

# **CURRICULUM VITAE**

## **JAMES K. METTO**

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## **MEMBERSHIP OF PROFESSIONAL ORGANIZATIONS**

**Member:** American Society of Quality (ASQ) – **Full Member No. 64227147**

**Member:** Association of Energy Professional - Eastern Africa (EAP-EA)

**Member:** Environmental Institute of Kenya (EIK) – **Cert. No. 2,000,77**

**Associate Expert:** Registered as an Environmental Impact Assessment/Audit Expert (**Reg. No. 8574**)

**Registered Graduate Engineer:** Registered as a Graduate Engineer with the Engineers Board of Kenya (**Reg. No. B9903**)

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## **CAREER SUMMARY**

I am an ambitious and goal-oriented engineer with experience in industry and a penchant for excellence. I thrive in working with team players to achieve results.

I possess a vast experience across the East and Central African region in the quality management, Environmental management, Health & Safety and Climate Change Sectors with specialization in Process Improvement, Root Cause Analysis, System's Certification based on ISO Standards and Climate Change Services (CDM, VCS and Gold Standard).

My professional objective is to offer service in a relevant and challenging position in an enabling corporate environment where I would be able to add value using acquired knowledge, skills and experience in order to contribute to achievement of corporate goals. I aspire to work hard and work well with driven individuals to craft, develop and implement projects that will create a greater good for the community and company.

I've been a part of great teams that have been able to harness their collective strengths and creativity to come up with practical solutions. I want to continually better myself in this regard in whatever roles may come in my future career life. Additionally, I'm fully aware of the importance of the concept of sustainability in the modern day world. My experience has instilled in me the need to not only work for a profit-oriented goal but to also ensure that the general environment and financial prudence are not compromised.

## **ACADEMIC QUALIFICATIONS**

**May 2011 to 2015**      **Jomo Kenyatta University of Agriculture and Technology**  
Master of Science in Environmental Legislation and Management

**1994-1999**              **University of Nairobi**  
BSc Agricultural Engineering

## **WORKING EXPERIENCE**

**Dec 2017 to Date: Chief Engineer – Clean Development Mechanism; Kenya Electricity Generating Company Limited**

### **Responsibilities**

Development and management of the Company's carbon asset portfolio, new markets mechanisms and various approaches for monetization of Certified and Verified Emission Reductions, community development programs, adaptation and the Greenhouse Gas Protocols and reporting for the company. The specific focus areas include the following;

- a) Implementation of monitoring of CDM Projects in relation to the QA/QC procedures of the Company's CDM processes and training of Stakeholders with respect to CDM requirements
- b) Implementing analysis of monitoring, reporting and verification data of registered projects as scheduled.
- c) Implementing CDM auditing and initiate calibration of monitoring equipment to ensure quality control and quality assurance of data used in the monitoring report.
- d) Updating of the grid emission factor for use in determination of emissions reductions and documented in the quarterly and annual monitoring reports.
- e) Liaising with national and international organizations' dealing in CDM project process
- f) Ensuring legal compliance of the identified community programs and/or projects e.g. EI&SA's including standards and regulations used in monitoring of such projects, as well as carbon projects.
- g) Assessing vulnerability of KenGen's renewable energy systems to climate change and identification of adaptation options to reduce overall vulnerability.

**Jul 2010 to Nov 2017: Senior Engineer – Quality; Kenya Electricity Generating Company Limited**

### **Experiences and Skills**

#### **Quality and Environmental Management Systems**

My responsibilities included Implementing ISO 9001 and ISO 14001 management systems where I was instrumental in leading teams in planning, implementation and monitoring of the systems through audits. I was a key resource person in KenGen ISO Certification for over Seven years. Highlights of some of my responsibilities are as detailed below;

- a) Coordination and management of both the quality, environmental and Health & Safety management systems in line with the requirements of international standards
- b) Support of monitoring of CDM Projects in relation to the QA/QC procedures of the Company's CDM processes and training of Stakeholders with respect to CDM requirements

- c) Planning and implementing periodic audits of work practices to check compliance with established operational standards.
- d) Coordination and initialization of follow-ups of the organization's internal and external audits. The External Audits include those carried out by our ISO Certification Body, NEMA Self Audits and ERC HSE Audits.
- e) Managing and organizing a team of over 100 Internal Auditors in implementation of internal systems audits
- f) Provision Quality, Environment and Safety awareness training to employees and contractors
- g) Development and implementation of processes, methods and tools designed to measure, evaluate and monitor the company's Quality performance.
- h) Maintenance, analysis and trending of the Company's quality & environmental management systems' performance as part of the continual improvement processes
- i) Implementation of business processes improvement initiatives.

### **Incident Investigation & Management**

Member of the committee that was appointed to carry out investigation on the oil spillage incident that occurred at the Kipevu Thermal power plant in Mombasa with the objective of prevention of recurrence of similar incidents.

### **Occupational health & safety management systems**

As a member of KenGen's Health and Safety Committee and competent based on training approved by the Directorate of Occupational Health & Safety, I have been involved in hazard identification, management, carrying out of drills, formulation of emergency response plans and implementation of safety awareness trainings.

### **Oct 2005 to Jul 2010: Bureau Veritas Certification East Africa**

#### **Responsibilities**

#### **1. System Certification Services – Certification Manager/Lead Auditor**

- a) Maintaining local accreditations of Bureau Veritas Certification by ensuring conformance to the accreditation requirements (UKAS and ANAB QMS and EMS) within Bureau Veritas Kenya Ltd
- b) Implementation of the certification activities comprising of pre-assessment, certification/re-certification and surveillance audits on Quality Management Systems, Environmental Management Systems, Occupational Health and Safety Management Systems.
- c) Ensuring compliance of Certification activity at Bureau Veritas Certification Kenya
- d) Management of a pool of Auditors in ensuring that customer requirements were met with respect to System Certification Services

#### **2. System Certification Services – Technical Manager/Lead Auditor**

- a) Ensuring the certification system standards are complied with in all certification activities.
- b) Conducting a technical review of the certification documentation and audit report(s)
- c) Planning, coordination and management of the system certification services
- d) Over 2, 800 man hours of third party certification Audits comprising of Quality, Environment, Occupational health and Safety management System.
- e) Ensuring the certification system standards are complied with in all certification activities.
- f) Participated as a member of the Audit Team for the NEMA Self Audits conducted by BV as a firm of Experts on behalf of its clients

- g) Undertaking internal compliance audits of the certification quality management system within the organization in accordance with formal audit schedule.

### **3. Climate Change Services – Lead Verifier**

- a) Validation and Verification of CDM, VCS and GS Projects in East and Central Africa as per UNFCCC/VCS/GS requirements for registration and issuance of certified CER's and VCU's
- b) Carrying out document review of the proposed CDM, VCS or Gold standards projects to ensure compliance to established requirements for both the regulated as well as the voluntary market.

### **Aug 2002 to Sept 2005: Quality Inspectors Limited**

#### **Responsibilities**

#### **Quality Inspection Team Leader/Radiation Safety Officer**

- a) Implementation radiation safety assessment, radiation monitoring and evaluation for the Company Staff undertaking Radiography as part of the Non Destructive Testing services to its clients
- b) Implementation radiation safety assessment, radiation monitoring and evaluation for external customers (Hospital Industry)
- c) Implementation of Pre-shipment Inspection of goods for various organizations including Population Services International (Bed nets), Baltic Control for various goods including those for Catholic Relief Services Rwanda, and the required pre-export inspection for goods destined for Burundi.
- d) Second Party Audits comprising, acceptance testing of materials for UNICEF, Techno Relief Service and DFID among others
- e) Monitoring manufacturers' quality assurance procedures in compliance to customer requirements

### **Jun 2001 – Dec 2001**

#### **Kenya Seed Company Limited - Field Assistant**

Implementation of quality assurance procedures in the production of seeds through constant evaluation and monitoring of the crops at various stages and giving appropriate advice for immediate corrective action by farmers

### **Jun 2000-May 2001**

#### **Kencell Communications Limited**

Worked as a Logistics Assistant - with the main duties including support of sales department by preparation and issuing of orders, Stock checks and control, materials receipt and the general stocks management.

### **Jan - May 2000**

#### **Iuni Research Project**

Graduate field research assistant in water engineering research trials in Iuni, Machakos, Kenya coordinated by Prof. Elijah K. Biamah Senior Lecturer in Soil and Water Engineering, Department of Agricultural Engineering University of Nairobi. As a research assistant my duties included project management at the research station to monitor the progress as well as collecting the relevant data for Analysis

## **Oct - Dec 1999**

### **Regional Land Management Unit (Relma)**

Worked as an Assistant Projects Supervisor in a *Rainwater Harvesting Technology* project sponsored by the Swedish Government through RELMA (a branch of SIDA) in Mwala, Machakos Kenya. While as an assistant supervisor my main duties included supervision of the construction of Underground water tanks for storage of road runoff. The stored runoff was thereafter used in supplemental irrigation of farming activities in this region known for erratic nature of rainfall which makes it insufficient for food production

## **Sep - Dec 1998**

### **Biselex Kenya Limited**

Worked as a field assistant in the field service department with the responsibility of maintenance and installation of water pumping systems to organizations and individuals.

### **PUBLICATIONS:**

**Metto, J. K., (2015)**, Implementing Clean Development Mechanism Projects at KenGen; Challenges and Opportunities: *Proceedings of the KenGen G2G Technical Seminar, Nairobi, Safari Park Hotel., July 08-10, 2015*

**Metto JK, Njogu PM, Gatebe E (2015)**. Challenges facing the implementation of clean development mechanism projects at Kenya Electricity Generating Company (KenGen). Prim. J. Soc. Sci. 4(1): 946-952.

**Metto, J.K.; Biamah, E.K; R.K. Cherogony; G.A. Mukolwe (2004)**. Design of on-farm hydraulic structures for regulating road drainage. Submitted to the 15<sup>th</sup> International Congress of Agricultural Engineering (CIGR) Conference, Beijing, China. October, 2004

**Metto, J.K.; Biamah, E.K; R.K. Cherogony; G.A. Mukolwe (1999)**. Design of on-farm hydraulic structures for regulating road drainage. Kenya Society of Agricultural Engineer's 11<sup>th</sup> International Conference, 7-8 August, 1999, Nairobi, Kenya

**KEY QUALIFICATIONS/PROFESSIONAL TRAINING;**

<b>DATE</b>	<b>TRAINING</b>
<b>27<sup>th</sup> – 29<sup>th</sup> November 2017</b>	Enterprise Risk Management Training by the Institute of Internal Auditors, Kenya
<b>27<sup>th</sup> March to 1<sup>st</sup> April 2017</b>	QMS and EMS Integrated Lead Auditor Course by KEBS-NQI based on ISO 9001:2015 and ISO 14001:2015
<b>23<sup>rd</sup> – 24<sup>th</sup> May 2016</b>	Lean Six Sigma Yellow Belt Training by Kenya Institute of Management in conjunction with the Institute of Six Sigma Professionals. Certificate No. 0477
<b>9<sup>th</sup> - 13<sup>th</sup> November 2015</b>	ISO 9001:2015 Quality Management System Awareness, Internal Auditors and Risk Management Training by Bureau Veritas Kenya Limited
<b>14<sup>th</sup> – 17<sup>th</sup> October 2014</b>	Report Writing and Presentations Skills training by Altima Africa and Working Smart Skills Limited
<b>26<sup>th</sup> February – 26<sup>th</sup> March 2014</b>	Introduction to Disaster Risk Management by the World Bank Institute ( <i>Self Paced E-Learning Course</i> )
<b>10<sup>th</sup> – 13<sup>th</sup> March, 2014</b>	Business Continuity Management & Disaster Recovery Training – offered by Agano Consulting Limited
<b>4<sup>th</sup> – 7<sup>th</sup> February 2014</b>	Safety and Health Committee Training by Productivity Consulting Limited based on OSHA 2007
<b>30<sup>th</sup> – 31<sup>st</sup> January 2014</b>	Safety, Health and Environmental Management Course offered by DHC Consultants of South Africa
<b>18<sup>th</sup> – 19<sup>th</sup> July 2013</b>	Annual Regional ISO 9000 Conference organized by IBIMA Kenya
<b>29<sup>th</sup> July to 2<sup>nd</sup> August 2013</b>	Workplace Fire Safety Management Course by Firesnow Limited. Certificate S/No. 1177/13
<b>19<sup>th</sup> – 21<sup>st</sup> December 2012</b>	Training of Trainers Program by EMC Consultants
<b>6<sup>th</sup> – 8<sup>th</sup> March 2012</b>	IRCA Energy Management Systems Auditor Conversion Training Course (A17573) ISO 50001:2011 - Bureau Veritas Certification Nairobi, Kenya
<b>26<sup>th</sup> – 29<sup>th</sup> April 2011</b>	Kenyan Grid Emission Factor Calculation Training by CAMCO/UNDP
<b>18<sup>th</sup> – 20<sup>th</sup> April 2011</b>	Balance Scorecard training by Strathmore Business School
<b>14<sup>th</sup> -25<sup>th</sup> February, 2011</b>	CDM Programme of Activities E-Learning Course World Bank Institute ( <i>Self-Paced Program</i> )
<b>2<sup>nd</sup> – 6<sup>th</sup> February 2009</b>	CDM Lead Verifier Training Course – Bangkok Thailand Certificate number CL/1/TH/A/2
<b>13<sup>th</sup> – 17<sup>th</sup> December 2005</b>	IRCA EMS Lead Auditor Certification Scheme. (ISO 14001:2004) - BVQi – Nairobi Kenya Certificate number EA/06/KE/3863
<b>7<sup>th</sup> – 9<sup>th</sup> November 2005</b>	IRCA Occupation Health and Safety Management Systems Auditor Conversion Training Course - BVQi – Nairobi Kenya Certificate number HS/06/KE/789
<b>11<sup>th</sup> - 15<sup>th</sup> October 2005</b>	IRCA QMS Lead Auditor Certification Scheme. (ISO 9001:2000) - BVQi – Nairobi Kenya Certificate number LA2/05/KE/12453
<b>24<sup>th</sup> – 28<sup>th</sup> January 2005</b>	Implementation of Environmental Management Systems to ISO 14001:2004 – Kenya Bureau of Standards/ISO

## REFERENCES

### **Prof. Elijah K.Biamah, Ph.D.**

Associate Professor, Environmental and Water Systems Engineering  
Department of Environmental and Bio-Systems Engineering,  
University of Nairobi,  
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