

COUNTY GOVERNMENT OF BUNGOMA



COUNTY ASSEMBLY OF BUNGOMA

REPORT OF THE COUNTY ASSEMBLY SERVICE BOARD

ON

THE RECRUITMENT OF THE MALE MEMBER

OF THE COUNTY ASSEMBLY SERVICE BOARD

MARCH, 2024

The Office of the Clerk
County Assembly Buildings
BUNGOMA – Kenya

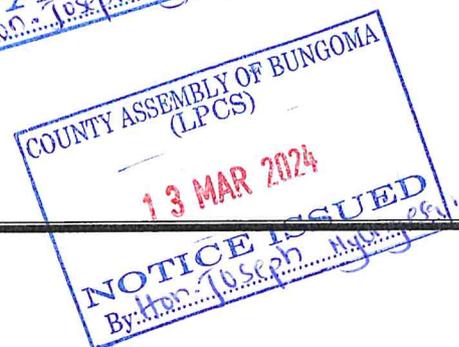
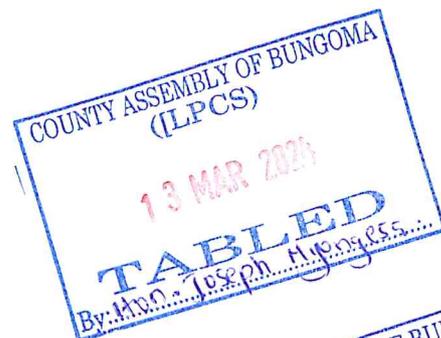


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1 INTRODUCTION

1.1 ESTABLISHMENT AND MANDATE OF THE BOARD

The County Assembly Service Board (CASB) is a statutory entity established pursuant to Section 12 of the County Governments Act, 2012; with specific mandate of providing services and facilities to Members of the County Assembly in order to ensure efficient and effective functioning of the County Assembly. Pursuant to Section 11 of the County Assembly Service Act, 2017, the Service Board performs the following functions:

- a) *Direct and supervise the administration of the services and facilities provided by and exercise budgetary control over the service;*
- b) *Determine and review the terms and conditions of service of persons holding or acting in the offices of the Service;*
- c) *Initiate, co-ordinate and harmonize policies and strategies relating to the development of the Service;*
- d) *Initiate programmes for training and capacity building members and staff of the County Assembly and other persons, to promote ideals of parliamentary democracy as set out in Article 127(6)(d) of the Constitution and , to promote public awareness and participation in the activities of the County Assembly; and*
- e) *Do such other things as may be necessary for the well-being of the members and staff of the County Assembly.*

1.2 MEMBERSHIP OF THE BOARD

Section 12 (3) of the County Governments Act 2012, provides that the County Assembly Service Board shall consist of the following members:

- a) The Speaker of the County Assembly as the Chairperson;
- b) Vice-Chairperson elected by the Board from two members of the County Assembly nominated by the political parties represented in the County Assembly according to their proportion of members in the County Assembly listed in paragraph (c) below;

- c) Two members of the County Assembly nominated by the political parties represented in the County Assembly according to their proportion of members in the County Assembly, and
- d) One man and one woman appointed by the County Assembly from amongst persons who are experienced in public affairs, but are not members of the County Assembly.

1.3 COMPOSITION OF THE BOARD

The Board as currently constituted comprises of the following:

NO.	NAME	POSITION
1	Hon. Emmanuel Situma	Chairperson
2	Hon. Joseph Nyongesa Juma	Vice Chairperson
3	Hon. Ali Machani Mutoka	Member
4	Mrs Jescah Mayabi	Member
5	Mr. Charles Wafula	Secretary

2 BACKGROUND

2.1 PROCEDURE FOR APPOINTMENT OF A MEMBER OF THE BOARD

The first schedule of the County Assemblies Services Act, 2017 stipulates the procedure of appointing a member of the Board as follows:

1. Upon the convening of the first sitting of the County Assembly or whenever a vacancy arises in the membership of the Board under Section 12 (3) (d) of the County Governments Act, the Secretary to the Board shall, within fourteen days of that first sitting or the occurrence of the vacancy or within such time as would be reasonable, by notice in the Gazette and in at least two daily newspapers of national circulation, declare a vacancy and invite interested qualified persons to apply;
2. Any person qualified in accordance with this Act may make an application to the Secretary within fourteen days of the publication of the notice;
3. The Board shall, within fourteen days after the last date of submission of applications under paragraph 2, consider the applications, shortlist, conduct interviews and recommend the name of the one applicant qualified for the position;
4. The name of a person recommended under paragraph 3 shall be submitted to the county assembly for approval and appointment in accordance with the Standing Orders of the Assembly;
5. If the Assembly approves a person recommended under paragraph 3, the Secretary shall, within seven days after the approval, publish the name of the person in the Gazette;
6. Where the Assembly rejects the person recommended under paragraph 3, the Speaker shall communicate the decision of that Assembly to the Board and shall request for a fresh nomination by the Board.
7. If the County Assembly rejects any of the subsequent nominees submitted by the Board for approval under paragraph 7, the provision of paragraphs 1 to 6 shall apply.

2.1.1 Declaration of Vacancy

Paragraph (1) of the first schedule of the County Assembly Service Act 2017 provides that upon the convening of the first sitting of the County Assembly or whenever a vacancy arises in the membership of the Board under Section 12 (3) (d) of the County Governments Act; the Secretary to the Board shall within such time as would be reasonable by notice in the Gazette and in at least two daily newspapers of national circulation, declare a vacancy and invite interested and qualified persons to apply.

The advertisement of the position of the 5th Member of the County Assembly Service Board of Bungoma (male) was published in the Daily Nation Newspaper on 30th January, 2024 which directed the public to visit the County Assembly of Bungoma website: www.bungomaassembly.go.ke. for the application procedure. Attached herein is the advert.

The application was closed on 13th February, 2024 at 5.00 p.m. By closure of the deadline, a total of ten (10) applications had been received and recorded.

The details of the ten (10) applicants are listed in the table below.

NO	NAME	ID NO	COUNTY	CONTACT
1	George Otieno Okoth	8200855	Siaya	0716307961
2	Mathias Ochuna Wanyela	34820593	Bungoma	0722626171/0733587706
3	George Simiyu Nyaranga	2098433	Bungoma	0726018824
4	Moses Wanyonyi Waliaula	23607060	Bungoma	0719884204
5	Joel Psirmoi Wambete	9997215	Bungoma	0711553932
6	Joseph Magudah Okhaba	9999090	Bungoma	0722832460
7	Anthony Osborn Alexis	33609797	Kakamega	0721654622
8	Dr. Anthony Simiyu Mabele	22549573	Bungoma	0720167714
9	Patrick Sitati Lichuma	0904433	Bungoma	0729386704
10	Simon Katundu Nakitare	24244220	Bungoma	0719742240

2.1.2 Shortlisting Criteria

The shortlisting process was carried out in line with the set criteria as outlined in the advertisement placed in the local dailies and the Assembly Website.

2.1.3 Final Shortlist

After an in-depth analysis and consideration of requirements of the relevant status, the Board shortlisted four (4) candidates who met the mandatory requirements as enshrined in the Constitution and the Acts governing the County Assemblies. These were:

NO	NAME	ID NO	COUNTY	CONTACT
1	Joseph Magudah Okhaba	9999090	Bungoma	0722832460
2	Mathias Ochuna Wanyela	34820593	Bungoma	0722626171/0733587706
3	Simon Katundu Nakitare	24244220	Bungoma	0719742240
4	Dr. Anthony Simiyu Mabele	22549573	Bungoma	0720167714

2.2 INTERVIEWS

Interviews for the Member of the County Assembly Service Board (male) were done on 8th March, 2024 in the County Assembly precincts.

All the four candidates turned up for the interviews.

The four (4) candidates who appeared were as under listed below.

NO.	NAME	ID NO	TIME
1	Joseph Magudah Okhaba	9999090	8.00-9.00 am
2	Mathias Ochuna Wanyela	34820593	9.00 – 10.00 am
3	Simon Katundu Nakitare	24244220	10.30-11.30 am
4	Dr. Anthony Simiyu Mabele	22549573	11.30-12.30 pm

2.3 RANKING

After a vigorous process of interrogating the performance of each interviewee; taking into account the experience, skills, academic background and suitability for the position, the Board ranked the candidates as indicated in the table below:

NO.	NAME	MARKS	POSITION
1	Joseph Magudah Okhaba	191	4
2	Mathias Ochuna Wanyela	237	2
4	Simon Katundu Nakitare	212	3
5	Dr. Anthony Simiyu Mabele	352	1

3 BOARD FINDINGS

After an in-depth analysis of the performance and observations of all the candidates who appeared for the interview, the Board made the following findings:-

1. That all the four (4) shortlisted candidates turned up for the interviews as per the date of invitation.
2. That all candidates who appeared for the interviews were accorded sufficient time to make their submissions and presentations.

4 APPRECIATION

The Board wishes to thank the Office of the Clerk and the staff of the County Assembly for the logistical support accorded to it during the entire elaborate exercise in execution of the Board's mandate. The Board appreciates all members for their patience, sacrifice, endurance and commitment to serving the public good under tight schedule which enabled the completion of the task within the stipulated period.

The Board made several findings on all the four (4) candidates who were shortlisted and appeared for interviews. These findings guided the Board in making its final recommendations. The Board's final recommendations were based on the Constitution of Kenya, 2010, the County Government Act 2012, the County Assembly Service Act 2017 and the information and documents supplied by the candidates during the interviews.

RECOMMENDATION

Based on the performance of interviewees as ranked and pursuant to **Section 12 (3) (d)** of the County Governments Act, 2012, **Section 9** of the County Assemblies Services Act, 2017 and **paragraph 4** of the first schedule of the County Assemblies Services Act, 2017, the County Assembly Service Board of Bungoma **recommends** that the Assembly **approves** the appointment of **Dr. Anthony Simiyu Mabele ID No. 22549573** as the Member of County Assembly Service Board of Bungoma (male)

The name of a person nominated by the Board for appointment as a member of the County Assembly Service Board, shall be submitted to the County Assembly for approval in accordance with the Standing Orders of the County Assembly.

At its special sitting held on **12th March 2024** the County Assembly Service Board resolved to recommend the candidate ranked highest in oral interviews to the County Assembly for consideration and approval.

Accordingly, the County Assembly Service Board resolved to forward to the County Assembly the name of **Dr. Anthony Simiyu Mabele** as the candidate who merited for approval and appointment as a Member (Male) of County Assembly Service Board.

RESOLUTION

The County Assembly of Bungoma is requested to consider the contents of this report and resolve to approve for appointment **Dr. Anthony Simiyu Mabele** as a Member (Male) of the County Assembly Service Board under Section 12 (d) of the County Government Act No. 17 of 2012 and first schedule of the County Assemblies Services Act 2017.

IN ATTENDANCE

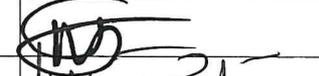
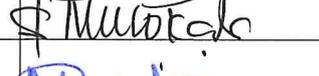
The following Officers were in attendance during the interview of the Male Member of the Board.

1. Rose Soita - Member County Public Service Board (Bungoma)
2. Eddah Cheruiyot - Kenya School of Government (Baringo)
3. Karen Jepngetch - Kenya School of Government (Baringo)

SECRETARIAT

1. Josylyne Situmah Deputy Clerk Administration
2. Abraham Simiyu Wekesa Principal Human Resource Officer
3. Cyrus Masika Okuri Human Resource Officer 1
4. Ruth A. Kubeba Office Administrative Assistant
5. Beatrice Mainya Office Administrative Assistant
6. Martin Omuse Assistant Serjeant -At-Arms
7. Alex Cherongis Hansard Technician

We, the undersigned members of the County Assembly Service Board hereby affix our signatures adopting this report to affirm our approval.

NO	NAME	POSITION	ID NO.	SIGNATURE
1	Hon. Emmanuel Mukhebi Situma	Chairperson	14611799	
2	Hon. Joseph Nyongesa Juma	V/Chairperson	14662098	
3	Hon. Ali Machani Mutoka	Member	10719341	
4	Mrs. Jesicah Mayabi	Member	7588065	
5	Mr. Charles Wafula	Secretary	22148085	

Date: 12TH 15TH APRIL 2024



COUNTY ASSEMBLY OF BUNGOMA

OFFICE OF THE CLERK

Telephone: 0202651905/0208000663 | P.O. BOX 1886-50200, BUNGOMA, Kenya
Email: info@bungomaassembly.go.ke | Web: www.bungomaassembly.go.ke

VACANCY: MEMBER OF COUNTY ASSEMBLY SERVICE BOARD (MALE)

Pursuant to article 176 of the Constitution of Kenya 2010, as read together with Section 12 of the County Governments Act, 2012 and Sections 8, 9, 46 and the First Schedule of the County Assembly Services Act, 2017; the County Assembly of Bungoma Service Board invites applications from interested and qualified **Male** persons to serve as a member of the County Assembly Service Board of Bungoma.

To be appointed, applicants must fulfill the following requirements:

- a) Must not be a member of the County Assembly
- b) Must be a Kenyan Citizen
- c) Hold a Degree from a University recognized in Kenya
- d) Has at least ten years' experience in public or private affairs
- e) Meet the requirements of leadership and integrity of Chapter Six of the Constitution of Kenya, 2010.

In addition to the requirements above, applicants are required to obtain and submit:

- i. Current Certificate of Good conduct from national police service
- ii. Current Compliance certificate from HELB
- iii. Current Tax compliance certificate from KRA
- iv. Current Clearance from Ethics and Anti-Corruption Commission EACC
- v. Current Clearance from Credit Reference Bureau CRB
- vi. A copy of National Identity Card or Passport.

Persons interested in filling the above position should submit application letters, detailed curriculum vitae and certified copies of relevant academic and professional documents to the Office of the Clerk of the County Assembly in a sealed envelope on or before **Monday, February 12th, 2024 at 5.00pm**. Late applications shall not be considered.

The applications should be addressed to:

The Secretary County Assembly Service Board
County Assembly of Bungoma
P.O. Box 1886-50200
BUNGOMA

THE COUNTY ASSEMBLY OF BUNGOMA SERVICE BOARD IS AN EQUAL OPPORTUNITY EMPLOYER. CANVASSING OF ANY FORM WILL LEAD TO DISQUALIFICATION.

COUNTY ASSEMBLY OF BUNGOMA



COUNTY ASSEMBLY SERVICE BOARD

Telephone: 0202651905/0208000663
Email: info@bungomaassembly.go.ke
Web: www.bungomaassembly.go.ke

P.O. BOX 1886-50200
BUNGOMA, Kenya

SHORTLISTED CANDIDATES FOR THE POSITION OF MEMBER OF COUNTY ASSEMBLY SERVICE BOARD (MALE)

The underlisted are the shortlisted applicants, who met the mandatory requirements for the position of member (male) of County Assembly Service Board as per the advertisement in the Daily Nation Newspaper of 30th January, 2024.

Interviews shall be conducted on FRIDAY 8th of March, 2024 at the County Assembly precincts located along Moi Avenue adjacent to Bungoma Law Courts as per the schedule below.

Candidates to avail ORIGINAL documentations and Chapter Six compliance.

SHORTLISTED CANDIDATES FOR THE POSITION OF MEMBER OF COUNTY ASSEMBLY SERVICE BOARD (MALE)

NO	NAME	ID NO.	GENDER	COUNTY & SUB COUNTY	TIME
1	Joseph Okhaba Magudah	9****90	M	Bungoma (Kanduyi)	8:00 am- 9:00 am
2	Mathias Ochuna Wanyela	3****59	M	Bungoma (Kimilili)	9:00 am-10:00 am
3	Simon Katundu Nakitare	2*****20	M	Bungoma (Sirisia)	10:30 am-11:30 am
4	Dr. Anthony Simiyu Mabele	2*****73	M	Bungoma (Cheptais)	11:30 am-12:30 pm

HON. EMMANUEL M. SITUMA
SPEAKER/CHAIRPERSON
COUNTY ASSEMBLY SERVICE BOARD

