



February 03, 2015

To  
Nicky Okeyo,  
Centre for Global Health Research, Kisumu

Dear Sir,

**RE: DATA CLERK**

On the subject aforementioned, I would like to inform you that we have agreed to support one position of data clerk starting February 1, 2015.

I would like for the following objectives to be met by the position

- a. Resolution of all HITSystem (HITS) alerts
- b. Complete communication with the mothers by text and getting their concerns upon visiting the facility
- c. Routine HITS progress management reports( to give us frequent updates on what happens during each month)
- d. Documentations on system issues and new request for improvement
- e. Detailed report to Global Health Innovations (GHI) and KEMRI on achievements made, lesson learnt, challenges and recommendation for improvement(mid-term report and end term report)
- f. Any other request issued by GHI or CGHR

Global Health Innovations will meet only the salary costs at USD 450/month for a period of 12 months. Funds for the first three months will be released in February 2015 and on a quarterly basis thereafter.

Please advise on fund disbursement as appropriate.

Regards,

Vincent Okoth, Country Lead

For: Brad Gautney, President  
Global Health Innovations