 8         | 0          | 8 Sub-County heads,                                  |
| Principal Agriculture Officer                    | N   | 8          | 3         | 5          |                                                      |
| Chief Agricultural Officer                       | M   | 8          | 0         | 8          | For career progression through re-designation        |
| Agricultural Officer/Senior Agricultural officer | K-L | 30         | 13        | 17         | For career progression                               |
| <b>Diploma Holders</b>                           |     |            |           |            |                                                      |
| Principal Assistant Agricultural Officer         | N   | 2          | 1         | 1          | 4 Officer per Ward                                   |
| Chief Assistant Agricultural Officer             | M   | 5          | 1         | 4          | Staff at the ward level to offer the necessary       |
| Senior Assistant Agricultural Officers           | L   | 8          | 8         | 0          | extension services and reduce the Staff: Farmer      |
| Assistant Agricultural Officer I                 | K   | 9          | 0         | 9          | ratio Recruitment at Job Group H, career progression |
| Assistant Agricultural Officer III/II            | H-J | 90         | 27        | 63         | Entry                                                |
|                                                  |     | <b>174</b> | <b>65</b> | <b>109</b> |                                                      |
| <b>Certificate Holders</b>                       |     |            |           |            |                                                      |
| Chief Agricultural Assistant                     | K   | 4          | 4         | 0          |                                                      |
| Senior Agricultural Assistant                    | J   | 1          | 0         | 0          | These cadres will be phased out through              |

|                                                                                                                       |            |                |                |                 |                        |
|-----------------------------------------------------------------------------------------------------------------------|------------|----------------|----------------|-----------------|------------------------|
|                                                                                                                       |            |                |                |                 | natural attrition.     |
| Agricultural Assistant II/I                                                                                           | G-H        | 1              | 1              | 0               |                        |
|                                                                                                                       |            | <b>6</b>       | <b>5</b>       | <b>0</b>        |                        |
| <b>Degree Holders</b>                                                                                                 |            |                |                |                 |                        |
| Senior Superintending engineer (Agriculture)                                                                          | N          | 1              | 0              | 1               |                        |
| Superintending engineer (Agriculture)                                                                                 | M          | 1              | 0              | 1               | For Career Progression |
| Engineer II/I (Agriculture)                                                                                           | K-L        | 3              | 0              | 1               | For Career Progression |
|                                                                                                                       |            | <b>5</b>       | <b>0</b>       | <b>3</b>        |                        |
| <b>Diploma Holders</b>                                                                                                |            |                |                |                 |                        |
| Principal Superintendent (Agriculture)                                                                                | N          | 1              | 1              | 0               | Career Progression     |
| Chief Superintendent (Agriculture)                                                                                    | M          | 1              | 0              | 1               |                        |
| Senior Superintendent (Agriculture)                                                                                   | L          | 1              | 0              | 1               |                        |
| Superintendent (Agriculture)                                                                                          | K          | 1              | 0              | 1               |                        |
| Inspector/Senior Inspector (Agriculture)                                                                              | H-J        | 2              | 0              | 2               | Entry                  |
|                                                                                                                       |            | <b>6</b>       | <b>1</b>       | <b>5</b>        |                        |
| <b>Head-AGRICULTURAL TRAINING AND MECHANIZATION</b>                                                                   |            |                |                |                 |                        |
| <b>Subhead-WAMBUGU ATC</b>                                                                                            |            |                |                |                 |                        |
| <b>Degree Holders</b>                                                                                                 |            |                |                |                 |                        |
| <b>Position</b>                                                                                                       | <b>J/G</b> | <b>Optimal</b> | <b>In Post</b> | <b>Variance</b> | <b>Justification</b>   |
| Deputy Director of Agriculture/                                                                                       | R          | 1              | 1              | 0               | For career progression |
| Senior Assistant Director Agriculture/ Senior Assistant Director of Livestock/ Senior Assistant Director of Fisheries | Q          | 2              | 2              | 0               | For career progression |

|                                                                                                            |     |   |   |   |                        |
|------------------------------------------------------------------------------------------------------------|-----|---|---|---|------------------------|
| Assistant Director Agriculture/ Assistant Director of Livestock/ Assistant Director of Fisheries           | P   | 1 | 0 | 1 | For career progression |
| Principal Agricultural Officer/ Principal Livestock Officer/ Principal Fisheries Officer                   | N   | 1 | 0 | 1 |                        |
| Chief Agricultural Officer/ Chief Livestock Officer/ Chief Fisheries Officer                               | M   | 1 | 0 | 1 |                        |
| Senior Agricultural Officer/ Senior Livestock Officer/ Senior Fisheries Officer                            | K-L | 3 | 0 | 3 | Entry                  |
|                                                                                                            |     | 9 | 3 | 6 |                        |
| <b>Diploma Holders</b>                                                                                     |     |   |   |   |                        |
| Principal Assistant Agricultural Officer                                                                   | N   | 1 | 0 | 1 | For Career Progression |
| Principal Assistant Fisheries Officer                                                                      | N   | 1 | 0 | 1 | For Career Progression |
| Principal Assistant Livestock Officer                                                                      | N   | 1 | 0 | 1 | For Career Progression |
| Chief Assistant Agricultural Officer/ Chief Assistant Fisheries Officer/ Chief Assistant Livestock Officer | M   | 1 | 0 | 1 | For Career Progression |
| Senior Assistant Fisheries Officer                                                                         | L   | 1 | 0 | 1 | for career progression |
| Senior Assistant Livestock Production Officer/ Senior Assistant Agricultural Officer                       | L   | 1 | 1 | 0 | Career progression     |
| Assistant Agricultural Officer I/ Assistant Livestock Production Officer I                                 | K   | 1 | 0 | 1 | For career progression |
| Assistant Agricultural Officer III/II Assistant Livestock Production Officer III/II                        | H-J | 2 | 0 | 2 | For Career progression |
|                                                                                                            |     | 9 | 1 | 8 |                        |

| <b>Livestock attendants and Gardeners</b>                         |     |           |          |           |                        |
|-------------------------------------------------------------------|-----|-----------|----------|-----------|------------------------|
| Cleaning Support Supervisor II A (Livestock attendants/Gardeners) | F   | 2         | 0        | 2         | For career progression |
| Senior Support Staff Supervisor (Livestock attendants/Gardeners)  | E   | 4         | 0        | 4         | For career progression |
| Senior Support Staff (Livestock attendants/Gardeners)             | D   | 8         | 4        | 4         | Entry Level            |
|                                                                   |     | <b>14</b> | <b>4</b> | <b>10</b> |                        |
| <b>Hospitality Officers</b>                                       |     |           |          |           |                        |
| Senior Hospitality Officer                                        | L   | 1         | 0        | 1         | For Career Progression |
| Hospitality Officer I                                             | K   | 1         | 0        | 1         | For Career Progression |
| Chef                                                              | J   | 2         | 1        | 1         |                        |
| Assistant Chef                                                    | H   | 2         | 1        | 1         |                        |
| Cook II                                                           | F   | 2         | 2        | 0         | For Career Progression |
| Cook III                                                          | D   | 2         | 0        | 2         | Entry level            |
|                                                                   |     | <b>10</b> | <b>4</b> | <b>6</b>  |                        |
| Cleaning Support Supervisor II A (Cooks)                          | F   | 2         | 0        | 2         | For Career Progression |
| Support Staff/Senior Support Staff Supervisor (Cooks)             | D-E | 2         | 0        | 2         | For Career Progression |
|                                                                   |     | <b>4</b>  | <b>0</b> | <b>4</b>  |                        |
|                                                                   |     |           |          |           |                        |
| Waiter Assistant I                                                | G   | 1         | 0        | 1         |                        |
| Waiter Assistant II                                               | F   | 1         | 0        | 1         |                        |
| Waiter assistant III                                              | E   | 2         | 0        | 2         |                        |
| Housekeeping assistant I                                          | G   | 2         | 0        | 2         |                        |
| Housekeeping assistant II                                         | E-F | 4         | 0        | 4         | Entry                  |
|                                                                   |     | <b>10</b> | <b>0</b> | <b>10</b> |                        |
| <b>Artisans</b>                                                   |     |           |          |           |                        |
| Chief Charge Hand                                                 | K   | 1         | 0        | 1         | For career progression |
| Senior Charge Hand                                                | J   | 1         | 1        | 0         |                        |
| Charge Hand                                                       | H   | 1         | 0        | 0         |                        |
| Artisan I                                                         | G   | 1         | 0        | 0         |                        |
| Artisan II                                                        | F   | 1         | 0        | 0         |                        |

|                                                               |     |   |   |   |                              |
|---------------------------------------------------------------|-----|---|---|---|------------------------------|
| Artisan III                                                   | E   | 1 | 0 | 1 | Entry level                  |
|                                                               |     | 6 | 1 | 2 |                              |
| <b>Head- AGRICULTURAL MECHANIZATION</b>                       |     |   |   |   |                              |
| <b>Subhead- AGRICULTURAL MECHANIZATION</b>                    |     |   |   |   |                              |
| <b>Degree Holders</b>                                         |     |   |   |   |                              |
| Principal Superintending Engineer (Agriculture)               | Q   | 1 | 0 | 1 |                              |
| Chief Superintending Engineer (Agriculture)                   | P   | 1 | 0 | 1 | Career progression           |
| Senior Superintending Engineer (Agriculture)                  | N   | 1 | 0 | 1 | For Career progression       |
| Superintending Engineer (Agriculture)                         | M   | 1 | 0 | 1 | For Career Progression       |
| Engineer II/I (Agriculture)                                   | L   | 3 | 1 | 2 | Entry                        |
|                                                               |     | 7 | 1 | 6 |                              |
| <b>Diploma Holders</b>                                        |     |   |   |   |                              |
| Principal Superintendent (Agriculture)                        | N   | 1 | 0 | 1 |                              |
| Chief Superintendent (Agriculture)                            | M   | 1 | 0 | 1 |                              |
| Senior Superintendent (Agriculture)                           | L   | 1 | 0 | 1 |                              |
| Superintendent (Agriculture)                                  | K   | 1 | 0 | 1 |                              |
| Inspector/ Senior Inspector (Agriculture)                     | H-J | 1 | 0 | 1 | Entry                        |
| Plant Mechanic I                                              | G   | 1 | 0 | 0 |                              |
| Plant Mechanic III/II                                         | E-F | 1 | 0 | 0 | Entry                        |
|                                                               |     | 7 | 0 | 5 |                              |
| <b>Plant Operators</b>                                        |     |   |   |   |                              |
| Senior Plant Operator                                         | G   | 1 | 1 | 0 |                              |
| Plant Operator I                                              | F   | 2 | 0 | 2 | For Career Progression       |
| Plant Operator III/II                                         | D-E | 5 | 3 | 2 | Entry                        |
|                                                               |     | 8 | 4 | 4 |                              |
| <b>Head- LIVESTOCK PRODUCTION AND AQUACULTURE DEVELOPMENT</b> |     |   |   |   |                              |
| <b>Subhead-LIVESTOCK PRODUCTION</b>                           |     |   |   |   |                              |
| Director of Livestock Production                              | R   | 1 | 1 | 0 | In-charge of the directorate |
|                                                               |     | 1 | 1 | 0 |                              |
| <b>Degree Holders</b>                                         |     |   |   |   |                              |

|                                                                  |     |           |           |           |                                                          |
|------------------------------------------------------------------|-----|-----------|-----------|-----------|----------------------------------------------------------|
| Senior Assistant Director of Livestock Production                | Q   | 1         | 0         | 1         | For career progression                                   |
| Assistant Director of Livestock Production                       | P   | 2         | 0         | 2         | For career progression                                   |
| Principal Livestock Production Officer                           | N   | 4         | 4         | 0         | Career Progression                                       |
| Chief Livestock Production officer                               | M   | 6         | 0         | 6         | Career Progression                                       |
| Livestock Production Officer/Senior Livestock Production Officer | K-L | 15        | 8         | 7         | Entry                                                    |
|                                                                  |     | <b>28</b> | <b>12</b> | <b>16</b> |                                                          |
| <b>Diploma Holders</b>                                           |     |           |           |           |                                                          |
| Principal Assistant Livestock Production Officer                 | N   | 1         | 1         | 0         | In charge of the Ward / Career Progression               |
| Chief Assistant Livestock Production Officer                     | M   | 2         | 0         | 2         | Career Progression                                       |
| Senior Assistant Livestock Production Officer                    | L   | 3         | 0         | 3         | Career Progression                                       |
| Assistant Livestock Production Officer                           | K   | 7         | 2         | 5         | Career Progression                                       |
| Assistant Livestock Production Officer III/II                    | H-J | 35        | 14        | 21        | Career Progression                                       |
|                                                                  |     | <b>48</b> | <b>17</b> | <b>31</b> |                                                          |
| <b>Certificate Holders</b>                                       |     |           |           |           |                                                          |
| Chief Livestock Production Assistant                             | K   | 1         | 1         | 0         |                                                          |
| Senior Livestock Production Assistant                            | J   | 3         | 0         | 3         |                                                          |
| Livestock production Assistant II/I                              | G-H | 8         | 0         | 8         |                                                          |
|                                                                  |     | <b>12</b> | <b>1</b>  | <b>11</b> |                                                          |
| <b>Head- AQUACULTURE DEVELOPMENT</b>                             |     |           |           |           |                                                          |
| <b>Subhead- AQUACULTURE DEVELOPMENT</b>                          |     |           |           |           |                                                          |
| <b>Degree Holders</b>                                            |     |           |           |           |                                                          |
| Senior Assistant Director Fisheries                              | Q   | 1         | 0         | 1         |                                                          |
| Assistant Director of fisheries                                  | P   | 1         | 0         | 1         | In charge of Aquaculture Development. Career progression |

|                                                  |     |           |           |           |                                  |
|--------------------------------------------------|-----|-----------|-----------|-----------|----------------------------------|
| Principal Fisheries officer                      | N   | 2         | 0         | 2         | Career progression               |
| Chief Fisheries Officer                          | M   | 3         | 0         | 3         | For career progression           |
| Fisheries Officer/Senior Fisheries Officer       | K-L | 13        | 7         | 6         | Career Progression               |
|                                                  |     | <b>20</b> | <b>7</b>  | <b>13</b> |                                  |
| <b>Diploma Holders</b>                           |     |           |           |           |                                  |
| Principal Assistant Fisheries Officer            | N   | 1         | 0         | 1         |                                  |
| Chief Assistant Fisheries Officer                | M   | 1         | 0         | 1         | Career Progression               |
| Senior Assistant Fisheries Officer               | L   | 2         | 0         | 2         | Career Progression               |
| Assistant Fisheries Officer I                    | K   | 3         | 3         | 0         | Career Progression               |
| Assistant Fisheries Officer III/II               | H-J | 13        | 0         | 9         | Entry                            |
|                                                  |     | <b>20</b> | <b>3</b>  | <b>13</b> |                                  |
| <b>Certificate Holders</b>                       |     |           |           |           |                                  |
| Fisheries Assistant I                            | K   | 2         | 2         | 0         |                                  |
|                                                  |     | <b>2</b>  | <b>2</b>  | <b>0</b>  |                                  |
| <b>Head-VETERINARY SERVICES</b>                  |     |           |           |           |                                  |
| <b>Subhead- VETERINARY SERVICES</b>              |     |           |           |           |                                  |
| Deputy Director of Veterinary Services           | R   | 1         | 0         | 1         | In-charge of veterinary services |
| <b>Degree Holders</b>                            |     |           |           |           |                                  |
| Senior Assistant Director of Veterinary Services | Q   | 1         | 1         | 0         | Deputy directors                 |
| Assistant Director of Veterinary Services        | P   | 2         | 2         | 0         | Career progression               |
| Chief Veterinary Officer                         | N   | 5         | 2         | 3         | Career Progression               |
| Veterinary Officer/Senior veterinary Officer     | L-M | 15        | 5         | 10        | Career progression               |
|                                                  |     | <b>23</b> | <b>10</b> | <b>13</b> |                                  |
| <b>Diploma Holders</b>                           |     |           |           |           |                                  |
| Principal Assistant Animal Health Officer        | N   | 1         | 0         | 1         | Career Progression.              |
| Chief Assistant Animal Health Officer            | M   | 2         | 1         | 1         | Career Progression.              |

|                                                                          |     |           |           |           |                        |
|--------------------------------------------------------------------------|-----|-----------|-----------|-----------|------------------------|
| Senior Assistant Animal Health Officer                                   | L   | 4         | 1         | 3         |                        |
| Assistant Animal Health Officer I                                        | K   | 10        | 0         | 10        |                        |
| Assistant Animal Health Officer III/II                                   | H-J | 60        | 31        | 29        | Entry                  |
|                                                                          |     | <b>77</b> | <b>33</b> | <b>44</b> |                        |
| <b>Certificate Holders</b>                                               |     |           |           |           |                        |
| Chief Animal Health Assistant                                            | K   | 12        | 12        | 0         |                        |
| Senior Animal Health Assistant                                           | J   | 12        | 0         | 12        | Career Progression.    |
|                                                                          |     | <b>24</b> | <b>12</b> | <b>12</b> |                        |
| Animal Health Assistant II/I                                             | G-H | 48        | 33        | 15        | Entry                  |
|                                                                          |     | <b>48</b> | <b>33</b> | <b>15</b> |                        |
| <b>Degree Holders</b>                                                    |     |           |           |           |                        |
| Senior Assistant Leather Development Officer                             | M   | 1         | 0         | 1         | Career Progression.    |
| Leather Development Officer II/I                                         | K-L | 4         | 1         | 3         | Career Progression.    |
|                                                                          |     | <b>5</b>  | <b>1</b>  | <b>4</b>  |                        |
| <b>Diploma Holders</b>                                                   |     |           |           |           |                        |
| Assistant Leather Development Officer I/ Chief Hides and Skins Inspector | H-J | 8         | 0         | 8         |                        |
|                                                                          |     | <b>8</b>  | <b>0</b>  | <b>8</b>  |                        |
| <b>Head-ADMINISTRATIVE SERVICES</b>                                      |     |           |           |           |                        |
| <b>Subhead- ADMINISTRATIVE SERVICES</b>                                  |     |           |           |           |                        |
| <b>Office Administrators</b>                                             |     |           |           |           |                        |
| Assistant Director Office Administrator                                  | P   | 1         | 0         | 1         | For Career progression |
| Principal Assistant Office Administrator                                 | N   | 1         | 1         | 0         | For career progression |
|                                                                          |     |           |           |           |                        |
| Chief Assistant Officer Administrator                                    | M   | 2         | 2         | 0         |                        |
| Senior Assistant Office Administrator                                    | L   | 2         | 0         | 2         |                        |

|                                                              |     |           |           |           |                                                                    |
|--------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------------------------------------------------------|
| Assistant Office Administrator I                             | K   | 2         | 0         | 2         |                                                                    |
| Office Administrative Assistant I                            | J   | 1         | 0         | 1         |                                                                    |
| Office Administrative Assistant II                           | H   | 4         | 0         | 4         | Entry Level                                                        |
|                                                              |     | <b>13</b> | <b>3</b>  | <b>10</b> |                                                                    |
| <b>Clerical Officers</b>                                     |     |           |           |           |                                                                    |
| Principal Clerical Officer                                   | K   | 2         | 1         | 1         | For Career Progression                                             |
| Chief Clerical Officer                                       | J   | 2         | 2         | 0         | For Career Progression                                             |
| Senior Clerical Officer                                      | H   | 2         | 0         | 2         | For Career Progression                                             |
| Clerical Officer II/I                                        | F-G | 5         | 2         | 3         | Career progression                                                 |
|                                                              |     | <b>11</b> | <b>5</b>  | <b>6</b>  |                                                                    |
| <b>Drivers</b>                                               |     |           |           |           |                                                                    |
| Principal Driver                                             | J   | 2         | 0         | 2         | For career progression                                             |
| Chief Driver                                                 | H   | 4         | 2         | 2         | For career progression                                             |
| Senior Driver                                                | G   | 4         | 4         | 0         | For Career Progression                                             |
| Driver Grade I                                               | F   | 4         | 2         | 2         |                                                                    |
| Driver Grade III/II                                          | D-E | 12        | 10        | 2         | Entry Level                                                        |
|                                                              |     | <b>26</b> | <b>18</b> | <b>8</b>  |                                                                    |
| <b>Cleaning Supervisors</b>                                  |     |           |           |           |                                                                    |
| Cleaning Supervisor I                                        | G   | 1         | 1         | 0         |                                                                    |
| Cleaning Supervisor II A                                     | F   | 2         | 0         | 2         |                                                                    |
| Cleaning supervisor IIB/ Support staff Supervisor            | E   | 4         | 0         | 4         | Career progression                                                 |
| Support Staff/ Cleaning supervisor III/ Senior support staff | C-D | 8         | 6         | 2         | Recruitment at Job Group D                                         |
|                                                              |     | <b>15</b> | <b>7</b>  | <b>8</b>  |                                                                    |
| <b>Administrators</b>                                        |     |           |           |           |                                                                    |
| Ward Administrator                                           | N   | 0         | 1         | 1         | Could be more useful in other departments relevant to her training |
|                                                              |     |           |           |           |                                                                    |

| Subhead- DEFUNCT LOCAL AUTHORITY        |                      |         |         |          |                                                      |
|-----------------------------------------|----------------------|---------|---------|----------|------------------------------------------------------|
| Revenue Clerk                           | Scale 13             | 1       | 1       | 0        | Services required at AMS                             |
| Laborer                                 | Scale 19, 18, 17, 18 | 13      | 13      | 0        | Currently deployed as support staff.                 |
|                                         |                      | 14      | 14      | 0        |                                                      |
| Sub Vote- DEPARTMENT OF HEALTH SERVICES |                      |         |         |          |                                                      |
| Head-HEALTH ADMINISTRATION              |                      |         |         |          |                                                      |
| Subhead- HEALTH ADMINISTRATION          |                      |         |         |          |                                                      |
| DESIGNATION                             | JO B GROUP           | OPTIMAL | IN-POST | VARIANCE | JUSTIFICATION                                        |
| County Executive Committee Member       | T                    | 1       | 1       | 0        | -                                                    |
| Chief Officer                           | S                    | 2       | 1       | 1        | -Medical Services                                    |
|                                         |                      | 3       | 2       | 1        | -Public Health                                       |
| Chief Executive Officer                 | S                    | 1       | 0       | 1        | Accounting Officer at Nyeri County Referral Hospital |
| Director                                | R                    | 1       | 1       | 0        | Medical Services                                     |
| Chief Executive Officer                 | R                    | 5       | 0       | 5        | Accounting Officer at the other County Hospitals     |
| Director                                | R                    | 1       | 0       | 1        | Public Health                                        |
|                                         |                      | 8       | 1       | 7        |                                                      |
| Head-CURATIVE                           |                      |         |         |          |                                                      |
| Subhead-NURSING                         |                      |         |         |          |                                                      |
| DEGREE HOLDERS/ SPECIALIST              |                      |         |         |          |                                                      |

|                                                             |     |             |            |            |                                |
|-------------------------------------------------------------|-----|-------------|------------|------------|--------------------------------|
| Deputy Director Nursing Services                            | R   | 2           | 0          | 2          | Career Progression             |
| Senior Assistant Director Nursing Services/nurse specialist | Q   | 8           | 5          | 3          | Career Progression             |
| Assistant Director Nursing Services                         | P   | 15          | 13         | 2          | Career Progression             |
| Principal Nursing Officer                                   | N   | 15          | 8          | 7          | Career Progression             |
| Chief Nursing Officer                                       | M   | 25          | 12         | 13         | Career Progression             |
| Nursing Officer/Senior Nursing Officer                      | K-L | 45          | 34         | 11         | Career Progression             |
|                                                             |     | <b>110</b>  | <b>72</b>  | <b>38</b>  |                                |
| <b>DIPLOMA NURSES</b>                                       |     |             |            |            |                                |
| Senior Principal Registered Nurse                           | P   | 30          | 12         | 18         | Career Progression             |
| Principal Registered Nurse                                  | N   | 60          | 29         | 31         | Career Progression             |
| Chief Registered Nurse                                      | M   | 110         | 72         | 38         | Career Progression             |
| Senior Registered Nurse                                     | L   | 150         | 100        | 50         | Career Progression             |
| Registered Nurse[11]                                        | K   | 250         | 81         | 169        | Entry Level/Career progression |
| Registered Nurse III/II                                     | H-J | 550         | 402        | 148        | Entry Level/Career progression |
|                                                             |     | <b>1150</b> | <b>696</b> | <b>454</b> |                                |
| <b>Certificate Nurses</b>                                   |     |             |            |            |                                |
| Senior enrolled nurse 1                                     | L   | 50          | 35         | 15         | Career Progression             |
| Senior Enrolled Nurse[2]                                    | K   | 25          | 15         | 10         | Career Progression             |
| Enrolled Nurse[1]                                           | J   | 20          | 11         | 9          | Career Progression             |
| Enrolled Nurse III/II                                       | G-H | 40          | 33         | 7          | Career Progression             |
|                                                             |     | <b>135</b>  | <b>94</b>  | <b>41</b>  |                                |
| <b>Subhead-RADIOGRAPHERS</b>                                |     |             |            |            |                                |

|                                                                                                        |                  |                |                |                 |                      |
|--------------------------------------------------------------------------------------------------------|------------------|----------------|----------------|-----------------|----------------------|
| Deputy Director Radiography Services                                                                   | R                | 1              | 0              | 1               | Career Progression   |
| Senior Assistant Director Radiography Services                                                         | Q                | 2              | 0              | 2               | Career Progression   |
| Assistant Director Radiography Services                                                                | P                | 2              | 0              | 2               | Career Progression   |
| Principal Radiographer                                                                                 | N                | 4              | 1              | 3               | Career Progression   |
| Chief Radiographer/ Sonographer                                                                        | M                | 6              | 6              | 0               | Career Progression   |
| Senior Radiographer/ Sonographer                                                                       | L                | 8              | 0              | 8               | Career Progression   |
| Radiographer I/Sonographer                                                                             | K                | 8              | 0              | 8               | Career Progression   |
| Radiographer III/II                                                                                    | H-J              | 24             | 6              | 18              | Career Progression   |
|                                                                                                        |                  | 55             | 13             | 42              |                      |
| <b>Subhead-DEGREE HOLDERS - PHYSIOTHERAPY</b>                                                          |                  |                |                |                 |                      |
| <b>Designation</b>                                                                                     | <b>Job group</b> | <b>Optimal</b> | <b>In-post</b> | <b>Variance</b> | <b>Justification</b> |
| Deputy Director Physiotherapy services                                                                 | R                | 1              | 0              | 1               | Career Progression   |
| Senior Assistant Director Physiotherapy Services                                                       | Q                | 1              | 0              | 1               | Career Progression   |
| Assistant Director Physiotherapy Services/Senior Principal Assistant Physiotherapist                   | P                | 2              | 0              | 2               | Career Progression   |
| Principal Physiotherapist/Principal Assistant Physiotherapist                                          | N                | 2              | 0              | 2               | Career Progression   |
| Chief Physiotherapist/ Chief Assistant Physiotherapist                                                 | M                | 3              | 0              | 3               | Career Progression   |
| Physiotherapist 1/ Assistant Physiotherapist 1/Senior Physiotherapist/Senior Assistant Physiotherapist | K-L              | 6              | 1              | 5               | Entry                |
|                                                                                                        |                  | 15             | 1              | 14              |                      |

|                                                                                      |                  |                |                |                 |                      |
|--------------------------------------------------------------------------------------|------------------|----------------|----------------|-----------------|----------------------|
| <b>DIPLOMA HOLDERS - ASSISTANT PHYSIOTHERAPISTS</b>                                  |                  |                |                |                 |                      |
| Assistant Director Physiotherapy Services/Senior Principal Assistant Physiotherapist | P                | 4              | 1              | 3               | Career Progression   |
| Principal Physiotherapist/Principal Assistant Physiotherapist                        | N                | 11             | 10             | 1               | Career Progression   |
| Chief Physiotherapist/ Chief Assistant Physiotherapist                               | M                | 2              | 1              | 1               | Career Progression   |
| Senior Physiotherapist/Senior Assistant Physiotherapist                              | L                | 4              | 1              | 3               | Career Progression   |
| Physiotherapist 1/ Assistant Physiotherapist 1                                       | K                | 5              | 3              | 2               | Career Progression   |
| Assistant Physiotherapist III/II                                                     | H-J              | 20             | 11             | 9               | Career Progression   |
|                                                                                      |                  | <b>46</b>      | <b>27</b>      | <b>19</b>       |                      |
| <b>Subhead- CLINICAL SERVICES</b>                                                    |                  |                |                |                 |                      |
| <b>CLINICAL SPECIALISTS</b>                                                          |                  |                |                |                 |                      |
| <b>Designation</b>                                                                   | <b>Job group</b> | <b>Optimal</b> | <b>In-post</b> | <b>Variance</b> | <b>Justification</b> |
| Chief Clinical Specialist                                                            | R                | 1              | 0              | 1               | Career Progression   |
| Senior Clinical Specialist                                                           | Q                | 2              | 0              | 2               | Career Progression   |
| Clinical Specialist                                                                  | P                | 4              | 0              | 4               | Career Progression   |
|                                                                                      |                  |                |                |                 |                      |
| <b>Degree Holders - CLINICAL OFFICERS</b>                                            |                  |                |                |                 |                      |
| Deputy Director Clinical Services                                                    | R                | 1              | 0              | 1               | Career Progression   |
| Senior Assistant Director Clinical Services                                          | Q                | 2              | 0              | 2               | Career Progression   |
| Assistant Director Clinical services                                                 | P                | 6              | 4              | 2               | Career Progression   |
| Principal Clinical Officer                                                           | N                | 6              | 2              | 4               | Career Progression   |

|                                                              |     |            |            |           |                                |
|--------------------------------------------------------------|-----|------------|------------|-----------|--------------------------------|
| Chief Clinical Officer                                       | M   | 6          | 0          | 6         | Career Progression             |
| Clinical Officer/Senior Clinical Officer                     | K-L | 10         | 0          | 10        | Career Progression             |
|                                                              |     | <b>38</b>  | <b>6</b>   | <b>32</b> |                                |
| <b>Diploma Holders - REGISTERED CLINICAL OFFICERS</b>        |     |            |            |           |                                |
| Principal Registered Clinical Officer 1                      | P   | 25         | 16         | 9         | Career Progression             |
| Principal Registered Clinical Officer11                      | N   | 25         | 16         | 9         | Career Progression             |
| Chief Registered Clinical Officer/Chief Clinical Officer     | M   | 25         | 14         | 11        | Career Progression             |
| Senior registered Clinical Officer                           | L   | 30         | 14         | 16        | Career Progression             |
| Registered Clinical Officer1                                 | K   | 50         | 28         | 22        | Career Progression             |
| Registered Clinical OfficerIII/II                            | H-J | 100        | 75         | 25        | Entry Level/Career Progression |
|                                                              |     | <b>255</b> | <b>163</b> | <b>92</b> |                                |
| <b>Subhead-MEDICAL LABORATORY</b>                            |     |            |            |           |                                |
| <b>SPECIALIST</b>                                            |     |            |            |           |                                |
| Senior Assistant Director of Medical Laboratory Services     | Q   | 2          | 0          | 2         | Career Progression.            |
| Assistant Director of Medical Laboratory Services            | P   | 5          | 3          | 2         | Career Progression.            |
| Principal Medical Laboratory Services Officer                | N   | 5          | 5          | 0         | Career Progression.            |
| Chief Medical Laboratory Officer                             | M   | 5          | 1          | 4         | Career Progression.            |
| Medical Laboratory Officer/Senior Medical Laboratory Officer | K-L | 10         | 0          | 10        | Entry                          |
|                                                              |     | <b>27</b>  | <b>9</b>   | <b>18</b> |                                |
| <b>DIPLOMA HOLDERS</b>                                       |     |            |            |           |                                |

|                                                                                         |     |            |           |            |                     |
|-----------------------------------------------------------------------------------------|-----|------------|-----------|------------|---------------------|
| Principal Medical Laboratory Technologist 1                                             | P   | 10         | 5         | 5          | Career Progression. |
| Principal Medical Laboratory Technologist 2                                             | N   | 15         | 13        | 2          | Career Progression. |
| Chief Medical Laboratory Technologist                                                   | M   | 15         | 4         | 11         | Career Progression. |
| Senior Medical Laboratory Technologist                                                  | L   | 20         | 6         | 14         | Career Progression. |
| Medical Laboratory Technologist I                                                       | K   | 30         | 15        | 15         | Career Progression. |
| Medical Laboratory Technologist III/II                                                  | H-J | 105        | 52        | 53         | Career Progression. |
|                                                                                         |     | <b>195</b> | <b>95</b> | <b>100</b> |                     |
| <b>LABORATORY TECHNICIANS Laboratory Technicians</b>                                    |     |            |           |            |                     |
| Senior Medical Laboratory Technician 1                                                  | L   | 1          | 1         | 0          | Obselete            |
| <b>Subhead-PHARMACY</b>                                                                 |     |            |           |            |                     |
| Senior Deputy Director of Pharmaceutical services 11/Senior Pharmaceutical Specialist 1 | S   | 1          | 0         | 1          | Career Progression  |
| Deputy Director of Pharmaceutical services/Senior Pharmaceutical Specialist 11          | R   | 4          | 2         | 2          | Career Progression  |
| Senior Assistant Director of Pharmaceutical services/ Pharmaceutical Specialist 1       | Q   | 9          | 6         | 3          | Career Progression  |
| Assistant Director of Pharmaceutical services/ Pharmaceutical Specialist 2              | P   | 12         | 9         | 3          | Career Progression  |
| Pharmacist/Senior Pharmacist                                                            | M-N | 20         | 8         | 12         | Career Progression  |
|                                                                                         |     | 47         | 26        | 21         |                     |
| <b>Subhead-DIPLOMA HOLDER - ORTHOPEDIC TECHNOLOGIST</b>                                 |     |            |           |            |                     |
| Chief Orthopedic Technologists                                                          | N   | 1          | 0         | 1          | Career Progression  |

|                                                        |     |           |           |           |                    |
|--------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Deputy Chief Orthopedic Technologist                   | M   | 1         | 0         | 1         | Career Progression |
| Senior Orthopedic Technologist                         | L   | 2         | 0         | 2         | Career Progression |
| Orthopedic Technologist 1                              | K   | 4         | 1         | 3         | Career Progression |
| Orthopedic Technologist III/II                         | H-J | 10        | 3         | 8         | Career Progression |
|                                                        |     | <b>18</b> | <b>4</b>  | <b>15</b> |                    |
| <b>Subhead-DEGREE HOLDERS - OCCUPATIONAL THERAPIST</b> |     |           |           |           |                    |
| Deputy Director Occupational Therapy                   | R   | 1         | 0         | 1         | Career Progression |
| Senior Assistant Director Occupational Therapy         | Q   | 1         | 0         | 1         | Career Progression |
| Assistant Director Occupational Therapist              | P   | 2         | 1         | 1         | Career Progression |
| Principal Occupational Therapist                       | N   | 2         | 2         | 0         | Career Progression |
| Chief Occupational Therapist                           | M   | 3         | 0         | 3         | Career Progression |
| Occupational Therapist/Senior Occupational Therapist   | K-L | 5         | 0         | 5         | Career Progression |
|                                                        |     | <b>14</b> | <b>3</b>  | <b>11</b> |                    |
| <b>DIPLOMA HOLDERS - OCCUPATIONAL THERAPIST</b>        |     |           |           |           |                    |
| Senior Principal Assistant Occupational Therapist      | P   | 2         | 1         | 1         | Career Progression |
| Principal Assistant Occupational Therapist             | N   | 4         | 3         | 1         | Career Progression |
| Chief Assistant Occupational Therapist                 | M   | 4         | 2         | 2         | Career Progression |
| Senior Assistant Occupational Therapist                | L   | 5         | 0         | 5         | Career Progression |
| Assistant Occupational Therapist 1                     | K   | 6         | 2         | 4         | Career Progression |
| Assistant Occupational Therapist III/III               | H-J | 18        | 5         | 13        | Career Progression |
|                                                        |     | <b>39</b> | <b>13</b> | <b>26</b> |                    |
| <b>Subhead-NUTRITION AND DIETETICS</b>                 |     |           |           |           |                    |
| <b>DEGREE/SPECIALISTS</b>                              |     |           |           |           |                    |
| Deputy Director Nutrition and Dietetics                | R   | 1         | 0         | 1         | Career Progression |

|                                                                     |     |           |           |           |                    |
|---------------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Senior assistant director nutrition and dietetics                   | Q   | 1         | 0         | 1         | Career Progression |
| Assistant director nutrition and dietetics                          | P   | 1         | 1         | 0         | Career Progression |
| Principal nutrition and dietetics officer                           | N   | 1         | 0         | 1         | Career Progression |
| Chief nutrition and dietetics officer                               | M   | 3         | 0         | 3         | Career Progression |
| Nutrition & Dietetics Officer /Senior Nutrition & Dietetics Officer | K-L | 15        | 6         | 9         | Entry              |
|                                                                     |     | <b>22</b> | <b>7</b>  | <b>15</b> |                    |
| <b>DIPLOMA</b>                                                      |     |           |           |           |                    |
| Principal Nutrition and Dietetics Technologist                      | N   | 2         | 2         | 0         | Career Progression |
| Chief Nutrition and Dietetics Technologist                          | M   | 2         | 0         | 2         | Career Progression |
| Senior Nutrition and Dietetics Technologist                         | L   | 4         | 0         | 4         | Career Progression |
| Nutrition and Dietetics Technologist I                              | K   | 8         | 2         | 6         | Career Progression |
| Nutrition and Dietetics Technologist III                            | J   | 26        | 12        | 14        | Career Progression |
|                                                                     |     | <b>42</b> | <b>16</b> | <b>26</b> |                    |
| <b>CERTIFICATE</b>                                                  |     |           |           |           |                    |
| Nutrition and Dietetic Technician II                                | G-H | 15        | 0         | 15        | Entry Level        |
|                                                                     |     | <b>15</b> | <b>0</b>  | <b>15</b> |                    |
|                                                                     |     |           |           |           |                    |
| <b>Subhead-MEDICAL SOCIAL WORKER</b>                                |     |           |           |           |                    |
| Deputy Principal Medical Social Worker                              | Q   | 1         | 0         | 1         |                    |
| Senior Assistant Principal Medical Social Worker                    | P   | 1         | 0         | 1         | Career Progression |
| Assistant Principal Medical Social Worker                           | N   | 2         | 1         | 1         | Career Progression |
| Chief Medical Social Worker                                         | M   | 4         | 2         | 2         | Career Progression |
| Senior Medical Social Worker                                        | L   | 4         | 3         | 1         | Career Progression |
| Medical Social Worker 1                                             | K   | 6         | 1         | 5         | Career Progression |
| Medical Social Worker III/II                                        | H-J | 15        | 4         | 11        | Career Progression |

|                                                                                                            |     |    |    |    |                    |
|------------------------------------------------------------------------------------------------------------|-----|----|----|----|--------------------|
|                                                                                                            |     | 33 | 11 | 22 |                    |
|                                                                                                            |     |    |    |    |                    |
| <b>Subhead-DEGREEE HOLDERS - HEALTH RECORDS AND INFORMATION MANAGEMENT</b>                                 |     |    |    |    |                    |
| Deputy Director Health records and information management                                                  | R   | 1  | 0  | 1  | Career Progression |
| Senior Assistant Director Health Records and information management                                        | Q   | 1  | 0  | 1  | Career Progression |
| Assistant Director, Health Records and Information Management Officer                                      | P   | 2  | 0  | 2  | Career Progression |
| Principal Health Records and Information Management Officer                                                | N   | 2  | 1  | 1  | Career Progression |
| Chief Health Records and Information Management Officer                                                    | M   | 5  | 0  | 5  | Career Progression |
| Health Records and Information Management Officer/Senior Health Records and information management officer | K-L | 15 | 5  | 10 | Career Progression |
|                                                                                                            |     | 26 | 6  | 20 |                    |
| <b>DIPLOMA HOLDERS - ASSISTANT HEALTH RECORDS AND INFORMATION MANAGEMENT OFFICERS</b>                      |     |    |    |    |                    |
| Assistant Principal Health Records and Information Management Officer                                      | N   | 6  | 5  | 1  | Career Progression |
| Assistant Chief Health Records and Information Management Officer                                          | M   | 5  | 1  | 4  | Career Progression |
| Assistant senior Health Records and information management officer                                         | L   | 5  | 1  | 4  | Career Progression |
| Health Records and Information Management Officer                                                          | K   | 10 | 1  | 9  | Career Progression |
| Assistant Health Records and information management officer III/II                                         | H-J | 45 | 18 | 27 | Career Progression |

|                                                                                   |     |    |    |    |                    |
|-----------------------------------------------------------------------------------|-----|----|----|----|--------------------|
|                                                                                   |     | 71 | 26 | 45 |                    |
| <b>CERTIFICATE HOLDERS - HEALTH RECORDS AND INFORMATION MANAGEMENT ASSISTANTS</b> |     |    |    |    |                    |
| Senior Health Records and information management Assistant                        | K   | 1  | 1  | 0  | Career Progression |
| Health Records and Information assistant 1                                        | J   | 3  | 0  | 3  | Career Progression |
| Health Records and Information assistant III/II                                   | G-H | 15 | 4  | 11 | Entry              |
|                                                                                   |     | 19 | 5  | 14 |                    |
| <b>Subhead-HEALTH ADMINISTRATIVE SERVICES</b>                                     |     |    |    |    |                    |
| Chief Health Administrative Officer                                               | R   | 2  | 0  | 2  | Career Progression |
| Senior Deputy Chief Health Administrative Officer                                 | Q   | 2  | 2  | 0  | Career Progression |
| Deputy chief Health Administrative Officer                                        | P   | 3  | 1  | 2  | Career Progression |
| Senior Assistant Chief Health Administrative Officer                              | N   | 3  | 2  | 1  | Career Progression |
| Assistant Chief Health Administrative Officer                                     | M   | 4  | 0  | 4  | Career Progression |
| Senior Health Administrative Officer                                              | L   | 4  | 4  | 0  | Career Progression |
| Health Administrative Officer I                                                   | K   | 5  | 0  | 5  | Career Progression |
| Health Administrative Officer III/II                                              | H-J | 9  | 1  | 8  | Career Progression |
|                                                                                   |     | 32 | 10 | 22 |                    |
| <b>Subhead-Degree holders - Dental Technology</b>                                 |     |    |    |    |                    |
| Assistant Director Principal Dental technology                                    | P   | 1  | 0  | 1  | Career Progression |
| Principal Dental technology officer                                               | N   | 1  | 0  | 1  | Career Progression |
| Chief Dental technology officer                                                   | M   | 1  | 0  | 1  | Career Progression |
| Dental technology officer/Senior Dental technology officer                        | K-L | 3  | 0  | 3  | Career Progression |
|                                                                                   |     | 6  | 0  | 6  |                    |

|                                                      |     |           |           |           |                    |
|------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| <b>Diploma Holders - DENTAL TECHNOLOGIST</b>         |     |           |           |           |                    |
| Assistant Director Dental technologist               | P   | 1         | 0         | 1         | Career Progression |
| Principal Dental technologist                        | N   | 2         | 1         | 1         | Career Progression |
| Assistant pricipal Dental Technologist               | M   | 2         | 1         | 1         | Career Progression |
| Senior Dental Technologist                           | L   | 3         | 0         | 3         | Career Progression |
| Dental Technologist 1                                | K   | 4         | 3         | 1         | Career Progression |
| Dental Technologist III/II                           | H-J | 10        | 2         | 8         | Career Progression |
|                                                      |     | <b>22</b> | <b>7</b>  | <b>15</b> |                    |
| <b>Head-PUBLIC HEALTH (GRADUATE)</b>                 |     |           |           |           |                    |
| Deputy Director Public Health                        | R   | 1         | 0         | 1         | Career Progression |
| Senior Assistant Director Public Health.             | Q   | 3         | 0         | 3         | Career Progression |
| Assistant Director Public Health                     | P   | 6         | 4         | 2         | Career Progression |
| Principal Public Health Officer                      | N   | 9         | 9         | 0         | Career Progression |
| Chief Public Health Officer                          | M   | 10        | 0         | 10        | Career Progression |
| Public Health Officers/Senior Public Health Officers | K-L | 30        | 15        | 15        | Career Progression |
|                                                      |     | <b>59</b> | <b>28</b> | <b>31</b> |                    |
| <b>ASSISTANT PUBLIC HEALTH OFFICERS (DIPLOMA)</b>    |     |           |           |           |                    |
| Principal Assistant Public Health Officer            | N   | 30        | 24        | 6         | Career Progression |
| Chief Assistant Public Health Officer                | M   | 9         | 9         | 0         | Career Progression |
| Senior Assistant Public Health Officer               | L   | 12        | 0         | 12        | Career Progression |
| Assistant Public Health Officer                      | K   | 25        | 18        | 7         | Career Progression |
| Assistant Public Health Officer III/II               | H-J | 45        | 25        | 20        | Career Progression |

|                                                                           |     |            |           |           |                    |
|---------------------------------------------------------------------------|-----|------------|-----------|-----------|--------------------|
|                                                                           |     | <b>121</b> | <b>76</b> | <b>45</b> |                    |
| <b>CERTIFICATE HOLDERS</b>                                                |     |            |           |           |                    |
| Senior Public Health Assistant                                            | K   | 26         | 23        | 3         | Career Progression |
| Public Health Assistant I                                                 | J   | 5          | 3         | 2         | Career Progression |
| Public Health Assistant III/II                                            | G-H | 10         | 1         | 1         | Career Progression |
|                                                                           |     | <b>41</b>  | <b>27</b> | <b>6</b>  |                    |
| <b>Subhead- Curative DENTAL OFFICERS AND SPECIALISTS</b>                  |     |            |           |           |                    |
| Senior Deputy Director of Dental Services 11 / Chief Dental Specialist 11 | S   | 1          | 0         | 1         | Career Progression |
| Deputy Director Dental Services/Senior Dental Specialist 11               | R   | 2          | 2         | 0         | Career Progression |
| Senior Assistant Director Dental Services/Dental Specialist 1             | Q   | 5          | 1         | 4         | Career Progression |
| Assistant Director Dental Services/Dental Specialist 11                   | P   | 9          | 6         | 3         | Career Progression |
| Dental Officer/Senior Dental officer                                      | M-N | 10         | 4         | 6         | Career Progression |
|                                                                           |     | <b>27</b>  | <b>13</b> | <b>14</b> |                    |
| <b>Subhead- Preventive COMMUNITY ORAL HEALTH</b>                          |     |            |           |           |                    |
| Chief Community Oral Health Officer                                       | N   | 2          | 2         | 0         | Career Progression |
| Deputy Chief Community Oral Health Officer                                | M   | 2          | 0         | 2         | Career Progression |
| Senior Community Oral Health Officers                                     | L   | 2          | 1         | 1         | Career Progression |
| Community Oral Health Officers 1                                          | K   | 6          | 1         | 5         | Career Progression |
| Community Oral Health Officers III/II                                     | H-J | 20         | 7         | 13        | Career Progression |
|                                                                           |     | <b>32</b>  | <b>11</b> | <b>21</b> |                    |
| <b>Subhead- MEDICAL ENGINEERS</b>                                         |     |            |           |           |                    |

|                                                                           |     |           |           |           |                    |
|---------------------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Deputy Director Medical Engineering Services                              | R   | 1         | 0         | 1         | Career Progression |
| Senior Assistant Director Medical Engineering Services                    | Q   | 1         | 0         | 1         | Career Progression |
| Assistant Director Medical Engineering Services                           | P   | 1         | 0         | 1         | Career Progression |
| Principal Medical Engineer                                                | N   | 1         | 0         | 1         | Career Progression |
| Chief Medical Engineer                                                    | M   | 2         | 0         | 2         | Career Progression |
| Medical Engineer/Senior Medical Engineer                                  | K-L | 8         | 1         | 7         | Career Progression |
|                                                                           |     | <b>14</b> | <b>1</b>  | <b>13</b> |                    |
| <b>MEDICAL ENGINEERING TECHNOLOGISTS/TECHNICIANS</b>                      |     |           |           |           |                    |
| Senior Principal Medical Engineering Technologist                         | P   | 2         | 0         | 2         | Career Progression |
| Principal Medical Engineering Technologist                                | N   | 5         | 4         | 1         | Career Progression |
| Chief Medical Engineering Technologist                                    | M   | 3         | 1         | 2         | Career Progression |
| Senior Medical Engineering Technologist                                   | L   | 3         | 2         | 1         | Career Progression |
| Medical Engineering Technologist 1/ Senior Medical engineering Technician | K   | 4         | 1         | 3         | Career Progression |
| Medical Engineering Technologist 2/ Medical Engineering Technician-1      | J   | 3         | 3         | 0         | Career Progression |
| Medical Engineering Technologist 3/ Medical Engineering Technician-2      | H   | 18        | 1         | 17        | Career Progression |
|                                                                           |     | <b>38</b> | <b>12</b> | <b>26</b> |                    |
| <b>Subhead- DIPLOMA HOLDERS - ORTHOPEDIC TRAUMA TECHNOLOGIST</b>          |     |           |           |           |                    |
| Principal Orthopedic Trauma technologist                                  | N   | 1         | 0         | 1         | Career Progression |
| Chief Orthopedic trauma technologist                                      | M   | 1         | 0         | 1         | Career Progression |
| Senior orthopeadic trauma technologist                                    | L   | 2         | 0         | 2         | Career Progression |

|                                                                          |     |            |            |           |                    |
|--------------------------------------------------------------------------|-----|------------|------------|-----------|--------------------|
| Orthopaedic trauma technologist/senior orthopaedic trauma technician     | K   | 3          | 0          | 3         | Career Progression |
| Orthopaedic trauma technologist 11/Orthopaedic trauma technician II/I    | H-J | 10         | 1          | 9         | Career Progression |
|                                                                          |     | <b>17</b>  | <b>1</b>   | <b>16</b> |                    |
|                                                                          |     |            |            |           |                    |
| <b>CERTIFICATE HOLDERS - ORTHOPEDIC TRAUMA TECHNOLOGIST</b>              |     |            |            |           |                    |
| Orthopaedic trauma technologist/senior orthopaedic trauma technician     | K   | 3          | 0          | 3         | Career Progression |
| Orthopaedic trauma technologist 11/Orthopaedic trauma technician 1       | J   | 6          | 0          | 6         | Career Progression |
| Orthopaedic trauma technologist 111/Orthopaedic trauma technician III/II | G-H | 12         | 6          | 6         | Career Progression |
|                                                                          |     | <b>21</b>  | <b>6</b>   | <b>15</b> |                    |
| <b>Head-Curative</b>                                                     |     |            |            |           |                    |
| <b>Subhead- MEDICAL OFFICERS AND SPECIALISTS</b>                         |     |            |            |           |                    |
| Senior Deputy Director Medical Services / Senior Medical specialist 1    | S   | 11         | 8          | 3         | Career Progression |
| Deputy Director Medical Services/ Senior Medical specialist 11           | R   | 25         | 15         | 10        | Career Progression |
| Senior Assistant Director Medical Services/ Medical specialist 1         | Q   | 45         | 35         | 10        | Career Progression |
| Assistant Director Medical Services/ Medical specialist 11               | P   | 35         | 21         | 14        | Career Progression |
| Medical Officer/Senior Medical Officer                                   | M-N | 60         | 43         | 17        | Career Progression |
|                                                                          |     | <b>176</b> | <b>122</b> | <b>54</b> |                    |
|                                                                          |     |            |            |           |                    |

|                                       |     |            |           |            |                         |
|---------------------------------------|-----|------------|-----------|------------|-------------------------|
| <b>PHARMACEUTICAL TECHNOLOGISTS</b>   |     |            |           |            |                         |
| Principal Pharmaceutical Technologist | N   | 2          | 1         | 1          | Career Progression      |
| Chief Pharmaceutical Technologist     | M   | 2          | 1         | 1          | Career Progression      |
| Senior Pharmaceutical Technologist    | L   | 6          | 2         | 4          | Career Progression      |
| Pharmaceutical Technologist 1         | K   | 15         | 10        | 5          | Career Progression      |
| Pharmaceutical Technologist III/II    | H-J | 38         | 14        | 24         | Career Progression      |
| <b>Head-Administration</b>            |     | <b>63</b>  | <b>28</b> | <b>35</b>  |                         |
| <b>Subhead administration</b>         |     |            |           |            |                         |
| <b>TELEPHONE OPERATORS</b>            |     |            |           |            |                         |
| Senior Telephone Supervisor           | L   | 1          | 0         | 1          | Career Progression      |
| Telephone Supervisor I                | K   | 1          | 1         | 0          | Career Progression      |
| Telephone Supervisor 2                | J   | 1          | 1         | 0          | Career Progression      |
| Senior Telephone Operator             | H   | 1          | 1         | 0          | Career Progression      |
| Telephone Operator I                  | G   | 0          | 0         | 0          | Career Progression      |
| Telephone Operator 2                  | F   | 0          | 0         | 0          | Career Progression      |
|                                       |     | <b>4</b>   | <b>3</b>  | <b>1</b>   |                         |
| <b>CLERICAL OFFICER</b>               |     |            |           |            |                         |
| Principal Clerical Officer            | K   | 10         | 2         | 8          | Caree Progression       |
| Chief Clerical Officer                | J   | 15         | 7         | 8          | Caree Progression       |
| Senior Clerical Officer               | H   | 30         | 2         | 28         | Caree Progression       |
| Clerical Officer II/I                 | F-G | 130        | 28        | 102        | Caree Progression       |
| Clerical Officer III                  | D   | 9          | 9         | 0          | Defunct Local authority |
|                                       |     | <b>194</b> | <b>48</b> | <b>146</b> |                         |
| <b>DRIVER</b>                         |     |            |           |            |                         |
| Principal Driver                      | J   | 4          | 2         | 2          | Career Progression      |
| Chief Driver                          | H   | 7          | 2         | 5          | Career Progression      |

|                                                                                      |     |           |           |           |                    |
|--------------------------------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Senior Driver                                                                        | G   | 10        | 7         | 3         | Career Progression |
| Driver 1                                                                             | F   | 15        | 8         | 7         | Career Progression |
| Driver III/II                                                                        | D-E | 40        | 13        | 27        | Career Progression |
|                                                                                      |     | <b>76</b> | <b>32</b> | <b>44</b> |                    |
|                                                                                      |     |           |           |           |                    |
| <b>ACCOUNTANTS</b>                                                                   |     |           |           |           |                    |
| Director Accounting and Finance                                                      | R   | 1         | 0         | 1         | Career Progression |
| Senior Assistant Accountant General / Deputy Director, Finance & Accounting Services | Q   | 1         | 0         | 1         | Career Progression |
| Assistant Accountant General / Assistant Director, Finance & Accounting Services     | P   | 2         | 0         | 2         | Career Progression |
| Principal Accountant                                                                 | N   | 2         | 2         | 0         | Career Progression |
| Chief Accountant                                                                     | M   | 2         | 1         | 1         | Career Progression |
| Senior Accountant                                                                    | L   | 3         | 1         | 2         | Career Progression |
| Accountant I                                                                         | K   | 7         | 4         | 3         | Career Progression |
| Accountant II                                                                        | J   | 8         | 1         | 7         | Entry Level        |
|                                                                                      |     | <b>26</b> | <b>9</b>  | <b>17</b> |                    |
|                                                                                      |     |           |           |           |                    |
| <b>HUMAN RESOURCE MANAGEMENT OFFICERS</b>                                            |     |           |           |           |                    |
| Director Human Resource Management                                                   | R   | 1         | 0         | 1         | Seconded from CPSM |
| Deputy Director Human Resource Management Officer & Development                      | Q   | 1         | 1         | 0         | Seconded from CPSM |
| Assistance Director of Human Resource management & Development                       | P   | 1         | 1         | 0         | Seconded from CPSM |

|                                                                                      |     |            |           |            |                                     |
|--------------------------------------------------------------------------------------|-----|------------|-----------|------------|-------------------------------------|
| Principal Human Resource Management Officer I                                        | N   | 1          | 0         | 1          | Seconded from CPSM                  |
| Chief Human Resource Management Officer 11/Chief Human Resource Management Assistant | M   | 1          | 0         | 1          | Seconded from CPSM                  |
| Senior Human management Officer /Senior Human Resource Management Assistant          | L   | 1          | 0         | 1          | Seconded from CPSM                  |
| Human Resource Management officer1/Human Resource Management Assistant 1             | K   | 4          | 1         | 3          | Seconded from County Public Service |
| Human Resource Assistant III/II                                                      | H-J | 10         | 5         | 5          | Seconded from County Public Service |
|                                                                                      |     | <b>20</b>  | <b>8</b>  | <b>12</b>  |                                     |
|                                                                                      |     |            |           |            |                                     |
| <b>SUPPORT STAFF</b>                                                                 |     |            |           |            |                                     |
| Cleaning Supervisor 1                                                                | G   | 30         | 24        | 6          | Career Progression                  |
| Cleaning Supervisor 2a                                                               | F   | 15         | 6         | 9          | Career Progression                  |
| Support Staff Supervisor/Cleaning supervisor 2b                                      | E   | 20         | 6         | 14         | Career Progression                  |
| Support Staff/Senior Support Staff/Cleaning Supervisor 3                             | C-D | 120        | 17        | 103        | Entry                               |
|                                                                                      |     | <b>185</b> | <b>53</b> | <b>132</b> |                                     |
| <b>SUPPLY CHAIN MANAGEMENT OFFICERS</b>                                              |     |            |           |            |                                     |
| Director Supply Chain Management                                                     | R   | 0          | 0         |            | Career Progression                  |
| Senior Assistant Director supply chain management services                           | Q   | 0          | 0         | 0          | Career Progression                  |
| Assistant Director supply chain management services                                  | P   | 1          | 0         | 1          | Career Progression                  |

|                                                                                         |     |           |           |           |                    |
|-----------------------------------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Principal supply chain management Officer / Principal Supply Chain Management Assistant | N   | 2         | 1         | 1         | Career Progression |
| Chief supply chain management Officer / Chief Supply Chain Management Assistant         | M   | 2         | 1         | 1         | Career Progression |
| Senior supply chain management Officer / Senior Supply Chain Management Assistant       | L   | 4         | 2         | 2         | Career Progression |
| Supply chain management Officer 1 / Supply Chain Management Assistant 1                 | K   | 4         | 3         | 1         | Career Progression |
| Supply chain management Officer / Supply Chain Management Assistant 2                   | J   | 4         | 2         | 2         | Career Progression |
| Supply chain management Officer 3 / Supply Chain Management Assistant 3                 | H   | 5         | 4         | 1         | Career Progression |
| Supply Chain Management Assistant 4                                                     | G   | 7         | 1         | 6         | Entry Level        |
|                                                                                         |     | <b>29</b> | <b>14</b> | <b>15</b> |                    |
| <b>Subhead- HOSPITALITY</b>                                                             |     |           |           |           |                    |
| Senior Hospitality Officer                                                              | L   | 1         | 0         | 1         | Career Progression |
| Hospitality Officer 1                                                                   | K   | 1         | 0         | 1         | Career Progression |
| Chef                                                                                    | J   | 5         | 0         | 5         | Career Progression |
| Cook                                                                                    | H   | 5         | 4         | 1         | Career Progression |
| Cook 1                                                                                  | G   | 5         | 4         | 1         | Career Progression |
| Cook III/II                                                                             | E-F | 10        | 4         | 6         | Career Progression |
|                                                                                         |     | <b>27</b> | <b>12</b> | <b>15</b> |                    |
| <b>Administrative Officers</b>                                                          |     |           |           |           |                    |
| Principal Administration Officer                                                        | N   | 1         | 0         | 1         | Career Progression |
| Chief Administration Officer                                                            | M   | 1         | 0         | 1         | Career Progression |
| Senior Administration Officer                                                           | L   | 2         | 1         | 1         | Career Progression |

|                                                             |     |           |           |           |                    |
|-------------------------------------------------------------|-----|-----------|-----------|-----------|--------------------|
| Administration Officer I                                    | K   | 2         | 0         | 2         | Career Progression |
| Administration Officer II                                   | J   | 2         | 0         | 2         | Career Progression |
| Administration Officer III                                  | H   | 2         | 1         | 1         | Entry Level        |
|                                                             |     | <b>10</b> | <b>2</b>  | <b>8</b>  |                    |
| <b>Subhead-Health Adiminstration MORTUARY ATTENDANTS</b>    |     |           |           |           |                    |
| Senior Mortuary Attendant                                   | G   | 12        | 0         | 12        | Career Progression |
| Mortuary Attendant I/II                                     | E-F | 20        | 12        | 8         | Career Progression |
|                                                             |     | <b>32</b> | <b>12</b> | <b>20</b> |                    |
| <b>CHARGE HANDS/ARTISANS</b>                                |     |           |           |           |                    |
| Senior Charge hand Building                                 | K   | 5         | 4         | 2         | Career Progression |
| Charge Hand Building/Mechanical                             | H   | 3         | 1         | 2         | Career Progression |
| Artisan 1 Building                                          | G   | 2         | 1         | 1         | Career Progression |
| Artisan 2 Building                                          | F   | 2         | 0         | 2         | Career Progression |
| Artisan 3 Building                                          | E   | 2         | 0         | 2         | Career Progression |
| Senior Charge hand Tailor                                   | J   | 2         | 2         | 0         | Career Progression |
| Charge Hand Tailor                                          | H   | 1         | 1         | 0         | Career Progression |
|                                                             |     | <b>17</b> | <b>9</b>  | <b>9</b>  |                    |
| <b>Head-Rehabilitative</b>                                  |     |           |           |           |                    |
| <b>Subhead- Counselling</b>                                 |     |           |           |           |                    |
| Deputy Director Psychological Counseling Services           | R   | 1         | 0         | 1         | Career Progression |
| Senior Assistant Director Psychological Counseling Services | Q   | 1         | 0         | 1         | Career Progression |
| Assistant Director Psychological Counseling Services        | P   | 1         | 0         | 1         | Career Progression |
| Principal Psychological Counsellor                          | N   | 2         | 0         | 2         | Career Progression |
| Chief Psychological Counsellor                              | M   | 3         | 0         | 3         | Career Progression |

|                                                                           |     |           |          |           |                    |
|---------------------------------------------------------------------------|-----|-----------|----------|-----------|--------------------|
| Senior Psychological Counsellor                                           | L   | 4         | 0        | 4         | Career Progression |
| Psychological Counsellor II/I                                             | J-K | 15        | 0        | 15        | Career Progression |
|                                                                           |     | <b>27</b> | <b>0</b> | <b>27</b> |                    |
| <b>Subhead-Preventive COMMUNITY HEALTH</b>                                |     |           |          |           |                    |
| Chief Community Health Officer/Chief Assistant Community Health Officer   | M   | 1         | 0        | 0         | Career Progression |
| Senior Community Health Officer/Senior Assistant Community Health Officer | L   | 1         | 0        | 1         | Career Progression |
| Community Health Officer I/Assistant Community Health Officer I           | K   | 2         | 1        | 0         | Career Progression |
| Community Health Officer II/Community Health Assistant I                  | J   | 10        | 0        | 1         | Career Progression |
| Assistant Community Health Officer III                                    | G-H | 30        | 1        | 28        | Career Progression |
|                                                                           |     | <b>44</b> | <b>2</b> | <b>30</b> |                    |
| <b>Subhead-Preventive-HEALTH PROMOTION OFFICERS</b>                       |     |           |          |           |                    |
| Health Promotion Officer 1                                                | K   | 1         | 0        | 1         | Career Progression |
| Health Promotion Officer III/II                                           | H-J | 15        | 0        | 15        | Career Progression |
|                                                                           |     | <b>16</b> | <b>0</b> | <b>16</b> |                    |
| <b>Subhead-RECORD MANAGEMENT</b>                                          |     |           |          |           |                    |
| Senior Records Management Officer                                         | L   | 1         | 0        | 1         | Career Progression |
| Records Management Officer 1                                              | K   | 1         | 0        | 1         | Career Progression |
| Records Management Officer III/II                                         | H-J | 2         | 0        | 2         | Career Progression |
|                                                                           |     | <b>4</b>  | <b>0</b> | <b>4</b>  |                    |
| <b>Subhead-PUBLIC RELATIONS OFFICERS/ PUBLIC COMMUNICATIONS OFFICERS</b>  |     |           |          |           |                    |
| Public Relations Officer 1/Public Communications Officer 1                | L   | 1         | 0        | 1         | Career Progression |
| Public Relations Officer II/Public Relations Officer 1                    | K   | 1         | 0        | 2         | Career Progression |

|                                                                 |   |           |          |           |                    |
|-----------------------------------------------------------------|---|-----------|----------|-----------|--------------------|
| Public Relations Officer 11/Public Communications Officer 11    | J | 1         | 0        |           | Career Progression |
| Public Relations Officer 111/ Public Communications Officer 111 | H | 12        | 0        | 12        | Entry Level        |
|                                                                 |   | <b>15</b> | <b>0</b> | <b>15</b> |                    |

## **FINDINGS & RECOMMENDATIONS**

### **INTRODUCTION**

The County Public Service Board in the process of reviewing the County Staff Establishment made critical observations whose recommendations may be vital in enhancing prudent and economic utilization of public resources while at the same time ensuring that the public service is effective and efficient.

### **OBSERVATIONS**

#### **Duplication of roles**

It was noted that there was duplication of various functions across departments. For example Cadres within common services (drivers, accountants, supply chain officers, human resource officers, artisans/charge-hands etc.)

#### **Staff from the Defunct Local Authorities**

It was noted that some departments had inherited staff from the Defunct Local Authorities, who were yet to be harmonized in to the current County Government structure. Majority of these officers possess designations that are defunct and not in line with the schemes of service for their respective cadres. The staff Establishment therefore does not provide for their career progression.

#### **Cadres with no scheme of service**

There were cadres within the County Public Service that have no defined career progression paths due to lack of a scheme of service. Such included Environmental Officers, Foresters, Revenue Clerks, Legal Researchers etc.

#### **Adaptation to emerging trends**

Changing dynamics in the workplace has resulted in some designations becoming irrelevant. For example telephone operators, water supply operators etc.

### **Non-existent directorates and units**

Some departments had declared the purported existence of directorates through their draft staff establishments whereas there was no evidence of such directorates being established and approved.

### **Numbers proposed as optimal Establishment levels**

The numbers that the departments were proposing as optimal establishment levels did not match with the expected work load or REMARKS provided. In some cases, the numbers were informed by intermittent needs of the departments.

### **Departments shying away from declaring overstaffing**

There were designations that were not utilized in some departments and therefore not rightly placed, notwithstanding that the said departments gave REMARKSs for the same.

### **Personalization of the REMARKSs for the in post**

It was noted that some REMARKSs were given to validate in-posts that may not be essentially required in the departments. There were REMARKSs geared towards retention of the in-post rather than on the expected workload.

## **RECOMMENDATIONS**

1. Shared/common services:- There should be a clear policy on shared services like ICT, accounts, procurement, supply chain, drivers, artisans/charge-hands, human resource e.t.c
2. Such policy should address the reporting structure, management of services from the departments mandated to offer the services as their core business.
3. Harmonization and integration of staff from defunct local authorities in to the County Government structure.
4. The Board in consultation with relevant stakeholders to formulate schemes of service for cadres that lack a defined career progression framework.
5. Departments should strictly adhere to the executive orders that establish departments and directorates. Any proposal should follow the due process as required in establishment of offices.
6. There is need for periodic workload analysis to be undertaken to inform optimal establishment numbers for the departments.
7. There is need to formulate a policy on outsourcing of some functions.
8. The County needs to put in place a succession management framework. This will enable the County fill vacancies with candidates possessing the requisite skills and further ensure that there is sufficient

knowledge transfer to build capacity in the County. The County should identify those about to retire so they can provide mentoring options and share their knowledge and experience with their younger counterparts to ensure continuity and smooth transition into roles and also avoid skills gaps

## **CONCLUSION**

This staff establishment has been formulated to guide and determine the staffing levels across departments. Its implementation will be monitored and evaluated by the County Public Service Board.

It's expected that it will be reviewed after three years or as necessitated by emerging issues

APPROVED JUNE 2025