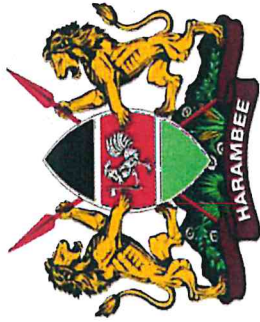


COUNTY GOVERNMENT OF NYERI



IMPLEMENTATION PLAN

ORGANIZATION STRUCTURE REVIEW AND STAFF ESTABLISHMENT

INTRODUCTION

An organizational structure review for Nyeri County involves a systematic evaluation of how the county government's departments, human resource and reporting lines are organized to deliver services effectively.

No	Area/Department	Recommendation	Action plan	Estimated Cost	Timelines	Actor
1	Establishment of Single Project Management Unit	The Single Project Management Unit be anchored in the Office of the County Secretary Staffing of the Single Project Management Unit: i. County SPMU Coordinator (Director level) ii. County SPMU Assistant (Deputy	Issuing of a new Executive Order Deployment/Internal recruitment	N/A N/A	30 th June, 2025 30 th November, 2025	County Executive Committee County Public Service Board, County Secretary/Head of County

		Director) County Sector Leads / Managers for respective programs SPMU Fiducial Team (on financial, procurement and internal audit) SPMU Environmental safeguards officer, social safeguards officer, disaster risk management officer Monitoring, Evaluation, Learning and Reporting Public Participation, Grievance Redress Mechanism, Coordinators of Project Management Committees specialist ICT / Communication officers				Public Service, Director, HRM
2	Office of the Governor	i. Restructuring of Governor's Office to comprise of Governor's	Issuing a communicate on the restructuring of the Governor's Office	N/A	30 th October,	County Secretary/ Head of

		appointee(s) only. ii. The Service Delivery Unit be moved to the Office of the County Service for proper Coordination	Restructure the Organization structure		2026	County Pubic Service
3	Occupational Safety and Health	Formation and Staffing of Occupational Safety and Health Unit	Establish a Unit in the Department of County Public Service Management to deal with matters Occupational Safety and Health	N/A	30 th June, 2025	County Executive Committee
4	Office of the County Secretary	The Office of the County Secretary to be headed by the County Secretary and deputized by a Deputy County Secretary/Chief Officer. The Office to have eight Directorates; 1. Directorate of Performance Management 2. Directorate of Public Administration 3. Directorate of Administrative Services and Cabinet Support Services 4. Directorate of Inspectorate 5. Directorate of Information and	Deployment/Internal recruitment	N/A	30 th June, 2026	County Public Service Board, County Secretary/ Head of County Public Service

5	Department of Medical Services and Public Health	Communication 6. Directorate of Civic Education and Public Participation 7. Directorate of Alcohol Drinks Control Management 8. Directorate of Single Project Management Unit	The Department to have two chief officers; Chief Officer Medical Services and Chief Officer Public Health	Recruitment of Chief Officer, Public Health	2,400,000p.a	December, 2026	County Executive Committee, County Public Service Board		
6	Shared/ common services	Common Services be centralized: Drivers, Clerical Officers be domiciled in the Office of the County Secretary Office Administrators, Support Staff be domiciled in the Department of County Public Service Management	Development of a clear policy on shared services like ICT, accounts, supply chain Management, artisans, human resource e.t.c	N/A	30 th June, 2026	County Public Service Board, County Secretary/ Head of County Public Service, Director, HRM			
7	Outsourcing some of the services	Outsourcing services like cleaning, offering security	Formulate a policy on outsourcing of the	49,456,000	June, 2027	County Executive Committee,			

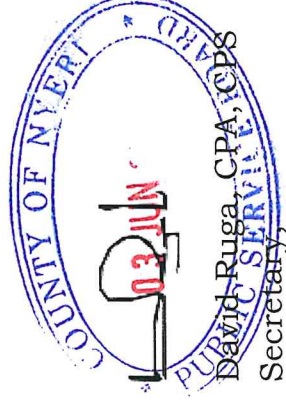
		to County building and manning of gates in the County	services. Provision of a budget for the outsourced functions			County Public Service Board, Director, HRM
8	Staff from defunct the Local Authorities	Harmonization and integration of staff from defunct local authorities in to the mainstream County Public Service	i. Redesignate staff with the relevant qualifications as per the respective Scheme of Service in the mainstream Public Service ii. Reskilling the staff who do not have the relevant qualifications to fit in any of Scheme of Service	N/A	30 th June, 2025	County Public Service Board, County Secretary, Director, HRM
9	Missing Career Guidelines	The Board in consultation with relevant stakeholders to formulate Career Guidelines for cadres that lack a defined career progression framework	Developing the Career Guidelines i.e Environmental Officers, Foresters, Revenue Clerks etc.	3,100,500	30 th December, 2026	County Public Service Board, the respective Department, Director, HRM

10	Succession management framework	Development of a Succession Management Framework/Plan	The County to identify those about to retire so as to provide mentoring options and share their knowledge and experience with their younger counterparts	1,500,000	30 th June, 2025	County Public Service Board, Heads of Departments Director, HRM
11	Education, Training and Devolution	Abolition of Nyeri County Elimu Fund.	Issue a Circular Communicating that the Fund has been abolished.	N/A	30 th June, 2025	CECM Finance, CECM Education and Training

Signed by



Peter Ngatia Macharia
County Executive Committee Member,
County Public Service Management



County Public Service Board