

CONFIDENTIAL BACKGROUND  
SCREENING REPORT



Candidate's Name Dorcas Kirarei

Report Status Final Report

SOW NO. 3051

Position Hired EABL

Screening Package EABL STANDARD PACKAGE

Reference NO. EABL-RQ-1629094257825-LEQV



IDENTITY

| DESCRIPTION   | DETAILS VERIFIED       |
|---------------|------------------------|
| Names         | KIRAREI DORCAS JEPTUM  |
| ID No.        | 27964976               |
| Date of Birth | 12/30/1989 12:00:00 AM |
| Gender        | FEMALE                 |

COMMENTS

The candidate is a Kenyan citizen and is of legal employment age, her identity details i.e. names, date of birth and I.D No. concur with the records at the registrar of persons as authenticated against the Integrated Population Registration System Database.

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## EDUCATION

| DESCRIPTION       |                  | DETAILS PROVIDED                      | DETAILS VERIFIED                      | MATCH | NO MATCH |
|-------------------|------------------|---------------------------------------|---------------------------------------|-------|----------|
|                   | Institution Name | MOI UNIVERSITY                        | MOI UNIVERSITY                        | ✓     |          |
|                   | Years            | 17 DECEMBER 2013                      | 17/December/2013                      | ✓     |          |
| HIGHEST EDUCATION | Course           | BACHELOR OF LAWS                      | BACHELOR OF LAWS                      | ✓     |          |
|                   | Specialization   | LAWS                                  | LAWS                                  | ✓     |          |
|                   | Awards           | SECOND CLASS HONOURS (UPPER DIVISION) | SECOND CLASS HONOURS (UPPER DIVISION) | ✓     |          |

## COMMENTS

V. Chepleting for Deputy Vice Chancellor (A, R, E) confirmed that Dorcas Kirarei Jeptum was a bona fide student in the School of Law and that she studied a course leading to the conferment of Bachelor of Laws, Second Class Honours (Upper Division). She graduated during the 29<sup>th</sup> congregation for the conferment of degrees and award of diplomas that was held on 17<sup>th</sup> December 2013.

The certificate provided by the candidate was issued by the institution

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PROFESSIONAL QUALIFICATION

| DESCRIPTION             | BODY                 | REGISTRATION DATE | MEMBERSHIP NUMBER | STATUS | CERTIFICATE |
|-------------------------|----------------------|-------------------|-------------------|--------|-------------|
| Professional Membership | LAW SOCIETY OF KENYA | N/A               | P/105/12198/16    | ACTIVE |             |

COMMENTS

Law Society of Kenya confirmed that Kirarei Dorcas Jeptum of practice number P.105/12198/16 is an active member of the Society and currently practicing at Iseme Kamau and Maema

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## EMPLOYMENT

| DESCRIPTION                                      | DETAILS PROVIDED   |  | DETAILS VERIFIED   |  | MATCH | NO MATCH |
|--|--------------------|--|--------------------|--|-------|----------|
| ISEME KAMAU & MAEMA ADVOCATES (SECONDED TO EABL) | Organization       | EAST AFRICA BREWERIES (SECONDMENT) LIMITED | Organization       | ISEME KAMAU & MAEMA ADVOCATES (SECONDED TO EABL) | ✓     |          |
|  | Years              | AUG 2020 - TO DATE                         | Years              | NOT PROVIDED BY THE EMPLOYER                     |       | ✓        |
|  | Position           | ASSISTANT LEGAL COUNSEL                    | Position           | NOT PROVIDED BY THE EMPLOYER                     |       | ✓        |
|  | Reason for Leaving | CURRENTLY EMPLOYED AT THE COMPANY          | Reason for Leaving | CURRENTLY EMPLOYED AT THE COMPANY                | ✓     |          |

## COMMENTS

### Iseme Kamau & Maema Advocates (Seconded to EABL)

Kamau Karori MBS, C. Arb, Senior Partner confirmed that Dorcas Kirarei is currently working for EABL seconded by Iseme Kamau & Maema Advocates

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## EMPLOYMENT

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|-------------------------------|--------------------|------------------------------------|--------------------|-----------------------------------|-------|----------|
| ISEME KAMAU & MAEMA ADVOCATES | Organization       | ISEME KAMAU & MAEMA ADVOCATES      | Organization       | ISEME KAMAU & MAEMA ADVOCATES     | ✓     |          |
|                               | Years              | MAR 2020 - TO DATE                 | Years              | NOT PROVIDED BY THE EMPLOYER      |       | ✓        |
|                               | Position           | LEGAL ASSOCIATE DISPUTE RESOLUTION | Position           | NOT PROVIDED BY THE EMPLOYER      |       | ✓        |
|                               | Reason for Leaving | CURRENTLY EMPLOYED AT THE COMPANY  | Reason for Leaving | CURRENTLY EMPLOYED AT THE COMPANY | ✓     |          |

## COMMENTS

### Iseme Kamau & Maema Advocates

Kamau Karori MBS, C. Arb, Senior Partner confirmed that Dorcas Kirarei is currently working for at Iseme Kamau & Maema Advocates

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## EMPLOYMENT

| DESCRIPTION                                     | DETAILS PROVIDED   |   | DETAILS VERIFIED   |   | MATCH | NO MATCH |
|---|--------------------|---|--------------------|---|-------|----------|
| SHEERLOGIC MANAGEMENT CONSULTANT LIMITED (EABL) | Organization       | EAST AFRICA BREWERIES LIMITED                                 | Organization       | SHEERLOGIC MANAGEMENT CONSULTANT LIMITED (EABL) | ✓     |          |
|   | Years              | OCT 2016 - JAN 2020   | Years              | 3RD OCT 2016 - 31ST DEC 2019                    | ✓     |          |
|   | Position           | ASSISTANT LEGAL COUNSEL - SUPPLY CHAIN & CORPORATE GOVERNANCE | Position           | ASSISTANT LEGAL OFFICER                         | ✓     |          |
|   | Reason for Leaving | NOT PROVIDED BY THE CANDIDATE                                 | Reason for Leaving | CONTRACT EXPIRY                                 |       | ✓        |

## COMMENTS

### Sheerlogic Management Consultant Limited (EABL)

Erastus Musundi, Sheerlogic Site Manager confirmed that Dorcas Kirarei worked as an Assistant Legal Officer from 3<sup>rd</sup> October 2016 to 31<sup>st</sup> December 2019 when her contract expired

### *Any disciplinary cases*

✓ No

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EMPLOYMENT

| DESCRIPTION               | DETAILS PROVIDED   |   | DETAILS VERIFIED   |   | MATCH | NO MATCH |
|---------------------------|--------------------|---|--------------------|---|-------|----------|
| SIRMA & COMPANY ADVOCATES | Organization       | SIRMA & COMPANY ADVOCATES                         | Organization       | SIRMA & COMPANY ADVOCATES                       | ✓     |          |
|                           | Years              | JAN 2016 - SEP 2016                               | Years              | 24TH JAN 2016 - SEP 2016                        | ✓     |          |
|                           | Position           | ASSOCIATE - COMMERCIAL, CONVEYANCING & LITIGATION | Position           | COMMERICIAL, CONVEYANCING & LITIGATION ADVOCATE | ✓     |          |
|                           | Reason for Leaving | NOT PROVIDED BY THE CANDIDATE                     | Reason for Leaving | SHE GOT EMPLOYMENT AT EABL                      |       | ✓        |

COMMENTS

Sirma & Company Advocates

Vayonda Sirma, Managing Partner confirmed that Dorcas Jeptum Kirarei interned as a Commercial, Conveyancing and Litigation Advocate from 24<sup>th</sup> January 2016 to September 2016 when she got employment at EABL

Dorcas returned the company assigned work tools and she does not owe the company any money

Vayonda would rehire Dorcas noting that she was a very independent person, a hard worker and she met deadlines. She worked with less supervision and researched on new tasks. She was an honest person

Duties and Responsibilities

- ✓ Did briefs on commercial and land matters
- ✓ Family law draft agreements for sale of land and properties
- ✓ Undertook transfer of the same after conducting due diligence and incorporate compensation

Level of supervision

- ✓ She required little to low supervision

Candidate’s ability to learn and perform tasks assigned

- ✓ She was very competent in her area of practice and required little to no supervision
- ✓ A fast learner and a diligent worker

Punctuality and attendance

- ✓ Punctual and consistent

How the candidate related with others

- ✓ She was team player
- ✓ Very cautious and cooperative

Candidate’s overall work performance and job knowledge compared to others in the job

- ✓ She headed conveyancing department
- ✓ Well versed with the Kenyan Law and common wealth law
- ✓ She was always keen on her research if give a new task

Candidate’s strength

- ✓ Very honest person
- ✓ Diligent
- ✓ Independent

Any disciplinary cases

- ✓ None

Any misconduct involving financial losses to the organization

- ✓ None

Whether the candidate completed her internship period

- ✓ Yes

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## EMPLOYEMENTTENURE

| EMPLOYEMENT TENURE                               |  |                              |                                   |
|--|--|------------------------------|-----------------------------------|
| Company  | Position                                       | Period                       | Reason for Leaving                |
| ISEME KAMAU & MAEMA ADVOCATES (SECONDED TO EABL) | NOT PROVIDED BY THE EMPLOYER                   | NOT PROVIDED BY THE EMPLOYER | CURRENTLY EMPLOYED AT THE COMPANY |
| ISEME KAMAU & MAEMA ADVOCATES                    | NOT PROVIDED BY THE EMPLOYER                   | NOT PROVIDED BY THE EMPLOYER | CURRENTLY EMPLOYED AT THE COMPANY |
| SHEERLOGIC MANAGEMENT CONSULTANT LIMITED (EABL)  | ASSISTANT LEGAL OFFICER                        | 3RD OCT 2016 - 31ST DEC 2019 | CONTRACT EXPIRY                   |
| SIRMA & COMPANY ADVOCATES                        | COMMERICAL, CONVEYANCING & LITIGATION ADVOCATE | 24TH JAN 2016 - SEP 2016     | SHE GOT EMPLOYMENT AT EABL        |

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## GAP IDENTIFICATION AND ANALYSIS

| Name             | From     | To       | Comments   |
|------------------|----------|----------|--|
| EMPLOYMENT GAP 1 | JUL 2015 | JAN 2016 | Dorcas Kirarei has an employment gap period of 5 Months; from when she left Kemboy Advocates in July 2015 to when she joined Sirma & Co. Advocates in Jan 2016. During that period, Dorcas confirmed that she took a sabbatical and she had an opportunity to travel to the USA to visit family. She returned in early January |

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## CREDIT INFORMATIONCHECK

| DESCRIPTION          | COMMENTS  |                     |                       |                          |
|----------------------|---|---------------------|-----------------------|--------------------------|
| Credit Report        | 1 open loan accounts<br>1 closed loan accounts. |                     |                       |                          |
| Open loan accounts   |   |                     |                       |                          |
| <i>Institution</i>   | Type of Loan                                    | <i>Total Amount</i> | <i>Balance Amount</i> | <i>Amount &amp; Days</i> |
| Closed loan accounts |   |                     |                       |                          |
| <i>Institution</i>   | Type of Loan                                    | <i>Total Amount</i> | <i>Balance Amount</i> | <i>Amount &amp; Days</i> |
| N/A                  | N/A   | KES. 0              | KES 0                 | KES 0                    |
| FULIZA M-PESA        | OVERDRAFT                                       | KES. 906            | KES 0                 | KES 0                    |

## COMMENTS

As of 23<sup>rd</sup> August 2021, Dorcas Jeptum Kirarei does not have an open loan account.

She however, has 1 closed loan account amounting to **KES 906** which she fully serviced as stipulated above

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## NATIONAL CRIMINAL DATABASE SEARCH

| NAME                  | IDENTITY NUMBER | POLICE CLEARANCE REFERENCE NUMBER | STATUS               |
|-----------------------|-----------------|-----------------------------------|----------------------|
| DORCAS JEPTUM KIRAREI | 27964976        |                                   | NO REPORTED OFFENSES |

## COMMENTS

Dorcias Jeptum Kirarei of Identity Number 27964976 has been searched in the Criminal Records Office database and has no known criminal record or results of Trial as confirmed by the Directorate of Criminal Investigations on 19th August 2021.

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## SOCIAL MEDIA

| DESCRIPTION      | ADVERSE STATUS           | SOCIAL MEDIA HANDLE  | COMMENTS |
|------------------|--------------------------|--|----------|
| FACEBOOK         | NO ADVERSE MENTION FOUND | N/A  |          |
| TWITTER          | NO ADVERSE MENTION FOUND | N/A  |          |
| LINKEDIN PROFILE | NO ADVERSE MENTION FOUND | <a href="https://www.linkedin.com/in/dorcaskirarei-22b2a6146/">HTTPS://WWW.LINKEDIN.COM/IN/DORCAS-KIRAREI-22B2A6146/</a> |          |
| GOOGLE SEARCH    | NO ADVERSE MENTION FOUND | N/A  |          |



## **LINKEDINPROFILE Photographic Evidence**

### **LINKEDINPROFILE Comments**

Following a thorough search using names, phone number and email address, Dorcas Kirarei's LinkedIn Profile has no record of adverse information.



## **GOOGLE SEARCH Photographic Evidence**

### **GOOGLE SEARCH Comments**

Following a thorough search using names, phone number and email address, Dorcas Jeptum Kirarei's Google Search has no record of adverse information.

Further to her Google search, we came across the below links associated with Dorcas Kirarei:

1. <https://www.dlapiperafrica.com/en/kenya/people/team/dorcas-kirarei.html>



## **FACEBOOK Photographic Evidence**

### **FACEBOOK Comments**

Following a thorough search using names, phone number and email address, Dorcas Jeptum Kirarei appears not to have a Facebook account



## **TWITTER Photographic Evidence**

### **TWITTER Comments**

Following a thorough search using names, phone number and email address, Dorcas Jeptum Kirarei appears not to have a Twitter account