

Curriculum Vitae

Personal Information

First name(s) / Surname(s) **Selelah Atieno Okoth**
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 E-mail sellelah.okoth@gmail.com
 Nationality Kenyan
 Gender Female

Employment

Work Experience

Dates 27th November 2016 →

Occupation/position held

Principal Compliance and Enforcement Officer- Ozone Depleting Substances (ODS) and Petroleum Desk Officer

- In charge of Petroleum and Ozone Depleting Substances (ODS) Sections
- EMS Auditor at National Environment Management Authority (NEMA)
- Training of various stakeholders on environmental legislations and best environmental practices
- Representing the government in Meeting of Parties negotiations for the Montreal Protocol
- Undertaking inspection and monitoring for compliance to environmental legislations
- Processing licences
- Preparation of annual work plans and their implementation
- Evaluation of staff performance
- Policy reviews, formulation and development
- Licensing and monitoring the licensees
- Review of Strategic Environmental Assessment and Environmental Impact Assessment Reports
- Conducting control environmental audits
- Advising the NEMA management on thematic areas requiring their engagement and action
- Technical Team member on Negotiations for Commercialization for Crude Oil on behalf of Government of Kenya
- Project Coordinator for Kenya Petroleum Technical Assistance Project (KEPTAP) for oil and gas funded by World bank
- Project Coordinator for Petroleum Sector project funded by NORAD-OfD support
- Representing NEMA in the Kenya Bureau of Standards Technical Committee on Timber and Wood Poles and offering an advisory role to the Committee on environmental requirements

Achievements

1. Successful piloting of electronic single window licensing system for ODS licensing regime
2. Increased compliance levels of licensees thus increased revenue generation for NEMA
3. Strong networks with other relevant government agencies and other stakeholders in Petroleum and ODS sectors
4. Successful advisory role during the Strategic Environmental Assessment for oil and gas assignment
5. Successfully managed consultancies on Strategic Environmental Management, Gender Assessment and development of ToRs for Resettlement Policy Framework for the Petroleum Sector

Name and address of the employer

National Environment Management Authority (NEMA)
 P. O. Box 67839 – 00200 Nairobi, Kenya

Type of business or sector

Government Agency, Republic of Kenya

Dates	1 st November 2009-26 th November 2016
Occupation or position held	Senior Environmental Compliance and Enforcement Officer / Ozone Depleting Substances (ODS) Desk Officer
Main activities and responsibilities	<ul style="list-style-type: none"> Identifying gaps in relevant policy and participating in review and/or development Identifying and generating strategic activities on ozone layer protection and ensuring their inclusion into the annual work plan and budgetary allocation Training of various stakeholders on aspects of ozone layer protection Undertaking inspection and monitoring for compliance to environmental legislations Processing licences Reviewing Environmental Impact Assessment and Audit Reports for projects Training Field officers and Community Based Organizations on environmental legislations and environmental safeguards Preparation of annual work plans and their implementation NEMA's Technical Advisor on Kenya Electronic Single Window Licensing System Representing the government in Meeting of Parties negotiations for the Montreal Protocol Representing NEMA in the National Fossil Fuel Advisory Committee and undertaking advisory role to the Committee on environmental considerations and requirements Project Implementation Team member in Kenya Petroleum Technical Assistance Project Representing NEMA in the Kenya Bureau of Standards Technical Committee on Timber and Wood Poles and offering an advisory role to the Committee on environmental requirements
Name and address of employer	National Environment Management Authority (NEMA) P. O. Box 67839 – 00200 Nairobi, Kenya
Type of business or sector	Government Agency, Republic of Kenya
Achievements	<ol style="list-style-type: none"> Successful development of Health, Safety and Environment Standards for Timber Plants Increased annual revenue generation for Ozone Depleting Substances (ODS) by over 70% Increased compliance levels of ODS importers Enhanced working relationship between NEMA and other relevant government agencies. Successfully spearheaded review of Controlled Substances regulations Successfully lobbied Parties during the 24th MOP in Geneva to support Kenya's CRP for not being in compliance to Beijing Amendment. Negotiated and obtained funds from GIZ to support ODS monitoring activities Enhanced awareness on ODS management within NEMA and stakeholders Successful operation on illegal ODS importers involving reshipment of consignment (3 success stories between 2011-2013) Initiated Sosian River restoration programme thereby attracting funding for the restoration works Ensured inclusion of the environmental requirements in the Petroleum (Exploration and Production) Act Cap 308 during the review. Successfully negotiated for inclusion of SEA and EIA during the review of Petroleum Exploration Act as a member of the National Fossil Fuels Advisory Committee. The World Bank is currently offering financial support to NEMA to undertake environmental and social reforms under Kenya Petroleum Technical Assistance Project which became fruitful due to my engagement with the players in oil and gas sector
Dates	1 st October 2004 – 31 st October 2009
Occupation or position held	District Environment Officer
Main activities and responsibilities	<ul style="list-style-type: none"> Coordinating and supervising all environmental issues in the district Managing the Community Development and Environmental Management Project Inspection of facilities for compliance to regulations Guiding review of Environmental Impact Assessment reports Guiding the district on priority activities and project planning for environmental and natural resource management Resource mobilization for the implementation of environmental activities in the district Coordinating, advising and developing the necessary capacity for environmental management in the district Guiding and offering technical advice as the secretary to the District Environment Committee Sensitizing and promoting environmental awareness on environmental issues through non-formal education, information dissemination and campaigns Production of State of Environment Report and District Environment Action Plan and their implementation
Name and address of employer	National Environment Management Authority (NEMA) P. O. Box 67839 – 00200 Nairobi, Kenya

Type of business or sector	Government Agency, Republic of Kenya
Achievements	<ol style="list-style-type: none"> 1. Successful implementation of World Bank Group and European Union funded projects centred on community environmental management 2. Mobilized funding from UNEP for environmental activities (Green Schools Program) in Bondo 3. Increased forest cover through afforestation programmes in Bondo through networks and resource mobilization that led to recognition of my efforts by Total Eco-challenge 4. Successful conflict resolution of sand harvesters along the shores of Lake Victoria in Bondo 5. Developed and successfully implemented the District Environment Action Plan for Bondo 6. Resolved the long standing conflict among community members on sand harvesting along the shores of Lake Victoria 7. Developed strong networks with Non Governmental Organizations to support environmental activities under environmental awareness and conservations programs 8. Developed strong working relationship with Civil Society Organizations to support community mobilizations and awareness on environmental management 9. Influenced residents' attitude towards environmental management through behaviour change strategies
Dates	1 st February 2003 – 30 th September 2004
Occupation or position held	Research Assistant
Main activities and responsibilities	<ul style="list-style-type: none"> • Conducting research on emerging environmental issues that need legal redress, mounting legal awareness seminars at national, district and local levels • Organising environmental awareness seminars for expert groups such as lawyers • Proposal and report writing to donors • Preparation of quarterly work plans, budgets for seminars and workshops • Management of office funds, keeping financial records and reports
Name and address of employer	Institute for Law and Environmental Governance (ILEG) P. O. Box 9561-00100 Nairobi, Kenya
Type of business or sector	Non-Governmental Organization (NGO)
Achievements	<ol style="list-style-type: none"> 1. Initiated the take-off of operations as the first employee of the institution 2. Successfully organized training for senior lawyers in Kenya
Education and Training	
Dates	September 2014- to date
Title of qualification awarded	PHD (Continuing student)
Principal subjects/occupational skills covered	Environmental Policy
Name and type of organisation providing education and training	University of Nairobi
Level in national or international classification	ISCED 6 – International University
Dates	January-April 2014
Title of qualification awarded	Post Graduate Diploma
Principal subjects/occupational skills covered	Urban Environmental Management and Climate Change
Name and type of organisation providing education and training	Erasmus University Rotterdam, The Netherlands
Level in national or international classification	ISCED 6 – International University
Dates	September 2007 – May 2013
Title of qualification awarded	Master of Science (MSc.) in Urban Environmental Planning and Management
Principal subjects/occupational skills covered	Urban Planning and Management Techniques, Environmental Assessment Methodologies/Techniques, Environmental Policy and Law
Name and type of organisation providing education and training	Maseno University Private Bag, Maseno, Kenya
Level in national or international classification	ISCED 6 - International University

Dates	September 1998 – October 2002
Title of qualification awarded	Bachelor of Science (BSc.) in Environmental Studies-First Class with Honours
Principal subjects/occupational skills covered	Environmental Science, Social Dimensions of Development, Environmental Management Policy and Law, Participatory Rural Appraisal, Approaches to Economic Valuation of Ecosystem Services.
Name and type of organisation providing education and training	Maseno University Private Bag, Maseno, Kenya
Level in national or international classification	ISCED 6 - International University

Dates	January 1993 – November 1996
Title of qualification awarded	Kenya Certificate of Secondary Examination (KCSE) of 1995 – mean grade B (plain)
Principal subjects/occupational skills covered	Kenya Certificate of Secondary Examination (KCSE) of 1995 – mean grade B (plain)
Name and type of organisation providing education and training	Boro Secondary School P. O. Box 100, Boro, Kenya
Level in national or international classification	ISCED 6 - High School

Personal Skills and Competences	
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Mother tongue(s)	Swahili / Kiswahili
Other language(s)	
Self-assessment	
European level (*)	
English	
French	
Swahili	

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
B1	Independent User	B1	Independent User	B1	Independent User		Independent User	B1	Independent User
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user

(*) [*Common European Framework of Reference for Languages*](#)

Social skills and competences	<ul style="list-style-type: none">Ability to adapt to various socio-cultural environments gained through work experience such as participation in on job trainings and international meetingsExcellent communication skills gained through training and work experienceTeamwork gained through work experienceNetworking through work experience
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Organisational skills and competences	<ul style="list-style-type: none">Experience in logistics gained through work experienceExperience in team management gained from NEMAGood leadership skills gained from school and workAbility to work under pressure and ensure timely delivery of the results gained through work experienceResults oriented through from being passionate and enthusiastic in my work
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Technical skills and competences	<ul style="list-style-type: none">Project Planning and management gained through training and workTraining various categories of stakeholders gained through work experienceConducting Environmental Assessment of various development projects gained through training and workResource mobilization skillsVast understanding of Kenyan legal and institutional processes and structuresCoordinating meetings gained through work experienceMonitoring of development projects gained through work experienceReport writing gained through work experienceEnvironmental Inspection of facilities gained through training and work experiencePreparation of annual work plans and budget through work experiencePresentation and facilitation skills
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Computer skills and competences	<ul style="list-style-type: none"> • Good command of Microsoft Office tools • Familiar with the usage of Internet and Intranet • Good command of Multi Criteria Analysis tool
Other Relevant Qualifications	<ul style="list-style-type: none"> • Aug 2018: Certified Advanced Senior Project Manager by International Institute for Executive Training • June 2018: Understanding Resettlement and Land Acquisition in Oil and Gas Sector by HSE International LLC • April 2018: Environmental and Social Monitoring Methods by HSE International LLC • February 2018: Waste (Oilfield & Waste oil) in Petroleum Sector by SmartKoncept Technology • June 2017 Senior Management Course by Kenya School of Government • March 2017: Environmental Auditing Leaders Course Training by SmartKoncept Technology • Nov 2012-April 2014: Advanced International Training Programme in Strategic Environmental Assessment by NIRAS and SIDA • Oct-Nov 2011: Short Course Training on Exploration of Geothermal Resources by United Nations University, KenGen and GDC • December 2010: Geo-Spatial Database Development and Management using Arc GIS 9.3.1 • May 2010: Certificate in Principles Environmental Compliance and Enforcement, Kenya School of Monetary Studies, Kenya • January 2009: Certificate in Project Planning and Management, Kenya School of Government (formerly Kenya Institute of Administration), Nairobi, Kenya with a Distinction • May-June 2008: Certificate in Environmental Impact Assessment for Official Development Assistance Project at Overseas Environmental Cooperation Centre (OECC), Tokyo, Japan • April 2008: Certificate in Quality Management Systems (Implementation of ISO 9001:2000) in Nairobi, Kenya • April 2008: Certificate in Prosecution (Gazetted Prosecutor) • June-August 2007: Certificate in Capacity Development and Linkages for Environmental Impact Assessment in Africa under CLEAA Professional Development Fellowship Programme • May 2007: Certificate in Environmental Inspection (Gazetted Environmental Inspector) • March 2007: Certificate in Environmental Journalism and Communication, Daystar University, Kenya
Driving licence	<ul style="list-style-type: none"> • Holds a valid Kenyan Driver's License: class E, since 2007
Additional Information	<ul style="list-style-type: none"> • Publications / Papers Written <ul style="list-style-type: none"> (i) Sustainable Devolution of Environmental Legislation and Functions in Kenya (ii) Effective Enforcement of Montreal Protocol in Kenya 2013; co-authored with Gerphas Opondo; URL: www.inece.org (iii) An Assessment of Sanitation Situation and the Potential for Public Private Partnership in Its Management in Lower Migosi, Kisumu City, Kenya. Master Thesis, 2013 (iv) Government of Kenya / NEMA (2012): The Kenya State of Environment (SOE) Report 2011: (v) NEMA (2005): State of Environment Report for Bondo District (vi) NEMA(2007): Bondo District Environment Action Plan (2006-2011) • Professional Associations <ul style="list-style-type: none"> i) Member of International Association for Impact Assessment (IAIA) ii) Member of Eastern Africa Association for Impact Assessment (EAAIA) • Awards <ul style="list-style-type: none"> i) Recognition Certificate by Government of Kenya and GIZ for combating illegal trade in ODS, 2013 ii) Trees Ambassador, awarded by Total Eco-Challenge, Kenya 2008 iii) Best Employee of the Year 2008, awarded by NEMA

Relevant Assignments	<ul style="list-style-type: none"> • Panelist for Extractive Industries Sector during the Ecological Society of Eastern Africa Conference, June 2013 • Review of Petroleum (Exploration and Production) Act for State Department of Petroleum • Trainer for NEMA Field Officers and Community Based Organizations on environmental safeguards under World Bank LVEMP • Trainer for GDC new staff on environmental, health and safety considerations in geothermal development • Development of Kenya Standards on Health, Safety and Environment on Construction and Preparation of Timber Treatment Plants • Trainer for GIZ on control of ozone depletion. Target group: Importers and Kenya Revenue Authority Customs officials
Referees	
Current Supervisor	<p>David Ongare Director, Compliance and Enforcement National Environment Management Authority P. O. Box 67839-00200 NAIROBI, KENYA</p> <p>Mob: +254 722 848420 Email: dongare@nema.go.ke</p>
Former Supervisor	<p>Maurice Makoloo Director Ford Foundation, Eastern Africa P.O. Box 41081-00100, NAIROBI, KENYA</p> <p>Tel: +254 20 2715918 Mob: +254 733 860091/722 211985 Email: makoloo@yahoo.com</p>
Academic Referee	<p>Prof. Charles Okidi, Professor at Institute for Development Studies Founder-Director, Centre for Advanced Studies in Environmental Law and Policy University of Nairobi P. O. Box 45891-00100 NAIROBI, KENYA</p> <p>Mobile: +254 722 362655 Email: charlesokidi11@gmail.com</p>