



**EXECUTIVE OFFICE OF THE PRESIDENT**  
**CHIEF OF STAFF AND HEAD OF THE PUBLIC SERVICE**

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**P.O. Box 40530-00100**  
**Nairobi, Kenya**

**OP/CAB. 1/11/1 (256)**  
Ref. No. ....  
and date

**12<sup>th</sup> February, 2025**  
.....

Principal Secretary  
Ministry of Public Service & Human Capital Development  
**NAIROBI**

**REQUEST FOR REACTIVATION OF PERSONAL NUMBER AND SOURCE OF FUNDING**

The Public service commission Vide Letter Ref. No. PSC/1/2/IX/ (26) dated 9<sup>th</sup> January, 2025 appointed the under listed officers under the Minorities and Marginalized Unit) on Local Agreement Terms for a period of 3 years w.e.f the date they assumed their duties in the Executive office of the President.

S/NO	NAME	PF NO.	JG	DESIGNATION
1.	Mr. Moses Kipchumba Barteng	20130013482	N	Principal Documentation/Research Officer
2.	Ms. Sharon Chemtai Manura	20230183848	L	Senior Communication and Advisory Services Officer

The purpose of this letter is to request for Personal Number for the officers to enable this office place them in the Payroll.

**J. MENZA**  
**FOR: DHRM&D**