



**Home Art Construction Ltd.
(Building & General
Contractors)
P.O. BOX 26037 - 00504,
NAIROBI.**

Building Architectural Designs that go beyond Traditional Spaces

COMPANY PROFILE



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1. INTRODUCTION

1.1. Company History

Home Art Construction Ltd is a Nairobi based construction and development company that provides well-built quality and affordable housing within the Nairobi region and its environs since 2014. The company also works with investors and developers providing good financial returns through sourcing of property, project management and construction. Our vision is to be the best builder and developer of affordable housing in Kenya. The company performs all the construction related activities be it a residential development or a single-family house using the latest technologies.

Home Art Construction Ltd provides an extensive list of services individually, or as a comprehensive package to streamline the entire building process. By taking a comprehensive approach – from design, to product selection, to project completion – our clients will experience a seamless process that results in a unique place to call home.

1.2. What the company does

1.2.1. Professional Services

- ❖ Design consultation
- ❖ Design programming and property evaluation
- ❖ Regulatory guidelines evaluation
- ❖ Conceptual sketch design
- ❖ Architectural design development
- ❖ Architectural design detailing based on client needs
- ❖ As built drawings based on your renovation or addition conditions
- ❖ Structural, mechanical and electrical requirements
- ❖ Quantity Survey services
- ❖ Obtainment of all required building permits and applications

1.2.2. Construction Services

- ❖ Project management and coordination
- ❖ New home construction
- ❖ Additions and renovations
- ❖ Interior remodeling: *Kitchens / Bathrooms / Basements*
- ❖ Exterior remodeling: *Decks / Sheds / Gazebos*
- ❖ Framing services: *Rough / Finish Carpentry*
- ❖ Pre-listing general home improvement services for home sellers
- ❖ Cost estimating
- ❖ Professional report writing

1.3. Strategy

i) Our Mission

Home Art is a semi-custom homebuilder serving the City of Nairobi. It builds and individualizes plans focusing on delivering design, elegance, and affordability. Providing quality and architectural designs that go beyond traditional spaces, Home Art distinguishing itself as a builder that delivers outstanding and unique environments to better satisfy its clientele at any given price point or square footage.

Founded in 2014, Home Art Limited has served the Nairobi area's growing need for new property and real estate projects through impressive integrity and a commitment to delivering results with the highest quality standards. Our professional team works closely with clients and landowners in order to come up with results that exceed expectations.

Whatever you're looking for, Home Art Construction Limited has the experience and the ability to deliver outstanding results.

ii) Core Values

Since its inception, Home Art's culture has thrived on strong principles. Today, our core values remain our company's cornerstone and are the sum of our business ethics conduct.

-  **People.** Without our safety-minded workforce, our company would cease to exist — it is that simple. That is why we hire the best and brightest minds in the industry. And by providing the best training, we watch our employees strengthen their skills to further our company's success.
-  **Integrity.** We conduct our business and personal affairs with the highest levels of integrity. We take responsibility and accountability for all our words and actions. We are honest, straightforward and deal fairly with everyone. Operational and financial records are maintained accurately and truthfully — no exceptions.
-  **Excellence.** At Home Art, we never stop raising the bar. Consistently focused on high quality production, we commit to excellence in all we do. We encourage new and innovative ideas with forward thinking. We build our work right the first time, delivering with a sense of urgency the highest value to our clients.
-  **Stewardship.** Every day, we realize the role we have as stewards in our communities and on this earth —after all; we work in our own backyards as much as we do yours. By preserving our legacy and developing a new generation of leaders, we are building a stronger organization for future employees and our owners of tomorrow.
-  **Professionalism.** We firmly commit to hold ourselves in the highest level of discipline and accountability because we believe that this sets us apart a great contractor from a good contractor. Trust us to be real, ethical, moral and to always act professionally and to treat others in a professional manner in all our transactions. Our team is highly trained and possess vast experience in their respective trades.

"A fundamental principle at Home Art is that there is no gain or benefit that justifies unethical conduct." To us, ethical behavior is more than words on paper. It is a total commitment involving every employee that crosses all lines of business, impacting everything we do. We have built an enviable, well-deserved reputation for integrity and honesty in our workplace conduct and our business relationships. To make sure we live up to that expectation, we stay true to Our Core Values.

2. CONTACT FOLIO

a) Name of company : Home Art Construction Limited

b) Location : Mchumbi Road, Nairobi

c) Address : 26037-00504, Mchumbi Rd.

d) Telephone : +254 726-557667

e) Cell : 0722 668949

f) Email : homeart5014@yahoo.com/
homeart5015@gmail.com

g) Website : [www.homeart.co.ke.](http://www.homeart.co.ke)

h) Certificate of incorporation : CPR/2015/186067

i) NCA5 Certificate No : 23301/B/0416

j) VAT/PIN Certificate No : P051535883U

k) NCA8 Certificate No : 23301/R/0416

l) Bankers Details ;
a) Bank Name : Co-operative Bank
b) Account Name : Home Art Construction Ltd
c) Branch : Parliament Road Branch
d) Account Number : 01192747128700

m) Contact Person : Humphrey Kennedy Momanyi
(0722668949)

3. HOME ART CONSTRUCTION METHODOLOGY FOR PROJECTS

At Home Art we strive to fully satisfy the needs and requirements of our Clients. We are aware of the fact that the general aim of constructing a building is to produce a structure of reasonable cost and sound quality within an acceptable time period. A Contractor therefore can only satisfy the client if he provides him with a building that is of best workmanship within budget and the agreed time frame. This therefore is the grand objective of Home Art. To achieve this, Home Art has evolved mechanisms and systems that enables it to fully address the three goals of quality, cost and timelines. With this it can easily demonstrate quality is achieved if called upon to do so. The methodology that will be used for any project to address the three goals is described below:-

1.4. QUALITY CONTROLLING

Home Art recognizes that quality problems are not a new phenomenon in the construction industry. They have always existed. However at Home Art we are aware that in the past, the cause of much defective work was ignorance. Today there is no longer that excuse because enough technical knowledge exists to enable high standards of work to be maintained.

Home Art is aware that the difficulty is to make sure that this know-how is effectively applied where and when it is needed. We know that this problem is more of a management function, and good management starts at the top. The top management at Home Art has identified three key tasks which they can perform in order to improve the quality of the work they undertake. These are as indicated below:-

- i) The establishment of a corporate ethos. Through this Home Art is able to answer questions such as; what is the firm's purpose? What are its beliefs? And how does the company expect its people to behave? To the top management, Home Art does not just exist to make money. We know that our company can only maintain an ongoing business on a basis of integrity and compliance with the rules. We do not believe in tolerating bad practices and short changing our clients. To achieve long term prosperity, Home Art is aware it must satisfy three parties. It has to generate profits to satisfy the shareholders and provide funds for future investment. It has to satisfy the needs of clients who want their works completed to specification, within budget and on time. Last but not least, it has to satisfy the needs of its employees, including their training, safety and material rewards. Therefore we have evolved corporate ethos that concentrate and direct the company's resources towards the satisfaction of these three needs. We know they are like the three legs of a tripod. Remove one leg and the whole will fail.
- ii) The second key task of the top management in Home Art has been to set the system in motion. It has selected the right people and established an organization structure in which they can function effectively. It has made sure that tasks are defined and responsibilities delegated. It has prevailed on line managers to devise and document the management systems which are to be followed. It has installed attitudes of pride and self-respect whereby people can become accountable for the quality of their work without constant supervision. Home Art top management is aware that many of these concepts are in conflict with the traditions of the construction industry and the task is therefore difficult. For Home Art to succeed it has come into terms with the fact that long cherished customs have to be abandoned. All staff within Home Art is encouraged by the top management to do this.
- iii) The third key task of the top management in Home Art is the provision of leadership. Modern techniques of quality management require a change in attitudes.

At Home Art we are aware old habit die hard, and one which lingers longer than most is the belief that each party in the construction team can concentrate on minimizing its own costs while relying on others to protect and satisfy the client. Home Art is aware such attitudes are incompatible with the new realities and they have to change if progress is to be made. This can only be possible with a coherent and compelling leadership. Home Art leadership compromise of people who know with absolute certainty what they believe in, what their objectives are and how they are going to achieve these objectives.

To Home Art, the ethos of quality assurance is clear: Quality cannot be inspected in, it must be planned for and built in. Home Art is aware that much of construction's practices are still based on the philosophy of inspection.

To overcome this long held belief which has continuously worked against the construction industry, Home Art has identified the following key areas which if properly addressed then quality building projects done within budget and at the agreed time period can be realized.

- ✓ Lack of skill
- ✓ Lack of care
- ✓ Lack of knowledge of materials and construction techniques
- ✓ Lack of accountability
- ✓ Poor management

At Home Art we have established quality systems to address the above that are periodically reviewed. Staffs at Home Art are expected to ensure quality through these quality systems.

Home Art has also appointed a managerial representative responsible for quality management who is independent of other functions in the firm. All personnel in the firm have responsibilities and authorities with respect to quality delegated and defined. The chief quality controller is responsible for the following:-

- ✓ Inspection, storage and handling of materials
- ✓ Manufacturing, fabrication and installation of components and elements
- ✓ Inspection, testing and furnishing of evidence of conformity with specification
- ✓ The development and maintenance of clear documented instructions of specified requirements
- ✓ The maintenance of records and demonstration of achieved quality

In addition the chief quality controller has the following powers:-

- ✓ Approval of materials
- ✓ To order removal and re-work of any aspect in the construction project
- ✓ Can request information on Sub-Contractor's methods
- ✓ To open up covered work. Work must be approved by himself before cover-up
- ✓ To ask for various tests necessary during the construction process
- ✓ To keep records of as-built work and quality checking

To guarantee quality, Home Art employ only experienced and qualified staff, buys materials and products from known and proven suppliers, have a material's quality system in place and keep detailed records.

In addition Home Art has identified the following as the significant factors that affect quality in a building project. These will be carefully managed in order to ensure the proposed project is implemented smoothly without any problem.

a. Labor

This is the single most important factor in achieving quality: having the right men (persons) to do the required job.

b. Money

Quality costs money. If an inadequate amount of money is included in a budget, then the required quality will be difficult to obtain.

c. Management

It is the function of management to set a company's quality policy, and this will in turn form the basis of the company's reputation in this respect.

d. Materials

These must have been specified correctly, properly delivered to and checked on site and then properly stored and used in accordance with the manufacturer's instructions.

e. Methods

The method specified must be capable of being executed in practice to the tolerance and finish required. Specifications which don't take into account these factors are unlikely to achieve their desired objectives.

f. Machines

The correct machines for the work being carried out must be carefully selected and to work, efficiently and effectively, it must be properly maintained.

g. Markets

Compared to the numerous construction firms in the market, Home Art produces the best standards of work and workmanship

1.5. QUALITY MEASURES

The following are the factors that will be used to measure quality at Home Art:-

- a) Dimensions
- b) Appearance
- c) Strength
- d) Durability
- e) Stability
- f) Materials
- g) Performance
- h) Finishes

1.6. TRAINING

At Home Art we know that our success depends on the ability by our staff to efficiently and effectively execute the various building tasks that they are responsible for. Training and skills development is therefore one of our key objectives at Home Art. Training equips our staff to serve the firm and our clients better. Properly trained workers are able to deliver quality projects within budget and the agreed timescales. They also would ensure their own safety and health and also that of the general public.

At Home Art we ensure Artisans have a thorough knowledge of construction materials, construction techniques and practices. This we do by offering training through seminars and on the job. We ensure our construction workers; both artisans and casuals receive a lot of training on the job.

We have developed some courses and instructional materials which are made available to construction workers in our sites. We have also employed qualified site personnel who would help in training of site workers.

Trades where training is offered include welding, painting, carpentry, masonry, flooring, plumbing, electrical, joinery etc. To improve the building industry Home Art will continue the training exercise of its staff using the proposed project.

1.7. COST CONTROLLING DURING CONSTRUCTION

Home Art recognizes that Clients operate with limited resources and therefore there is need to utilize these resources prudently. It is aware that the future of the construction industry rests in the ability by the key players, such as contractors to manage the limited resources available wisely.

Home Art has put the following systems that will be used to ensure that the proposed project is completed at the tendered sum:-

- i. Efficient procurement systems. Ensures timely delivery of materials to the site
- ii. Transport system
- iii. A labor management system, no idle labor is encouraged. Maximum productivity is guaranteed.
- iv. Materials handling systems - to avoid wastage
- v. Timely completion of projects
- vi. Sound construction techniques
- vii. Prudent head office management to minimize overheads
- viii. Sound communication systems between head office and site and head office and consultants
- ix. Careful pricing during tendering. Site visits are conducted to familiarize with site conditions so that the works to be done can be correctly envisaged at the time of tender.
- x. Seeking clarification from the design team in case of discrepancies between the drawings and the BQ's in good. This would ensure that there are no changes in the conditions for executing the works.
- xi. Taking necessary precautionary measures to ensure adverse weather conditions do not severely disrupt the work
- xii. Efficient use of resources
- xiii. Avoiding excessive waste of materials
- xiv. Avoiding plant standing idle for long periods of time
- xv. Selecting correct plant
- xvi. Quickly getting accurate design information from the design team

The above if followed to the letter will guarantee the following:-

- i. The Client's expenditure is limited to within the amount agreed. It therefore guarantees that the tender sum and final account approximately equate with the agreed contract sum
- ii. There is a balanced design expenditure between the various elements of the buildings
- iii. The Client is provided with a value for money project

In house, Home Art is aware if there was excessive cost escalation that results in a loss then the project can suffer due to financial difficulties and this could lead to a financial loss by the Client. It has therefore put in place cost control mechanisms described above that ensures the projects undertaken are completed within the agreed contract sum.

4. TIMELINES – CONSTRUCTION PLANNING

At Home Art we are aware that when a contractor talks about timelines then in essence he is talking about construction planning. At Home Art, we know that construction planning is a fundamental and challenging activity in the management and execution of construction activity. It involves the choice of technology, the definition of work tasks, the estimation of the required resources and duration of individual tasks, and the identification of any interactions among the different work tasks.

Home Art also appreciates that a good construction plan is the basis for developing the budget and the schedule for work. Construction planning also helps the top management make organizational decisions about the relationships between project participants and even which organizations to include in a project. For example, the extent to which Sub-Contractors will be used on a project is often determined during construction planning.

At Home Art, just like a detective, we begin with a result (i.e. a finished building) and then we synthesize the steps required to yield this result. Essential aspects of construction planning include generation of required activities, analysis of the implications of these activities, and choice among the various alternative means of performing activities. At Home Art we always endeavour choosing the best among numerous alternative plans. We are able to also imagine the final facility as described in the plans and specifications.

In developing a construction plan, a lot of Contractors adopt a primary emphasis on either cost control or on schedule control. In the former case construction planning becomes cost or expense oriented while in the later it is scheduling of work activities over time that becomes critical. However at Home Art , we consider both cost and scheduling over time, so that planning, monitoring and record keeping must consider both dimensions. To us then the integration of budget information is a major concern.

The key areas that Home Art will consider for the proposed project when carrying out construction planning are:-

- a) Choice of technology and construction methods
- b) Defining work tasks
- c) Defining precedence relationships among activities
- d) Working out activity durations
- e) Estimating resource requirements for work activities
- f) Coding systems

1.8. TECHNOLOGY AND METHOD OF CONSTRUCTION

With most contractors, when it comes to choices of appropriate technology and methods for construction, these are often ill-structured yet critical ingredients in the success of the project. For example, a decision whether to pump or to transport concrete in buckets will directly affect the cost and duration of tasks involved in building construction. A decision between these two alternatives should consider the relative costs, reliabilities, and availability of equipment for the two transport method. At Home Art , when forming a construction plan we ensure the construction process is first simulated in the imagination of the planner. This is then followed by a detailed formal computer based simulation. For us, this approach guarantees maximum creativity .By observing the result, comparisons among different plans or problems with the existing plan can be identified. For example, a decision to use a particular piece of equipment for an operation immediately leads to the question of whether or not there is sufficient access space for the equipment. To avoid guess work when faced by such problem, at Home Art , we use three dimensional geometric models in a computer aided design (CAD) system to simulate space requirements for operations and for identifying any interference. Problems in resource availability identified during the simulation of the construction process are effectively forestalled by providing additional resources as part of the construction plan.

1.9. DEFINING WORK TASKS

At the same time that the choice of technology and general method are considered, a parallel step carried out by Home Art in the planning process is to define the various work tasks that must be accomplished. These work tasks represent the necessary framework to permit *scheduling* of construction activities, along with estimating the *resources* required by the individual work tasks, and any necessary *precedence* or required sequence among the tasks. The terms work "tasks" in construction plans refer to specific, defined items of work. The *scheduling problem* for Home Art is to determine an appropriate set of activity start time, resource allocations and completion times that will result in completion of the project in a timely and efficient fashion.

The definition of appropriate work tasks can be a laborious and tedious process, yet it represents the necessary information for application of formal scheduling procedures. Since construction projects can involve thousands of individual work tasks, this definition phase can also be expensive and time consuming. Over a period of time, Home Art has recognized the importance of clearly defining work tasks and has found out it is worthy investing in the exercise.

1.10. DEFINING PRECEDENCE RELATIONSHIPS AMONG ACTIVITIES

Once work activities have been defined, we then specify relationships among the activities. *Precedence* relations between activities signify that the activities must take place in a particular sequence. Home Art appreciate numerous natural sequences exist for construction activities due to requirements for structural integrity, regulations, and other technical requirements. For example, concreting of structural components cannot be done before formwork is put in place. Diagrammatically, precedence relationships are illustrated at Home Art by use of project planning tools.

Here are examples and explanations of four tools that will be used by Home Art in project planning and project management, namely:

- i. Brainstorming,
- ii. Fishbone Diagrams,
- iii. Critical Path Analysis Flow Diagrams,
- iv. and Gantt Charts

Each of these tools has their strengths and particular purposes. Below is summarized matrix of the tools that Home Art will use for the proposed project.

Matrix key:

B	=	Brainstorming
F	=	Fishbone/Ishikawa Diagrams
C	=	Critical Path Analysis Flow Diagrams
G	=	Gantt Charts
***	=	main tool
**	=	optional/secondary tool
*	=	sometimes useful

	B	F	C	G
Project brainstorming and initial concepts, ideas, structures, aims, etc	***	**		
Gathering and identifying all elements, especially causal and hidden factors	*	***	**	
Scheduling and timescales			**	***
Identifying and sequencing parallel and interdependent activities and stages	*		***	*
Financials - costing, budgets, revenues, profits, variances, etc	*	*	**	***
Monitoring, forecasting, reporting		*	**	***
Troubleshooting, problem identification, diagnosis and solutions	**	***	**	*
'Snapshot' or 'map' overview - non-sequential, non-scheduled	**	***		
Format for communications, presentations, updates, progress reports, etc		*	*	***

Home Art realizes that different types of precedence relationships can be defined and that each has different implications for the schedule of activities, the following examples would suffice:

1. Some activities have a necessary technical or physical relationship that cannot be superseded. For example, concrete pours cannot proceed before formwork and reinforcement are in place.
2. Some activities have a necessary precedence relationship over a continuous space rather than as discrete work task relationships. For example, formwork may be placed in the first part of an excavation trench even as the excavation equipment continues to work further along in the trench. Formwork placement cannot proceed further than the excavation, but the two activities can be started and stopped independently within this constraint.
3. Some "precedence relationships" are not technically necessary but are imposed due to implicit decisions within the construction plan. For example, two activities may require the same piece of equipment so a precedence relationship might be defined between the two to insure that they are not scheduled for the same time period. Which activity is scheduled first is arbitrary. As a second example, reversing the sequence of two activities may be technically possible but more expensive. In this case, the precedence relationship is not physically necessary but only applied to reduce costs as perceived at the time of scheduling.

In revising schedules as work proceeds, at Home Art we realize that different types of precedence relationships have quite different implications for the flexibility and cost of changing the construction plan. Unfortunately, many formal scheduling systems do not possess the capability of indicating this type of flexibility. As a result, the burden is placed upon Home Art's managers of making such decisions and insuring realistic and effective schedules. With all the other responsibilities of a project manager, it is no surprise that preparing or revising the formal, computer based construction plan is a low priority to a manager in

such cases. Nevertheless, Home Art is aware formal construction plans may be essential for good management of projects.

1.11. Estimating Activity Durations

Home Art is aware that in most scheduling procedures, each work activity has an associated time duration. These durations will be used extensively in preparing a schedule by Home Art .

All formal scheduling procedures rely upon estimates of the durations of the various project activities as well as the definitions of the predecessor relationships among tasks. The variability of an activity's duration is also considered. Formally, the *probability distribution* of an activity's duration as well as the expected or most likely duration is used in scheduling. A probability distribution indicates the chance that a particular activity duration will occur. In advance of actually doing a particular task, one cannot be certain exactly how long the task will require.

A straightforward approach to the estimation of activity durations carried out by Home Art is to keep historical records of particular activities and rely on the average durations from this experience in making new duration estimates. Since the scopes of activities are unlikely to be identical between different projects, unit productivity rates are typically employed for this purpose.

Below is a formula used by Home Art to estimate the duration of activities. For example, the duration of an activity D_{ij} such as concrete formwork assembly might be estimated as:

$$D_{ij} = \frac{A_{ij}}{P_{ij} N_{ij}}$$

Where A_{ij} is the required formwork area to assemble (in square meters), P_{ij} is the average productivity of a standard crew in this task (measured in square meters per hour), and N_{ij} is the number of crews assigned to the task. At Home Art , unit production time, T_{ij} , is defined as the time required to complete a unit of work by a standard crew (measured in hours per square meters).It is also used as a productivity measure such that T_{ij} is a reciprocal of P_{ij} .

1.12. Estimating Resource Requirements for Work Activities

In addition to precedence relationships and time durations, Home Art will estimate *resource requirements* for each activity. Since the work activities defined for a project are comprehensive, the total resources required for the project are the sum of the resources required for the various activities. By making resource requirement estimates for each activity, the requirements for particular resources during the course of the project can be identified. Potential bottlenecks can thus be identified, and schedule, resource allocation or technology changes made to avoid problems.

Many formal scheduling procedures can incorporate constraints imposed by the availability of particular resources. For example, the unavailability of a specific piece of equipment or crew may prohibit activities from being undertaken at a particular time. Another type of resource is space. A planner at Home Art would typically schedule only one activity in the same location at the same time. While activities requiring the same space may have no necessary technical precedence, simultaneous work might not be possible.

The initial problem in estimating resource requirements is to decide the extent and number of resources that might be defined. At a very aggregate level, resources categories might be limited to the amount of

labor (measured in man-hours or in shillings), the amount of materials required for an activity, and the total cost of the activity.

At this aggregate level, the resource estimates are useful for purposes of project monitoring and cash flow planning. For example, actual expenditures on an activity are normally compared with the estimated required resources to reveal any problems that are being encountered during the course of a project. However, Home Art is aware that this aggregate definition of resource use would not reveal bottlenecks associated with particular types of equipment or workers.

More detailed definitions of required resources carried out by Home Art include the number and type of both workers and equipment required by an activity as well as the amount and types of materials. Standard resource requirements for particular activities are recorded and adjusted for the special conditions of particular projects. As a result, the resources types required for particular activities are already defined. Reliance on historical or standard activity definitions of this type requires a standard coding system for activities. Home Art has already developed this and it is described below.

From the planning perspective, the important decisions in estimating resource requirements are to determine the type of technology and equipment to employ and the number of crews to allocate to each task. Clearly, assigning additional crews might result in faster completion of a particular activity. However, additional crews might result in congestion and coordination problems, so that work productivity might decline. Further, Home Art is aware completing a particular activity earlier might not result in earlier completion of the entire project.

1.13. Coding Systems

One objective in Home Art's construction planning is to define the plan within the constraints of a universal *coding system* evolved by ourselves for identifying activities. Each activity defined by Home Art for a project would be identified by a pre-defined code specific to that activity. The use of a common nomenclature or identification system is basically motivated by the desire for better integration of organizational efforts and improved information flow. In particular, coding system is adopted to provide a numbering system to replace verbal descriptions of items. These codes reduce the length or complexity of the information to be recorded by Home Art. A common coding system also aids consistency in definitions and categories between projects and among the various parties involved in a project. Common coding system also aid in the retrieval of historical records of cost, productivity and duration on particular activities. Finally, electronic data storage and retrieval operations are much more efficient with standard coding system. This too are applied by Home Art in its construction planning

5. ENVIRONMENT, HEALTH AND SAFETY POLICY

5.1. INTRODUCTION

This manual defines the operations undertaken by contractors and sub-contractors on Home Art Limited premises and all construction sites which can give rise to hazards to those engaged in the work and others who may be working, standing or passing in the vicinity including the physical environment. The manual will be extensively used in the implementation of the proposed Project.

5.2. Health and Safety Policy

We adhere to international Labor Organization (ILO), on occupational safety. Our primary objectives are:

- a) To create awareness to our works and surrounding communities on the dimensions and consequences of work-related accidents, injuries and diseases likely during construction so as to alleviate the risks to our people.
- b) To promote the goal of basic protection for all workers in conformity with international labor law.

- c) To enhance that our capacity to design and implement effective preventive and protective policies and programs suitable and easily adoptable to our people.

Advantages of our safe-work program

Our safe workprogram promotes an integrated multi-disciplinary approach which takes into account the physical, mental and social well-being of men and women workers.

Conceiving the working conditions and the working environment as a whole, the prevention and control of work-related factors and their multiple and cumulative effects are taken into account including psycho-social and organizational aspects.

In the development of our company preventive action programmes, special attention is given to particularly hazardous areas such as lifts, tunnels, escarpments, swamps, basements construction, underpinning of buildings, use of machinery, chemicals, paints, and rest and leave programmes for our workers with a particular attention to women workers and elders, where our elders expertise calls him or her to work place.

Our long-term objectives as a member of construction industry aims essentially at:

- Reducing the number and seriousness of construction occupational accidents and diseases;
- Adapting the working environment, the working conditions, equipment and work processes to the physical and mental capacity of all workers;
- Enhancing the physical, mental and social well-being of men and women workers in all occupations;
- Encouraging company policies and preventive action programmes on occupational safety and health and supplying appropriate assistance to implement them to our staff and sub-contractors.

It is the endeavor of Home ArtLimited to secure a high standard of occupational health and safety of all persons on its premises/sites and the protection of the natural environment. Therefore contractors and sub-contractors must know and are required to abide with the following:

Furtherance to the Company EH&S policy, requirements here-in have been devised to bring to the notice of contractors and sub-contractors, some of the common environmental, health and hazards that can arise in the course of executing the contract but have to be eliminated.

5.3. Environmental policy

We are engaged in environmental monitoring and analysis focusing at identifying, assessing, monitoring and quantifying environmental problems and ways of redressing these problems as we work in the following ways:

5.4. Ecological management

We concentrate on management of natural resources within an ecological context of our work area so that we end up improving and not tampering or disorganizing the eco-systems by limiting on the use of toxic substances.

5.5. Environmental management

As we carry on our work, we do our best to find balances among economic, environmental and social interest because these are interrelated. We involve the local community and remunerate them well and train them during the contract duration on environment and their social-economical concerns like the import of saving from their earning, so that they alleviate poverty which otherwise result in destruction of the environment.

Chapter 2 of this manual gives detailed general requirements that are applicable to contractors and sub-contractors.

Chapter 3 of this manual covers specific requirements that must be followed, where applicable, when a particular type of work is to be undertaken.

All contractors or their appointed supervisors will make sure that the responsible site agent on the Home ArtLimited site is notified as and when he and others including sub-contractors are or will be reporting for work at the relevant site.

The company primarily means Home ArtLimited. Each site has an environment, Health and Safety coordinator who must be consulted incase of doubt.

5.6. RULES FOR GENERAL OPERATIONS

5.6.1. Access

Nothing shall be done or omitted to be done by a contractor and his staff to:

- i. Render impairment of the environment,
- ii. Create unsafe working conditions, or
- iii. Obstruct any means of access.

The passage of people and/or vehicles whether on a defined gangway or not, must at all times be free. However, permission can be obtained from management or designated safety personnel where blockage or obstruction cannot be avoided. The contractor shall nevertheless provide adequate warning signs – lighting or tape for fencing (cordonning off), to ensure safety at all times.

5.6.2. Accident and Incident Reporting

All accidents, dangerous occurrences and potential hazardous situations must be reported to management. These include actual and probable injuries to personnel, damages to property, and spills or accidental releases that may have an effect on the environment.

5.6.3. Contractors Tools and Equipment

All contractors' and sub-contractors' tools and equipment are subject to inspection by Home ArtLimited management and must comply with statutory regulations and approved codes of practices. The equipment has to have a valid EHS inspection tag affixed on it.

Home ArtLimited reserves the right to refuse or stop use of any equipment deemed unsafe or operations that may unnecessarily have a negative impact on the environment.

5.6.4. Fire Hazards and precautions

When on site, Company fire regulations as well as local fire authority regulations must be observed at all times. Fire evacuations procedures are strategically displayed at a number of points on the premises and should be read and understood before commencement of any contract job. No firefighting appliances are to be removed or transferred without express permission of management. Access to these appliances must always be unobstructed.

5.6.5. Machinery safety

Contractors working on the company premises/sites must not remove or displace any guard, fencing or safety equipment designated to protect personnel or machinery without the written permission, inform of a duly signed permit, from management or a designated representative.

On completion of any work, any guards that had to be removed must be replaced immediately and whilst work is being carried out, such machinery must be locked off and not be operated. In exceptional cases high risk permits issued only by management must be obtained.

5.6.6. House – keeping

A good standard of housekeeping must be obtained on our premises. Good storage practices must be exhibited. Storage of materials and equipment must be in designated areas only. Scrap and refuse disposal must be effected regularly and in an environmentally friendly manner.

Contractors must leave work areas in a clean, tidy and safe condition at the end of each working period. Smoking on site is totally prohibited. Special precautions must be taken when working in areas where machinery susceptible to fire is present.

5.6.7. Work at Height

Work at height refers to any activity above floor level, other than from a properly constructed fixed platform or walkway equipped with guard rails all around, toe boards, an inward opening spring gate access and appropriate access stairs or ladders.

5.6.8. Risk Management

It is the sub-contractors' responsibility to carry out risk assessments of all work at height to establish a safe system of work for that activity. Particular note should be made of specific hazards such as electricity cables, stream lines, obstructions, poor structural condition and heat including weather conditions where work is outside.

A permit to work system must be used on all roof work and other work where particular risks have been identified.

a) Supervision and Training

All work at height must be closely supervised at all times and personnel required to work at height must be specifically trained to do so.

b) Overhead Working

No work may be carried out above the heads of people or over gangways or roads, until all precautions have been taken to ensure the safety of the persons below. A permit to work at height must be sought before commencement of work.

Work may be carried out in the vicinity of power cables only when written permission is obtained from the responsible member of management. Permission will not however, absolve the parties concerned of their responsibilities under the construction regulations.

c) Area under Work at Height

The area under work at height must be cordoned off and warning notices posted. The area should be supervised at all times when work at height is being undertaken.

Only those specifically authorized to access the area should enter the area and hard hats must be worn.

d) Hard Hats/Helmets

Hard hats must be worn at all times in areas of contractor activities involving work at height.

e) Foot – Wear

Personnel working at height must wear appropriate non-slip safety footwear. Particular attention should be paid to ensure that footwear is clean and dry.

f) Fixed and Mobile platform

Where work at height is regularly carried out, a mobile platform should be used if possible. This may be either a purpose-designed unit such as a ‘Beanstalk’ or a platform designed to be lifted by a lift truck. The lift truck platform should have 910 – 1150mm guard rails all round with 100 – 150mm toe boards and have a device which will lock the platform to the forms of the truck.

g) Harnesses/Fall Arrestors

A harness with a fall arrest device attached to a tested fixed anchorage point must be worn by all persons working at height other than from a properly constructed fixed or mobile platform or walkway.

The harness fixing point should have been specifically designed as an anchorage point (e.g. for window cleaning or overhead work).

h) Ladders and Step ladders

Generally, ladders and stepladders should only be used where it is impractical to use a secure fixed or mobile platform.

Ladders and stepladders must have an identification mark and have a regular documented inspection to ensure that they are clean and in sound condition. Any item found to be defective must be withdrawn from use and repaired or replaced. Treads should ideally be flat or D type.

i) Use of Tools at Heights

The minimum number of tools required to be used at height should be carried in a tool bag or a tool belt such that the hands are free when the ladder is being climbed. There must be fixed points to which each tool can be secured when not in use e.g. tool belt.

j) Scaffolding

Scaffolding must only be constructed and dismantled by only trained and qualified personnel.

k) Lifting Equipment

Rated lifting capacity must be stenciled or otherwise marked on all items of lifting equipment such as hoists, ropes, fork and clamp trucks, cranes, anchor points.

Hooks on such equipment must be fitted with an automatic, spring-loaded safety latch.

All items of lifting equipment must undergo a recorded routine inspection before being used and a formal 'Certificate of Worthiness' should be obtained every year from the Government Inspector of Factories. Management reserves the right to demand the production of the Inspector's certificate.

Damaged ropes must not be brought to our premises/sites. Ropes damaged on our premises/sites must be withdrawn immediately.

l) Cleanliness and Maintenance

It is essential that all items of equipment related to work at height are properly maintained and are clean and dry when not in use. Where conditions are wet, particular attention must be given at the time of use to ensure that equipment surfaces, e.g. ladder rungs, platform surfaces, are as clean and dry as possible.

5.7. Protective Wear & Equipment

The wearing of personal protective equipment must be enforced. All employees must wear protective clothing. Protective equipment must be issued as appropriate for body, hand, eye, ear, hand and foot protection. Specialized protective equipment can be borrowed from our store after prior arrangements with management.

5.7.1. Environment protection

Home ArtLimited has a royal obligation and has a policy to preserve and protect the built/natural environment while carrying out its operations. It is therefore a paramount responsibility of any contractor/subcontractor hired by the company to preserve the natural environment in the process of executing the work.

5.7.2. Waste Disposal

All wastes leaving company premises are categorized in three types namely: controlled, special, and hazardous. A contractor/subcontractor must take off the premises only wastes that fall in the control category. These wastes must be dumped in the gazetted dumping grounds only. Management must be notified of the special and hazardous wastes that may have arisen in course of work. The contractor will be advised on what to do with such type of wastes.

5.7.3. Noise pollution

Contractors and subcontractors must obtain express permission from management if the processes are being employed to carry out work increases the ambient noise levels in the area. Any ancillary noise source like a siren that may be needed in course of work must be notified to the management. All equipment to be used on the premises/site must have been well maintained.

5.7.4. Surface, Underground Water and Soil Contamination

All works on site that may induce run off into the drainage system must be effectively controlled. Housekeeping is of paramount concern on any part of our premises. It is the contractor's responsibility to make sure that any discharge into the premises drainage system must not be of hazardous nature nor have any negative impact on the surface or underground water or the soil. All chemicals deliveries and storage areas must be in such a manner that spillage or over-flow is contained if it occurs.

5.7.5. Hazardous Substances Control

Home ArtLimited discourages the use or generation of waste substances that are defined as hazardous. Management must be informed of any hazardous substance that has to be brought on the premises/site by the contractor. However, management strongly prohibits the introduction to the premises/site of any asbestos, radioactive substances, oils containing PCBs, and ozone depleting chemicals such as CFCs.

5.7.6. Air Pollution

Due regards must be paid by the contractor to any emission to the atmosphere as a result of his or sub-contractor's operations on site. Contractors must inform management of all processes that may produce dust or fumes. All equipment that emits gaseous oxides to the atmosphere must be well maintained before they are brought to our premises. Any refuse that may emit volatile organic compounds must be removed from the site immediately it is generated.

5.8. Plant Services

Before using any plant services, permission to do so must be obtained from management.

5.9. Supervision

Contractors/subcontractors working on our premises/sites must ensure that their staffs are adequately supervised. Contractors' designated supervisor will supervise sub-contractors. In case of absence from site of a contractor's supervisor, work may continue with a deputy supervisor supplied by the sub-contractor, agreed upon with management.

The contractor/subcontractor must appoint an Environment, Health and Safety Officer.

5.10. Signs and Notices

Signs and notices pertaining to the nature of work carried must be put up conspicuously.

All signs and notices on the site must be clearly understood and abided by all contractor's employees.

6. TOOLS

6.1. Standard requirements

All contractors' and subcontractors' tools and equipment are a subject to inspection and approval by management. They must comply with statutory regulations and approved codes of practices.

HOME ARTLIMITED reserves the right to refuse or stop use of any equipment deemed unsafe or operations that may unnecessarily have a negative impact on the environment.

6.2. Compressed Air Tools

Contractors/subcontractors must obtain permission from management to use any compressed air supply on the site. Use of compressed air receivers must only be after approval by management.

6.3. Hoisting and Lifting

Permission must be obtained from management prior to the use of the company plant and equipment.

Rated lifting capacity must stenciled or otherwise marked on all items of lifting equipment such as hoists, ropes, fork & clamp trucks, cranes, anchor points. Hooks on such equipment must be fitted with an automatic, spring-loaded safety latch.

Ropes and other lifting tools must routinely be checked. Damaged ropes must not be brought to our premises/sites. Ropes damaged on our premises/sites must be withdrawn immediately.

Equipment used may only be used so long as its use falls within the manufacturer's designed limits.

6.4. Movement of Plant and Machinery

Permission must be obtained prior to the movement of construction materials, plant or equipment about or on the site.

6.5. Powered Industrial Trucks and plants

Contractors on the site must obtain permission prior to the use of powered trucks and plants.

Trucks and plants must only be driven/operated by competent licensed personnel and must comply with statutory regulations.

6.6. Vehicles

Vehicles or other motorized transport systems used must be in sound certified condition. All vehicles on our premises must be duly insured. Management reserves the right to deny access of any vehicle to our premises/site if it is deemed unsafe or if its mechanical condition is not satisfactory. Passengers must not be carried in vehicles designated for that purpose.

6.7. Order lines

All persons on Home ArtLimited premises/site must conduct themselves in an orderly manner.

No alcohol is permitted on our premises and anybody deemed to be under the influence of alcohol will be instantly dismissed from our site. The contract could be terminated as a result of this alone.

7. CONTRACTORS BASIC GUIDELINES

- i. Safe and environmentally friendly work practices must be used at all times. An Environment, Health and Safety officer must be appointed by the contractor/subcontractor to ensure this requirement is fulfilled. Management must be notified of the appointee in writing.
- ii. It is the responsibility of the contractor to ensure that his staff use appropriate personal protection equipment. It is the contractor's obligation to supply necessary protective equipment and clothing.
- iii. Certain areas on the premises are designated hazardous and warning signs displayed must be adhered to.
- iv. Where the contractors' work presents a potential hazard, appropriate notices must be supplied and displayed. The area must be cordoned off.
- v. The company will not provide tools, materials, equipment, or fixings unless by prior arrangements.
- vi. Only trained persons must operate any equipment brought to our premises/sites. Attention is hereby drawn to the indemnity clause of Home ArtLimited, which states that the contractor is liable for any consequent damage or loss to people, equipment or buildings including the physical environment arising from his activities on the premises.

- vii. All welding, burning and grinding operations, which could potentially cause fire, must be executed under close supervision. An approved Hot Work permit must be sought from management.
- viii. No alcohol is permitted on site, and anyone deemed to be under the influence of alcohol will be required to leave the site immediately without further explanation from management.
- ix. Parking of vehicles will be in designated areas only.
- x. No smoking is allowed in work areas.

STATUTORY DOCUMENTS

No. CPR/2015/186067

CERTIFICATE OF INCORPORATION

I hereby CERTIFY, that -

HOME ART CONSTRUCTION LIMITED

is this day Incorporated under the Companies Act (Cap. 486) and that
the Company is **LIMITED**.

GIVEN under my hand at Nairobi this **15 th** day of **April**
Two Thousand and **Fifteen**

A handwritten signature in black ink, appearing to read "F. J. A." followed by a stylized surname.

Registrar Of Companies



THE REPUBLIC OF KENYA

BUSINESS REGISTRATION SERVICE
P. O. BOX 30031
NAIROBI
17 OCT 2019

To
HUMPHREY KENNEDY MOMANYI
P.O. Box 26037
00504 - MCHUMBI RD

THE COMPANIES ACT, 2015

According to the records reading to the below company held by the Companies Registry as at 17 Oct 2019

COMPANY	HOME ART CONSTRUCTION LIMITED
COMPANY NUMBER	CPR/2015/186067
NOMINAL SHARE CAPITAL	100,000.00
NUMBER AND TYPE OF SHARES (VALUE PER SHARE)	ORDINARY: 1000 (KES 100.00 EACH)
DATE OF REGISTRATION	2015-04-15
REGISTERED OFFICE	P.O BOX 26037, MCHUMBI RD TELEPHONE: +254726557667, EMAIL: HOMEART5014@YAHOO.COM COUNTY: NAIROBI, DISTRICT: MAKADARA DISTRICT , LOCALITY: MAKADARA STREET: MCHUMBI ROAD, BUILDING: G-MART
POSTAL ADDRESS	P.O BOX 26037 MCHUMBI RD
ENCUMBRANCES	

Name of Directors and Shareholders of the above company with their particular are as follows

NAME	DESCRIPTION	ADDRESS	COUNTRY	SHARES
LINAH KEMUNTO	DIRECTOR/SHAREHOLDER	P.O BOX 26037 MCHUMBI RD	KENYA	ORDINARY: 500
HUMPHREY KENNEDY MOMANYI	DIRECTOR/SHAREHOLDER	P.O BOX 1110 KARURI	KENYA	ORDINARY: 500

Yours Faithfully,
REGISTRAR OF COMPANIES



REF NO: OS-7EFGDLQ

DISCLAIMER: THIS IS A SYSTEM GENERATED CERTIFICATE AND DOES NOT REQUIRE A SIGNATURE



NAIROBI CITY COUNTY

SINGLE BUSINESS PERMIT

Effective Date	16th July 2021
Expiry Date	15th July 2022
Duration	12 Months

Nairobi City County grant this Business Permit to

Applicant/Business/Commercial Name
HOME ART CONSTRUCTION LIMITED

KRA Pin **P051535883U**

Business ID

1720245

To engage in the activity/business/profession or Occupation of
Other manufacturer / workshop / factory / contractor with one person acting
individually
Building and Construction Works Contractor

Activity Code
895

Having Paid a Business Permit Fee of KES **10,000**

Amount in words *** Twelve Thousand, Four Hundred shillings only ***

Business under this permit shall be conducted at the address as indicated below

P.O. Box **26037** Plot No: **29/859214**

Road Street **Mamlaka Road**

Building: **UTUMISHI CO-OP HOUSE** Floor: **5TH** Door/stall No:

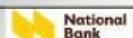
Date of Issue **2021-11-30 12:35:47**

By order of



Notice: It is an offence to give false information. Granting this permit does not exempt the business identified above from complying and any other relevant laws and regulations as established by the Government of Kenya and Nairobi City County

Powered by



PIN Certificate

For General Tax Questions
 Contact KRA Call Centre
 Tel: +254 (020) 4999 999
 Cell: +254(0711)099 999
 Email: callcentre@kra.go.ke

Certificate Date 28/10/2019

Personal Identification Number

P051535883U

This is to certify that taxpayer shown herein has been registered with Revenue Authority

Taxpayer Information

Taxpayer Name	HOME ART CONSTRUCTION LIMITED
Email Address	HOMEART5014@YAHOO.COM

Registered Address

L.R. Number :	Building G-Mart
Street/Road Limuru rd	City/Town : Kiambu
County : Kiambu	District Kiambu District
Tax Area Banana	Station Thika
P. O. Box 26037	Postal Code 00504

Tax Obligation(s) Registration Details

Sr. No.	Tax Obligation(s)	Effective From Date	Effective Till	Status
1	Income Tax - Company	15/04/2015	N.A.	Active

The above PIN must appear on all your tax invoices and correspondences with Revenue Authority. Your accounting end month is December unless a change has been approved by the Commissioner-Domestic Taxes Department. The status of Tax Obligation(s) with 'Dormant' status will automatically change to 'Active' on date mentioned in "Effective Till Date" or any transaction done during the period. This certificate shall remain in force till further updated.

Disclaimer : This is a system generated certificate and does not require signature.

Tax Compliance Certificate

For General Tax Questions
Contact KRA Call Centre
Tel: +254 (020) 4999 999
Cell: +254(0711)099 999
Email: callcentre@kra.go.ke

Taxpayer PIN : P051535883U

Certificate Date: 08/10/2021

Name and Address :

HOME ART CONSTRUCTION LIMITED

G-Mart, Kiambu, Kiambu District,
PO Box:26037,
Postal Code:00504

Certificate Number:

KRATKA1246323221



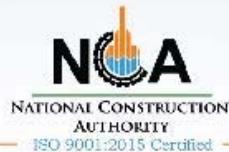
**This is to confirm that HOME ART CONSTRUCTION
LIMITED,
Personal Identification Number P051535883U
has filed relevant tax returns and
paid taxes due as provided by Law.**

**This Certificate will be valid for
twelve (12) months up to 07/10/2022.**

Caveat This certificate is issued on the basis of information available with the authority as at the certificate date mentioned above. The Authority reserves the right to withdraw the certificate if new evidence materially alters the tax compliance status of the recipient.

Disclaimer: This certificate is system Generated and therefore does not require signature. You may confirm validity of this certificate on the iTax Portal by using the TCC Checker. This certificate confirms your compliance status for a period of five years preceding the date of issue. The certificate may however be withdrawn on grounds of outstanding debt affecting periods prior to this.





Certificate of Registration

Pursuant to the National Construction Authority Act No. 41 of 2011, and Regulation No. 7 of 2014;
I hereby certify that

M/S HOMEBART CONSTRUCTION LIMITED

has been duly registered as a ROAD WORKS Contractor

Category NCAS

Reg. No 23301/R/0416

Date of Issue 22/12/2021

Valid Until Jan 30th 2022

SERIAL No. 439522



Registrar of Contractors

THIS CERTIFICATE MUST BE ACCCOMPANIED
BY A VALID ANNUAL PRACTISING LICENSE
KCH PLAZA, 10th Floor, Kenya Road, Upper Hill Road
P.O.Box 91046 - 00100, Nairobi Kenya.
Tel: +254 20 2712096, +254 20 2712098, +254 20 2712099
Email: info@nca.go.ke

Issued under the Seal of the Authority



Contractor Annual Practicing License

Pursuant to the National Construction Authority Act No. 41 of 2011, and Regulation No. 7 of 2014;
I hereby certify that

M/S HOMEBART CONSTRUCTION LIMITED

is duly registered as ROAD WORKS CONTRACTOR

Category NCAS

Reg. No 23301/R/0416

Date of Issue 22/12/2021

This license is awarded for a period of ONE(1) YEAR starting 1/1/2021 and ending 30/6/2022

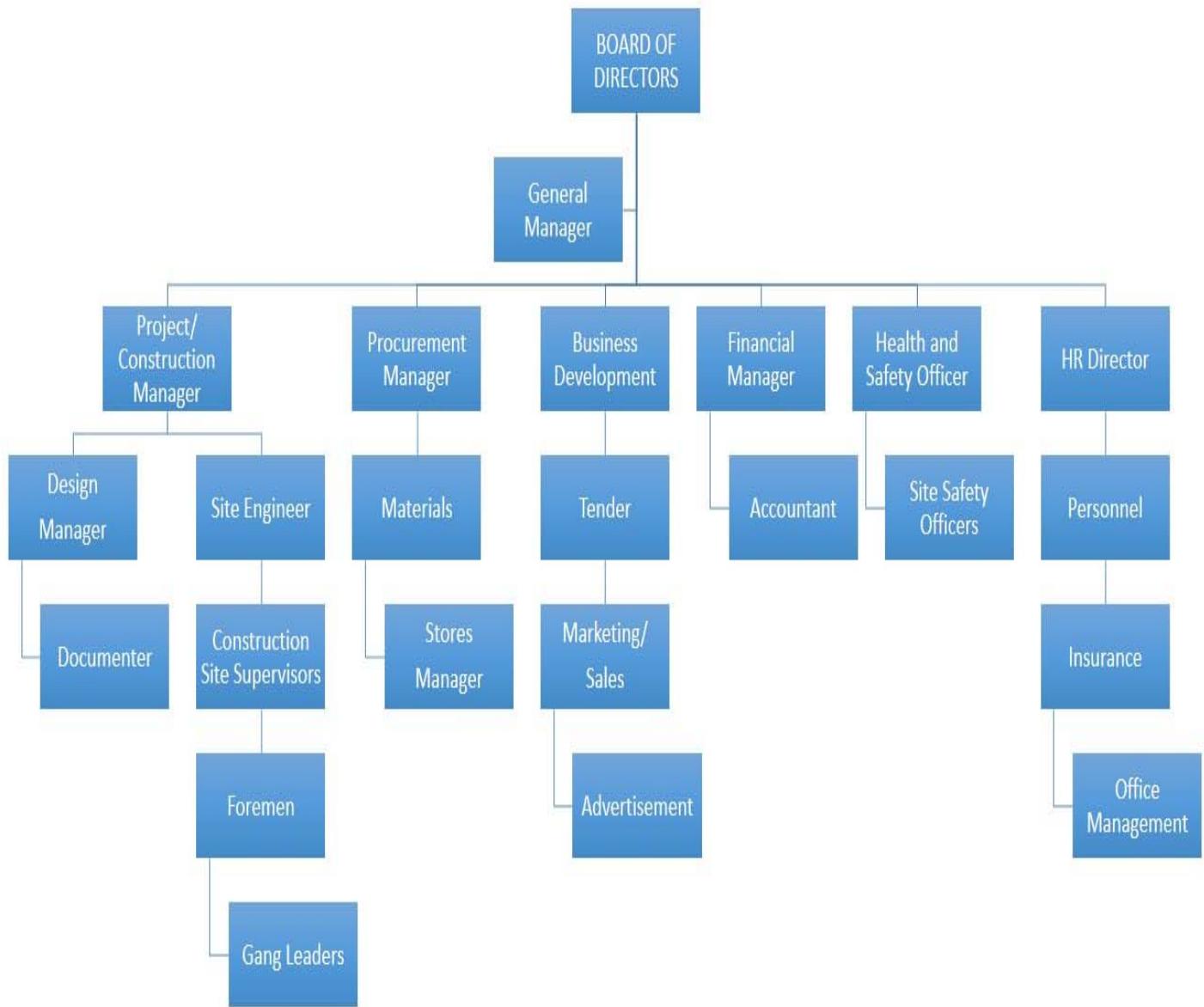
Registrar of Contractors



SERIAL No.439522

This license is not transferable and must be available for inspection at the registered office of the contractor.

9. ORGANISATION STRUCTURE



10. ADMINISTRATIVE/TECHNICAL PERSONNEL

The following are the key personnel in the implementation team and are supported by technologists who are actively involved in the execution of the projects. The entire head office staff actively supports the activities of these implementation team. Within the team we also have consultants who have vast experience in the construction industry.

No.	Name	Position	Nationality	Work Experience	Terms of Employment	Qualification
Directors						
1.	Linah Kemunto	Quantity Surveyor	Kenyan	5 Years	Permanent	Bachelor of Quantity Surveying
2.	Humphrey Kennedy Momanyi	Construction Manager	Kenyan	8 Years	Permanent	Bachelor of Construction Management
Staff with Degree/ Diploma Qualifications						
3.	Jeremiah Kanyaruru Munanu	Structural Engineer	Kenyan	15 Years	Permanent	BSc in Civil Engineering
4.	Kevin Ochieng Ombok	Mechanical Engineer	Kenyan	6 Years	Permanent	BSc in Mechanical and Industrial Engineering
5.	Dennis Mokua	General Manager	Kenyan	30 Years	Permanent	Diploma in Building Construction
6.	Charles Maina Irungu	General Finance Manager	Kenyan	11 Years	Permanent	Bachelor of Commerce (Accounting)
7.	Douglas Ngula Mbiki	Plant Operator	Kenyan	18 Years	Permanent	Diploma in Advanced Driving Class (BCE)
8.	Brian Omulo	Construction Supervisor	Kenyan	6 Years	Permanent	Bachelor of Construction Management
9.	Mathew Kalume Kalani	Welder	Kenyan	11 Years	Permanent	National Trade Test Certificate Grade 3 [Welder (Electrical)]
10.	Musyoka Kithuka	Carpenter	Kenyan	11 Years	Permanent	National Trade Test Certificate Grade 3 (Fitter General)

**HUMPHREY KENNEDY
MOMANYI
Construction Manager**

P.O. Box 1110-00219, Karuri
Cell: +254 722668949
Email: humphreymomanyi@yahoo.com

PERSONAL SUMMARY

Results oriented Construction Manager with over 5 years of progressive experience securing contracts and managing medium and large scale projects within time schedule and budget. Of sound technical, managerial and construction experience, seeking a challenging and varied position in a project management firm that will enable me to capitalize on my professional experience with opportunities for personal and professional growth.

Experience

2015 to Date

- Director at Home Art Construction Ltd.
Posted at EABL as Clerk of Works handling building maintenance as follows;
- Routine maintenance of the structures which include washrooms, drainages (Effluent, storm and sewer), offices, cafeteria and gym.
 - Preparing drawings and scope of work/BOQs for new works to be taken to tendering.
 - Supervision of scoped works from inception to handing over to Area Owners.
 - Ensuring all quality control, environmental, health and safety requirements are met.
 - Preparing schedule of maintenance for paint works throughout the factory.
 - Preparing completion certificates once all snags have been closed.

2017-2018

- Name Humphrey Kennedy Momanyi
Born 24th February 1989
Age 30
Status Married
Nationality Kenyan
Languages English, Swahili
Education Bachelor of Construction Management - University of Nairobi, Kenya (2009-2013)
K.C.S.E - Moi High Secondary School (2002-2007)
Work 5+ years Experience
Phone +254 722668949
Email Humphreymomanyi@yahoo.com

2017

- Suraya Property Group**
Fourways Junction Phase 1 & 2 (Project Value: 3 billion)
Position: Project Manager
 - In charge of procurement, project budget for materials and manpower & maintaining accurate billing records.
 - Daily management of the running of the projects
 - Ensuring all quality control, environmental, health and safety requirements are met.
 - Planning site activities in detail, setting targets and accurately forecasting completion dates.

Information

Skills	
Software	
Archicad	*****
Ms Project	*****
Microsoft Office	*****
Digital Recording	*****
Online Meetings	*****

**HUMPHREY KENNEDY
MOMANYI
Construction Manager**

P.O. Box 1110-00219, Karuri
Cell: +254 722668949
Email: humphreymomanyi@yahoo.com

2017

Suraya Property Group

Fourways Junction Phase 1 & 2 (Project Value: 3 billion)

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- Daily management of the running of the projects
- Ensuring all quality control, environmental, health and safety requirements are met.
- Planning site activities in detail, setting targets and accurately forecasting completion dates.

Skills

Software

Archicad •••••

Ms Project •••••

Microsoft Office •••••

Digital Recording •••••

Online Meetings •••••

On site technology use •••••

2016-2017

Trax Kenya Ltd

Phase 2A Infrastructure Development-BATUK (Project Value: Kshs. 2.8 billion)

Position: Programme Coordinator

Duties and Responsibilities:

- Charged with programme scheduling, producing and executing 7 day work-plan, site supervision and attending meetings with the client.
- Responsible for procurement to ensure timely delivery of quality construction material.
- Tracking progress by holding meetings with site supervisors so as to plan for the next week's works.

Project Management

Skills

Planning •••••

Scheduling •••••

Budgeting •••••

Health and Safety •••••

2013-2015

Qs Flies Ltd.

Projects:

- Homex Apartments; 13 blocks (Project Value: Kshs.1 Billion)
- Villa Maya; 18 Bungalows; (Project Value: Kshs.100 Million)
- Kitisuru Gardens; 118 Maisonettes; (Project Value: Kshs.1.2 Billion)
- The Villagio, Namanga; 500 Villas; (Project Value: Kshs.2.5 Billion)

Position: Assistant Project Manager

Effectively assisted the Project Manager run the above projects.

Made preparations before work commenced on site including

Referees

Qs. Tom Ngolua

Project Manager/ Consultant, Qs Flies Ltd (Homex Kenya Ltd),
P.O. Box 393-00515, Kiambu.
Cell: +254 711225262
Email: ngolua@gmail.com

Architect Jaret Odwallo

Lecturer, University of Nairobi,
School of the Built Environment,
Cell: +254 721392819
Email: odwallostudents@gmail.com

**HUMPHREY KENNEDY
MOMANYI
Construction Manager**

P.O. Box 1110-00219, Karuri
Cell: +254 722668949
Email: humphreymomanyi@yahoo.com

communicating with the public, architects and engineers. Also in charge of keeping track of progress and ensuring that projects are on time and to budget.

Eng. Jeremiah Munanu
Civil Engineer-Roads, Transportation and Bridges,
Howard Humphreys - an Atkins Company.
Cell: +254 721268933
Email: jeremiah.munanu@atkinsglobal.com

Duties and Responsibilities

- In charge of the project budget for materials and manpower & maintaining accurate billing records.
- Obtaining all necessary permit, licenses and approvals.
- Daily management of all the projects running concurrently.
- Ensuring all quality control, environmental, health and safety requirements are met.
- Formulating policies, managing daily operations, and planning the use of materials and human resources.
- Analyzing construction project profitability, revenue, margins, bill rates and utilization.
- Providing independent professional advice and guidance to the senior manager and third parties.
- Planning site activities in detail, setting targets and accurately forecasting completion dates.
- Accurately estimating material, construction and labor costs, and project timescales.
- Directing and supervising workers. Faithfully procuring all construction material needed; ensuring they are of the best quality and they are delivered on site in time.

2012

SBI International Holdings AG (Kenya)
Attaché at JKIA – Machakos Turnoff –
Sultan Hamud Road Project.

2011

Kuoni Architects, Westlands
Attaché draughtsman.

UNIVERSITY OF NAIROBI



This is to certify that

Humphrey Kennedy Momanyi
having satisfied the requirements
for the award of the degree of the
**BACHELOR OF CONSTRUCTION
MANAGEMENT**
Second Class Honours (Upper Division)

was admitted to the degree
at a Congregation held at
this University on the

2013

Twenty-third Day of August in the Year


James E.

VICE-CHANCELLOR


H. M. W.
AG. DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)

3532

SBI INTERNATIONAL HOLDINGS AG (KENYA)

31st August 2012

TO WHOM IT MAY CONCERN

Dear Sir/ Madam,

RE: MOMANYI HUMPHREY KENNEDY, ID NO. 27746739.

This is to acknowledge that the above named person was granted attachment to our company at JKIA-Machakos Turnoff - Sultan Hamud Road Project from 3rd July, 2012 to 31st August, 2012.

Mr. Kennedy worked in the following sections:-

1. Materials laboratory.
2. Survey.
3. Concrete (structures).
4. Earthworks and Layer works (GCS Sub-base, DBM Base and Asphalt Concrete).
5. Civil Engineer's office.

During his attachment, we found him to be hardworking, punctual and reliable. He worked under less supervision.

We recommend him to any prospective employer and wish him all the best as he pursues his career.

Yours faithfully,

M
Eng. Meliese Yimam
Project Manager – RD 0417/0418

910 James Gichuru Rd. Lavington Nairobi Kenya
P.O. Box 25027 - 00603 Phone:020-3866022,020-3866620, 0723 933682 Fax:020 3866 221



TO WHOM IT MAY CONCERN

**RE: THE KENYA PRIMARY EDUCATION PROJECT
INTERNSHIP CERTIFICATE FOR MOMANYI HUMPHREY KENNEDY**

Kuoni Architects is an International Architectural Firm which is working for the German-Kenyan Financial Cooperation. We are rendering architectural services for Ministry of Local Government and the City Council of Nairobi, in particular we implement a program for the construction of Primary Schools in Nairobi, Mombasa and Kisumu.

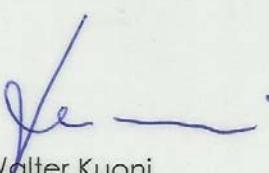
Mr. Humphrey Kennedy Momanyi, ID №: 27746739, has completed a three-month architectural internship from 1st July 2011 till 15th September 2011.

Mr. Kennedy rendered different services as working and detail drawings and was supporting our Senior Architect in all kind of architectural issues.

Mr. Kennedy is well organized, reliable, punctual and had a good relationship to his colleagues and the Team Leader. He is fully computer literate and has very good skills in CAD - ArchiCad. He is flexible and willing to work on projects that are assigned to him.

We would like to recommend Mr. Kennedy to any prospect employer and wish him all the best for the future.

Yours Sincerely,
Kuoni Architects


Walter Kuoni

Germany
89518 Heidenheim
Otto-Kocher Str. 22
Tel. +49 7321 274362
Mobil +49 160 3211903
info@kuoni-architects.com

Kenya
Nairobi
Shanzu Road 144
P.O.Box 1227 - 00606
Mobil +254 (020) 41 82 799
info@kuoni-architects.com

Bank Account
Heidenheimer Volksbank
KTO: 115 681 000
BLZ: 632 901 10
Swift: GENODESG
Dipl.- Ing. Walter Kuoni

SYMBION

CERTIFICATE OF SERVICE

This certificate is presented to

MOMANYI HUMPHREY KENNEDY

In recognition and appreciation of your service as a Clerk of Works
with Symbion Kenya Limited.

From: 25th July 2017

To: 30th November 2018

Thank you

07.11.2018
Date



Signature: Managing Director

PERSONAL SUMMARY

Results oriented Registered Quantity Surveyor with over 5 years of progressive experience in medium and large scale projects implemented within time schedule, budget and of exemplary quality. Ever seeking to apply acquired quantity surveying skills in transforming the built environment towards a sustainable economy and leaving a long lasting positive impact.

Experience	Information		
Sept 2018- to date	Home Art Construction Limited Quantity Surveyor. <u>Detailed tasks assigned:</u> <ul style="list-style-type: none"> • Advise clients on feasibility of proposed projects • Advise, track & document cost implications linked to design changes during the design and implementation stages of projects • Develop and implement cost management systems • Create a reporting system that captures key project information on a monthly basis • Estimate and give cost advice during tendering process • Advice on and execute contractual agreements • Advice on & implement appropriate procurement methods for a project • Prepare accurate Bills of Quantities and other necessary tender and contractual documents • Price Bills of Quantity based on current market rates • Prepare cash flow projections and give advice during the preparation of the program of works • Do valuation of works and prepare interim payments for ongoing projects • Manage subcontractors as they implement their scope of works and ensure it is done within the subcontract agreement • Prepare financial appraisals as the project progresses • Prepare cash flow projections at the onset of projects • Prepare and vet final accounts as well as claims that may arise at this stage • Re-measurement of provisional works in a project. 	Name	Linah Kemunto
	Born	1 st November 1993	
	Age	27	
	Nationality	Kenyan	
	Languages	English, Swahili, French	
	Education	Bachelor of Quantity Surveying (Hons) - University of Nairobi- Main Campus, (2012-2016)	
		Kenya Certificate of Secondary Education (KCSE)- Starehe Girls' Centre and School (83 points - A) (2007-2010)	
	Professional Affiliations	BORAQS – Registered QS AAK – QS Chapter IQSK	
	Work	5+ years Experience	
	Phone	+254 702 958 757	
	Email	linahkemunto@gmail.com	

Sept 2016-
Sept 2018

- Arprim Consultants/Arcon Works Limited**
Assistant Quantity Surveyor.
- Detailed tasks assigned:
- Advise clients on feasibility of proposed projects
 - Advise, track & document cost implications linked to design changes during the design and implementation stages of projects
 - Develop and implement cost management systems
 - Create a reporting system that captures key project information on a monthly basis
 - Estimate and give cost advice during tendering process
 - Advice on and execute contractual agreements
 - Advice on & implement appropriate procurement methods for a project
 - Prepare accurate Bills of Quantities and other necessary tender and contractual documents
 - Price Bills of Quantity based on current market rates
 - Prepare cash flow projections and give advice during the preparation of the program of works
 - Do valuation of works and prepare interim payments for ongoing projects
 - Manage subcontractors as they implement their scope of works and ensure it is done within the subcontract agreement
 - Prepare financial appraisals as the project progresses
 - Prepare cash flow projections at the onset of projects
 - Prepare and vet final accounts as well as claims that may arise at this stage
 - Re-measurement of provisional works in a project.

Apr - Aug
2016

Trax Kenya Limited
Assistant Quantity Surveyor

Detailed tasks assigned:

- Prepare Bills of Quantities, quotations and contract documents for design-build projects.
- Prepare interim valuations, financial appraisals & final accounts.
- Cost control through monitoring variations and carrying out other cost checks
- Competitive tendering for advertised proposed construction projects
- Soliciting supply quotations for purposes of building up ideal unit rates for bidding
- Preparing weekly site progress reports and monitoring progress while highlighting high risk areas

Skills

Software

Ms Excel	*****
WinQs	*****
Archicad	*****
Microsoft Office	*****
Ms Project	****

May - Sept
2015

Arprim Consultants

Student QS Attaché

Detailed tasks assigned:

- Re-measurements of provisional works in the projects
- Proper project documentation
- Prepare interim valuations

May - Sept
2014

Ministry of Land, Housing and Urban

Development

Dept. of Public Works

Student QS Attaché

Detailed tasks assigned:

- Interpreting Architectural and Structural drawings
- Taking off quantities from the drawings and preparing Bills of Quantities
- Site setting out and taking levels
- Supervision and inspection of ongoing works

Equity Bank Limited

Relationship Officer - Operations

Detailed tasks assigned:

- Serving clients with diligence and integrity
- Mentoring "Wings to Fly" scholars and imparting leadership skills to them

Jun - Sept 2013;
Mar 2011- Sept
2012

Referees

1. Qs Eric Ndaiga
Quantity Surveyor,
Arprim Consultants.
Email: ndaiqaeric@yahoo.com
Phone No: +254 723 702 886
2. Qs Misheck Kithinji,
Quantity Surveyor,
Trax Kenya Ltd.
Email: misheck.kithinji@gmail.com
Phone No: +254 712 251 617
3. Qs Alfred Mumo,
Quantity Surveyor,
Amber Construction Ltd.
Email: mumoal@yahoo.com
Phone No: +254 705 288 473
4. Dr. Ing. Christopher M. Mbatha
Senior Lecturer – University of Nairobi
Dept. of Real Estate and Construction
Management
Email: cmbatha@uonbi.ac.ke
Phone No: +254 721 781 769

PROJECTS HANDLED

NO.	PROJECT	CLIENT	PROJECT'S VALUE	STATUS OF THE PROJECT.
1	Pearl Beach Apartments - Tudor Creek, Nyali - Mombasa	CBK Pension Fund P.O. Box 60000-00200, Nairobi	1.4 Billion	Complete
2	Proposed CBK Pension Office Block - CBD, Nairobi - (LR No: 209/4976 & 4977)	CBK Pension Fund P.O. Box 60000-00200, Nairobi	3.6 Billion	Construction ongoing
3	Proposed Impreza Hotel - Meru	M/S Impreza Ltd P.O. Box 1077-60200, Meru	478 Million	Design & tender Stage complete
4	Residential Development for Mr. Suuji - Kitengela	MS Peris Tobiko	66 Million	Complete
5	Refurbishments and Renovations of Existing Facilities at St. Kizito's Litein School for the Deaf - Litein, Kericho County	St Kizito's Litein School for the Deaf P.O. Box 72-20210, Litein, Kericho	63 Million	Complete
6	Nakuru County Assembly Office Block - Nakuru	Nakuru County Assembly P.O. Box 907, Nakuru	445 Million	Complete
7	Mabokoni Hostels for Technical University of Mombasa - Kwale	Technical University of Mombasa, P.O. Box 90420 – 80100, Mombasa	243 Million	Complete
8	Proposed Tuition/Administration Block for SEKU – Wote Campus	South Eastern Kenya University P.O. Box 170 – 90200, Kitui	265 Million	Complete
9	Residential House at Kitengela Plot LR. No. 100956(0.04Ha)	Mr. Peter Wangila Maraka P.O. Box, 49303-00100	12,500,000.00	Complete
10	Residential Apartments at Thika Plot L.R. No. 4953/1163(0.1086Ha)	Mrs. Angelica Wangui Ndungu P.O. Box, 1789-01000 – Thika	63,000,000.00	Complete
11	Residential Apartments at Riruta Satellite Plot No. Dagoretti/Riruta/S.228	Mr. Julius Mwangi P.O. Box, 30075 – Nairobi	46,500,000.00	Complete
12	Residential Maisonette at Utawala	Mr. John Walker P.O. Box 19714-00202, Nairobi	6,890,000.00	Complete
13	Residential Swimming Pool at Karen	Mr. Kimani Maina P.O. Box 1291 – 00502, Nairobi	18,500,000.00	Complete
14	Club House at Meru Makutano Plot no. Ntima/Igoki/1790	M/S i604 Lounge Limited P.O. Box 2396-6020, Meru	6,270,000.00	Complete

15	Proposed Residential Apartment at Embakasi Plot No. 97/1890/538 & 539, Tassia	Mr. Kennedy Nyaata Anyieni P.O. Box 53388-00400 – Nairobi	50,000,000.00	Ongoing
16	Proposed 2 No. Residential Maisonettes in Kibichiko	MS Bethy Mbene Kahuri and Mr. James Kahuri Mbene P.O. Box 73768-00200, Nairobi.	13,900,000.00	Ongoing
17	Proposed Furniture Workshop and Show House Construction in Ngong Plot No. Ngong/ Ngong/95062	Hardwood Furnitures (E.A.) Ltd. P.O. Box 21749-00100, Nairobi.	35,000,000.00	Ongoing.
18	Proposed Refurbishment to Existing house in Lower Kabete Plot No. 13066/8	MS Lucy Hannan	7,990,000.00	Ongoing.
19	Proposed Residential House at Ngong Plot No. Ngong/Ngong/57476	Mr. Nelson Nyabwari P.O. Box	10,250,000.00	Ongoing.
20	Proposed Seventh Day Adventist Church – Utawala	Utawala S.D.A. Church P.O. Box	35,600,000.00	Ongoing.

UNIVERSITY OF NAIROBI



This is to certify that

Linah Kemunto

having satisfied the requirements
for the award of the degree of the

BACHELOR OF QUANTITY SURVEYING

Second Class Honours (Upper Division)

was admitted to the degree
at a Congregation held at
this University on the

Second Day of September in the Year
2016

VICE-CHANCELLOR

DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)

5271



0485Q

This is to certify that

Linh Kemunto

is registered as a

QUANTITY SURVEYOR

in accordance with the terms of the Architects
and Quantity surveyors Act (Cap. 525) of
the Laws of Kenya

In witness whereof the Common Seal
has been hereto affixed at a meeting
of the Board of Registration.

Chairman

Member

Member

Registrar

Date 13/02/2020

Registered Serial No. Q 977

This Certificate is held subject to the provisions of the By-laws under the Act.



PRACTISING CERTIFICATE FOR QUANTITY SURVEYORS

Pursuant to the Architects & Quantity Surveyors Act Cap 525

QS. LINAH KEMUNTO (Q977)

is duly qualified as a Quantity Surveyor and is entitled to practise as such Quantity Surveyor

From 1st July 2021

to 30th June 2022

Registrar

Date 21st September 2021

serial no. PCQS/1603/21-22

CURRICULUM VITAE (CV)

Position Title and No:	
Name of Expert:	KANYARURU Jeremiah Munanu
Name of Firm:	
Date of Birth:	1978
Country of Citizenship/Residence:	Kenyan

Education:

Institution	Date	Degrees
University of Nairobi	2005	BSc.(Hons) Civil Engineering
Kenya Institute of Management	2007	Diploma in Project Management

Employment Record:

Period	Employing organisation and your title/position. Contact info for references	Country	Summary of activities performed relevant to the Assignment
May 2017 to Date	Home Art Construction Limited	Kenya	Structural Engineer
March 2012 to May 2017	Atkins Consulting Engineers Limited Civil Engineer	Kenya, Uganda, Rwanda.	<p>Aug 2016 – Dec 2017: Project Manager for the BATUK (British Army Training Unit in Kenya), Infrastructure Development in Nanyuki.</p> <p>Jan 2016 – July 2016: Site Based Civil/ Structural Engineer for Wrigley Greenfields Gum Facility at Mavoko, Machakos County.</p> <p>Sept 2014 – Dec. 2015 – Resident Engineer - Construction of Two Bridges at Kagitumba / Mirama Hills Rwanda / Uganda One Stop Border Post.</p> <p>Nov. 2013 – Sept 2014: Asst. Resident Engineer - Construction of One Stop Border Post Facilities At Kagitumba & Mirama Hills Border Post at Rwanda / Uganda Border.</p> <p>Mar. 2012 – Oct. 2013: Resident Engineer - Kwale Mineral Sands Projects: CP2 – Likoni Port Facility.</p>
July 2010 to February 2012	Steel Works (Uganda) Ltd Project Co-ordinator & Head of Erection Department For References: Tel: +256 312265760 Email: Jmagothe@steelworksuganda.com Mr. Magothe John	Uganda	Projects Coordinator and Head of Erection Department.

CURRICULUM VITAE (CV)

	Position: General Manager		
February 2009 to June 2010	Urban Development Department Assistant Resident Engineer – Rehabilitation of Kwale Town Roads For References: Ministry of Local Government, Urban Development Department, Nairobi – Kenya.	Kenya	Assistant Resident Engineer – Rehabilitation of Kwale Town Roads.
January 2005 to January 2009	World Vision Kenya Ltd Site Leader For References <i>World Vision Kenya. Karen Road, off Ngong Road, P.O. Box 50816-00200, Nairobi, Kenya. Office: +254 732 126</i>	Kenya	Site Leader – Emali – Makueni County, Kasarani and Langata – Nairobi County.

Membership in professional Associations and Publications:

- Graduate Engineer with Engineers Board of Kenya (EBK)
- Graduate Engineer with Institution of Engineers of Kenya (IEK)

Language Skills:

Language	Speaking	Reading	Writing
Swahili	Excellent	Excellent	Excellent
English	Excellent	Excellent	Excellent

Adequacy for the Assignment

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrate Capability to Handle the Assigned Tasks
<ul style="list-style-type: none"> • Manage and Coordinate day to day study delivery 	<p>Name of Project: British Army Training Units in Kenya (BATUK), Infrastructure Development in Nanyuki – Phase 2A. Year: Aug 2016 to date. Location: Nanyuki – Laikipia County, Kenya. Main Project features: Design and Build contract for Defense Infrastructure Organization (DIO - UK); in collaboration with Trax Kenya Ltd as the main contractor. Position Held: Project Manager. Activities performed: <ul style="list-style-type: none"> • Overall coordination of the project team on site. • Organize and coordinate design reviews and workshops • Supervision of site construction works and labour management. • Quality control and Quality assurance checks on constructed works. • Monthly reporting to the client. • Chairing the Monthly site meeting. </p> <p>Name of Project: Proposed Wrigley Greenfields Gum Facility at Mavoko, Machakos County. Year: Jan 2016 - Aug 2016. Location: Mavoko - Machakos County, Kenya. Main Project features: Civil and Structural works for a production factory including administration buildings and road works. Position Held: Site based Civil / Structural Engineer. Activities performed: <ul style="list-style-type: none"> • Structural steel design reviews and construction supervision. </p>

CURRICULUM VITAE (CV)

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrate Capability to Handle the Assigned Tasks
	<ul style="list-style-type: none"> • Quality control and assurance checks for the works. • Review and approve contractor's works method statements and workmanship. <p>Name of Project: Construction of Two Bridges at Kagitumba / Mirama Hills One Stop Border Post. Year: 2014 - 2015 Location: Rwanda / Uganda Border Client: Trade Mark East Africa Ltd. Main Project Features: Supervision for Design and Construction of the two Composite Bridges. Positions Held: Resident Engineer Activities performed: <ul style="list-style-type: none"> • Overall Site supervision, monthly progress reporting and preparation of site meeting minutes. • Design review for construction works. • Approval of working drawings and contractor's works method statements. • Quality control of construction works, workmanship and materials testing. • Site and alignment soil investigations • Monitoring of site activities and measurements of finished works for payment certificates. • Ensure Health and Safety measures were always observed on site • Analysis of contractor's intended claim notices and advice to the client. • Resident Engineer's office administration and staff management Name of Project: Construction of One Stop Border Post Facilities At Kagitumba & Mirama Hills Border Post at Rwanda / Uganda Border. Year: 2013 - 2014 Location: Rwanda and Uganda Client(s): <ol style="list-style-type: none"> 1). Rwanda Revenue Authority – Kagitumba, Rwanda. Contract: 068/W/RRA/2012-13 2). Ministry of Works and Transport – Mirama Hills, Uganda. Contract: MoWT/Wrks/2012-2013/00049 Main Project Features: Feasibility Studies, Design and Construction Supervision. Position Held: Assistant Resident Engineer Activities performed: <ul style="list-style-type: none"> • Project roads Geometric and Pavement design. • Design review of the roads alignment design, storm water drainage structures and building structures. • Monitoring Mechanical, Electrical, water and Sanitation installation works • Approval of working drawings and works method statements. • Quality control of construction works, workmanship and materials testing. • Site and alignment soil investigation. • Monitoring of site activities and measurements of finished works for payment certificates. • Ensure Health and Safety measures were always observed. • Preparation of monthly progress reports and minutes of the site meetings. Name of Project: Kwale Mineral Sands Projects: CP2 – Likoni Port</p>

CURRICULUM VITAE (CV)

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrate Capability to Handle the Assigned Tasks
	<p>Facility, Land Based Services and Civil works. Year: 2012 - 2013 Location: Likoni - Mombasa Client: Base Resources - Titanium Ltd. Main Project Features: Design and Construction Supervision of the Port Facility. Position Held: Resident Engineer Activities performed: <ul style="list-style-type: none"> • Chairing the monthly site progress meetings. • Coordination of the design team for the project. • Supervision and Design review of civil and structural works. • Project Management, Progress reporting and financial up-date reporting. • Coordination of Mechanical and Electrical installation works. • Approval for setting out for buildings and road works. • Issue site instructions to the contractor. • Storm water drainage system design and invert levels control. • Site measurements, Preparation of Interim and Final Payments certificates. • Commissioning, handing over and project close out procedures. • Preparation of Book of drawings and engineering design reports • Materials and Workmanship Quality control. Name of project: Various as detailed below Year: 2010 - 2012 Location: Kampala, Uganda Client: Various as Detailed Below Main Project Features: Structural steel design and construction supervision. Position Held: Projects Co-ordinator and Head of Erection Department </p> <p>Name of Project: Involved in various projects among the following main ones. 2010: Structural steel works and roofing works for Military Intelligence Centre in Mbuya – Kampala. 2010: Construction of Aircraft Hangars for Mission Aviation Fellowship in Kajjansi – Entebbe. 2010: Construction of Office Blocks and Multi-purpose Hall for Kampala Parents School in Kira – Kampala. 2011: Construction of Phase III for Roofings Rolling Mills at Namanve 2011: Construction of Metroplex Shopping Mall for Metropolitan Properties at Naalya - Kampala. 2011: Rehabilitation of Masaka and Mubende Regional Referral Hospitals Projects for Zenitaka Corporation – Uganda. Activities Performed: <ul style="list-style-type: none"> • Structural Steel Design and design review of client designs • Site Supervision and Design Review for Structural Steel works. • Site erection Staff and Equipment resource scheduling. • Progress reporting and site meeting attendance. • Projects quotation preparations and clients liaison. • Marketing and clients briefing. Name of Project: Rehabilitation of Kwale Town Roads. Year: 2009 – 2010 Location: Kwale, Kenya Client: Kwale Town Council Main Project Features: Design and Construction supervision of 5km town </p>

CURRICULUM VITAE (CV)

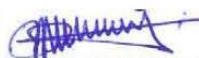
Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrate Capability to Handle the Assigned Tasks
	<p>and market roads.</p> <p>Position Held: Assistant Resident Engineer</p> <p>Activities performed:</p> <ul style="list-style-type: none"> • Preparation of work progress schedules. • Site supervision and RE office staff management. • Involved in road condition, inventory and topographical surveys. • Material investigations, testing, approvals and Quality Control. • Road geometric, pavement design and construction works controls. • Measurement of works and Valuation Certificates verification. • Determining the land on road reserves and facilitating the relocation of occupants with the town council officers. • Preparation progress reports and updating programme of works. • Chairing monthly progress meetings. • Liaison with the Kwale town council on behalf of the Ministry of Local Government. <p>Name Project: Area Development Programs Year: 2004 - 2009 Location: Various including Makueni, Nanyuki and Nairobi Client: World Vision - Kenya Main Project Features: Feasibility Studies and Projects Monitoring Positions Held: Site Leader Activities performed:</p> <ul style="list-style-type: none"> • Carry out feasibility studies for establishing new offices in various ADPs. • Budget preparation for each financial year and ensure site self-sustainability. • Product development, clientele growth and risk mitigation. • Community mobilization and training in sustainable projects, economic and financial development. <p>Liaison with World Vision Area development Programme offices, donors and other stakeholders.</p>

Expert's contact information: (e-mail phone +254721268933)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and or sanctions by the Bank.

Jeremiah Munanu Kanyaruru
Name of Expert



Signature

15 April 2019

Date: Day/Month/Year

UNIVERSITY OF NAIROBI



This is to certify that

Jeremiah Karparuru Munamu

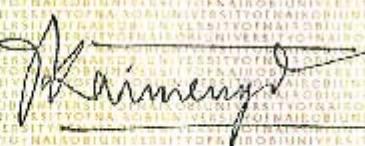
having satisfied the requirements
for the award of the degree of the

**BACHELOR OF SCIENCE
(IN CIVIL ENGINEERING)**

Second Class Honours (Lower Division)

was admitted to the degree
at a Congregation held at
this University on the

Eleventh Day of March in the Year
2005



VICE-CHANCELLOR

DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)

3824

CURRICULUM VITAE

PERSONAL INFORMATION:

NAME: Dennis Mokua Mokoro
PROFESSION: Engineering Technician
DATE OF BIRTH: 1968
SEX: Male
NATIONALITY: Kenyan
MARITAL STATUS: Married
ADDRESS: P.O. Box 4976, 00100 - Nairobi.
TELEPHONE CONTACT: +254 723 813 064 (Mobile)
E-MAIL CONTACT: mokorodennis@gmail.com

A. KEY QUALIFICATIONS:

Dennis Mokua possesses over 29 years of working experience acquired in busy Architectural, Civil/ Structural Engineering drawing and design, project planning and management environments. Dennis has been involved in diverse and major local and regional multi-discipline projects enabling him to have broad inter-discipline knowledge and experience outside his mainstream area of Civil/ Structural Engineering. The projects include large Industrial projects such as hydro and geothermal power generation projects as well as infrastructure projects such as bulk water supply and sanitation projects and national fibre optic installation projects.

Currently, Dennis' main role is of an Inspector of Works/ Site Supervisor. Dennis is also well versed with CAD operations and software and proficient in all the commonly used computer software applications. He is also a good communicator of both spoken and written English and Kiswahili languages and versed with basic mandarin (Chinese).

B. EXPERIENCE:

1. EMPLOYMENT RECORD

PERIOD:	COMPANY:	DESIGNATION:
JUNE 2017 - PRESENT	HOME ART CONSTRUCTION LIMITED	GENERAL MANAGER
MAY 1996 – APRIL 2017	ATKINS CONSULTING ENGINEERS / HOWARD HUMPHREYS (EA) CONSULTING ENGINEERS	ENG. TECHNICIAN/ WORKS INSPECTOR
NOV. 1995 – JUNE 1996	GATH CONSULTING ENGINEERS	CIVIL/ STRUCTURAL CAD ENG. TECHNICIAN
OCT. 1994 – NOV. 1995	R.K. BOGA CONSULTING ENGINEERS	STRUCTURAL DETAILER
JAN. 1991 – SEP. 1994	H.S. BIRDI ASSOCIATES	STRUCTURAL DETAILER
JAN. 1990 – AUG. 1990	ARCHI-SYSTEMS ARCHITECTS	ARCHITECTURAL ASSISTANT

2. KEY PROJECTS

	KEY PROJECTS (CIVIL/ STRUCTURAL):	COUNTRY:
	<u>CIVIL/ INDUSTRIAL</u>	
1	REHABILITATION/UPGRADING OF AIRPORT FACILITIES AT JKIA	KENYA
2	OLKARIA-2 GEOTHERMAL PROJECT FOR KENGEN - NAIVASHA.	KENYA
3	OLKARIA-3 GEOTHERMAL PLANT FOR ORPOWER 4, INC. - NAIVASHA.	KENYA
4	KISUMU AIRPORT - UPGRADING OF FACILITIES	KENYA
5	NAIROBI GRINDING PLANT FOR BAMBURI CEMENT, ATHI RIVER.	KENYA
6	UNIMIX PROCESS PLANT FOR NUTRO MANUFACTURING EPZ - ATHI RIVER	KENYA
7	COCA-COLA BOTTLING PLANT - ASMARA.	ETHIOPIA.
8	TIS ABAY HYDROPOWER PROJECT	ETHIOPIA.
9	ALPHA FINE FOODS SLAUGHTER HOUSE - KANGUNDO ROAD, NAIROBI	KENYA
10	EMBAKASI COMPLEX FOR MUGOYA CONSTRUCTION COMPANY – EMBAKASI, NAIROBI.	KENYA
11	EAST AFRICAN BREWERIES - NEW WORKS AND REFURBISHMENT OF EXISTING WORKS	KENYA
12	SAFARICOM NATIONAL FIBRE OPTIC CABLE INSTALLATION PROJECT	KENYA
13	PROPOSED INFRASTRUCTURE DEVELOPMENT AT LAIKIPIA AIR BASE FOR BRITISH ARMY	KENYA
	<u>WATER & SANITATION</u>	
1	THIRD NAIROBI WATER SUPPLY PROJECT.	KENYA
2	NDORI WATER SUPPLY PROJECT – ASEMO BAY	KENYA
3	SOLID WASTE MANAGEMENT PROJECT FOR MOMBASA TOWN	KENYA
4	OTHAYA AND MUKURWEINI WATER AND SEWERAGE PROJECT - NYERI	KENYA
5	MURANGA NORTH AND MURANGA SOUTH BULK WATER SUPPLY PROJECT - MURANGA	KENYA
6	ITHANGA WATER SUPPLY PROJECT – MURANG'A	KENYA
	<u>COMMERCIAL (HIGH RISE & LOW RISE BUILDINGS)</u>	
1	THE JUNCTION SHOPPING MALL – NGONG ROAD, NAIROBI	KENYA
2	ESAMI HEADQUARTERS - KAMPALA	UGANDA
3	UAP INSURANCE HEADQUARTERS – UPPER HILL, NAIROBI	KENYA
4	REHEMA HOUSE – WESTLANDS, NAIROBI.	KENYA
5	INTERNATIONAL HOUSE – DAR-ES-SALAAM.	TANZANIA
6	CFC BANK HEADQUARTERS – CHIROMO, NAIROBI.	KENYA
7	REHABILITATION/ EXTENSION TO MINISTRY OF FINANCE & PLANNING OFFICES - KIGALI	RWANDA
8	OFFICE BUILDING DEVELOPMENT ON MUTHANGARI DRIVE, WESTLANDS	KENYA
	<u>INSTITUTIONAL</u>	
1	LAKE GEORGE & PAKUBA LODGES	UGANDA
2	AMREF TRAINING CENTRE - NAIROBI.	KENYA
3	LAKE MANYARA LODGE	TANZANIA
4	OLTUKAI LODGE – AMBOSELI.	UGANDA
5	EMMANUEL CHRISTIAN TRAINING CENTRE – GOLI	SUDAN
6	PRIMARY SCHOOL FOR PRIMARY EDUCATION IN POOR URBAN AREAS - MATHARE 4A	KENYA
7	KISUMU PENTECOSTAL CHURCH SANCTUARY - KISUMU	KENYA
	<u>RESIDENTIAL</u>	
1	GREVILLEA GROVE HOUSING SCHEME – BROOKSIDE, NAIROBI.	KENYA
2	MAE RIDGE HOUSING ESTATE - RUNDA, NAIROBI	KENYA

3. KEY RESPONSIBILITIES

KEY RESPONSIBILITIES:	
<u>AS ENGINEERING TECHNICIAN/ INSPECTOR OF WORKS/ SITE SUPERVISOR:</u>	
	<ul style="list-style-type: none"> • PREPARATION, ISSUANCE , REVISION, CONTROL AND MANAGEMENT OF TENDER AND CONSTRUCTION DOCUMENTS AS: DRAWINGS, SCHEDULES AND SPREAD SHEETS AND OTHER RELEVANT CONTRACT DOCUMENTS • SUPERVISING CONSTRUCTION WORKS AND ACTIVITIES IN ACCORDANCE TO THE SPECIFICATIONS. • ENSURING THE QUALITY OF MATERIALS USED MEET THE REQUIREMENTS AS SPECIFIED. • SUPERVISING COLLECTION OF TEST SAMPLES AND SUBMITTING THEM FOR TESTING. • ENSURING THAT THE ENVIRONMENTAL, HEALTH AND SAFETY PRACTICES AND STANDARDS ARE ADHERED TO. • SITE SURVEYS AND CHECKS TO IDENTIFY IN ADVANCE POTENTIALLY PROBLEMATIC AREAS AND ALERTING THE ENGINEER OR PROJECT MANAGER. • CHECKING OF ALL DRAWINGS ISSUED TO SITE AND ALERTING THE ENGINEER OR PROJECT MANAGER IN REGARD TO ISSUES THAT NEED TO BE ADDRESSED. • REVISING THE ISSUED DRAWINGS OR MAKING OTHER DRAWINGS TO SUIT THE SITE OR PREVAILING CONDITIONS. • MEASUREMENT OF QUANTITIES OF WORKS. • COMPIRATION OF SITE RECORD AND DATA AS DIRECTED BY THE RESIDENT ENGINEER.

C. EDUCATION/ ACADEMIC BACKGROUND:

<u>SECONDARY SCHOOL ATTENDED:</u> STAREHE BOYS' CENTRE (TECHNICAL)	<u>PERIOD</u> 1981 – 1985
<u>COLLEGE ATTENDED</u> TECHNICAL UNIVERSITY OF KENYA (Formerly THE KENYA POLYTECHNIC)	<u>COURSE DONE</u> DIPLOMA IN BUILDING CONSTRUCTION <u>PERIOD</u> SEPTEMBER 1986- NOVEMBER 1989

D. REFEREES:

MR. JOSEPH KANYUGI,
DIRECTOR WATER AND SANITATION,
HOWARD HUMPHREYS (EA) LTD,
P.O. BOX 30156,
00100 - NAIROBI.

MR. BERNARD MANDERE,
DIRECTOR,
B & L MANAGEMENT LTD,
P.O. BOX 79795,
00200 - NAIROBI



THE KENYA POLYTECHNIC
P.O. Box 52428, Nairobi

Leaving Certificate

Name of student DENIS MOKUA MOKURO

College No. B76CS41190 Department of BUILDING & CIVIL ENGINEERING

The above-named student has completed ORDINARY DIPLOMA IN BUILDING

CONSTRUCTION.

of 7 terms duration, from SEPTEMBER 1987

60 DECEMBER 1929 ON A SANDWICH basis

3 TERMS AT THE POLYTECHNIC.
1 TERM WITH THE INDUSTRY.

GENERAL REMARKS

Note: For details of Course Work and Examination Results, Please Write to THE PRINCIPAL, Kenya Polytechnic

J. B. R. **INDIA POLYTECHNIC**
Registration
for Principal P. O. Box 45485
MATROH

No. B. 2425

Date of issue: 12/12/1989.

POSITION	: GENERAL FINANCE MANAGER
NAME	: CHARLES MAINA IRUNGU
DATE OF BIRTH	: 29.03.1986
YEAR OF EXPERIENCE	: 9 YEARS
NATIONALITY	: KENYAN
CONTACTS	: Mobile- +254 728 546 563
Email	: mernmych@gmail.com

CAREER OBJECTIVE

To excel in office administration and client satisfaction and also engage in continuous education in line with the rapid technological advancement.

Detailed Tasks Assigned:

- Attend to client queries and ensure that their complaints are resolved promptly.
- Minimizing client complaints.
- Release of approved funds and timely advice to clients/lawyers/insurance on the same.
- Regular checkups on all applications pending drawdown to ensure all conditions are fulfilled in order to minimize time at the time of release
- Carry out site and stage inspections
- Proper opening of mortgage accounts and passing amendments on the mortgage accounts where necessary
- Lodgment of securities and maintenance of lodgment registers
- Lodgment and dislodgment of safe custody items ensuring that proper records are kept on the same

- Timely collection of safe custody fees and maintenance of accurate record keeping including client correspondence of the same ,
- Release of securities temporarily or permanently upon payment of all facilities secured
- Compilation and submission of scheme returns as and to when required
- Collect all revenue due to the bank
- Routine filing of mortgage files in the cabinet
- Being in charge of banking hall cleanliness and stationary,
- Issue of banker's cheque
- Developed Accounting System for Construction Costs and Operations
- Set-up Accounting System for multiple corporations
- Created and managed system to generate monthly posting entries for asset retirement, asset addition, construction-in progress and depreciation saving time and dollars on a monthly basis.
- Consolidated several division accounting systems into one reporting system saving time and dollars
- Performed General Accounting and intra-company reconciliation

PROFESSIONAL QUALIFICATIONS

YEAR INSTITUTION ATTENDED

Orbit school of management and accounts

Qualification: Completed certified public Accounts part (III)

QUALIFICATIONS

Jan 2010-2012: Completed C.P.A part I, II& III

Jan 2013-2015: Completed C.P.A part IV & V.

ACADEMIC QUALIFICATION

YEAR INSTITUTION ATTENDEDQUALIFICATIONS

2001 – 2005: Egerton University; Bachelor of Commerce (Accounting)

Second Class Honours (Lower Division)

2001 – 2005: Kusyomuomo Sec School B (plain) – KCSE

1992 – 2000: Iveti primary school 302/500 marks.

EMPLOYMENT RECORD

January 2018 to Date – Home Art Construction Ltd. as the General Finance Manager.

2011-2018: Homex Kenya as Finance Manager



EGERTON UNIVERSITY

This is to certify that
the Egerton University Council on the
recommendation of the Senate hereby confers on

Charles Maina Trungu

the Degree of

Bachelor of Commerce
(Accounting)
Second Class Honours (Lower Division)

with all rights, privileges and obligations thereto
appertaining presented at a congregation held at this University
on the

Twenty Seventh day of November the Year Two Thousand and Nine

Registrar
(Academic Affairs)

Vice-Chancellor

Deputy Vice-Chancellor
(Academic Affairs)

BRIAN OMULO
Construction Project Manager
Omulobrian@gmail.com
0716829929

PERSONAL SUMMARY

A bright, talented and hands-on project manager who is undertaking the required PRINCE2 qualification along with comparable experience of working to the highest standards. Brian has a 2 year experience ensuring projects are delivered to the highest quality, within budget by effectively organizing managing and utilizing all resources. He is able to lead teams on commercial, industrial, education and health projects where the highest standards are routinely demanded. Always wanting to be actively involved in all aspects of the project life-cycle he can deliver high value issues/risks to Senior Manager. In Classic Epaving I ensured project schedule was adhered to, components such as ensuring the subcontracts were completed in good time through consistent supervision, increasing number of workers, and setting fixed contracts to subcontractors ensuring project delay did not impact on the overall project cost.

WORK EXPERIENCE

a) **Home Art Construction Ltd**

August 2017 – Present

Construction Supervisor

Key Responsibilities;

- ✓ Daily supervision of construction works
- ✓ Preparation and following of site programmes
- ✓ Preparation of daily and monthly progress reports
- ✓ Preparation of daily site diaries

b) **CLASSIC EPAVING**

ASSISTANT PROJECT

MANAGER May 2015 to

January 2017

Responsible for client progress meetings on and off site, cost control, invoicing, variation claims, invoice payment resolution and conditions of contract. Also worked closely with other departmental managers to promote overall company effectiveness

Duties

- ✓ Managed the project team including any subcontractors
- ✓ Ensuring Projects and Programs are executed using agreed standards & processes
- ✓ Reviewed and approved all project documentation. Resolved any problems and issues that arose
Undertook monthly project financial cost reporting.
- ✓ Preparing status reports for use in communication to stakeholders
- ✓ Escalating issues and areas of concern to CONTRACTS CEO
- ✓ Ensured staff and sub-contractors timesheets were accurately completed
- ✓ Generating Work Packages and Work Instructions
- ✓ Provided project support for all off site activities

c) **MINISTRY OF HEALTH-CDC USA PROJECT**

2016 APRIL

Working as a consultant for MINISTRY OF HEALTH in the MANAGED EQUIPMENT SERVICES PROGRAMME (MES) under HEALTH DEVELOPMENT ASSOCIATES consultants. The Proposed development is a programme funded jointly by Ministry of health and CDC (US GOVT) duties included;

- ✓ Preliminary site surveys.
- ✓ Assessment of current infrastructure and proposals for upgrade or demolitions; suitability, safety aspects, strength of current structure.
- ✓ Drawing and sketching current lab buildings with reference to; sketch floor plans, layout of labs in hospitals in relation to interdependent buildings.
- ✓ Basic services layout on site.

Page 1 of 4

BRIAN OMULO
Construction Project Manager
Omulobrian@gmail.com
0716829929

**d) MATHER + PLATT
CONTRACTS AND PROJECTS DEPARTMENT
ASSISTANT PROJECT MANAGER July 2013–September 2013**

Key responsibilities

- ✓ Responsible for costing, estimating and planning projects
- ✓ Preparing Project Initiation documentation
- ✓ Responsible for ensuring best value is obtained for the project including supplier base, use of internal and external resources
- ✓ Maintaining and completing Project Key Performance Indicators Writing detailed and summarized project progress reports. Identifying, costing and processing any contract variations Tracking activities against the detailed project plans
- ✓ Updating project plans to include agreed changes. Producing accurate financial reports
- ✓ Monitoring actual expenditure figures against project budgets
- ✓ Organizing and facilitating Project Steering / Operating Committees meetings.

KEY SKILLS AND COMPETENCIES

Project Management attributes;

1. Good track record of managing complex multifunctional projects in various environments Creating effective, informed and highly motivated teams focused on delivery Comprehensive understanding of project management methodologies
2. Experience of working with sponsors, stakeholders, and solution providers
3. Successful and demonstrable delivery of results from a client site
4. Superb customer facing skills
5. Producing and delivering project documentation, e.g. user manuals and support
6. Accurately identifying a client's key requirements
7. Managing and supporting the testing and implementation of business initiatives.
8. Experience of web development, sales, new business or marketing projects and Ms project, archicad and REVIT AutoCAD proficient.

Personal attributes

- ✓ Possessing a responsible attitude, tact, patience, and courtesy Comfortable working on numerous, smaller size pieces of work. Ability to operate under pressure and deliver to demanding deadlines Achieving results through others.
- ✓ Able to self-start own improvement initiatives.
- ✓ Good team player.
- ✓ Capable of working under limited/ no supervision.
- ✓ Motivating Project or Programme teams to own and complete tasks assigned to them. Conflict management and prioritization skills.

Professional attributes

- ✓ Knowledge in developing and administering resource plans and budgets.
- ✓ Strong verbal and written communication skills.
- ✓ Computer literate, with high level of competence in the use of the Microsoft Office suite of tools, including Microsoft Excel/PowerPoint/Visio/Project
- ✓ Full systems development, lifecycle experience from requirements gathering through design, testing and deployment.

BRIAN OMULO
Construction Project Manager
Omulobrian@gmail.com
0716829929

Personal details

- ❖ Quick decision making
- ❖ Perseverance
- ❖ Detail oriented
- ❖ Attention to detail
- ❖ Confident, flexible and adaptable
- ❖ Positive attitude

ACADEMIC QUALIFICATIONS

1. **SEPT 2011 - APRIL 2015: UNIVERSITY OF NAIROBI**
Bachelor of Construction Management (**second class upper division**)
2. **2008 - 2009: SEGERO ADVENTIST SCHOOL**
Kenya Certificate of Secondary Education (KCSE): Mean **Grade A-**
3. **1996-2005: SERO PRIMARY SCHOOL**
Kenya Certificate of Primary Education (KCPE) **Marks: 365/500**

Page 3 of 4

BRIAN OMULO
Construction Project Manager
Omulobrian@gmail.com
0716829929

REFEREES

1. ENG. ERASTUS MAINGI
MABATI ROLLING MILLS LTD
Tel: +254720913184
Formerly, CEO MATHER AND PLATT LTD.

2. DANIEL INDA
PROJECT INFRASTRUCTURE COORDINATOR
HEALTH DEVELOPMENT
ASSOCIATES CONSULTANTS
Tel: +2547225577668

3. NICK OWILI
PROJECT MANAGER CLASSIC EPAVING LTD
Tel: +254 715791928
Email; owilinick@gmail.com

UNIVERSITY OF NAIROBI



This is to certify that

Brian Wmonchi Omulo

having satisfied the requirements
for the award of the degree of the

**BACHELOR OF CONSTRUCTION
MANAGEMENT**

Second Class Honours (Upper Division)

was admitted to the degree
at a Congregation held at
this University on the

Fourth Day of September in the Year

2015

[Signature]

VICE-CHANELLOR

[Signature]

DEPUTY VICE-CHANCELLOR (ACADEMIC AFFAIRS)

Current Position:	Plant Operator
Name of Firm:	Home Art Construction Limited
Name of Staff:	Douglas Ngula Mbiki
Profession:	Mobile Crane and Fork Lift Operator
Passport No:	A1698351
Years of Experience:	17 years
Nationality:	Kenyan
Country of residence:	Kenya

Membership in Professional Societies: None

Detailed Tasks Assigned:

- Load and unload bundles from trucks, and move containers to storage bins, using moving equipment.
- Move levers, depress foot pedals, and turn dials to operate cranes, cherry pickers, electromagnets, or other moving equipment for lifting, moving, and placing loads.
- Review daily work and delivery schedules to determine orders, sequences of deliveries, and special loading instructions.
- Weigh bundles, using floor scales, and record weights for company records.
- Clean, lubricate, and maintain mechanisms such as cables, pulleys, and grappling devices, making repairs as necessary.
- Direct truck drivers backing vehicles into loading bays, and cover, uncover, and secure loads for delivery.
- Inspect and adjust crane mechanisms and lifting accessories in order to prevent malfunctions and damage.
- Inspect bundle packaging for conformance to regulations and customer requirements, and remove and batch packaging tickets.
- Inspect cables and grappling devices for wear, and install or replace cables as needed.

-
- Determine load weights and check them against lifting capacities in order to prevent overload.
 - Direct helpers engaged in placing blocking and out rigging under cranes.
-

Professional Qualifications:

- 2016:** **Ministry of Transport and Infrastructure**
 Mobile Crane and Fork Lift Operator
- 2014:** **Lloyds British Training Services**
 Safe Use and Operation of mobile Crane using Terraine
 Crane 2641lbs @ 10ft Radius Model AC-140 As Per BS7121
 Loler/Puwer
- 2007:** **Big Lift**
 Rigging and Lifting in accordance to Loler Regulations
- 2002:** **Rocky Driving School**
 Diploma in Advanced Driving Class - BCE
-

Employment Record:

- 2017 - Present:** Home Art Construction Limited
- Position:** Plant Operator
- 2013 - 2016:** Geothermal Development Company (GDC)
- Position:** Crane Operator IV, Grade GD 10
- 2012 - 2013** Freight Forwarders Kibali SPRL
- Position:** Truck Escort Manager
-



Republic of Kenya

Certificate



No 104169

MINISTRY OF TRANSPORT & INFRASTRUCTURE

MECHANICAL AND TRANSPORT DIVISION

Suitability Test for

XXXXXX /Plant Operator /Mobile Crane Driver

(Personnel Service
Training Circular No: DPM: 2 (7A VOL. V/ (79))

OF 11TH JANUARY 2007

This is to Certify that:

DOUGLAS NGULA MBIKI

Driving License No: C 2257545 C of C 279205 (KAO - 146)

Classes B - C - E - I(MOBILE CRANE FORKLIFT) Issued on 2002

Experience 14 (FOURTEEN) YEARS has PASSED/XXXXX

XXXXXX Plant Operator/

XXXXXX Suitability test.

on 16 - 9 - 2016 at MTD (CENTRAL WORKSHOP)

82%

Percentage marks obtained.

Observations: HE IS COMPETENT MOBILE CRANE AND FORK LIFT OPERATOR

Examiners
P. K. MAINA

Designation
S. S. M

Signature

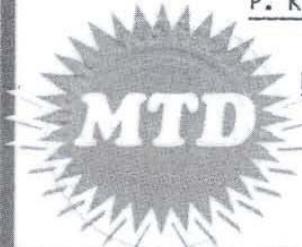
E. K. TOO

OIC VALUATION

ENG. C. E. AMBASI

For: Chief Mechanical and Transport Engineer

MTD



Lloyds British Training Services

(EAST AFRICAN REGION)

This is to certify that

Douglas Mbiki

of Royal Oilfield Logistics Services and Supply

successfully completed the following Training Course:

A Two Day Course in the

*Safe Use and Operation of a Mobile Crane using a Terrain
Crane 264lbs @ 10ft Radius Model AC-140 As Per BS7121
Loler / Puwer*

12/6/2014 - 12/7/2014

at the Premises of

SMP106 RIG

KENYA

CERTIFICATE NO:

597



DATE: *12/7/2014*



Lifting Equipment
Engineers Association

SIGNED:

Andrew Davies
East African Training Manager

**LLOYDS
BRITISH**



This is to certify that

DOUGLAS MBIKI

has successfully passed

RIGGING AND LIFTING
IN ACCORDANCE TO LOLER REGULATIONS

22/06/2007

SHAUN JOHNSON

DATE

ARCOS0012007/08

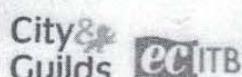
INSTRUCTOR/ASSESSOR

CERTIFICATE NUMBER

Authorised Signature:

IN ACCORDANCE WITH INTERNATIONAL, EUROPEAN AND BRITISH STANDARDS

Members and
associate members of:



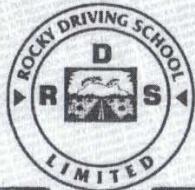
LEEA

The Old Carnegie Library, 361 Ormskirk Road, Wigan, Lancashire, WN5 9DQ

Office Tel: +44 (0)1942 215331 FAX: +44 (0)1942 211610

Web: www.biglift.co.uk E-Mail: sean@biglift.co.uk

ROCKY DRIVING SCHOOL LTD.



ROCKY ROCKS THE COMPETITION

DIPLOMA IN ADVANCED DRIVING
CLASS

=B C E=

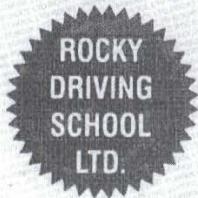
Awarded to

Principal

DOUGLAS N. MBIKI

Date

04.09.02



Current Position:	Welder
Name of Firm:	Home Art Construction Limited
Name of Staff:	Mathew Kalume Kalani
Profession:	Welder (Electrical)
ID. No:	10174784
Years of Experience:	10 years
Nationality:	Kenyan
Country of residence:	Kenya

Membership in Professional Societies: None

Detailed Tasks Assigned:

- ✓ Lays out, positions, and secures parts and assemblies according to specifications, using straightedge, combination square, callipers, and ruler.
- ✓ Tack-welds or welds components and assemblies, using electric, gas, arc, or other welding equipment.
- ✓ Cuts work piece, using powered saws, hand shears, or chipping knife.
- ✓ Melts lead bar, wire, or scrap to add lead to joint or to extrude melted scrap into reusable form.
- ✓ Installs or repairs equipment, such as lead pipes, valves, floors, and tank linings.
- ✓ Observes tests on welded surfaces, such as hydrostatic, x-ray, and dimension tolerance to evaluate weld quality and conformance to specifications.
- ✓ Inspects grooves, angles, or gap allowances, using micrometre, calliper, and precision measuring instruments.
- ✓ Removes rough spots from work piece, using portable grinder, hand file, or scraper.

pg. 1

Professional Qualifications:

December 2009: National Trade Test Certificate
Welder (Electrical) Grade III

Employment Record:

2017 - Present: HOME ART CONSTRUCTION LIMITED

2009 – 2016: GASHE INVESTMENT

Welder - Nairobi, Kenya.

pg. 2

NAME OF HOLDER MATHEW KALUME
..... KALANI
10174784

IDENTITY CARD No.....

PHOTOGRAPH OF HOLDER



Signature of Holder *[Signature]*

LEFT THUMBPRINT

RIGHT THUMBPRINT

No. 902250

TRADE WELDER (ELECTRIC)

ENDORSEMENTS

TESTED AT NAIROBI

ON 3.12.2009

[Signature]
Trade Testing Officer

[Signature]
Director, Industrial Training

T.T. 9

NOTES

This is to certify that the holder whose photograph signature and/or thumbprints appear hereon has passed a Grade III Trade Test qualifying him as shown.

This certificate is not valid if it contains any alterations whatsoever.

The certificate is the property of the Government and in the event of any query reference should be made to the Controller of Apprenticeship and Trade Testing, P.O. Box 40540, Nairobi.

Any endorsements are only valid if overstamped with embossing stamp of Trade Testing Section.

GPK 5205- 40m-3/99



NATIONAL
TRADE TEST
CERTIFICATE
GRADE III



Current Position:	Carpenter
Name of Firm:	Home Art Construction Limited
Name of Staff:	Musyoka Kithuka
Profession:	Fitter General
ID. No:	11077000
Years of Experience:	10 years
Nationality:	Kenyan
Country of residence:	Kenya

Membership in Professional Societies: None

Detailed Tasks Assigned:

- ✓ Cutting and shaping timber for floorboards, skirtings and window frames.
- ✓ Making and assembling doors, windows, frames, staircases and fitted furniture.
- ✓ Fitting wooden structures, floors, roof joists, roof timbers, staircases, partition walls, door and window frames.
- ✓ Installing skirting boards, door surrounds, doors, cupboards and shelving, as well as door handles and locks.
- ✓ Building temporary wooden supports for concrete as it sets, for example on building foundations.
- ✓ Making and fitting interiors for shops, offices and public buildings.

Professional Qualifications:

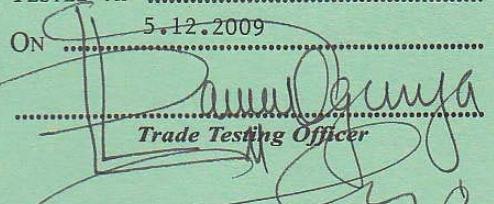
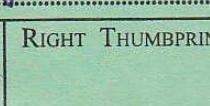
December 2009: National Trade Test Certificate
General Fitter Grade III

Employment Record:

2017 - PRESENT: HOME ART CONSTRUCTION LIMITED

2009 – 2016: GASHE INVESTMENT

Joinery and Fitting - Nairobi, Kenya.

NAME OF HOLDER	MUSYOKA KITHUKA
IDENTITY CARD No.....	907720
TRADE FITTER GENERAL	
PHOTOGRAPH OF HOLDER	
	
ENDORSEMENTS	
TESTED AT NAIROBI	
ON 5.12.2009	
	
Signature of Holder	
LEFT THUMPRINT	RIGHT THUMPRINT
	
Director, Industrial Training	

T.T. 9

NOTES

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Any endorsements are only valid if overstamped with embossing stamp of Trade Testing Section.



NATIONAL
TRADE TEST
CERTIFICATE
GRADE III

GPK 5205-40m-3/99



Current Customers & Projects.

11. COMPLETED AND ONGOING PROJECTS

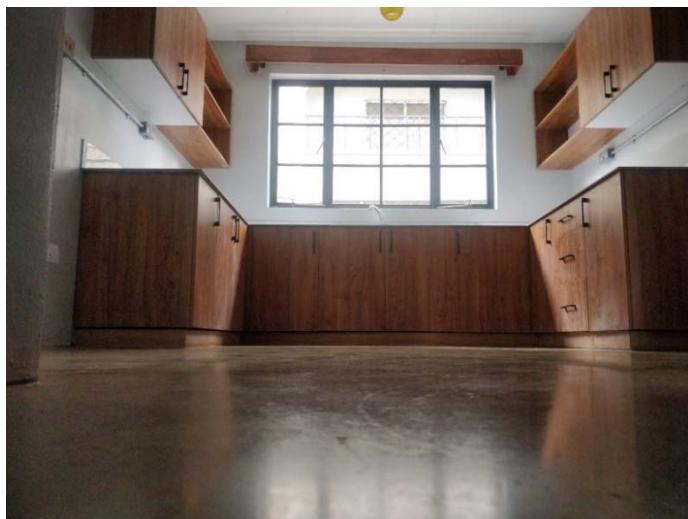
ITEM NO.	PROJECT NAME & LOCATION	CLIENT	PROJECT VALUE (KSHS)	STATUS
COMPLETED PROJECTS				
1.	Proposed 2 No. Residential Maisonettes in Kibichiko	MS Betty Mbene Kahuri and Mr. James Kahuri Mbene P.O. Box 73768-00200, Nairobi.	13,900,000.00	Completed on 06/07/2021.
2.	Proposed Refurbishment to Existing house in Lower Kabete	MS Lucy Hannan Plot No. 13066/8	7,990,000.00	Completed on 22/04/2021.
3.	Proposed Club House at Meru Makutano	M/S i604 Lounge Limited P.O. Box 2396-6020, meru Plot no. Ntima/Igoki/1790	6,270,000.00	Complete
4.	Proposed Residential House at Kitengela	Mr. Peter Wangila Maraka P.O. Box, 49303-00100 Plot LR. No. 100956(0.04Ha)	12,500,000.00	Complete
5.	Proposed Residential Swimming Pool at Karen	Mr Kimani Maina P.O. Box 1291 – 00502, Nairobi Plot No. Ndege road/Karen	18,500,000.00	Complete
6.	Proposed Residential Apartment at Embakasi	Mr. Kennedy Nyaata Anyieni P.O. Box 53388-00400 – Nairobi Plot No. 97/1890/538 & 539, Tassia	50,000,000.00	Complete.
7.	Proposed Residential House at Ngong	Mr. Nelson Nyabwari P.o. Box Plot No. Ngong/Ngong/57476	10,250,000.00	Complete.
8.	Proposed Maisonette at Utawala	Mr. John Walker P.O. Box 19714-00202, Nairobi Plot No.	6,890,000.00	Complete
ONGOING PROJECTS				
9.	Proposed Furniture Workshop and Showhouse Construction in Ngong	Hardwood Furnitures (E.A.) Ltd. P.O. Box 21749-00100, Nairobi. Plot No. Ngong/ Ngong/95062	35,000,000.00	Ongoing. Casting of first floor slab ongoing.
10.	Proposed Seventh Day Adventist Church – Utawala	Utawala S.D.A. Church P.O. Box Plot No.	35,600,000.00	Ongoing. Ground floor walling ongoing.
11.	Proposed Apartment at Thika	Mrs. Angelica Wangui Ndungu P.O. Box, 1789-01000 – Thika Plot L.R. No. 4953/1163(0.1086Ha)	63,000,000.00	Complete
12.	Proposed Apartment at Riruta Satellite	Mr. Julius Mwangi P.O. Box, 30075 – Nairobi Plot No. Dagoretti/Riruta/S.228	46,500,000.00	Complete
13.				

11.1. COMPLETED PROJECTS

Client	Mr. James Kahuri Mbene
Project	Construction of Residential Houses in Kibichiko.
	Project Cost Kshs 13.9 Million.









Certificate of Compliance

Project Name : Proposed Residential Houses on Plot L.R. No. Kabete/ Kibichiko/ 1961

Project Location : Kiambu

Developer(s) : Betty Mbene Kahuri and James Kahuri Mbene

Address : LR # Kabete/ Kibichiko/ 1961 73768-00200 Nairobi

Project Cost : Kshs 13,900,000.00

Main Contractor : 23301/B/0416 - HOME ART CONSTRUCTION LIMITED

I certify that above project is fully compliant with the requirements of
Section 31, (1) and (2) of the National Construction Authority Act No. 41 of 2011
and Regulation 25 of the National Construction Authority Regulations 2014

PROJ. REG. NO. : 40611915710039

DATE : 27-May-2020



Executive Director/ Registrar of Contractors





Certificate of
**Practical
Completion or
Section
Completion**

Issued by: George Arabbu
Address: SITESCAPE STUDIO LIMITED
P.O. Box 20111 - 00100, Nairobi.

Employer: BETTY MBENE KAHURI & JAMES KAHURI MBENE
Address: P.O. Box 73768 - 00200, Nairobi.

Contractor: HOME ART CONSTRUCTION LIMITED
Address: P.O. Box 26037-00504, Mchumbi Road Nairobi.

Job reference: A17-15

Certificate no: PC001-21

Issue date: 22nd July 2021

Works
situated at: Plot L.R. No. Kabete/Kibichiko/1961

Contract dated: 17th April 2020

Under the terms of the above-mentioned Contract, I/we hereby certify that in
my/our opinion Practical Completion of

*Delete as
appropriate

* the Works

X Section X to XXXXXXXX of the works X

has been achieved and the Contractor has complied with all requirements for
Practical Completion

on 21st July 20 21

To be signed by or for
the issuer named
above

Signed

Distribution

Employer

Contractor

Other recipients: Financier

Copy on file

(c) SITESCAPE STUDIO LIMITED 2021

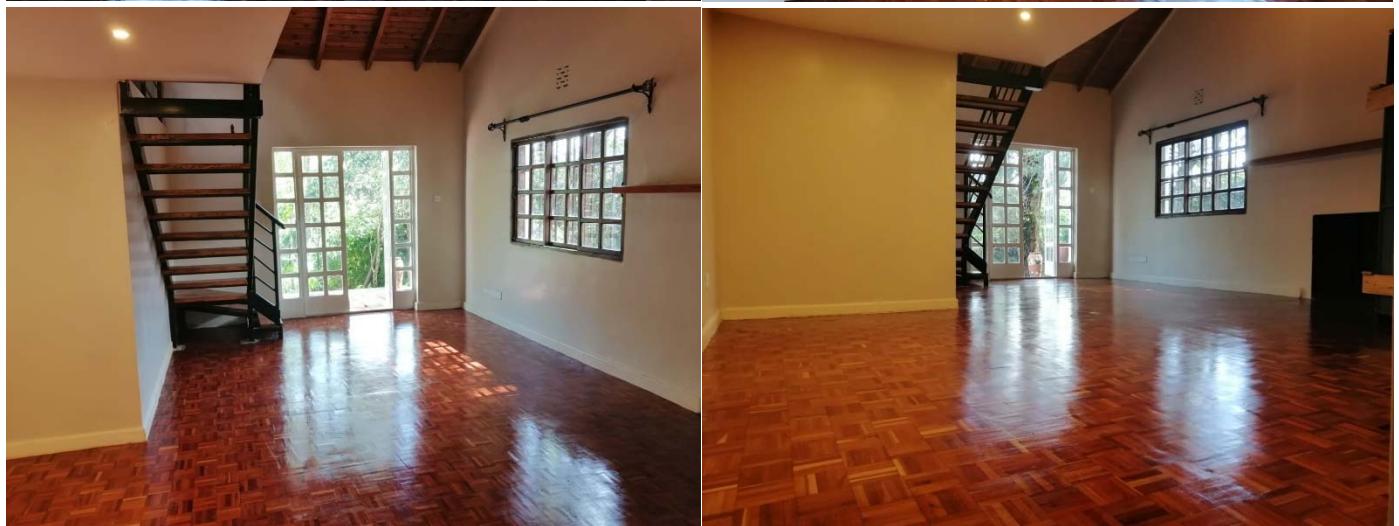
Client

Project

Lucy Hannan

Proposed refurbishment on existing residential house on Plot L.R. No 13066/8. Worth Kshs 7.99M



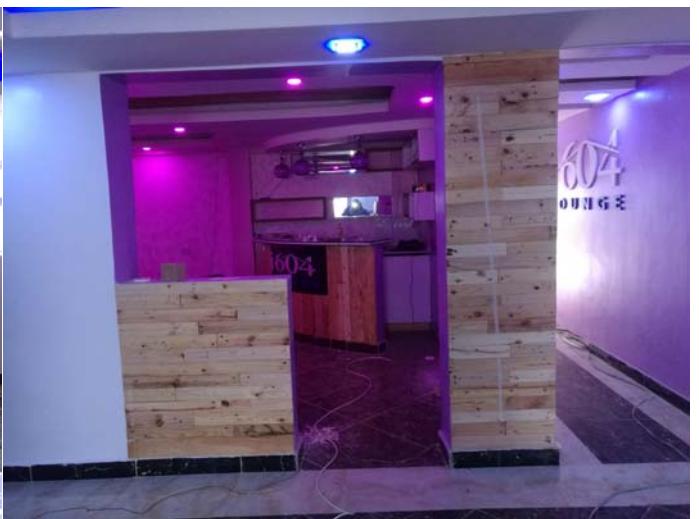


Client

i604 Lounge Limited

Project

Design & Construction of i604 Lounge. Project worth Kshs 6.27 Million.



Client

Mr. Peter Wangila Maraka

Project

Proposed Design and Construction of a Residential House at Kitengela worth Ksh 12.5 Million.



Client

Mr Kimani Maina

Project

Construction of a residential swimming pool at Karen. Project worth Kshs 13.5 Million.



Client

Mr. Kennedy Nyaata Anyieni

Project

Construction of an Apartment in Tassia.

Project Cost Kshs 50 Million.





Client

Mr. Nelson Nyabwari

Project

Construction of a 4 bedroom Maisonette in Ngong. Project Cost Kshs 10.25 Million.



Client

Mr. John Walker

Project

Design and build of 3 bedroom Maisonette at Utawala
worth Kshs 6.89 million.



ONGOING PROJECTS

Client

Hardwood Furnitures (E.A.) Ltd

Project

Construction of Godowns in Kiserian.

Project Cost Kshs 35 Million.



Certificate of Compliance

Project Name : Proposed Furniture Workshop and Showhouse Construction in
NGONG/NGONG/95062

Project Location : Kajiado

Developer(s) : Hardwood Furnitures (E.A). LTD

Address : 21749-00100, Nairobi

Project Cost : Kshs 76,087,300.00

Main Contractor : 23301/B/0416 - HOME ART CONSTRUCTION LIMITED

I certify that above project is fully compliant with the requirements of
Section 31, (1) and (2) of the National Construction Authority Act No. 41 of 2011
and Regulation 25 of the National Construction Authority Regulations 2014

PROJ. REG. NO. : 46618315710571

DATE : 30-Jan-2020



Executive Director/ Registrar of Contractors



PROPOSED DEVELOPMENT OF FURNITURE WORKSHOPS AND SHOWHOUSE

CLIENT

HARDWOOD furnitures

P.O. BOX 21749-00100, NAIROBI.

ARCHITECT

ARCH. OBED A. AKUMA

P.O. BOX 11765-00100, NAIROBI.

STRUCTURAL / CIVIL ENGINEERS

ENG. TITUS NGUNGU WAKERU

P.O. BOX 23225-00100, NAIROBI.

QUANTITY SURVEYOR

Q.S. ANTHONY MBUGUA GATHONI

P.O. BOX 50581-00100, NAIROBI.

CONTRACTOR

HOME ART CONSTRUCTION L.T.D

P.O. BOX 23067-00504, NAIROBI.

APPROVAL NUMBERS

COUNCIL

PKN / 464 / 2019

N.E.M.A.

KJD / PR / 4969

N.C.A.

46618315710571



Client

Utawala Seventh Day Adventist (S.D.A.) Church.

Project

Proposed Design and build of 1500 seater Chucrh at Utawala worth Kshs 35.6 Million.







Client

Mrs. Angelica Wangui Ndungu

Project

Construction of a two and three bedroom Apartment at Thika. Project worth Kshs 63 Million.



Client

Mr. Julius Mwangi

Project

Proposed Design and build one bedroom and bedsitter Apartment at Riruta Satellite Worth Kshs 46.5 Million.



12. PLANT AND EQUIPMENT



a. Dumpy Level



b. Vibrators



c. Concrete Mixer



d. Welding Machine



e. Hand Compactor



f. Grinder



g. Drills