

NYERI COUNTY GOVERNMENT  
HUMAN RESOURCES MANAGER

31 MAR 2023

RECEIVED

P.O. BOX 1112-10100, NYERI

# COUNTY GOVERNMENT OF NYERI



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Telephone 061 2030700  
NYERI

nyerigovernoroffice@gmail.com

## OFFICE OF THE GOVERNOR

Our Ref: CGN /GVN/APP/111/72/6

17th March, 2023

ENG. ABDI HANIF HUSSEIN

ID NO: 24689093

P.O BOX 107-60300

ISIOLO

### RE: LETTER OF APPOINTMENT

PURSUANT to the provisions of Article 179 (2)(b) of the Constitution of Kenya, 2010 and in exercise of the powers conferred by Section 30 (2)(d) of the County Governments Act, 2012, I hereby appoint you as a County Executive Committee Member in the County Government of Nyeri effective **28th March, 2023**.

As a County Executive Committee Member, your responsibility will be to aid and advise the Governor of Nyeri County. You will also be, individually and together with other Executive Committee Members, collectively accountable to the Governor for the exercise of your powers and performance of your functions – as per the provisions of Article 179(6) of the Constitution of Kenya, 2010. Further, you will be required to perform all the other responsibilities provided for under Article 183 of the Constitution of Kenya, 2010 and such other duties as may be delegated to you by the Governor.

In execution of your duties you may be required to attend before Committees of the County Assembly as provided under Section 39(2) of the County Governments Act, 2012.

As a County Executive Committee Member, you are bound by the Principle of Collective Responsibility. You are therefore not to...

① Decree - please check file for the newly appointed CEC - JH DTH

② Welfare  
Please ensure the state officer has all the documents  
\$ has filled all the documents  
JH - DTH  
3/4/2023

Payroll  
Please effect  
the letter of  
resignation  
of the previous holder  
JH  
DTH  
3/4/2023



position on any matter outside the County Executive Committee; neither are you at liberty to announce major policy decisions without having put the matter in question before the County Executive Committee. If, however, the matter is one of extreme urgency, then such announcement of policy must first be cleared with the Governor's office. You must, at all times, support the policies of the Government both in public and private.

In addition, as an Executive Committee Member, you will be responsible for ensuring that your Department operates efficiently and in particular that public resources are utilized effectively, transparently and that the principle of accountability is upheld.

Your specific duties and responsibilities will entail but are not limited to:

- (a) Implementing County Legislation;
- (b) Implementing within the County, National legislation to the extent that the legislation so requires;
- (c) Managing and coordinating the functions of the relevant County department(s);
- (d) Preparing Proposed Legislation for consideration by the County Assembly;
- (e) Furnishing the County Assembly with full and regular County Reports;
- (f) Formulation, presentation and articulation of Executive Committee Memoranda, Sessional Papers, and other policy issues emanating from your department to the Executive Committee, County Assembly, Senate or any other fora as may be appropriate;
- (g) Responding to County Assembly questions touching on your department;
- (h) Providing policy direction and guiding the department on Policy issues to be implemented;
- (i) Appointing board/committee members for institutions falling under your department in accordance with the applicable statutes; and
- (j) Performing any other functions conferred on you by the Constitution, County or National legislation.

I expect that you will do your utmost to discharge your duties diligently and wholeheartedly for the benefit of the people of this county and the country at large.

Kindly note you shall be required to sign a performance contract within three months of your acceptance of these terms and subsequently within one month after the beginning of each financial year. The performance contract will be the basis of evaluating your performance.

The office of the County Executive Committee member is a State Office. In this connection, your attention is drawn to Chapter 6 of the Constitution of Kenya, 2010, the Leadership and Integrity Act, 2012, the Public Officers Ethics Act, 2003 and the Nyeri County Leadership and Integrity Code for State Officers concerning the conduct of State Officers.

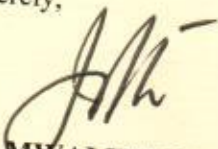
The remuneration and benefits for this office are as set and regularly reviewed by the Salaries and Remuneration Commission. The current remuneration and benefits are expounded in Appendix I of this letter.

Kindly note that your appointment to this office is at the pleasure of the Governor, and that termination would be at his discretion upon loss of confidence that you no longer possess the ability to perform your functions or pursuant to Section 14(2) of the County Governments (Amendment) Act, No. 11 of 2020.

This appointment may also be terminated by either party giving a one - month notice in writing or paying one month's basic salary in lieu of notice or in accordance with the provisions of the Constitution of Kenya, 2010 and the County Governments Act, 2012.

I congratulate you on this appointment and wish you success.

Yours sincerely,



**H.E. HON. MWALIMU MUTAHI KAHIGA**  
**GOVERNOR NYERI COUNTY**

I ABDI HANIF HUSEIN of National ID no 24689093

accept the terms outlined in this appointment letter.

SIGNATURE [Signature] DATE 28/03/2023



## APPENDIX 1

### REMUNERATION AND BENEFITS OF EXECUTIVE COMMITTEE MEMBERS IN THE COUNTY GOVERNMENT

As per Vol CXXIV-No. 145 Kenya Gazette Notice – 8794 dated 27th July 2022.

Total Gross monthly remuneration package - **Kshs 404,250.**

#### Notes

1. The remuneration set herein will be payable to the state officer with effect from the date of swearing in of the state officer.
2. The monthly gross remuneration package is fixed for the term of the office of the state officer in the County Government.
3. Retirement benefit: A state officer serving or appointed to a fixed term of office shall be paid a service gratuity at the end of the term at the rate of 31% of the annual pensionable emoluments for the term served.
4. Group Life Insurance: A state officer shall be covered for a value equivalent to three times annual basic remunerative package.
5. Group Personal Accident: A state officer shall be covered for a value equivalent to three times annual basic remunerative package.
6. Car loan : A state officer serving in the office of the County Exexecutive Committee member shall be entitled to a car loan of upto Kshs. 4 million.
7. Mortgage benefit: A state officer serving in the office of the County Exexecutive Committee member shall be entitled to a mortgage benefit of upto Kshs. 20 million.
8. Daily Subsistence Allowance for local and foreign travels shall be paid to State Officers in the Executive of the County Governments as per the rates reviewed and set by SRC from time to time.
9. Airtime: Airtime shall be paid to County Executive Committee Members up to Ksh.10,000 per month.
10. Annual Leave Allowance for Members of the County Executive Committee shall be paid at the rate of Ksh. 10,000 per annum and leave days shall not be commuted to cash.

## **OTHER BENEFITS**

### **1. Accommodation and Subsistence Allowances (per diem):**

To be paid at the existing rates as set by the Salaries and Remuneration Commission.

### **2. Official car:** Chauffer driven official car.

### **3. Medical Scheme:**

Annual Medical Cover shall be provided per family for self, spouse and upto four dependent children below 24 years. However, in exceptional circumstances, dependent children beyond 24 years who are in school or persons with disability may be covered in the scheme on provision of appropriate evidence as follows;

i)	Inpatient	Kshs. 3,000,000
ii)	Outpatient	Kshs. 200,000
iii)	Maternity	Kshs. 100,000
iv)	Dental	Kshs. 50,000
v)	Optical	Kshs. 50,000

### **4. All other allowances and benefits not specified herein are not payable, unless subsequently set by SRC.**