

COUNTY GOVERNMENT OF NYERI



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OFFICE OF THE COUNTY SECRETARY/HEAD OF COUNTY PUBLIC SERVICE

Our Ref: CGN/CS/CPSB/XII/18/32

18th September, 2025

- All Chief Officers
- Chief of Staff

ADOPTED ORGANIZATIONAL STRUCTURE AND THE APPROVED STAFF ESTABLISHMENT

The Board vide Min. No. Min13/12/09/2025 adopted the Organizational Structure as approved by the County Executive Committee as per Section 46 of the County Government Act, 2012 that stipulates, *The county executive committee shall determine the organization of the county and its various departments.* The Board further approved the County Staff Establishment for all the functional areas.

Forwarded herewith, please find the adopted Organizational Structure and the approved County Staff Establishment for information.

Kimani Rucuiya

Ag. County Secretary/Head of County Public Service

Encl.



COUNTY GOVERNMENT OF NYERI

ORGANIZATION STRUCTURE AND THE STAFF ESTABLISHMENT

June, 2025

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APPROVED JUNE 2025

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FOREWORD



H.E. DR. MWALIMU MUTAHI KAHIGA, (Ph.D) E.G.H
GOVERNOR, NYERI COUNTY

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
Total	4,190	

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
Total	4,190	

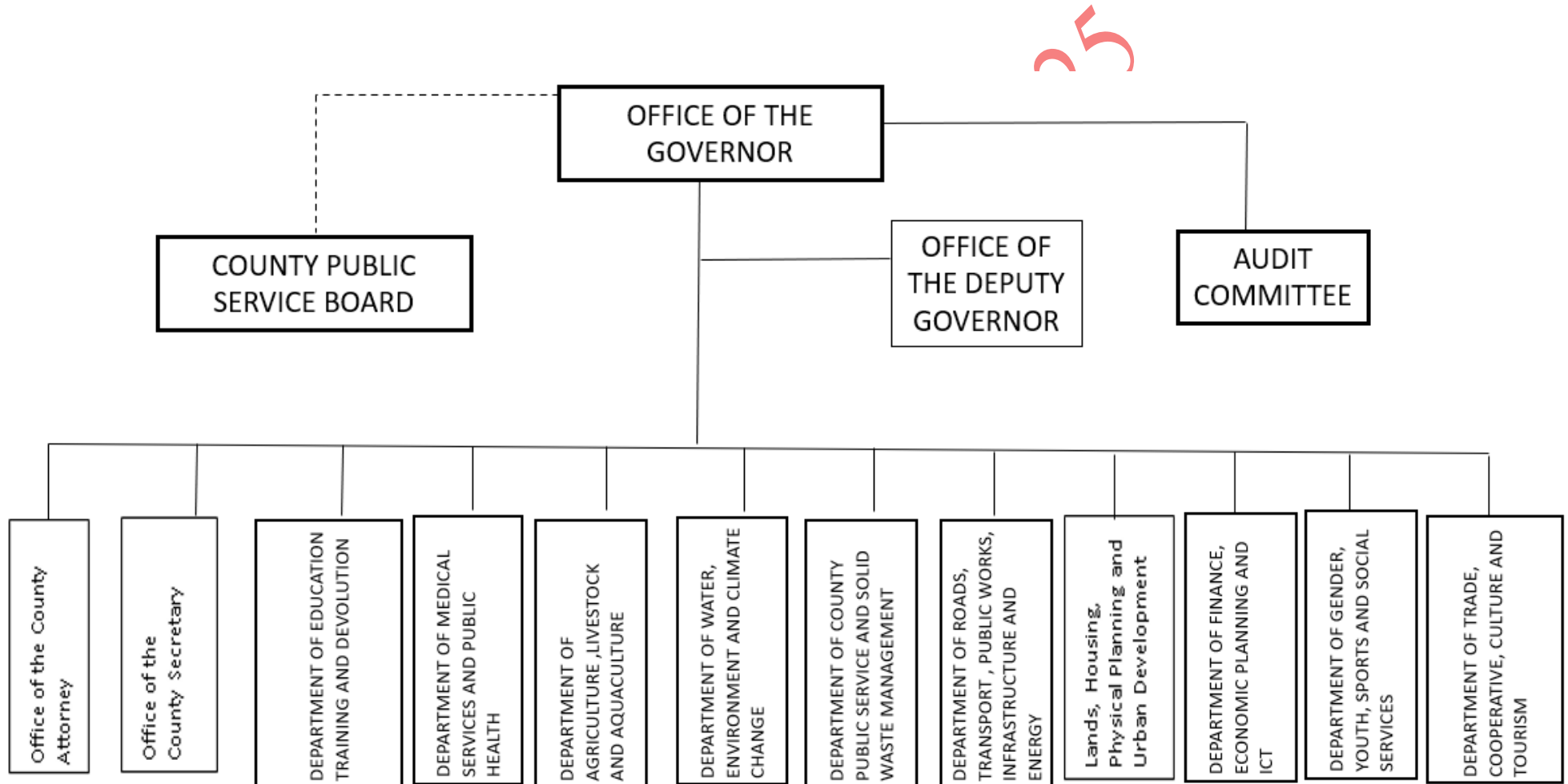
OFFICES AND DEPARTMENTS IN THE COUNTY GOVERNMENT OF NYERI

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
Departments	
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

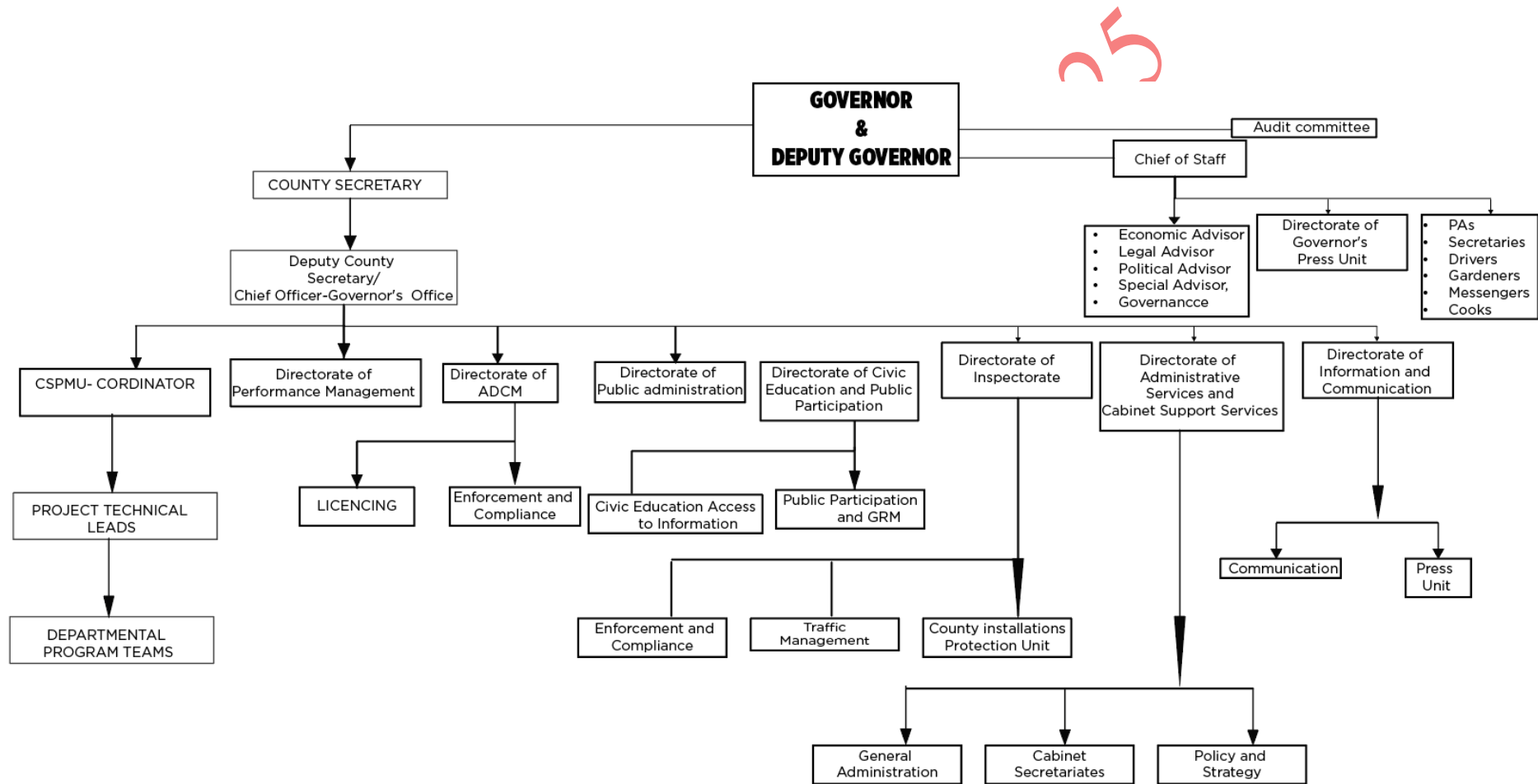
Key functions of the unit

- 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 27th 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

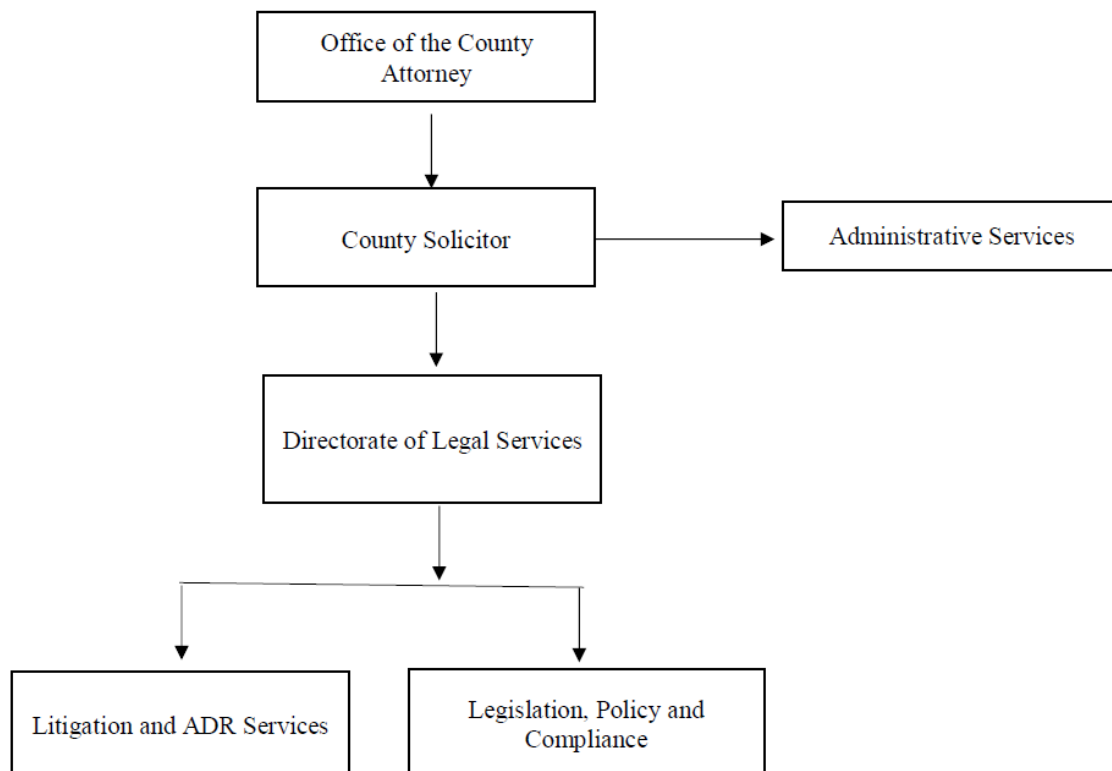


Figure 3: Organization structure for the Office of the County Attorney

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

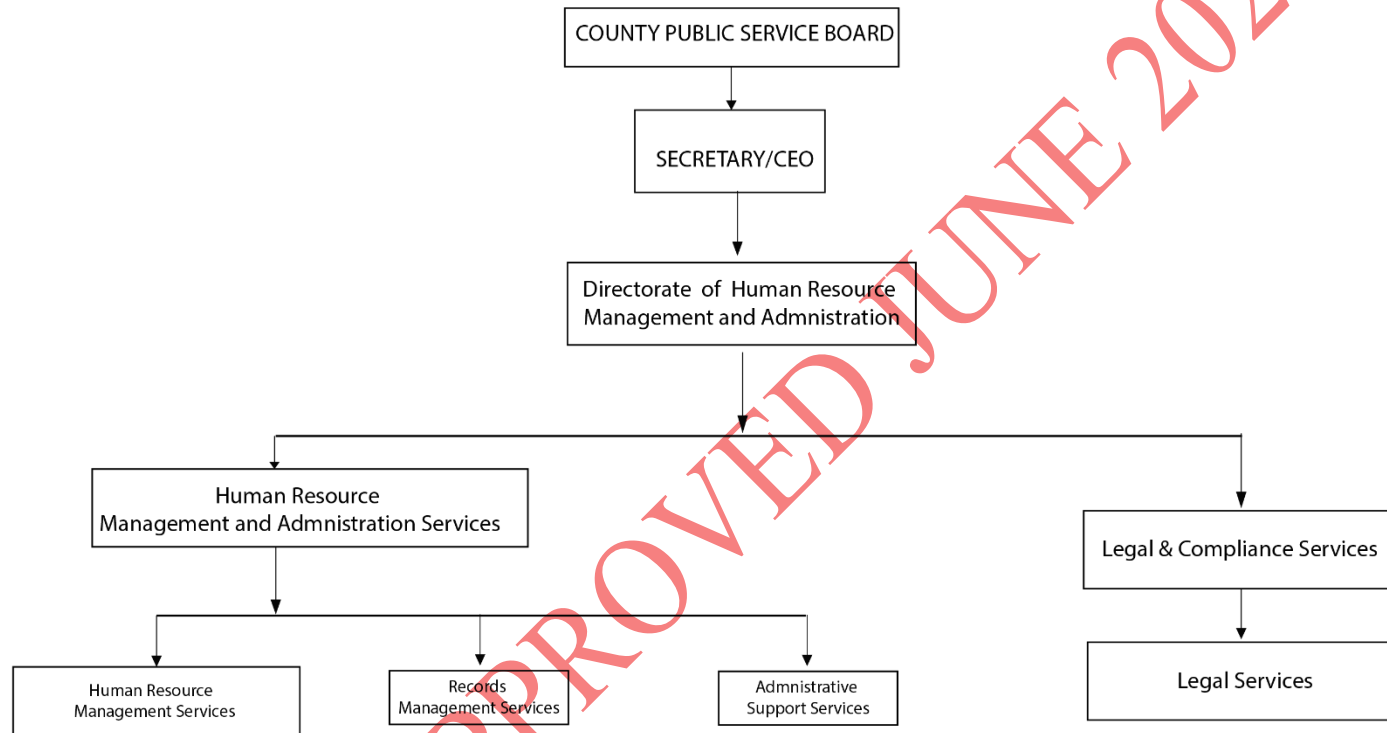
The County Public Service Board shall have a Secretariat that will mainly constitute of the following:

- 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

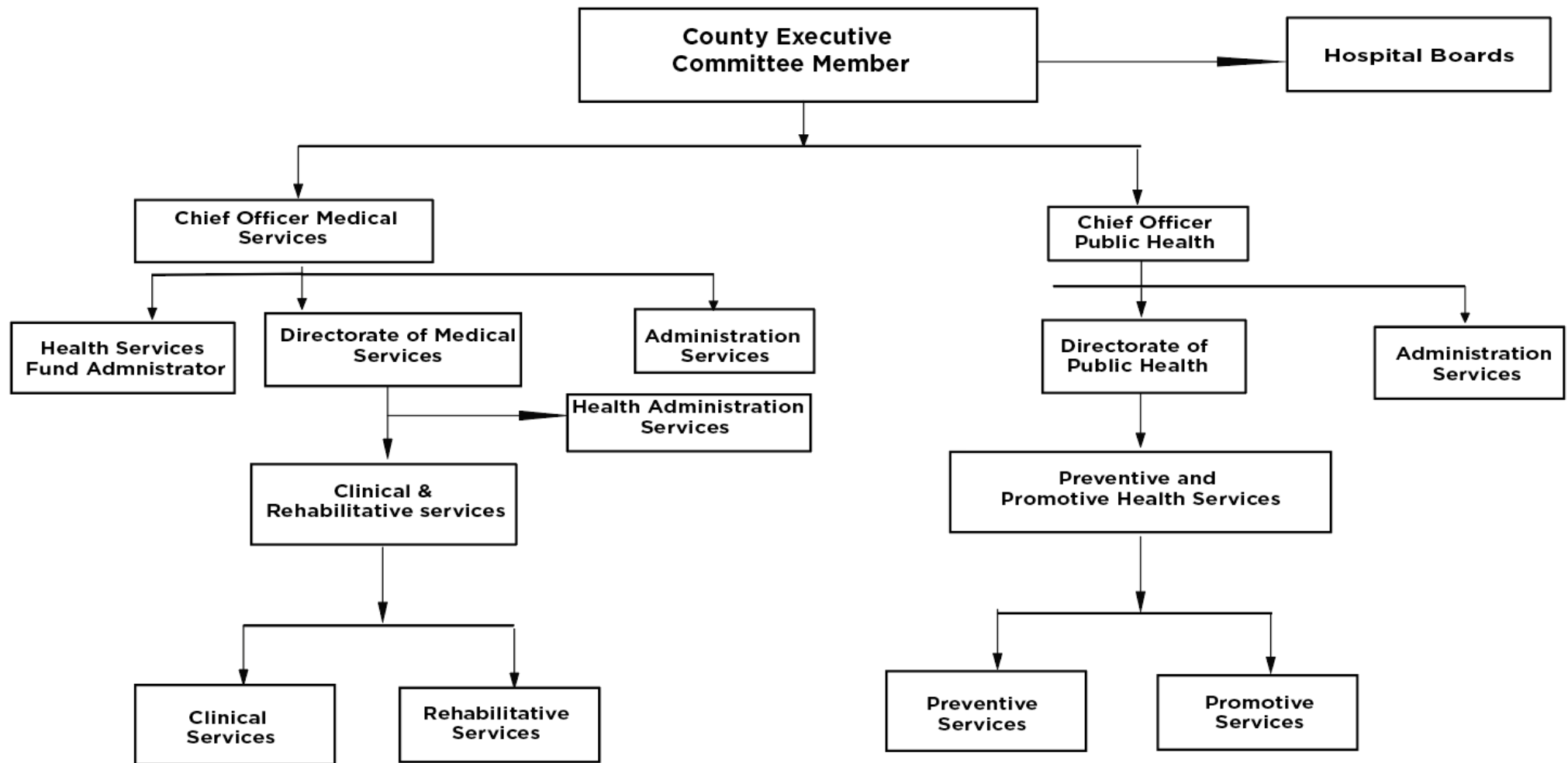
- Fleet management in the Department

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

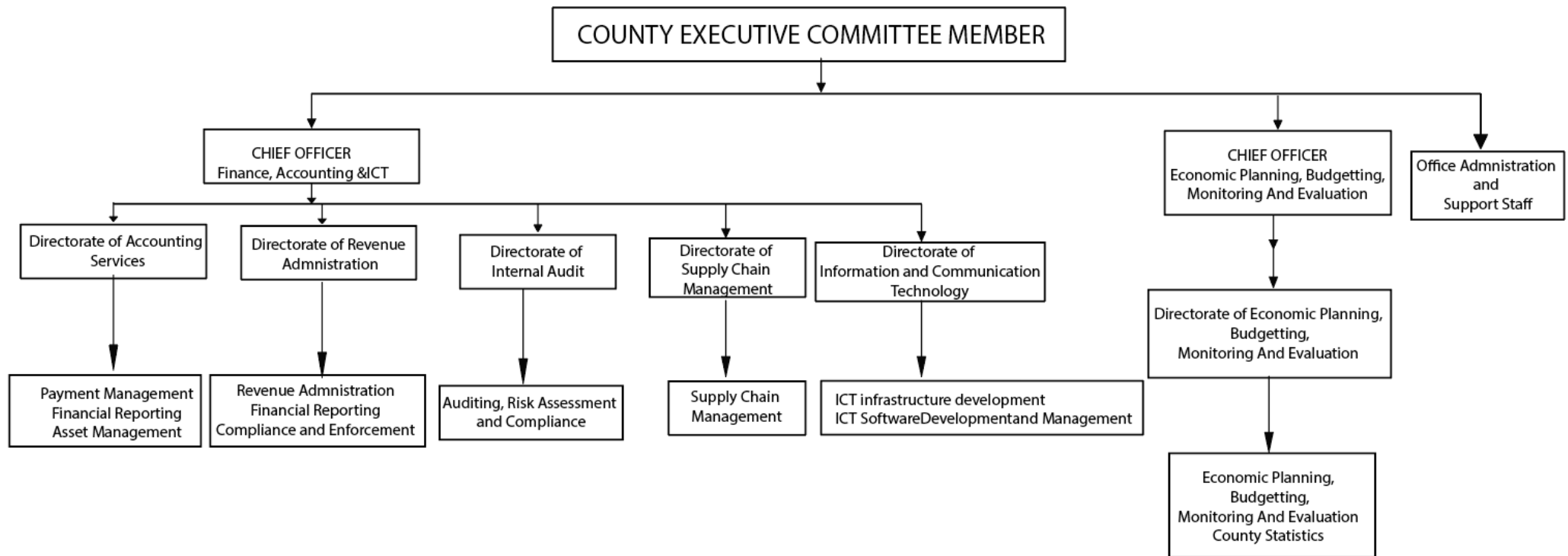
- Supervision & Enforcement of revenue collection.
- Account for all revenue collected.
- Developing strategies that ensure revenue enhancement.
- Advice management on effective internal control measures.

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

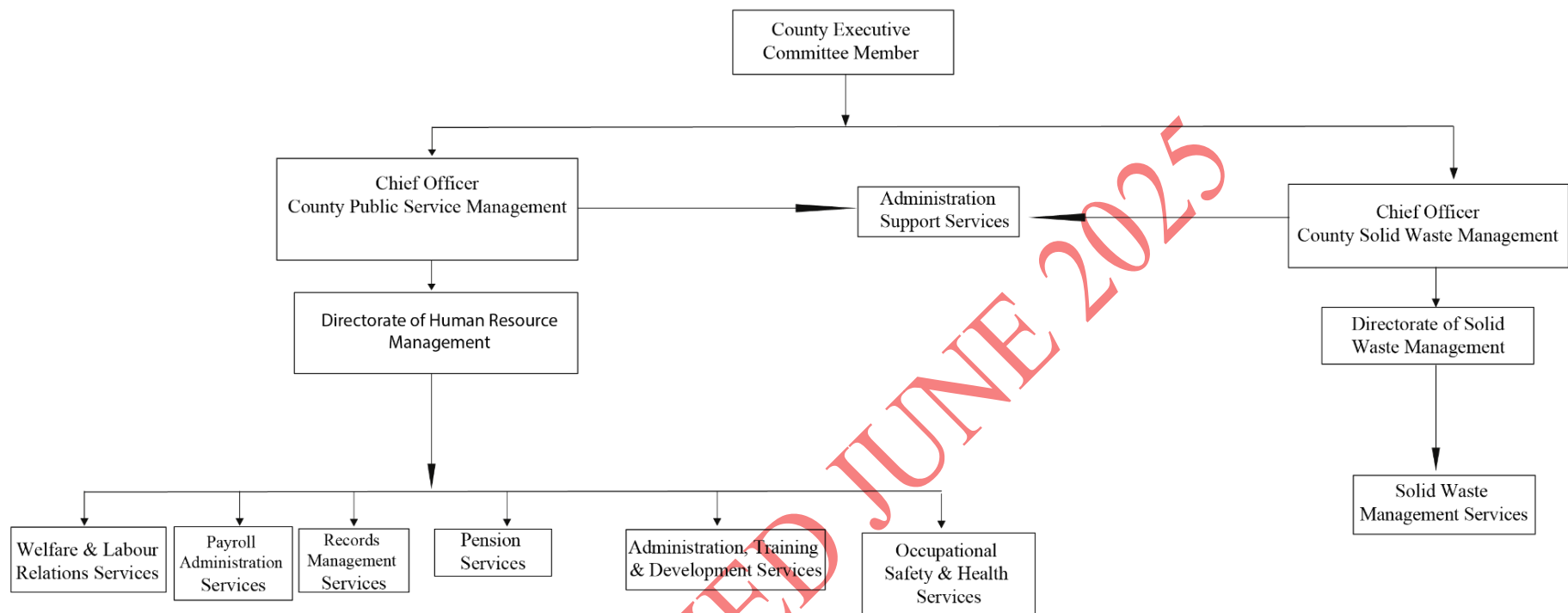
- Advice the County Public Service on Organizational Structure, Departmental Functions, Staffing Levels;
- Training and Build capacity in the County Public Service
- Advice on review, harmonization and update terms and conditions of service for the County Public Service;
- Initiate and coordinate human 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

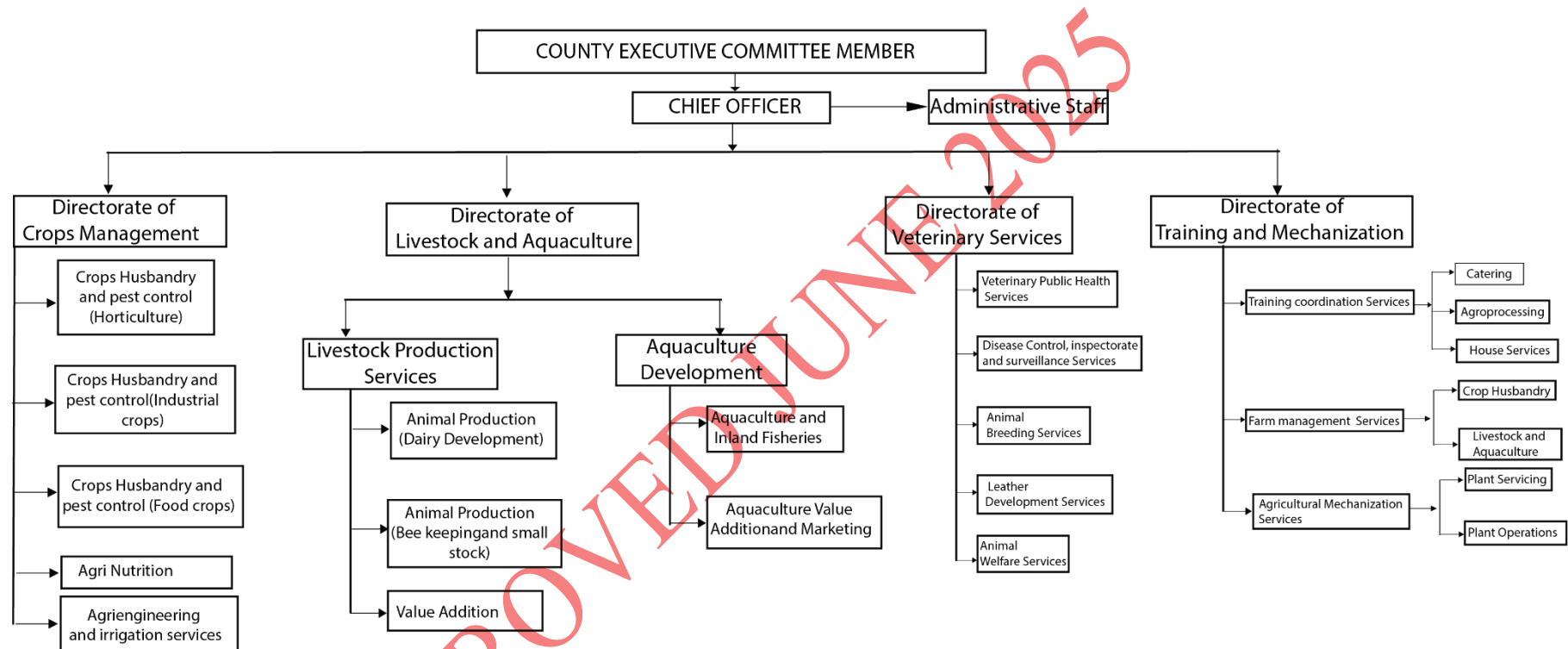
- Enforcing the Fisheries Act (Cap 378) and other related statutes;
- Formulating and implementing fisheries policies;
- Managing fisheries resources including licensing;
- Promoting sustainable utilization of capture fisheries; and
- Promoting aquaculture development, recreational fisheries, ecotourism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

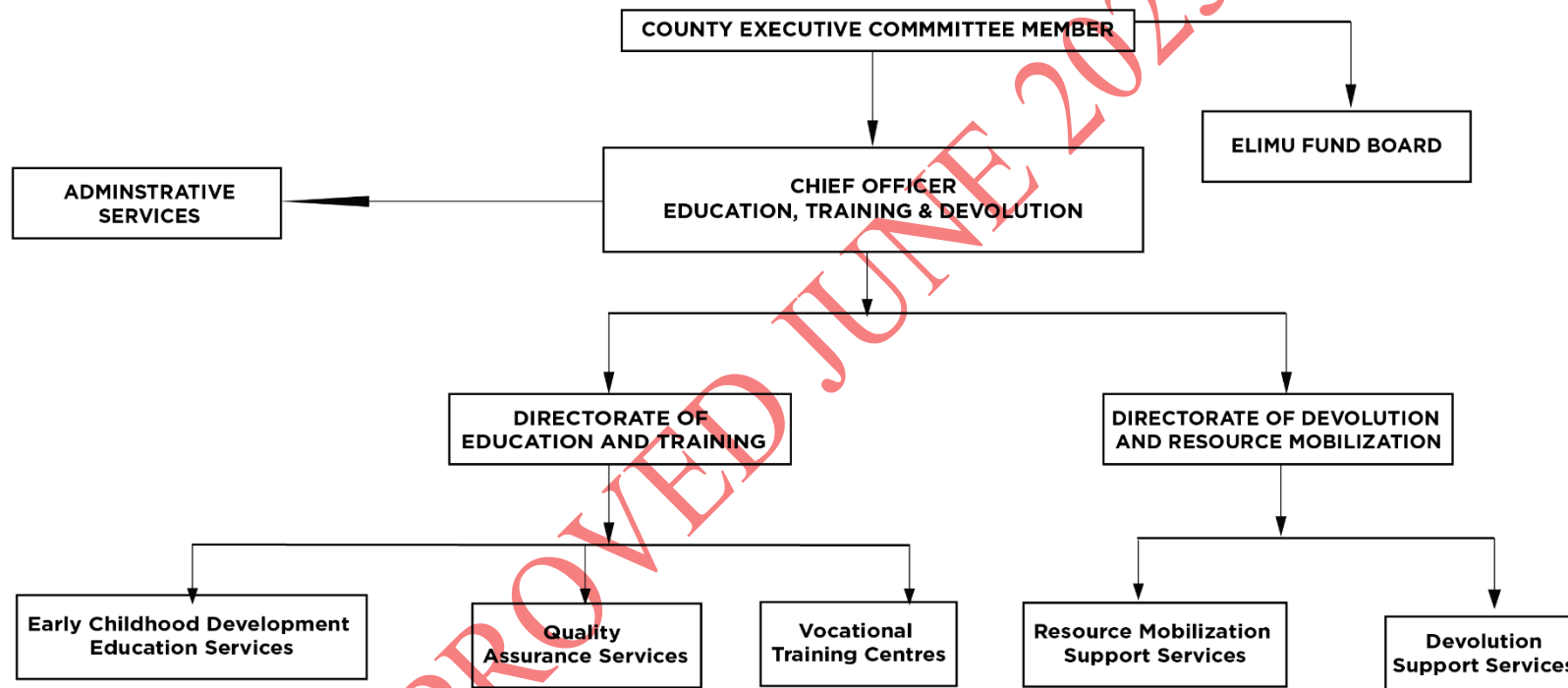
According to schedule 4 of the constitution of Kenya 2010, the pre-primary education, village polytechnics also referred to as Vocational Training Centres, home craft centres and childcare facilities services are devolved functions of education to County Governments.

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

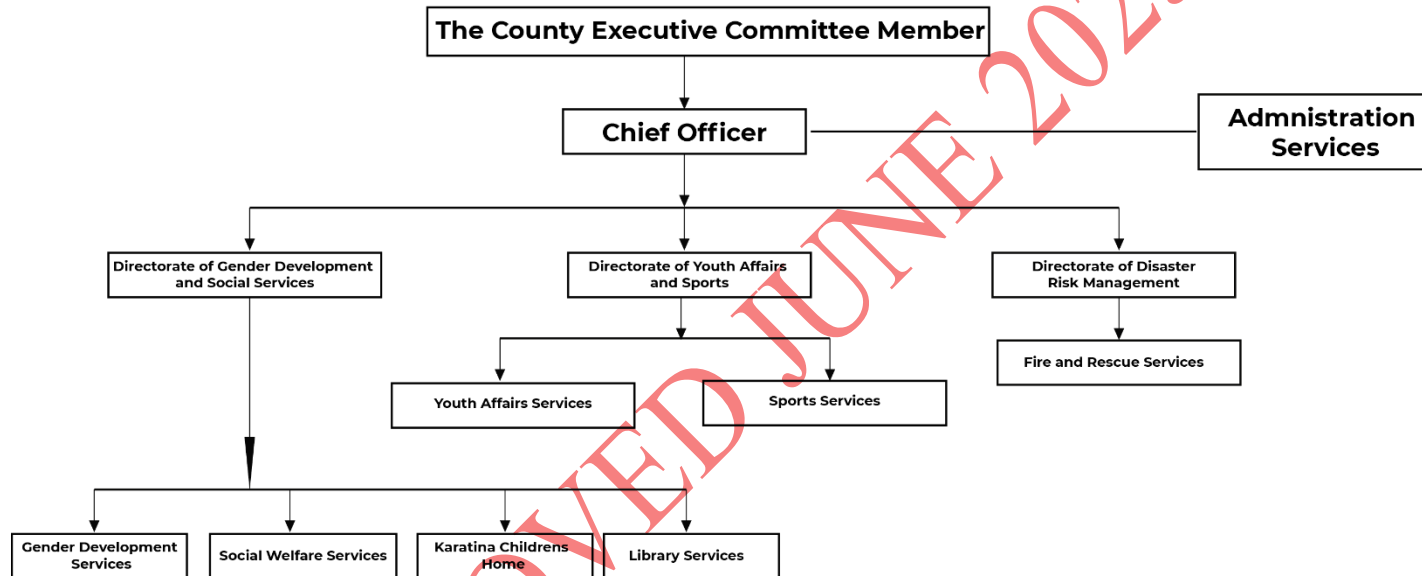
Fire and Rescue Services Unit

. 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.

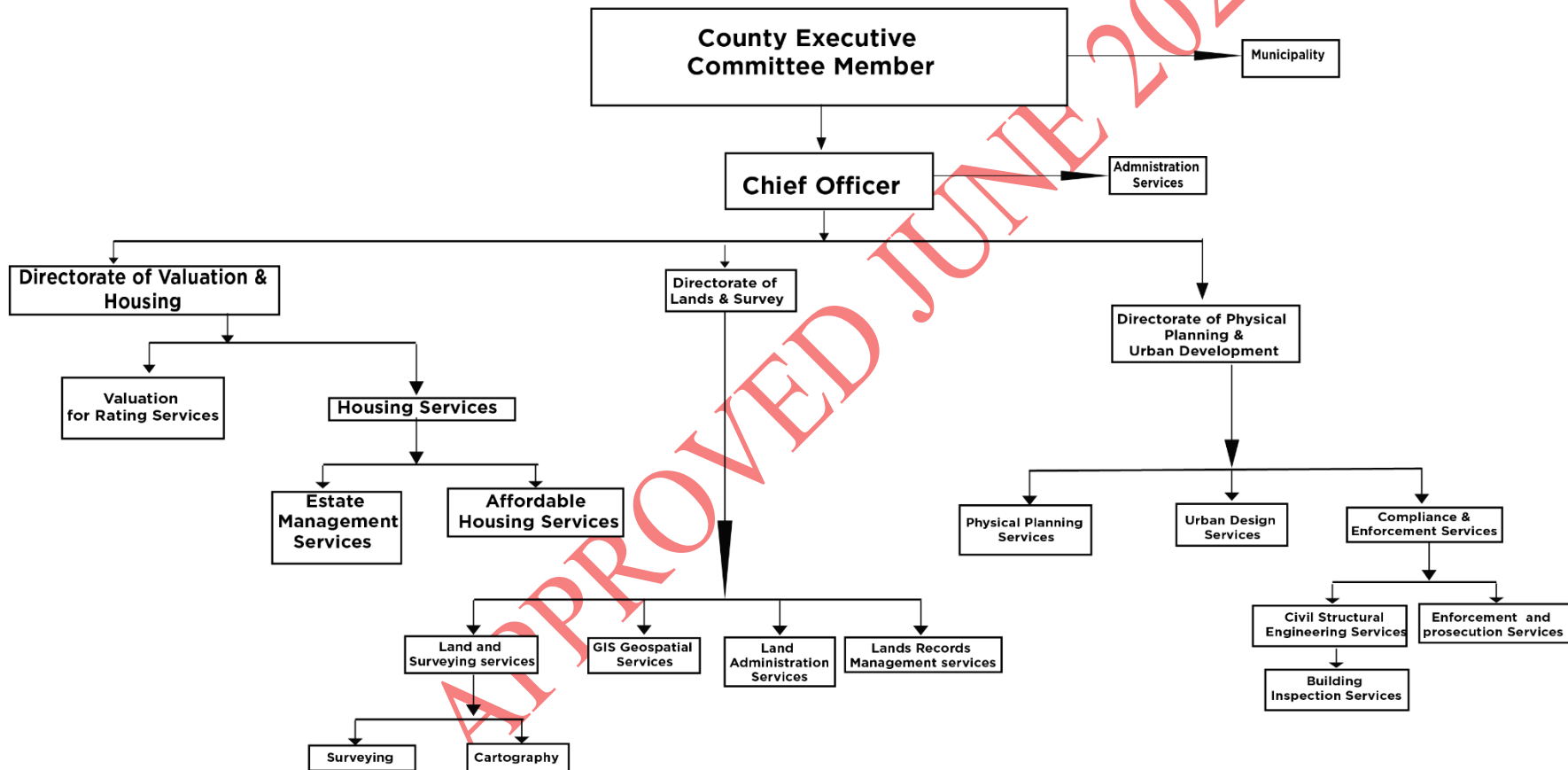
- Processing development applications for change of user, extension of user or extension of lease, land subdivision and building plans.
- Development control and enforcement of compliance to development plans.
- Issuance of compliance certificates.
- Conflict resolution on matters arising from County 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 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;



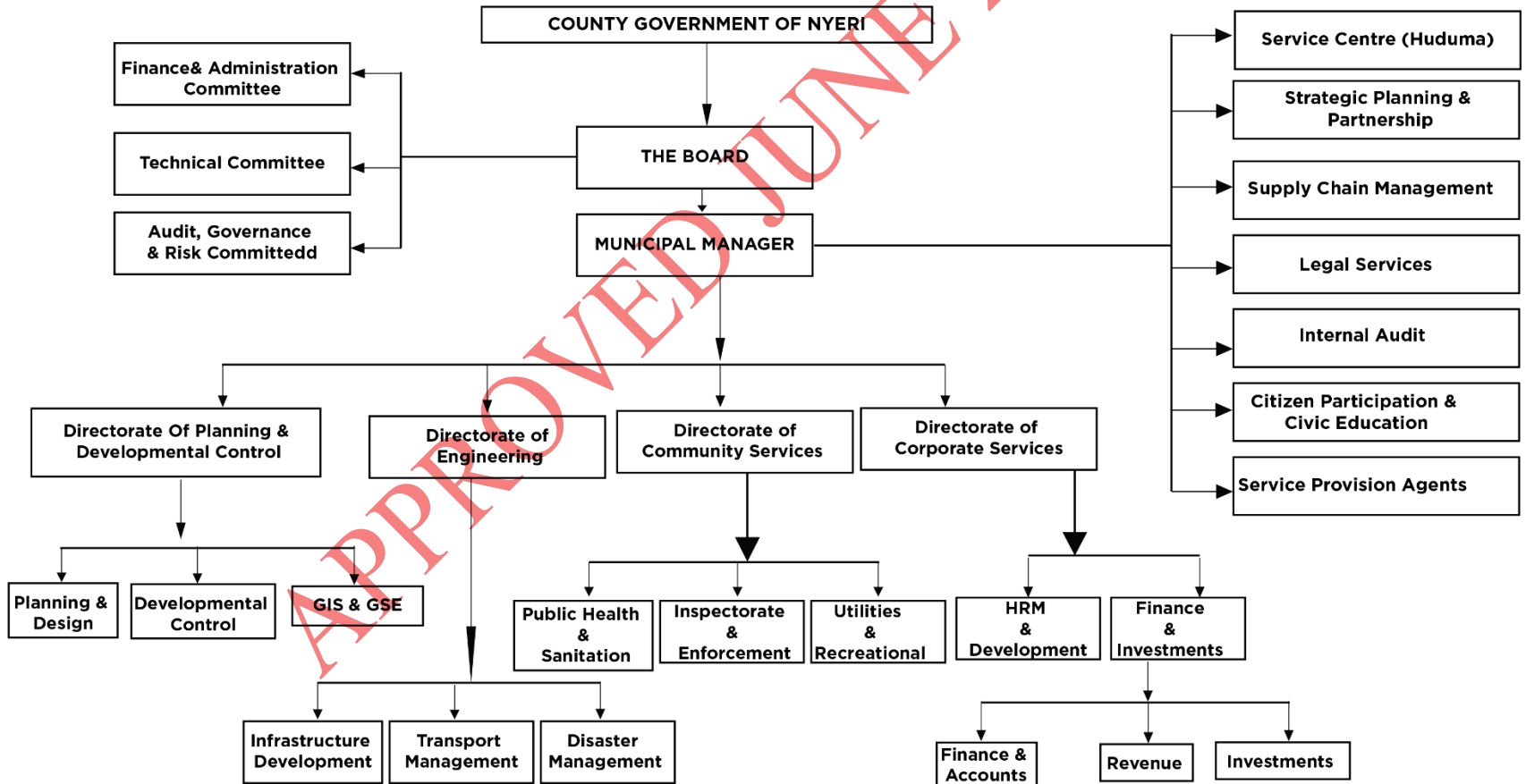
LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT

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

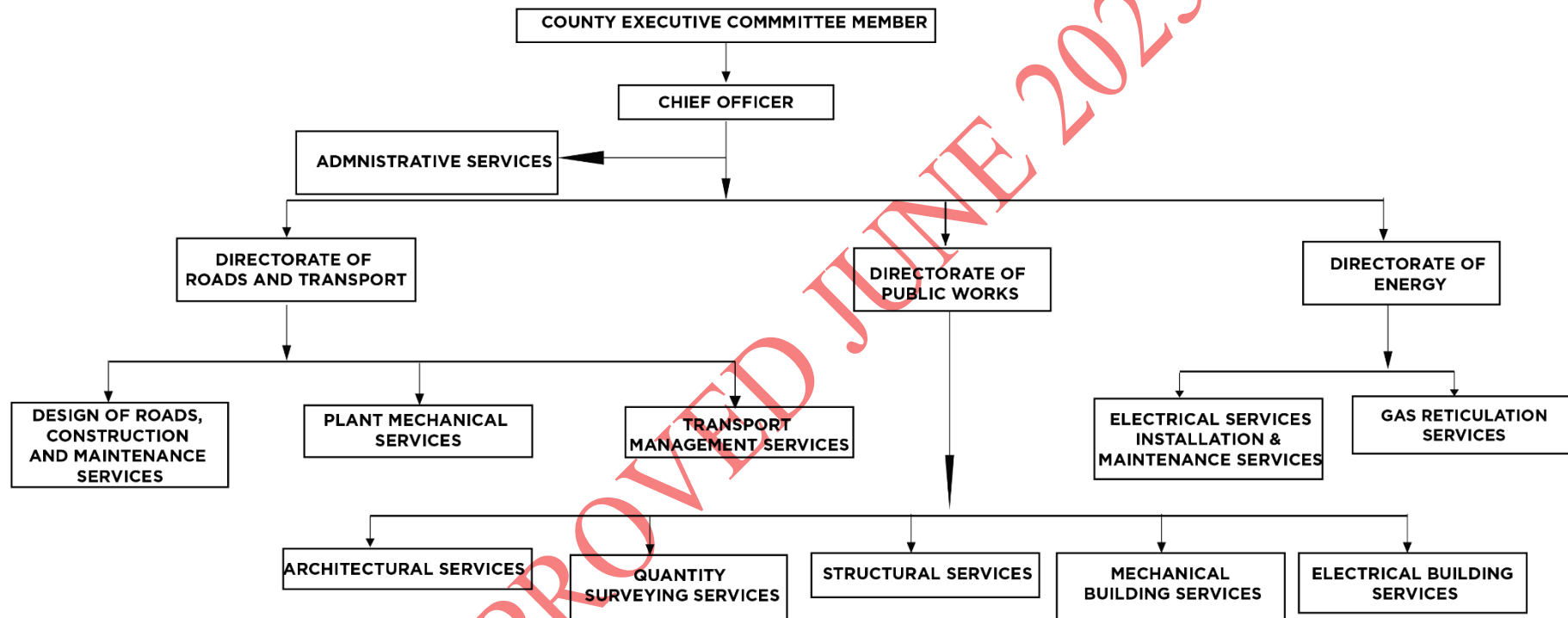
- Architectural design of public buildings
- Design of recreational parks and public spaces
- Design of mechanical systems in public buildings
- Design of electrical systems in public buildings
- Design of structural systems in public buildings
- Preparation of bills of quantities for public buildings
- 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

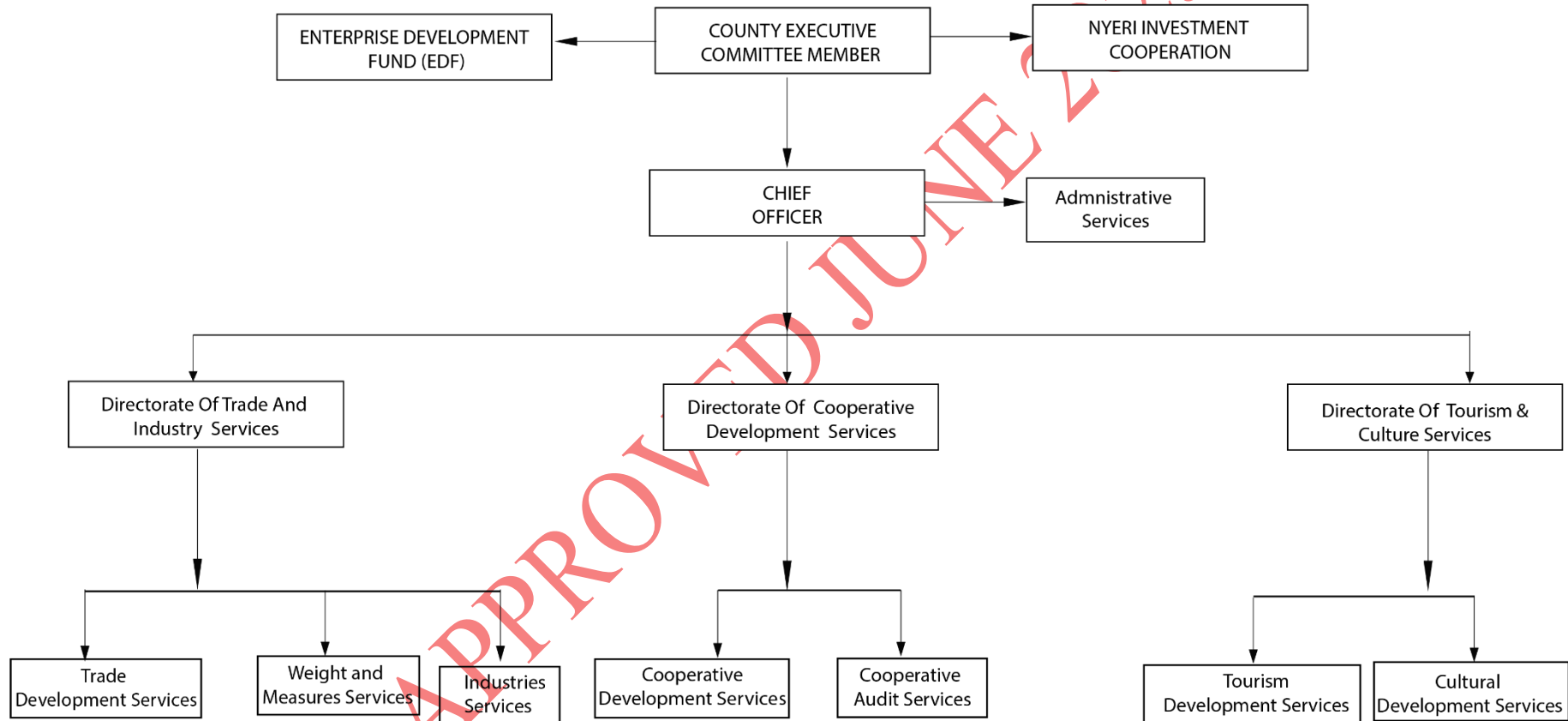
Core functions for the Directorate are;

- 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

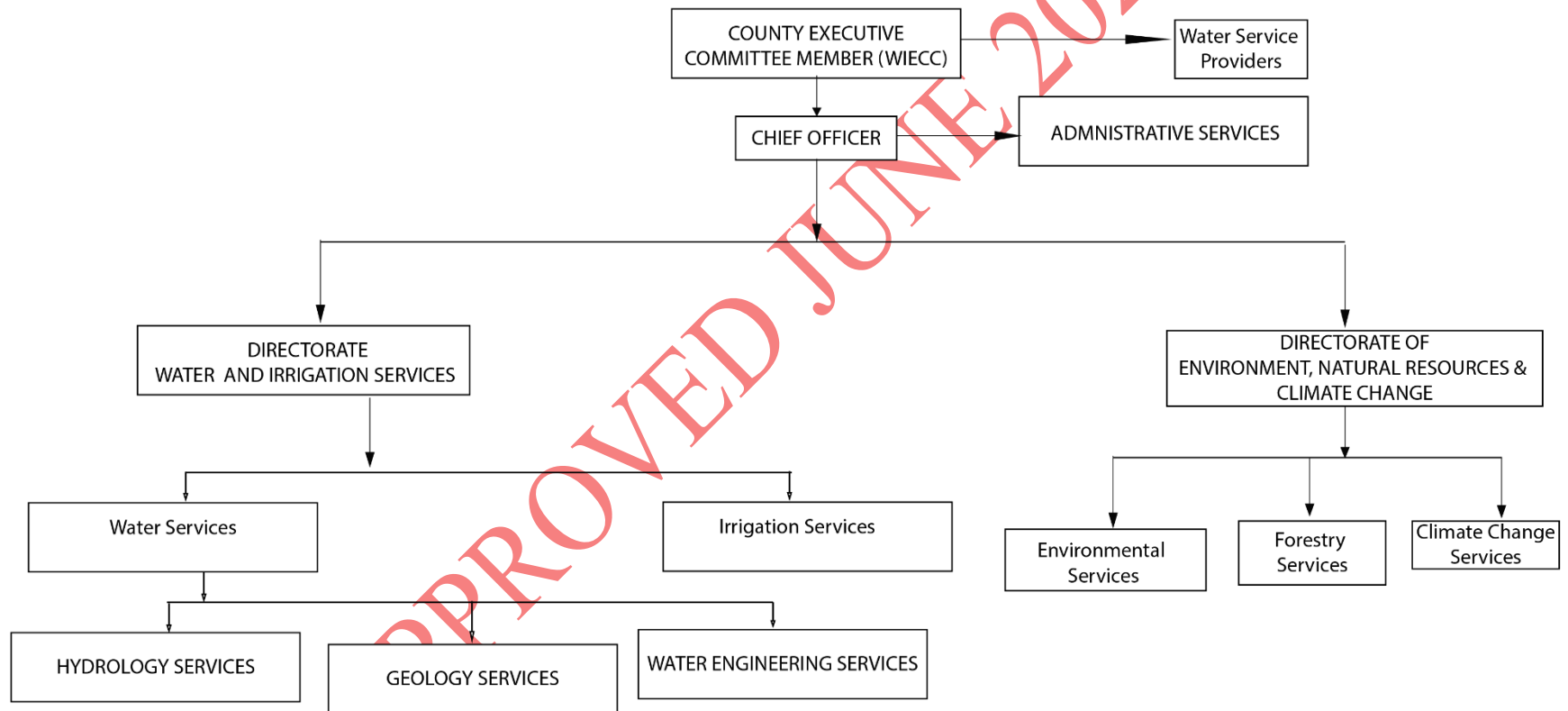
- Implement National policies and strategies for climate change
- Establish County based climate change institutions
- Establish and maintain County climate change fund
- Mainstream climate change adaptation and mitigation mechanism into CIDPs

- 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

OFFICE OF THE GOVERNOR
Head - OFFICE OF THE GOVERNOR

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

Director-Governor's Press	R	1	1	0	As provided for in Transition Authority circular.
TOTAL		2	2	0	
PERSONAL STAFF TO THE GOVERNOR					
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.
TOTAL		6	6	0	
PERSONAL STAFF TO THE DEPUTY GOVERNOR					
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.
TOTAL		6	6	0	
OFFICE OF THE COUNTY SECRETARY -subvote					
Head - OFFICE OF THE GOVERNOR					
SubHead - COUNTY SECRETARY					
DESIGNATION	J/G	OPT IMA L	IN- POST	VARI ANC E	JUSTIFIC ATION
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	
PUBLIC ADMINISTRATION - FIELD SERVICES					

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
		45	27	18	
DIRECTORATE OF INFORMATION AND PUBLIC COMMUNICATIONS					
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	
GRAPHIC DESIGNERS					
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	
Sound Technician					
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	
DIRECTORATE OF COUNTY INSPECTORATE					
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
		104	50	54	
PERFORMANCE MANAGEMENT UNIT					
Performance Analyst/ Economist/ Statistician					
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
		11	2	9	
DEFUNCT LOCAL AUTHORITY					
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	-
		100	100	0	
Assistant Office Administrators					
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
Total		10	6	8	
Human Resource Officers					
Human Resource Officer Assistant	J	3	1	2	To handle Human Resource support services.
		3	1	2	
Clerical Officers					
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	
RECORDS OFFICERS					
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	
DRIVERS					
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	
SUPPORT STAFF					
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	
OFFICE OF THE COUNTY ATTORNEY					
Head - OFFICE OF THE GOVERNOR					
Subhead - COUNTY ATTORNEY					
DESIGNATION	J/G	OPT IMA L	IN POST	VARI ANC E	JUSTIFIC ATION
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	
ADMINISTRATION					
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	
COUNTY SINGLE PROJECT MANAGEMENT UNIT (CSPMU)					
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	
COUNTY PUBLIC SERVICE BOARD					
Head - PUBLIC SERVICE BOARD					
Subhead - PUBLIC SERVICE BOARD					
DESIGNATION	J/G	OPT IMA L	IN POST	VARI AN C E	JUSTIFIC ATION
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	
HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT					
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	
ADMINISTRATIVE SERVICES					
Assistant Director, Administrative Services	J-P	2	1	1	Career Progression
		2	1	1	
LEGAL OFFICERS					

Legal Officer I	L	1	1	1	Carrer Progression
		1	1	1	
RECORDS OFFICERS					
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	
CLERICAL OFFICERS					
Clerical Officer	F-G	2	1	1	Career Progression
		2	1	1	
DRIVERS					
Senior Driver	D-G	3	2	1	Career progression
SUPPORT STAFF					
Senior Support Staff	C-E	2	1	1	Career progression
		2	1	1	
DEPARTMENT OF GENDER, YOUTH, SPORTS AND SOCIAL SERVICES					
Head - GENDER, YOUTH, SPORTS AND SOCIAL SERVICES					
Subhead - GENDER, YOUTH, SPORTS AND SOCIAL SERVICES					
DESIGNATION	J/G	OPT IMAL	INPO ST	VARI ANCE	JUSTIFIC ATION
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
GENDER DEVELOPMENT AND SOCIAL SERVICES					

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
		20	9	11	
WELFARE OFFICERS					
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
		8	0	8	
COOKS					
Cook II	F	2	0	2	Career Progression
Cook III	E	2	2	0	Entry
		4	2	2	
HOUSE KEEPING					
House Keeping Assistant I	E-G	3	1	2	Career Progression
		3	1	2	
NUTRITION OFFICERS					

Nutrition Officer III	H	1	0	1	To be seconded from the Department of Health
		1	0	1	
COUNSELLORS					
Counsellor II	H	8	0	8	To be seconded from the department of Health
		8	0	8	
Head - LIBRARY SERVICES					
SubHead - LIBRARY SERVICES					
LIBRARIAN					
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
		13	0	12	
LIBRARY ASSISTANT					
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
		17	1	16	
DIRECTORATE OF DISASTER RISK MANAGEMENT					
FIRE AND RESCUE SERVICES					
FIRE OFFICERS					
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
		51	17	34	
FIRE ENGINE OPERATOR					
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
		14	5	9	
DIRECTORATE OF YOUTH AFFAIRS AND SPORTS					
YOUTH AFFAIRS					
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
		9	0	9	
SPORTS					
SPORTS OFFICERS					
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
		10	2	8	
ADMINISTRATIVE SERVICE					
Deputy Director Administrative Service	Q	1	1	0	Seconded from the Governor's Office
		1	1	0	
OFFICE ADMINISTRATIVE OFFICERS/ASSISTANTS					
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
		4	2	2	
RECORDS MANAGEMENT OFFICERS					

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
		3	1	2	
CLERICAL OFFICERS					
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
		7	1	6	
DRIVERS					
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
		13	4	6	
SUPPORT STAFF					
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
		18	10	8	
DEVOLVED KENYA NATIONAL LIBRARY SERVICES					
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	-
		28	28	0	
DEVOLVED DEFUNCT LOCAL AUTHORITY					
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	-
		5	5	0	
DEPARTMENT OF TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY					
Head - TRANSPORT, PUBLIC WORKS, INFRASTRUCTURE AND ENERGY					
DESIGNATION	J/G	OPT IMA L	APPR OVE D	VARI ANC E	JUSTIFIC ATION
ADMINISTRATION					
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
ADMINISTRATION					
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
		3	1	2	
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
		5	1	4	
ICT Officers					

Senior ICT Officer	L	1	1	0	To offer ICT support
ICT Officer I	K	1	0	1	Entry Level
		2	1	1	
Clerical Officers					
Principal Clerical Officer	K	1	1	0	Career Progression
Chief Clerical Officer	J	1	1	0	Career Progression
Senior Clerical Officer	H	2	0	2	Career Progression
Clerical Officer I	G	2	2	0	Career Progression
Clerical Officer II	F	3	3	0	Entry Level
		9	7	2	
Drivers					
Chief Driver	J	4	4	0	Career Progression
Driver II	E	7	0	7	Career Progression
Driver III	D	7	7	0	Entry Level
Senior Plant operator	G	8	0	8	Career Progression
Plant operator I	F	8	8	0	Career Progression
Plant operator II	E	2	0	2	Career Progression
Plant operator III	D	2	2	0	Entry Level
		38	21	17	
Support Staff					
Cleaning Supervisor I	G	2	1	1	Career Progression
Cleaning Supervisor II B	E	1	0	1	Career Progression
Cleaning Supervisor III/SSS	D	1	1	0	Career Progression
Support Staff I	C	7	7	0	Entry Level
		11	9	2	
PUBLIC WORKS					
Architectural					
Degree (BS)					
Senior Principal Superintending Architect	R	1	1	0	Career Progression
Principal Superintending Architect	Q	1	1	0	Career 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
		9	4	5	
Diploma					
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
		11	4	7	
Quantity surveyors					
Degree					
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
		9	2	7	
DIPLOMA					
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
		5	0	5	
Structural engineering					
Degree					
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
		7	1	3	
Diploma					
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
		5	0	5	
Building inspectors					
Diploma					
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
		10	3	7	
TRANSPORT AND ROADS					
Subhead – Transport Engineers					
Degree					
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
		8	1	7	
Inspector Roads					
Diploma					
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
		15	4	11	
Mechanical Engineer Automotive					
Degree					
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
		7	1	6	
Plant Mechanics					
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
		13	4	9	
DIRECTORATE OF ENERGY					
Subhead - Electrical Engineers					
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
		12	4	8	
Electrical Inspectors (BS)					
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
		19	8	11	
MECHANICAL ENGINEER(BS)					
Subhead – Mechanical Engineers					
DEGREE					
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	
MECHANICAL INSPECTORS					
DIPLOMA					
Mechanical Inspector	H	2	0	2	Entry Level
		2	0	2	
FIRE SERVICE					
DEGREE					
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	
INSPECTOR FIRE SERVICE					
Diploma					
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	
DEFUNCT LOCAL AUTHORITY					
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	
DEPARTMENT OF EDUCATION, TRAINING AND DEVOLUTION					
Head - EDUCATION, TRAINING AND DEVOLUTION					
Subhead - EDUCATION, TRAINING AND DEVOLUTION					
DESIGNATION	JG	OPT IMA L	INPO ST	VARI ANC E	REMARKS
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
DIRECTORATE OF EDUCATION AND TRAINING					
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-
		14	10	4	
VTC (YOUTH POLYTECHNIC INSTRUCTORS-BACHELOR HOLDERS)					
Principal Youth Training Officer	N	2	0	2	For Re-designation of officers
		2	0	2	
VTC (YOUTH POLYTECHNIC INSTRUCTORS- DIPLOMA HOLDERS)					
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
		120	83	37	
ECDE GRADUATE LEVEL					
Graduate ECDE teacher 111	K	5	0	5	For Re-designation of Officers
		5	0	5	
ECDE TEACHERS – DIPLOMA LEVEL					
ECDE Teacher 11	H -J	80	72	8	Career progression
		80	72	8	
ECDE TEACHER – CERTIFICATE LEVEL					
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
		742	726	16	
ADMINISTRATION OFFICERS					

Assistant Director, Administrative Services	P	1	1	0	Seconded from C.S
		1	1	0	
RESOURCE MOBILIZATION/DEVOLUTION OFFICERS/COMMUNICATION OFFICERS					
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
		4	0	4	
HUMAN RESOURCE					
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
		2	1	1	
ACCOUNTANTS					
Accountant 11	J	1	1	0	Seconded from finance
		1	1	0	
OFFICE ADMINISTRATORS (DIPLOMA HOLDERS)					
Assistant Office Administrator 111	H	1	0	1	Entry Level
OFFICE ADMINISTRATORS (CERTIFICATE HOLDERS)					
Senior Office Administrative Assistant	K	2	2	0	Offer Secretarial Services
		2	2	0	
CLERICAL OFFICERS					
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
		8	3	5	
DRIVERS					
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
		7	2	5	
SUPPORT STAFF					
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
		8	5	3	
ELIMU FUND					
Elimu Fund Secretariat	K	2	0	2	To assist in Elimu fund administration
DEFUNCT LOCAL AUTHORITIES					
Nursery School Teacher [3]	C	1	1	0	To be redesignated
Clerical Officer [4]	C	1	1	0	To be redesignated
		2	2	0	
DEPARTMENT OF TRADE, CO-OPERATIVES, CULTURE AND TOURISM					
Head - TRADE, CO-OPERATIVES, CULTURE AND TOURISM					
Subhead - TRADE, CO-OPERATIVES, CULTURE AND TOURISM					
POSITION	JG	OPT IMA L	IN POST	VARI ANCE	REMARKS
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
Administration					
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	
Clerical Officers					
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	
Drivers					
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	
Accountants					
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	
Support staff					
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
		31	5	26	
TRADE DEVELOPMENT					
TRADE DEVELOPMENT SERVICES					
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
		12	4	8	
INDUSTRY AND INVESTMENT UNIT					
Chief industry and investment officers	M	1	0	1	
Industry and investment officer	J	2	0	2	
		3	0	3	
Weights and Measures Unit					
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
		8	4	4	

Cooperative Development Services					
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
		17	7	10	
Cooperative Audit Service					
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
		11	4	7	
TOURISM					
Subhead - TOURISM					
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
		14	3	11	
CULTURE					
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
		10	1	9	
DEFUNCT LOCAL AUTHORITY					
Driver III	D	1	1	0	Harmonization
Labourer I	B	2	2	0	Harmonization
		3	3	0	
LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT					
Head - LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT					
Subhead - LANDS, PHYSICAL PLANNING AND URBAN DEVELOPMENT					
DESIGNATION	J/G	OPT IMA L	IN- POST	VARI ANCE	JUSTIFIC ATION
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
Director Administration services	R	1	0	1	
		3	2	1	
Administrators/Secretaries					
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.
		16	1	15	
Clerical Officers					
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.
		9	0	9	
DRIVERS					
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.
		15	4	11	
Support Staff					
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	
PHYSICAL PLANNING & URBAN DEVELOPMENT					
Subhead - PHYSICAL PLANNING & URBAN DEVELOPMENT					
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	
DIPLOMA HOLDERS					
PLANNING ASSISTANTS					
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	
ENGINEERS (BUILDING SERVICES)					
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	
Building Inspectors					
Diploma holders					
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.
		11	4	7	
ENFORCEMENT. 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
		19	6	13	
Head - Valuation and Housing					
Valuation					
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
		12	0	12	
HOUSING					
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.
		9	2	8	
Field Assistants (Artisans)					
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
		16	4	12	
LAND SURVEY					
Subhead – LAND SURVEY					
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.
		13	3	10	
Land Surveyor Assistants					
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.
		11	1	10	

CARTOGRAPHERS					
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	
Subhead - LAND ADMINISTRATION					
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	
ADMINISTRATION					
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
		14	3	11	
ADMINISTRATION					
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
		3	1	2	
Head - MUNICIPAL ADMINISTRATION					
Subhead - MUNICIPAL ADMINISTRATION					
Municipal Manager	R	1	1	0	To oversee the management of the municipality .
Civil Engineers: 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	
Physical Planners - 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
Public Health Officers- Degree Holders (To be deployed from Department of Health Services)					
Public Health Officer	K	1	0	1	Seconded
		1	0	1	
Public Health Assistants - 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	
Public Health Technician - Certificate Holders -(To be deployed from Department of Health Services)					
Senior Assistant Public Health	K	3	1	2	Seconded
		3	1	2	
Social Welfare Officers – (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	
URBAN DESIGNERS- (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	
ENVIRONMENTAL OFFICERS – (To be deployed from the Department of Environment)					
Environment Officer	K	1	0	1	Seconded
		1	0	1	
ACCOUNTANTS - (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	
SUPPLY CHAIN MANAGEMENT OFFICERS – (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
		3	0	3	
CLERICAL OFFICERS - (To be deployed from the department of Finance)					
Principal Clerical officer / Revenue Officer III	K	1	0	1	Seconded
Chief Clerical Officer	J	3	0	3	Seconded
		4	0	4	
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
		36	1	35	
Administrative Officer / Secretaries					
Assistant office Administrator II	H	1	0	1	.
Assistant office Administrator III	G	1	0	1	
		2	0	2	
Drivers					
Driver II	E	5	0	5	Career progression
Driver III	D	9	5	4	Entry
		14	5	9	
Defunct Local Authority					
Driver	C	2	2	0	To be redesignated
Driver	A	1	1	0	To be redesignated
Support Staff (Sanitation)					
Support Staff II	D	50	0	50	Career Progression
Support Staff III	C	70	49	21	Entry
		120	49	71	

Enforcement officers (To be deployed from the office of the county secretary)					
Assistant Inspectorate Officer II	F - K	11	0	11	Seconded
		11	0	11	
RECORDS REGISTRY					
Senior Records Management Officer	L	1	0	1	
Records Management Officer II	J	3	0	3	
		4	0	4	
DEPARTMENT OF FINANCE, ECONOMIC PLANNING AND ICT					
Head - FINANCE, ECONOMIC PLANNING AND ICT					
Subhead - FINANCE, ECONOMIC PLANNING AND ICT					
DESIGNATION	JG	OPT IMA L	IN POST	VARI ANC E	JUSTIFIC ATION
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	2	0	2	-
		3	1	2	
ACCOUNTING					
Accountants					
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	
REVENUE					
Director Revenue	R	1	1	0	
Deputy Director Revenue	Q	1	1	0	
		2	2	0	
Accountants					
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	
INTERNAL AUDIT					
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	
SUPPLY CHAIN MANAGEMENT					
Supply Chain Management					
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
		40	20	20	
Supply Chain Management Assistants					
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
		36	20	16	
Head - ECONOMIC PLANNING, BUDGETING, MONITORING AND EVALUATION					
Subhead - ECONOMIC PLANNING, BUDGETING, MONITORING AND EVALUATION					
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	
Head - INFORMATION AND COMMUNICATION TECHNOLOGY					
Subhead - INFORMATION AND COMMUNICATION TECHNOLOGY					
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	
Human Resource Management					
Human Resource Assistant	J	1	1	0	Seconded from the Human resource Department
		1	1	0	
Assistant Office Administrators					
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	
Clerical Officers					
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
		58	30	28	
Drivers					
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
		23	14	9	
Librarians					
Senior Principal Library Assistant	N	1	1	0	Career progression
Library Assistant II	H	2	0	2	Seconded from Gender
Records Management Officers					
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
		7	1	6	
Support Staff/Cleaning Supervisors					
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
		110	93	11	
Defunct Local Authority					
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	
DEPARTMENT OF WATER, ENVIRONMENT AND CLIMATE CHANGE					
Head - WATER, ENVIRONMENT AND CLIMATE CHANGE					
Subhead - WATER, ENVIRONMENT AND CLIMATE CHANGE					
DESIGNATION	JG	OPT IMA L	IN POST	VARI ANC E	REMARKS

County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
ADMINISTRATIVE STAF (DIPLOMA HOLDER)					
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
		8	2	6	
ACCOUNTANTS					
Accountant I	K	1	1	0	Seconded from Finance
		1	1	0	
SUPPLY CHAIN MANAGEMENT OFFICERS (DEGREE HOLDERS)					
Supply Chain Management officer I	K	1	1	0	Seconded from Finance
OFFICE ADMINISTRATORS (SECRETARIAL STAFF) DIPLOMA HOLDERS					
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	
HUMAN RESOURCE MANAGEMENT OFFICERS (DEGREE/ DIPLOMA HOLDERS)					
Human Resource management Officer/ Human Resource Management Assistant	K	1	1	0	Career progression
		1	1	0	

CLERICAL OFFICERS					
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
		6	2	4	
RECORDS OFFICERS					
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;
		3	0	3	
DRIVERS					
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
		8	4	4	
SUPPORT STAFF					
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
Head - WATER, SANITATION AND IRRIGATION SERVICES					
Subhead - WATER MANAGEMENT(DEGREE HOLDERS)					
DESIGNATION	JG	OPT IMA L	IN POST	VARI ANCE	REMARKS
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	
WATER SUPERINTENDENTS(DIPLOMA HOLDERS)					
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	
SUPERINTENDENT					
Chief Superintendent	M	1	0	1	Career progression
Senior	K-L	4	1	3	Career progression
		5	1	4	
Head - IRRIGATION SERVICE					
ENGINEERS (IRRIGATION) (DEGREE HOLDERS)					
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
		12	5	7	
Head - WATER MANAGEMENT SERVICES					
Subhead - HYDROLOGISTS (DEGREE HOLDERS)					
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
		7	1	0	
GEOLOGISTS (DEGREE HOLDERS)					
Superintending Geologist (Water)	N	1	0	1	
Geologist I (Water)	M	1	0	1	
		2	0	2	
CADRES WITH OFFICERS AT THE APEX OF THEIR SCHEMES OF SERVICE					
Subhead - Water Management					
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
		3	3	0	
Head - ENVIRONMENT, NATURAL RESOURCES AND CLIMATE CHANGE.					
Subhead - ENVIRONMENT, NATURAL RESOURCES AND CLIMATE CHANGE.					
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
		2	1	1	
ENVIRONMENTAL UNIT					

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.
		13	7	6	
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	
		6	2	4	
Forestry Unit					
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
		11	2	10	
Foresters					
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
		11	0	11	
Forest Guards					

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
		19	7	12	
Head - CLIMATE CHANGE					
SubHead - CLIMATE CHANGE					
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
		12	2	6	
DEFUNCT LOCAL AUTHORITY					
Copy Typist 3	D	1	1	0	
Labourer I	B	1	1	0	
Labourer II	A	1	1	0	
		3	3	0	
Subvote- COUNTY PUBLIC SERVICE AND SOLID WASTE MANAGEMENT					
Head - COUNTY PUBLIC SERVICE					
Subhead - HUMAN RESOURCE MANAGEMENT					
DESIGNATION	J/G	OPT IMA L	IN- POST	VARI AN C E	JUSTIFIC ATION
County Executive Committee Member	T	1	1	0	-
Chief Officer	S	1	1	0	-
		2	2	0	
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/ Appointments/Welfare / Advisory
Chief HRM & Development/Assistant	M	4	3	1	Employee health & welfare/Labor relation/Appointment/ 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
		33	13	20	
RECORDS MANAGEMENT					
Assistant Director – Records Management	P	1	1	0	Manage HR records/ 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.
		13	2	11	
OCCUPATIONAL HEALTH AND SAFETY					
Occupational Health and Safety Officer I/II	J/K/ M/ N	2	0	2	Coordinate activities that ensure safe places of work
		2	0	2	
SUPPLY CHAIN OFFICERS					
Supply Chain Management officer I/II	J/K	1	0	1	To be seconded from finance and accounting
		1	0	1	
ACCOUNTANTS					
Principal Economist	P	1	1	0	Head of payroll unit
		1	1	0	
AUDITORS					
Internal auditor I/II	J/K	1	0	1	To be seconded from finance and accounting
		1	0	1	
OFFICE ADMINISTRATIVE OFFICERS/ASSISTANTS					
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
		5	1	4	
CLERICAL					
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
		9	1	8	
SUPPORT STAFF					
Senior Support Staff	D	1	0	1	Career Progression
Support Staff I	C	2	1	1	Offer general support services
		3	1	2	
DRIVERS					
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
		4	1	3	
DEFUNCT LOCAL AUTHORITY					
Driver I	C	1	1	0	Requires to be harmonized
		1	1	0	
CLERICAL OFFICERS (FROM DEFUNCT LOCAL AUTHORITY)					
Clerical Officer III	D	2	2	0	Requires to be harmonized
Clerical Officer IV	C	2	2	0	Requires to be harmonized
SUPPORT STAFF (FROM DEFUNCT LOCAL AUTHORITY)					
Labourer	A	1	1	0	Requires to be harmonized
		1	1	0	

Head - SOLID WASTE MANAGEMENT					
Subhead - SOLID WASTE MANAGEMENT					
DESIGNATION	J/G	OPT IMA L	IN- POST	VARI ANC E	JUSTIFIC 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/ K	1	0	1	To be seconded from

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

Driver II	B	1	1	0	-
		2	2	0	
SUPPORT STAFF (FROM DEFUNCT LOCAL AUTHORITY)					
Labourer II	A	2	2	0	-
Labourer I	B	1	1	0	-
		3	3	0	
DEPARTMENT OF AGRICULTURE, LIVESTOCK, AND AQUACULTURE					
Head - AGRICULTURE, LIVESTOCK, AND AQUACULTURE					
Subhead - AGRICULTURE, LIVESTOCK, AND AQUACULTURE					
POSITION	J/G	OPT IMA L	IN POST	VARI ANC E	JUSTIFIC ATION
County Executive Secretary	T	1	1	0	
Chief Officer	S	1	1	0	
		2	2	0	
Head-AGRICULTURAL STATISTICS AND MARKETING					
Subhead- AGRICULTURAL STATISTICS AND MARKETING					
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	
		11	5	6	
Head – CROPS					
Subhead - CROPS					
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
Diploma Holders					
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
		174	65	109	
Certificate Holders					
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	
		6	5	0	
Degree Holders					
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
		5	0	3	
Diploma Holders					
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
		6	1	5	
Head-AGRICULTURAL TRAINING AND MECHANIZATION					
Subhead-WAMBUGU ATC					
Degree Holders					
Position	J/G	Optimal	In Post	Variance	Justification
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	
Diploma Holders					
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	

Livestock attendants and Gardeners					
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
		14	4	10	
Hospitality Officers					
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
		10	4	6	
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
		4	0	4	
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
		10	0	10	
Artisans					
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	
Head- AGRICULTURAL MECHANIZATION					
Subhead- AGRICULTURAL MECHANIZATION					
Degree Holders					
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	
Diploma Holders					
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	
Plant Operators					
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	
Head- LIVESTOCK PRODUCTION AND AQUACULTURE DEVELOPMENT					
Subhead-LIVESTOCK PRODUCTION					
Director of Livestock Production	R	1	1	0	In-charge of the directorate
		1	1	0	
Degree Holders					

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
		28	12	16	
Diploma Holders					
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
		48	17	31	
Certificate Holders					
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	
		12	1	11	
Head- AQUACULTURE DEVELOPMENT					
Subhead- AQUACULTURE DEVELOPMENT					
Degree Holders					
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
		20	7	13	
Diploma Holders					
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
		20	3	13	
Certificate Holders					
Fisheries Assistant I	K	2	2	0	
		2	2	0	
Head-VETERINARY SERVICES					
Subhead- VETERINARY SERVICES					
Deputy Director of Veterinary Services	R	1	0	1	In-charge of veterinary services
Degree Holders					
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
		23	10	13	
Diploma Holders					
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
		77	33	44	
Certificate Holders					
Chief Animal Health Assistant	K	12	12	0	
Senior Animal Health Assistant	J	12	0	12	Career Progression.
		24	12	12	
Animal Health Assistant II/I	G-H	48	33	15	Entry
		48	33	15	
Degree Holders					
Senior Assistant Leather Development Officer	M	1	0	1	Career Progression.
Leather Development Officer II/I	K-L	4	1	3	Career Progression.
		5	1	4	
Diploma Holders					
Assistant Leather Development Officer I/ Chief Hides and Skins Inspector	H-J	8	0	8	
		8	0	8	
Head-ADMINISTRATIVE SERVICES					
Subhead- ADMINISTRATIVE SERVICES					
Office Administrators					
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
		13	3	10	
Clerical Officers					
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
		11	5	6	
Drivers					
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
		26	18	8	
Cleaning Supervisors					
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
		15	7	8	
Administrators					
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
		110	72	38	
DIPLOMA NURSES					
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
		1150	696	454	
Certificate Nurses					
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
		135	94	41	
Subhead-RADIOGRAPHERS					

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	
Subhead-DEGREE HOLDERS - PHYSIOTHERAPY					
Designation	Job group	Optimal	In-post	Variance	Justification
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	

DIPLOMA HOLDERS - ASSISTANT PHYSIOTHERAPISTS					
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
		46	27	19	
Subhead- CLINICAL SERVICES					
CLINICAL SPECIALISTS					
Designation	Job group	Optimal	In-post	Variance	Justification
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
Degree Holders - CLINICAL OFFICERS					
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
		38	6	32	
Diploma Holders - REGISTERED CLINICAL OFFICERS					
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
		255	163	92	
Subhead-MEDICAL LABORATORY					
SPECIALIST					
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
		27	9	18	
DIPLOMA HOLDERS					

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.
		195	95	100	
LABORATORY TECHNICIANS Laboratory Technicians					
Senior Medical Laboratory Technician 1	L	1	1	0	Obselete
Subhead-PHARMACY					
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	
Subhead-DIPLOMA HOLDER - ORTHOPEDIC TECHNOLOGIST					
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
		18	4	15	
Subhead-DEGREE HOLDERS - OCCUPATIONAL THERAPIST					
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
		14	3	11	
DIPLOMA HOLDERS - OCCUPATIONAL THERAPIST					
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
		39	13	26	
Subhead-NUTRITION AND DIETETICS					
DEGREE/SPECIALISTS					
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
		22	7	15	
DIPLOMA					
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
		42	16	26	
CERTIFICATE					
Nutrition and Dietetic Technician II	G-H	15	0	15	Entry Level
		15	0	15	
Subhead-MEDICAL SOCIAL WORKER					
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	
Subhead-DEGREEE HOLDERS - HEALTH RECORDS AND INFORMATION MANAGEMENT					
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	
DIPLOMA HOLDERS - ASSISTANT HEALTH RECORDS AND INFORMATION MANAGEMENT OFFICERS					
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	
CERTIFICATE HOLDERS - HEALTH RECORDS AND INFORMATION MANAGEMENT ASSISTANTS					
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	
Subhead-HEALTH ADMINISTRATIVE SERVICES					
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	
Subhead-Degree holders - Dental Technology					
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	

Diploma Holders - DENTAL TECHNOLOGIST					
Assistant Director Dental technologist	P	1	0	1	Career Progression
Principal Dental technologist	N	2	1	1	Career Progression
Assistant principal 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
		22	7	15	
Head-PUBLIC HEALTH (GRADUATE)					
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
		59	28	31	
ASSISTANT PUBLIC HEALTH OFFICERS (DIPLOMA)					
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

		121	76	45	
CERTIFICATE HOLDERS					
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
		41	27	6	
Subhead- Curative DENTAL OFFICERS AND SPECIALISTS					
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
		27	13	14	
Subhead- Preventive COMMUNITY ORAL HEALTH					
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
		32	11	21	
Subhead- MEDICAL ENGINEERS					

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
		14	1	13	
MEDICAL ENGINEERING TECHNOLOGISTS/TECHNICIANS					
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
		38	12	26	
Subhead- DIPLOMA HOLDERS - ORTHOPEDIC TRAUMA TECHNOLOGIST					
Principal Orthopedic Trauma technologist	N	1	0	1	Career Progression
Chief Orthopedic trauma technologist	M	1	0	1	Career Progression
Senior orthopedic 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
		17	1	16	
CERTIFICATE HOLDERS - ORTHOPEDIC TRAUMA TECHNOLOGIST					
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
		21	6	15	
Head-Curative					
Subhead- MEDICAL OFFICERS AND SPECIALISTS					
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
		176	122	54	

PHARMACEUTICAL TECHNOLOGISTS					
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
Head-Administration		63	28	35	
Subhead administration					
TELEPHONE OPERATORS					
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
		4	3	1	
CLERICAL OFFICER					
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
		194	48	146	
DRIVER					
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
		76	32	44	
ACCOUNTANTS					
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
		26	9	17	
HUMAN RESOURCE MANAGEMENT OFFICERS					
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
		20	8	12	
SUPPORT STAFF					
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
		185	53	132	
SUPPLY CHAIN MANAGEMENT OFFICERS					
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
		29	14	15	
Subhead- HOSPITALITY					
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
		27	12	15	
Administrative Officers					
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
		10	2	8	
Subhead-Health Adiminstration MORTUARY ATTENDANTS					
Senior Mortuary Attendant	G	12	0	12	Career Progression
Mortuary Attendant I/II	E-F	20	12	8	Career Progression
		32	12	20	
CHARGE HANDS/ARTISANS					
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
		17	9	9	
Head-Rehabilitative					
Subhead- Counselling					
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
		27	0	27	
Subhead-Preventive COMMUNITY HEALTH					
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
		44	2	30	
Subhead-Preventive-HEALTH PROMOTION OFFICERS					
Health Promotion Officer 1	K	1	0	1	Career Progression
Health Promotion Officer III/II	H-J	15	0	15	Career Progression
		16	0	16	
Subhead-RECORD MANAGEMENT					
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
		4	0	4	
Subhead-PUBLIC RELATIONS OFFICERS/ PUBLIC COMMUNICATIONS OFFICERS					
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
		15	0	15	

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