

Curriculum Vitae

Mr. John Okumu Adhola

Date of Birth: 6th August, 1971

I/D No. 10377415

Academic Qualification: - Master of Rural Systems Management; The University of Queensland, **Australia**;

- BSc. in Agricultural Education and Extension (AGED), Egerton University, Njoro, **Kenya**.

Current Employment: Interim Manager, Regulation and Compliance, Fibre Crops Directorate (**Nairobi, Kenya**).

Education Background

Universities

Jan. 2006 to 31st Jul. 2007 : The University of Queensland, **Brisbane, AUSTRALIA.**
Master of Rural Systems Management
(Rural Development/Agricultural Extension)

Aug. 1990 to June 1995 : Egerton University, **Njoro, Kenya.**
BSc. in Agricultural Education and Extension
(Second Class Honors - Upper Division)

High School

Feb. 1986 to Nov. 1989 : Kabarnet High School, **Kabarnet, Kenya.**
Kenya Certificate of Secondary Education (K.C.S.E.), Mean grade B- (Minus)

Primary School

Jan. 1978 to Nov. 1985 : Igure Primary School, **Makutano, Kenya.**
Kenya Certificate of Primary Education (K.C.P.E.), 61 Points

Other Professional Courses Attended

22nd to 24th May, 2019 : ISO/IEC 17065:2012 Internal Quality Audit Training (**Kenya Accreditation Service, Nairobi, Kenya**)

24th to 26th April, 2018 : ISO/IEC 17065:2012 Implementation Course (**Kenya Accreditation Service, Nairobi, Kenya**)

13th to 17th March, 2017 : Legal Audit and Compliance for Public Institutions (**Kenya School of Law, Mombasa, Kenya**)

21st to 25th Nov. 2017 : Legislative Drafting (**Kenya School of Law, Nairobi, Kenya**)

13 th to 17 th Sept. 2016	:	Agriculture Value Chain Development and Analysis (Egerton University, Njoro, Kenya)
8 th March, 2016	:	Performance Management Training (Nairobi, Kenya)
27 th to 30 th April 2015	:	ISO 9001:2008 (QMS) Systems Requirements and Documentation Training (Nairobi, Kenya)
26 th to 28 th Feb. 2014	:	Better Cotton Initiative (BCI) Partners Training Program: Bigger & Better Together (Nairobi, Kenya)
19 th to 23 rd Feb. 2013	:	Manager-as-Mediator Course by Mediation Training Institute International, Kenya (Nyeri, Kenya)
7 th Jan. to 15 th Feb. 2013	:	Strategic Leadership Development Program at Kenya School of Government (KSG, Nairobi, Kenya)
26 th Sept. to 21 st Oct. 2012:		Senior Management Course at Kenya Institute of Administration (KIA, Nairobi, Kenya)
3 rd Nov. to 5 th Nov. 2010	:	Implementation of ISO 9001: 2008 (Nairobi, Kenya)
15 th to 27 th Nov. 2009	:	Advanced Course on Quality and Safety of Agro-products (Organized by Egerton University, Njoro and Nanjing Agricultural University, China)
16 th to 20 th June, 2008		Project Cycle Management (Ministry of Agriculture, Mabanga, Kenya)
6 th to 7 th December, 2007	:	Project Management Course (Australian Agency for International Development – AusAID, Nairobi, Kenya)

Major Areas of Training, Interest and Experience

- My postgraduate training emphasized on upgrading the knowledge and skills of professionals working in the rural and regional development area with courses focusing on practical work and community based training.
- Agricultural Extension and Management, with broad experience in Rural Development, Community Resource Mobilization, Participatory Rural Appraisal, Conflict Resolution and Negotiation.
- Facilitation, Management, Monitoring and Evaluation of donor funded development projects for agricultural, educational organizations and community groups and associations.
- Multi-disciplinary approach to strategic issues with key institutions in the agricultural sector to foster collaboration and partnerships.

Key Recent Performance Based Achievements

- Brought order and sanity in the sugar sub-sector by turning around the licensing and permitting process through automation and gazetting of brown sugar/mill white sugar import quota which is allowed into the country duty-free from COMESA Member States.
- Enhanced the regulatory framework in the fibre crops industry through promotion and adoption of automation of the licensing and permitting system, including imports and exports.

Address and Contact Details

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Current Remuneration : Basic salary – Kshs 188,967.00
House Allowance – Kshs 50,000.00
Commuter Allowance – Kshs 16,000.00

Gross salary = Kshs 254,967.00 (Per Month)

Employment History

i. Current Employment: 25th June, 2020 to Date

Deployment : Deputy Director, Regulation and Compliance,
Sugar Directorate (**Nairobi**)
Employer : Agriculture and Food Authority (AFA) **Nairobi,**
Kenya
Immediate Supervisor : Director: Sugar Directorate, **Nairobi, Kenya**

Key Responsibilities:

- ✓ Ensure compliance to the AFA Act 2013, Crops Act 2013 and other relevant regulations and Codes of Practice;
- ✓ Develop and implement compliance procedures including regular inspection of stakeholders premises to ensure compliance;
- ✓ Facilitate the development and implementation of a national product policy;
- ✓ Facilitate product standards development to harmonize and improve compliance across the value chain;
- ✓ Ensure execution of corrective actions; and advising the authority on appropriate trade compliance matters;

- ✓ Sensitize internal and external stakeholders, including small and medium enterprises (SME) on the regulatory framework and facilitate its successful implementation;
- ✓ Recommend for Board's consideration, applicants qualified for registration in the areas of buying, importing, exporting, packing and warehousing;
- ✓ Monitor crop imports, exports and domestic sales activities to ensure compliance to required safety and quality standards
- ✓ Facilitate improvement of overall industry efficiency by developing and promoting service level standards for critical activities;
- ✓ Facilitate improvement of industry skills and competencies including small, medium and large industry players;
- ✓ Develop and monitor an industry productivity enhancement programme
- ✓ Develop and monitor a framework for implementation of industry infrastructure; and
- ✓ Manage, develop, mentor and coach departmental staff and appraise their performance.

ii. 3rd February, 2015 to 24th June, 2020

Deployment : Interim Manager, Regulation and Compliance,
Fibre Crops Directorate (**Nairobi**)

Employer : Agriculture and Food Authority (AFA) **Nairobi,**
Kenya

Immediate Supervisor : Interim Head: Fibre Crops Directorate, **Nairobi,**
Kenya

Key Responsibilities:

- ✓ Ensure compliance to the AFA Act 2013, Crops Act 2013 and other relevant regulations and Codes of Practice;
- ✓ Develop and implement compliance procedures including regular inspection of stakeholders premises to ensure compliance;
- ✓ Facilitate the development and implementation of a national product policy;
- ✓ Facilitate product standards development to harmonize and improve compliance across the value chain;
- ✓ Ensure execution of corrective actions; and advising the authority on appropriate trade compliance matters;
- ✓ Sensitize internal and external stakeholders, including small and medium enterprises (SME) on the regulatory framework and facilitate its successful implementation;
- ✓ Recommend for Board's consideration, applicants qualified for registration in the areas of buying, importing, exporting, packing and warehousing;
- ✓ Monitor crop imports, exports and domestic sales activities to ensure compliance to required safety and quality standards
- ✓ Facilitate improvement of overall industry efficiency by developing and promoting service level standards for critical activities;

- ✓ Facilitate improvement of industry skills and competencies including small, medium and large industry players;
- ✓ Develop and monitor an industry productivity enhancement programme
- ✓ Develop and monitor a framework for implementation of industry infrastructure; and
- ✓ Manage, develop, mentor and coach departmental staff and appraise their performance.

iii. 20th July, 2009 to 2nd February, 2015

Deployment : Regional Manager, Fibre Crops Directorate (Cotton), Western Region, **Kisumu**

Employer : Agriculture, Fisheries and Food Authority (AFFA) **Nairobi, Kenya**

Designation : Senior Assistant Manager, Technical Services.

Immediate Supervisor : Interim Head: Fibre Crops Directorate, **Nairobi, Kenya**

Key Responsibilities:

- ✓ Providing effective management and administration of all the resources and activities in the region
- ✓ Coordinating all issues related to cotton development in the region
- ✓ Implementing strategies to improve production, processing and marketing systems for cotton in the region
- ✓ Preparing annual work plans and budgets, periodical and situational reports
- ✓ Liaising with other agencies in the region to promote cotton development
- ✓ Monitoring and evaluating developments in the sub-sector and advising stakeholders in the region
- ✓ Coordinating training programs for staff and farmers in the region
- ✓ Supervising enforcement of the cotton rules and regulations in the region as provided for in the Act.

iv. 21st June, 2009 to 19th July, 2009

Deployment : District Agricultural Officer – Nandi East district.

Employer : Ministry of Agriculture, **Nairobi, Kenya.**

Designation : Principal Agricultural Officer.

Immediate Supervisor : Provincial Director of Agriculture – **Rift Valley Province.**

Key Responsibilities:

- ✓ Coordination, management and advice on agricultural development policies, programs and projects within the district.
- ✓ Coordinate harmonization of extension approaches and methodologies of various project/programs in liaison with all stakeholders in the district.

- ✓ Advising statutory boards as represented at district level on technical aspects of their operations.
- ✓ Secretary to the District Agricultural Committee (DAC) and member of other boards and committees operating at district levels.
- ✓ Provision and improvement of administrative links between the provincial headquarters and the field services.
- ✓ Development and maintenance of improved management systems for the effective and efficient management of the extension services, assets and financial resources in the district.
- ✓ Coordination of formulation of work planning, budgets and reporting on all agricultural programs and projects.
- ✓ Liaise with research institutions, government departments and agencies, linked to agriculture and rural development within the district.
- ✓ Coordination of Human Resource development and effective utilization within the district.
- ✓ Development and coordination of agricultural information and dissemination within the district.
- ✓ Appraise and advice staff to enhance work performance.

v. 3rd June, 2009 to 20th June, 2009

Deployment : Deputy District Agricultural Officer – Nandi East district.

Employer : Ministry of Agriculture, **Nairobi, Kenya.**

Designation : Principal Agricultural Officer.

Immediate Supervisor : District Agricultural Officer – **Nandi East district.**

Key Responsibilities:

- ✓ Co-ordination of the Agricultural Extension Services, Research Liaison and Training programs in the district.
- ✓ Identifying manpower needs and training programs in the district.
- ✓ Coordination of training programs and tours in the district.
- ✓ Ensuring effective dissemination of relevant information and appropriate technology for use by the farmers and other stakeholders.
- ✓ Participating in monitoring and evaluation on the effectiveness and efficiency of extension services in the district.
- ✓ Liaising with divisions in promoting field days and agricultural shows.
- ✓ Promotion and coordination of agricultural stakeholder for a.
- ✓ Compiling sectional progress reports, work plans and budgets.

vi. 1st August, 2007 to 2nd June, 2009

Deployment : District Project Development, Monitoring and Evaluation Officer – Nandi East District.

Employer : Ministry of Agriculture, **Nairobi, Kenya.**

Designation : Principal Agricultural Officer.

Immediate Supervisor : District Agricultural Officer – **Nandi East** district.

Key Responsibilities:

- ✓ In charge of monitoring and evaluation of all projects and programs in the district in liaison with the District Development Officer. These projects include; Njaa Marufuku Kenya (NMK), National Agriculture & Livestock Extension Program (NALEP), National Agricultural Accelerated Input Acquisition Project (NAAIAP) and Smallholder Horticultural Marketing Project (SHoMaP).
- ✓ Coordination and documentation of broad based farm surveys for projects being implemented in the district.
- ✓ Developing project proposals based on the district baseline data and forwarding them to the headquarters and other agencies for possible funding consideration.
- ✓ Coordination and compilation of annual work plans, budgets, performance targets for both recurrent and development projects and programs in the district.
- ✓ Coordination and compilation of district progress reports, annual and semi-annual reports of project and programs including performance contract achievements for the district.
- ✓ Assessing staff training needs in all areas of programs and project planning, development, implementation, monitoring and evaluation and organizing technical staff training on project monitoring and evaluation.

vii. 19th February, 1999 to 31st December, 2005

Deployment : Divisional Agricultural Extension Officer/
Divisional Extension Coordinator - Lugari division.

Employer : Ministry of Agriculture, **Nairobi, Kenya**.

Designation : Agricultural Officer I / Senior Agricultural Officer.

Immediate Supervisor : District Agricultural Officer - **Lugari** district.

Key Responsibilities:

- ✓ Planning, coordinating, budgeting and Implementation of all agricultural and livestock projects in the division including NALEP and Livestock Development Program (LDP).
- ✓ Monitoring trends in crop production on weekly and monthly basis with the sole objective of ensuring food sufficiency in the division.
- ✓ Proper management and efficient use of available resources (both personnel and materials) for effective and smooth execution of all agricultural and livestock projects in the division.
- ✓ Monitoring and evaluation of all agricultural and livestock projects.
- ✓ Liaising and coordinating with other stakeholders / collaborators in the agricultural sector for efficient delivery of extension services to farmers. I established a **strong Divisional Stakeholder Forum (DivSHF)**.

- ✓ Guiding of divisional and field extension staff on both technical and non-technical issues related to their day-to-day activities through holding regular meetings.

viii. 27th May, 1997 to 18th February, 1999

Deployment : District Marketing and Farm Inputs/
Farm Management Officer – Lugari district.
Employer : Ministry of Agriculture, Livestock
Development and Marketing, **Nairobi, Kenya.**
Designation : Agricultural Officer II.
Immediate Supervisor : District Agricultural Officer - **Lugari** district.

Key Responsibilities:

- ✓ Monitoring agricultural produce movement in the district on monthly basis.
- ✓ Compiling weekly and monthly market prices of agricultural produce and inputs in local markets in liaison with the field extension staff.
- ✓ As the Executive Officer to the District Agricultural Committee (DAC)/ District Development Committee (DDC), advise on crop and Livestock value during compensation time.
- ✓ Monitoring trends in farm inputs supply and consumption.
- ✓ Monitoring of soil fertility through sampling, analysis and data interpretation.
- ✓ Training staff and farmers on farm inputs distribution chain.
- ✓ Planning, co-ordination and execution of farm management activities for staff and farmers in the district. I coordinated the development of **farm management guidelines** in collaboration with the other technical staff.
- ✓ Collecting, analyzing, compiling and disseminating input/output data from all agricultural enterprises to staff, farmers and other stakeholders.
- ✓ Liaising with all agencies involved in administering agricultural credit schemes.

ix. 4th July, 1995 to 26th May, 1997

Deployment : Permanent Appointment as a Graduate Teacher.
Employer : Teachers Service Commission (T.S.C),
Private Bag, **Nairobi.**
Immediate Supervisor : Headmaster, Kasisit Secondary School,
P.O. Box 298,
Kabarnet, Kenya.

Key Responsibilities:

- ✓ Agriculture and Biology teacher
- ✓ In charge of the school farm.
- ✓ Patron - Science Club (Participated up to the National level in Science Congress).

x. June 1991 to July 1992

Deployment : Temporary appointment as a teacher. (U.T)
Employer : Board of Governor.
Maji-Mazuri High School
P.O. Box 417,
Eldama – Ravine, Kenya
Immediate Supervisor : Headmaster, Maji-Mazuri High School.

Key Responsibilities:

- ✓ Agriculture and Biology teacher.
- ✓ In charge of the school farm.

Career Highlights

- Executive Dean's Commendation for High Achievement, 2006 and 2007 – School of Integrative Systems (Formally School of Natural and Rural Systems Management), The University of Queensland, Gatton, **Australia**

Skills and Competencies

- I enjoy **teamwork** and have worked in situations that have required me to perform in a variety of team roles, for example, during joint events bringing together staff from different Directorates.
- **Leadership experience** – I have worked in senior leadership positions in my recent working life where I have successfully led staff from diverse backgrounds. My greatest strength has been the ability to help colleagues recognize and exploit their full potential. This requires strategic and visionary leadership of which I have exhibited in all my places of work (*to date am the chair of the AFA Regulation and Compliance Caucus group*).
- **Critical thinking** – I have a high level of knowledge and skills needed to work with individuals, groups and communities especially in analyzing, planning, implementing and evaluating community based development programs and projects. I have always found myself employing this tool when faced with challenging situations, for example, in the year 2011, when there was a crush of cotton lint prices in the world and the farmers were stranded.
- Ability to understand **gender and HIV/AIDS** related issues – I have been at the forefront of mainstreaming these issues as cross-cutting in my day-to-day activities.
- **IT skills** – The Authority has embraced IT as a medium of communication in the day-to-day operation. I use internet in all my work and am able to use all Microsoft Office softwares while communicating within and outside the organization. My recent achievement in this area include the introduction of Kenya Single Window System for issuance of sisal export permits.

- I also have an in-depth understanding of the theories and models of **change and innovation** as they apply in rural and regional settings.
- I have a strong background in **negotiation and conflict resolution** which I have applied in dealing with difficult situations.

Language Skills

- English – Speak fluently and read/write with high proficiency
- Swahili – Native language

Professional Affiliations

- Associate member of Kenya Society for Agricultural Professionals (KESAP)

Referees

- (a) Rosemary Owino,
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- (b) Mr. David Olang,
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- (c) Ms Jodie Kowaltzke,
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