



Kenya National Highways Authority

Quality Highways, Better Connections

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P.O Box 49712 - 00100 Nairobi, Tel 020 - 4954000 / 0700 423 606 Email dg@kenha.co.ke / Website www.kenha.co.ke

DIRECTORATE OF PLANNING, RESEARCH AND COMPLIANCE

INTERNAL MEMO

From: Director (PRC)	To: All Directors All Deputy Directors All Regional Directors All Corridor Directors
Ref: KeNHA/03.E/R&I/VOL. 13 (1215)	
Date: 17 th January, 2024	Copy to: Director General

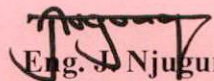
REQUEST FOR MATERIALS FOR INCLUSION IN THE CENTRAL KNOWLEDGE REPOSITORY DATABASE

During the FY 2022/2023, the Authority operationalized Automated Library/ Central Knowledge Repository. As part of contributing and facilitating effective realization of the Authority's mandate through access to information and critical knowledge resources by staff and stakeholders, the Central Knowledge Repository aims at enhancing knowledge sharing, transfer and dissemination within the Authority. This repository can be accessed through SharePoint database for reference and usage by all staff.

From the foregoing, the Research, Innovation and Knowledge Management Department is in the process of documenting various documents, reports and lessons learnt obtained from the following;

- a) Benchmark Reports
- b) Completed Projects Reports
- c) Feasibility Studies
- d) Environmental Social Impact Assessment Studies
- e) Monitoring and Evaluation Reports
- f) Technical Audit Reports
- g) Environmental Social Governance Reports
- h) Project Risk Assessment Reports
- i) Annual Authority Performance Reports
- j) Academic research thesis done by KeNHA staff related to KeNHA's mandate
- k) Collaborative Research Outputs
- l) Any other relevant documented reports, surveys and or publications.

The purpose of this memo is to request you to share soft copies of any of the above listed reports in your custody to be included in the Authority's Central Knowledge Repository to RI&KM Department through your respective Knowledge and Innovation Champions.


Eng. J. Njuguna Gatitu
DIRECTOR (PRC)

Encl:



OFFICE OF THE DIRECTOR GENERAL

From: Director General

To:

- | | |
|-----------------------------|----------------------------------|
| 1. Eng. Kevin Nyabuto | Development |
| 2. Eng. Kefa Seda | PPP |
| 3. Mr. Elijah Achimba | Enterprise Risk Management (ERM) |
| 4. Ms. Ellyjoy Riungu | SB&EP |
| 5. Ms. Mary Kerubo | Lower Eastern |
| 6. Mr. John M. Ndegwa | Central |
| 7. Eng. Jeckoniah Opudo | Nyanza |
| 8. Mr. Sebastian Joseph | North Eastern |
| 9. Ms. Janet Koskei | Western |
| 10. Mr. Augustus Muvea | Upper Eastern |
| 11. Eng. Peter Maruti | Coast |
| 12. Mr. Peter Otieno Okech | South Rift |
| 13. Mr. Paul Karicho | Finance |
| 14. Eng. Patrick Kibiti | Maintenance |
| 15. Ms. Priscillah Too | Administration |
| 16. Mr. Geoffrey Osiya | Nairobi |
| 17. Mr. Kennedy Okoth | ICT |
| 18. Mr. Ian Mudavadi | Legal |
| 19. Mr. Vincent Kaburu | Quality Assurance (QA) |
| 20. Ms. Staline cheptoo | Audit |
| 21. Eng. Austine Otoy | Highway Design and Safety (HDS) |
| 22. Mr. Abdinur Mohamend | Supply Chain Management (SCM) |
| 23. Ms. Linda Mule | Corridor B |
| 24. Mr. James Mutinda Mbuko | Corridor A |
| 25. Eng. Lydia Thuo | Corridor C |
| 26. Mr. Martin Kaurai | Human Resource Management (HRM) |
| 27. Ms. Evalyn Njoroge | North Rift |
| 28. Ms. Njeri Maganjo | PA, DG's Office |

Ref: KeNHA/03.E/R&I/Vol.11 (926)

Date: 26th May, 2023

RE: KNOWLEDGE AND INNOVATION CHAMPIONS

APPOINTMENT OF THE KNOWLEDGE AND INNOVATION CHAMPIONS.

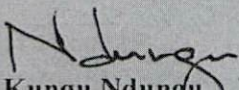
This is to inform you that you have been appointed as Knowledge and Innovation Champions for the Authority.

Your duties shall include:

1. Promote and support the value and benefits of Knowledge Management and Innovation initiatives in generating new knowledge, addressing challenges, and driving innovation within and across the business process.
2. Fostering a Knowledge Sharing and Innovation culture and collaboration within and across the business process.

3. Facilitating the formation of communities of practice, where individuals with shared interests or expertise can come together to exchange knowledge, share ideas and best practices.
4. Identify and capture valuable knowledge, innovative ideas and insights through Innovation and KM tools and technologies.
5. Facilitate documentation and submission of accurate, up-to-date knowledge resources (outputs) to the Knowledge Management Section, for upload/publishing on Central Knowledge Repository.
6. Support revenue-generating initiatives that drive growth and lead to the expansion of Authority's revenue streams by proactively identifying opportunities, build relationships and implementing strategies to generate new revenue.

This appointment is for the period up to **30th June, 2024**, but annual reviews shall be done to ascertain your contribution towards the above duties.


Eng. Kungu Ndungu
DIRECTOR GENERAL