

LODWAR MUNICIPALITY



(MUNICIPALITY LOGO)

MUNICIPAL CHARTER

CONTENTS

LODWAR MUNICIPALITY.....	i
MUNICIPAL CHARTER.....	i
PREAMBLE.....	4
1. INCORPORATION, NAME AND BOUNDARIES.....	6
1.1. Incorporation and Name.....	6
1.2. Boundaries.....	6
2. POWERS, OBJECTS AND FUNCTIONS OF THE MUNICIPALITY.....	6
2.1. Powers of the Municipality.....	6
2.2. Objects of the Municipality.....	6
2.3. FUNCTIONS OF THE MUNICIPALITY.....	7
3. THE BOARD OF THE MUNICIPALITY.....	8
3.1. Establishment of the Board.....	8
3.2. Powers and Functions of the Board of the Municipality.....	9
3.3. Composition and term of the Board of the Municipality.....	12
3.4. Eligibility for appointment as member of the Board of the Municipality.....	12
3.5. Chairperson of the Board.....	13
3.6. Powers and functions of the Chairperson.....	13
3.7. Vice-Chairperson of the Board of the Municipality.....	13
3.8. Removal of the Chairperson and Vice-Chairperson.....	14
3.9. Secretary of the Board of the Municipality.....	14
3.10. Committees of the Board of the Municipality.....	15
3.11. Remuneration of the members of the Board of the Municipality.....	15
3.12. Removal of members of the Board of the Municipality.....	16
3.13. Meetings of the Board of the Municipality.....	17
3.14. Quorum.....	18
3.15. Rules of the Board.....	18
3.16. Record of information of the Board.....	18
3.17. CITIZEN FORA.....	19
4. LEGISLATIVE AUTHORITY.....	19

4.1. By-laws	19
4.2. Passing of By-laws	19
4.3. Effective date of By-laws	20
5. ADMINISTRATIVE AUTHORITY	20
5.1. Resolutions	20
5.2. Approval of resolutions	20
5.3. Effective date of resolutions	21
6. THE MUNICIPAL MANAGER	21
6.1. OFFICE OF THE MUNICIPAL MANAGER	21
6.2. Appointment and term	21
6.3. Qualifications	21
6.4. Functions and powers of the Municipal Manager	22
6.5. Remuneration	24
6.6. Removal of the Municipal Manager	24
6.7. Acting Municipal Manager	25
7. MUNICIPAL FINANCES AND FINANCIAL MANAGEMENT	26
7.1. Sources of the Municipality's funds and revenue	26
7.2. Appointment of the Municipality Accounting Officer	26
7.3. Functions and Powers of the Municipality Accounting Officer	27
7.4. Financial year	27
7.5. Budget.....	27
7.6. Management of Municipality Finances	27
7.7. Borrowing by the Municipality	28
7.9. Audit	28
8. MUNICIPALITY PERSONNEL	28
8.1. Municipality Personnel	28
8.2. Management of Municipal Personnel	28
8.3. Retirement systems	29
8.4. Compensation of Municipal Personnel	29
9. MUNICIPALITY PROPERTY.....	29
9.1. Acquisition, possession and disposal	29
9.2. Compulsory acquisition	29

9.3. Municipal Buildings	30
9.4. Protection of Municipality Property	30
10. GENERAL PROVISIONS	30
10.1. Oath of office	30
10.2. Amendments to the Charter	31
10.3. Separability	31
11. TRANSITIONAL PROVISIONS	31
11.1. Effective Date of Charter	31
11.2. Rights and Privileges Preserved	32
11.3. Departments	32

PREAMBLE

WHEREAS

Article 2 of the Constitution provides that the Constitution is the supreme law of the Republic of Kenya and binds all persons and all State organs at both levels of government.

WHEREAS

Article 184 of the Constitution of Kenya 2010 mandated parliament to enact a legislation to provide *inter alia* the criteria for classifying areas as urban areas and cities; establishing the principles of governance and management of urban areas and cities and to provide for participation by residents in the governance of urban areas and cities within 1 year of the promulgation of the Constitution.

WHEREAS

Parliament enacted the Urban Areas and Cities Act in the year 2011 which legislation had an effective date falling after the first elections held under the Constitution of Kenya 2010.

WHEREAS

Section 9 of the Urban Areas and Cities Act empowers the County Governor, on the resolution of the County Assembly, to confer on a qualifying town, the status of a Municipality by grant of a Charter in the prescribed form.

WHEREAS

The Urban Areas and Cities Act does not have the prescribed form of a Municipal Charter.

Model Draft Municipal Charter prepared under The World Bank Kenya Urban Support Programme

WHEREAS

No regulations have been promulgated under the Urban Areas and Cities Act providing the prescribed form of a Municipal Charter under the Urban Areas and Cities Act.

WHEREAS

Section 72 of the Interpretations and General Provisions Act allows for substantial conformity of any instruments required to be in a prescribed form under any statute in Kenya.

WHEREAS

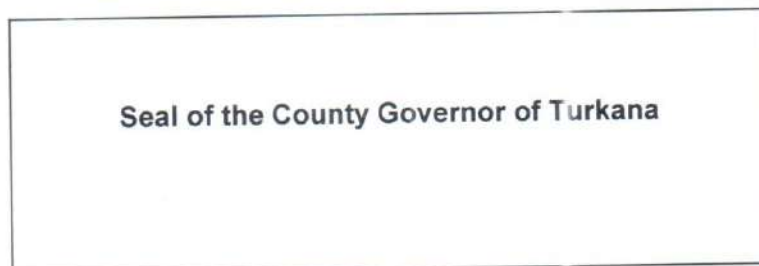
The County Assembly of [...] duly approved the request by the Town Committee of [...] for grant of this Charter to the now Municipality of [...].

NOW THEREFORE IN EXERCISE of the powers conferred by section 9 (1) of the Urban Areas and Cities Act, (No. 13 of 2011) as complemented by section 72 of the Interpretations and General Provisions Act (Chapter 2) and all other enabling provisions of law, the County Governor of **TURKANA** County **HEREBY GRANTS** the Municipality of **LODWAR** this Municipal Charter on this ... day of2017.

Signature

H. E. JOSPHAT KOLI NANOK

THE COUNTY GOVERNOR OF TURKANA



- (i) Provide for efficient and accountable management of the affairs of the Municipality.
- (ii) Provide for a governance mechanism that will enable the inhabitants of the Municipality to:
 - a. Participate in determining the social services and regulatory framework which will best satisfy their needs and expectations.
 - b. Verify whether public resources and authority are utilized or exercised, as the case may be, to their satisfaction.
 - c. Enjoy efficiency in service delivery.
- (iii) Vigorously pursue the developmental opportunities which are available in the Municipality and to institute such measures as are necessary for achieving public order and the provisions of civic amenities, so as to enhance the quality of life of the inhabitants of the Municipality.
- (iv) Provide a high standard of social services in a cost effective manner to the inhabitants of the Municipality.
- (v) Promote social cohesiveness and a sense of civic duty and responsibility among the inhabitants and stakeholders in the Municipality in order to facilitate collective action and commitment towards achieving the goal of a harmonious and stable community.
- (vi) Providing for services, laws and other matters for Municipality's benefit.
- (vii) Fostering the economic, social and environmental well-being of its community

2.3. FUNCTIONS OF THE MUNICIPALITY

2.3.1. The Municipality of Lodwar shall, within the boundaries of the Municipality, perform the following functions:

- (a) Promotion, regulation and provision of refuse collection and solid waste management services;
- (b) Promotion and provision of water and sanitation services and infrastructure (in areas within the Municipality not served by the Water and Sanitation Provider);

1. INCORPORATION, NAME AND BOUNDARIES

1.1. INCORPORATION AND NAME

1.1.1. This Charter is the Municipal Charter of the Municipality of Lodwar, within Turkana County, Kenya.

1.1.2. All processes affecting the Municipality shall be served on the Municipal Manager or acting Municipal Manager, in the absence of both of said officers, on the Secretary of the Board of the Municipality.

1.2. BOUNDARIES

1.2.1. The boundaries of the Municipality of Lodwar as now existing or as may subsequently be altered shall be the boundaries of the Municipality of Lodwar

1.2.2.

2. POWERS, OBJECTS AND FUNCTIONS OF THE MUNICIPALITY

2.1. POWERS OF THE MUNICIPALITY

2.1.1. The Municipality of Lodwar shall have all the powers, general and special, governmental or proprietary, expressed or implied, which may be possessed or assumed by municipalities under the Urban Areas and Cities Act, the County Government Act and the Turkana County Government laws.

2.1.2. No enumeration of specific powers in this Charter shall be held to be exclusive. All such powers shall be exercised in the manner prescribed in this Charter, or, if not prescribed herein, in such manner as Board of the Municipality may determine, or, unless a contrary intent appears in this Charter or in the By-laws and Resolutions of the Board of the Municipality, in such manner as may be provided by the Turkana County Government laws..

2.2. OBJECTS OF THE MUNICIPALITY

2.2.1. The objects of the Municipality of Lodwar are to:-

- (c) Construction and maintenance of urban roads and associated infrastructure;
- (d) Construction and maintenance of storm drainage and flood controls;
- (e) Construction and maintenance of walkways and other non-motorized transport infrastructure;
- (f) Construction and maintenance of recreational parks and green spaces;
- (g) Construction and maintenance of street lighting;
- (h) Construction, maintenance and regulation of traffic controls and parking facilities;
- (i) Construction and maintenance of bus stands and taxi stands;
- (j) Regulation of outdoor advertising;
- (k) Construction, maintenance and regulation of municipal markets and abattoirs;
- (l) Construction and maintenance of fire stations; provision of fire-fighting services, emergency preparedness and disaster management;
- (m) Promotion, regulation and provision of municipal sports and cultural activities;
- (n) Promotion, regulation and provision of animal control and welfare;
- (o) Development and enforcement of municipal plans and development controls;
- (p) Municipal administration services (including construction and maintenance of administrative offices);
- (q) Promoting and undertaking infrastructural development and services within municipality;
- (r) Any other functions as may be delegated by the County Executive Committee.

3. THE BOARD OF THE MUNICIPALITY

3.1. ESTABLISHMENT OF THE BOARD

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3.1.1. There shall be a Board of the Municipality of Lodwar¹.

3.1.2. The Board of the Municipality shall be a corporate body with perpetual succession and a common seal and shall in its own corporate name be capable of²:

- (a) Suing and being sued;
- (b) Taking, purchasing or otherwise acquiring, holding, charging or disposing of movable and immovable property;
- (c) Borrowing money or making investments within the limits imposed by law
- (d) Entering into contracts; and
- (e) Doing or performing all other act or things for the proper performance of its functions in accordance with the Urban Areas and Cities Act or any other written law which may lawfully be done or performed by a body corporate.

3.1.3. There shall be a principal and agency relationship between the Board of the Municipality and the County Government of [...].³

3.2. POWERS AND FUNCTIONS OF THE BOARD OF THE MUNICIPALITY

3.2.1. The Board of the Municipality shall have all the powers and perform all functions vested in boards of municipalities under the Urban Areas and Cities Act, the County Government Act and the Municipality By-laws.

3.2.2. Except as this Charter otherwise provides, all powers of the Municipality shall be vested in the Board of the Municipality.

3.2.3. The Board of the Municipality shall provide for the exercise of these powers and for the performance of all duties and obligations imposed on the Board of the Municipality.

¹ Section 12 (1) of the UACA

² Section 12 (2) of the Urban Areas and Cities Act (UACA)

³ Section 11 of the UACA

3.2.4. Subject to the Constitution and any other written law, the Board of the Municipality shall, within the boundaries of the Municipality of Lodwar

- (a) exercise executive authority as delegated by the County Executive Committee of the County Government of Turkana
- (b) ensure provision of services to its residents;
- (c) impose such fees, levies and charges as may be authorized by the County Government for delivery of services by the Municipality;
- (d) promote constitutional values and principles;
- (e) ensure the implementation and compliance with policies formulated by both the National and County Government;
- (f) make By-laws or make recommendations for issues to be included in By-laws;
- (g) ensure participation of the residents in decision making, its activities and programmes; and
- (h) exercise such other powers as may be delegated by the County Executive Committee of the County of [...].

3.2.5. Notwithstanding any other provision of law or this Charter, the Board of the Municipality shall exercise such executive authority as may be delegated by the County Executive Committee for the necessary performance of its functions.

3.2.6. The Board of the Municipality shall perform the following functions:

- (a) oversee the affairs of the Municipality;
- (b) develop or adopt policies, plans, strategies and programmes and set targets for service delivery;
- (c) formulate and implement an integrated development plan;
- (d) control land, land sub-division, land development and zoning by public and private sectors for any purpose, including industry, commerce, markets, shopping and other employment centers, residential areas, recreational areas, parks, entertainment, passenger transport, agriculture, and freight and transit stations

within the framework of the spatial and master plans for the Municipality as delegated by the County Government of Turkana

- (e) Promoting and undertaking infrastructural development and services within Municipality as delegated by the County Government of Turkana
- (f) developing and managing schemes, including site development in collaboration with the relevant national and county agencies;
- (g) maintaining a comprehensive database and information system of the administration;
- (h) administering and regulating its internal affairs;
- (i) implementing applicable national and county legislation;
- (j) entering into contracts, partnerships or joint ventures as it may consider necessary for the discharge of its functions;
- (k) monitoring and, where appropriate, regulating municipal services where those services are provided by service providers other than the Board of the Municipality;
- (l) preparing and submitting its annual budget estimates to the relevant County Treasury for consideration and submission to the County Assembly for approval as part of the annual County Appropriation Bill;
- (m) Collecting rates, taxes levies, duties, fees and surcharges on fees as delegated by the County Government of Turkana
- (n) Settling and implementing tariff, rates and tax and debt collection policies as delegated by the County Government of Turkana
- (o) monitoring the impact and effectiveness of any services, policies, programs or plans;
- (p) establishing, implementing and monitoring performance management systems;
- (q) promoting a safe and healthy environment;
- (r) facilitating and regulating public transport
- (s) performing such other functions as delegated by the County Government of [...];

3.3. COMPOSITION AND TERM OF THE BOARD OF THE MUNICIPALITY

- 3.3.1. The Board of the Municipality shall be composed of nine (9) members⁴.
- 3.3.2. Four (4) members of the Board of the Municipality shall be appointed through a competitive process by the County Executive Committee and approved by the County Assembly⁵.
- 3.3.3. Five (5) members of the Board shall be nominated by the following umbrella bodies⁶:
- (a) an umbrella body representing professional associations in the area;
 - (b) an association representing the private sector in the area;
 - (c) a cluster representing registered associations of the informal sector in the area;
 - (d) a cluster representing registered neighborhood associations in the area; and
 - (e) an association of the Municipality.
- and appointed by the County Executive Committee with the approval of the County Assembly.
- 3.3.4. In appointing members of the Board of the Municipality, the County Executive Committee shall ensure gender equity, representation of persons with disability, youth and marginalised groups.
- 3.3.5. The term of the members of the Board of the Municipality shall be five (5) years on a part-time basis⁷.

3.4. ELIGIBILITY FOR APPOINTMENT AS MEMBER OF THE BOARD OF THE MUNICIPALITY

⁴ Section 14 of the UACA

⁵ Section 13 as amended by Section 14 of the UACA

⁶ Section 13 as amended by Section 14 of the UACA

⁷ Section 15 of the UACA

3.4.1. Each member of the Board of the Municipality shall have the following qualifications⁸:

- (a) be a Kenyan citizen;
- (b) be ordinarily resident or have a permanent dwelling in the Municipality;
- (c) carry on business in the municipality; or
- (d) Have lived in the municipality for at least five years.

3.5. CHAIRPERSON OF THE BOARD

3.5.1. At the first regular meeting of the Board of the Municipality, members of the Board of the Municipality shall elect from amongst themselves, a Chairperson of the Board of the Municipality.⁹

3.5.2. The Chairperson of the Board shall hold office for a term of five (5) years¹⁰.

3.6. POWERS AND FUNCTIONS OF THE CHAIRPERSON

3.6.1. The Chairperson of the Board of the Municipality shall have the following powers and shall perform the functions set out below:

- (a) The Chairperson shall be the head of the Board of the Municipality;
- (b) Chairing the meetings of the Board of the Municipality; and
- (c) Perform such other duties as may be delegated by the Board of the Municipality.

3.7. VICE-CHAIRPERSON OF THE BOARD OF THE MUNICIPALITY

⁸ Section 13 (4) as amended by Section 14 of the UACA

⁹ Section 17 of the UACA

¹⁰ Section 17 (4) of the UACA

- 3.7.1. At the first regular meeting of the Board of the Municipality, members of the Board of the Municipality shall elect from amongst themselves, a Vice-Chairperson of the Board of the Municipality.¹¹
- 3.7.2. The Chairperson and the Vice-Chairperson of the Board of the Municipality shall at all times be of different gender.
- 3.7.3. The Vice-Chairperson shall, in the absence of the Chairperson, perform the functions of the Chairperson and shall perform such other functions as may be delegated by the Chairperson.

3.8. REMOVAL OF THE CHAIRPERSON AND VICE-CHAIRPERSON

- 3.8.1. The Chairperson and the Vice-Chairperson of the Board of the Municipality may be removed by:
- (a) a majority decision of the members of Board of the Municipality at a duly convened meeting where quorum is present; or
 - (b) upon petition by a resident of the Municipality.¹²
- 3.8.2. The procedure for the removal of a Chairperson or Vice-Chairperson of the Board of the Municipality under 3.8.1 above may be provided by Regulations under the Urban Areas and Cities Act and in the absence thereof in accordance with Kenyan law having regard to fair labour practices.
- 3.8.3. Any vacancy arising out of the removal of a Chairperson or the Vice-Chairperson of Board of the Municipality may be filled in the manner provided under Article 3.6 and 3.7 respectively.¹³

3.9. SECRETARY OF THE BOARD OF THE MUNICIPALITY

¹¹Section 12 (2) of the UACA

¹²Section 18 (3) of the UACA

¹³Section 19 of the UACA

- 3.9.1. At the first regular meeting of the Board of the Municipality, members of the Board of the Municipality shall elect from amongst themselves a Secretary of the Board of the Municipality.
- 3.9.2. Where the Secretary of the Board of the Municipality is absent from any meeting, the members of the Board of the Municipality shall appoint a Secretary of the Board from amongst themselves for purposes of that meeting.

3.10. COMMITTEES OF THE BOARD OF THE MUNICIPALITY

3.10.1. The Board of the Municipality may:

- (a) establish such Committees for any general or special purpose which, in its opinion, would regulate or manage its affairs more efficiently and as may be necessary for the performance of its functions under the Urban Areas and Cities Act;¹⁴
- (b) delegate to such Committee such functions as are necessary for the efficient performance of its duties in respect to the whole or any part of the area under the jurisdiction of the Board of the Municipality;¹⁵ and
- (c) include persons who are not members of the Board in any Committee¹⁶.

3.10.2. The Committees of the Board of the Municipality to which members of the Board of the Municipality delegate any of their powers and functions must follow procedures which are based as far as they are applicable on those provision of this Charter which govern the taking of decisions and performance of functions by the Board of the Municipality.

3.11. REMUNERATION OF THE MEMBERS OF THE BOARD OF THE MUNICIPALITY

3.11.1. The Board of the Municipality shall not be entitled to a salary.

¹⁴Section 26 (1) of the UACA

¹⁵Section 26 (2) of the UACA

¹⁶Section 26 (3) of the UACA

3.11.2. However, members of the Board of the Municipality shall be paid such allowances as the County Executive Committee shall, with the approval of the County Assembly, and on the advice of the Salaries and Remuneration Commission, determine.¹⁷

3.12. REMOVAL OF MEMBERS OF THE BOARD OF THE MUNICIPALITY

3.12.1. A member of the Board of the Municipality shall cease to hold office if the member¹⁸:

- (a) is unable to perform the functions of the office by reason of mental or physical infirmity;
- (b) is declared or becomes bankrupt or insolvent;
- (c) is convicted of a criminal offence and sentenced to a term of imprisonment of six months or more;
- (d) resigns in writing to the County Governor;
- (e) without reasonable cause, the member is absent from three consecutive meetings of the Board or Committee of the Board of the Municipality within one financial year;
- (f) is found guilty of professional misconduct by the relevant professional body;
- (g) is disqualified from holding a public office under the Constitution;
- (h) fails to declare his or her interest in any matter being considered or to be considered by the Board or Board Committees;
- (i) engages in any gross misconduct; or
- (j) dies.

¹⁷Section 25 of the UACA

¹⁸Section 16 of the UACA

3.12.2. A member of the Board of the Municipality may be removed from office by¹⁹;

- (a) the County Governor;
- (b) a resolution of the Board of the Municipality supported by at least two-thirds of the members of the Board of the Municipality; or
- (c) petition by the residents of the Municipality.

3.12.3. The procedure for the removal or petition for removal of a member of the Board of the Municipality under 3.11.1 above shall be provided by Regulation under the Urban Areas and Cities Act²⁰.

3.12.4. Any vacancy arising out of the removal of a member of the Board of the Municipality may be filled in the manner provided under Article 3.3 above.²¹

3.13. MEETINGS OF THE BOARD OF THE MUNICIPALITY

3.13.1. The Board of the Municipality shall hold its sittings to transact the business of the Board once every three months.²²

3.13.2. Notwithstanding Article 3.12.1, the Chairperson of the Board of the Municipality may, and upon request in writing by at least one-third of the members of the Board of the Municipality shall, convene a special meeting to transact any urgent business of the Board of the Municipality.

¹⁹Section 18 of the UACA

²⁰While the UACA provides persons who may remove a member of the Board of a Municipality, the procedure for removal or petitioning for removal is not provided. The Charter proposes that the same be provided in the regulations.

²¹Section 19 of the UACA

²²Section 23 of the UACA

3.13.3. All regular meetings of the Board of the Municipality called for the purpose of transacting public business, where a majority of the members elected are present, shall be open to the public.²³

3.13.4. The Board shall have the privilege of holding executive sessions from which the public is excluded, however, no by-laws, resolution, rule or regulation shall be finally adopted at such an executive session.²⁴

3.14. QUORUM

3.14.1. A majority of the members of the Board of the Municipality is a quorum to conduct business, but a smaller number may meet and compel attendance of absent members as prescribed by Board of the Municipality Rules.²⁵

3.14.2. A member of the Board of the Municipality who is interested in any discussions or decision-making regarding any subject or transaction under consideration by the Board of the Municipality, shall not to be counted as participating in the discussions or decision-making, and is not entitled to vote on or agree to the subject or transaction relating to it.

3.15. RULES OF THE BOARD

3.15.1. The Board of the Municipality shall by resolution adopt rules to govern its meetings.

3.16. RECORD OF INFORMATION OF THE BOARD

3.16.1. The minutes and other information of the Board of the Municipality shall be kept by the Secretary of the Board of the Municipality.²⁶

²³This is not provided for under the Act. However, in line with the principle of transparency, the same has been included.

²⁴This provision will allow the Board of the Municipality exclude members of the public where necessary. It may also be appropriate where sensitive matters are being discussed.

²⁵This is not provided in the Act. However, a majority of the members of the Board of the Municipality is sufficient to constitute quorum.

²⁶This is equally not provided but is crucial for the continuity of the functions of the Board of the Municipality.

3.16.2. Access to information on the activities and resolutions of the Board of the Municipality shall be as provided under the Urban Areas and Cities Act.

3.17. CITIZEN FORA

- 3.17.1. The Board of the Municipality shall ensure the development of mechanisms for the participation of the residents of the Municipality of [...] in the management and administration of the Municipality.
- 3.17.2. All recommendations from the Citizen Fora of the Municipality of [...] shall be forwarded to the Board of the Municipality for resolution.
- 3.17.3. All recommendations on issues raised in the Citizen Fora and addressed by the Board of the Municipality shall be forwarded to the Municipal Manager for implementation.

4. LEGISLATIVE AUTHORITY ²⁷

4.1. BY-LAWS

- 4.1.1. The Board of the Municipality shall exercise its legislative authority by passing Municipality By-laws.

4.2. PASSING OF BY-LAWS

- 4.2.1. Except as authorized by Article 3.2.2, passing of By-laws shall require approval by a majority of the Board of the Municipality at two meetings.
- 4.2.2. The Board of the Municipality may adopt a By-law at a single meeting by the unanimous approval of at least a quorum of Board, provided the proposed By-law is available in writing to the public at least one week before the meeting.

²⁷The legislative powers of the Board of the Municipality are not set out in the Act. Model Draft Municipal Charter prepared under The World Bank Kenya Urban Support Programme

- 4.2.3. Any substantive amendment to a proposed By-law must be read aloud or made available in writing to the public before the Board of the Municipality adopts the By-law at that meeting.
- 4.2.4. After the adoption of a By-law, the vote of each member must be entered into the Board minutes.
- 4.2.5. After adoption of a By-law, the Chairperson of the Board must endorse it with the date of adoption and his title.

4.3. EFFECTIVE DATE OF BY -LAWS

- 4.3.1. By-laws shall take effect on the 30th day after adoption, or on a later day provided in the By-law.
- 4.3.2. A By-law may take effect as soon as adopted or other date less than 30 days after adoption if it contains an emergency clause.

5. ADMINISTRATIVE AUTHORITY²⁸

5.1. RESOLUTIONS

- 5.1.1. The Board of the Municipality shall exercise its administrative authority by approving resolutions.

5.2. APPROVAL OF RESOLUTIONS

- 5.2.1. Approval of a resolution or any other Board administrative decision requires approval by the Board of the Municipality at one meeting.
- 5.2.2. Any substantive amendment to a resolution must be read aloud or made available in writing to the public before the Board adopts the resolution at that meeting.
- 5.2.3. After approval of a resolution or other administrative decision, the vote of each member must be entered into the Board minutes.

²⁸The administrative powers of the Board of the Municipality are vital yet not set out in the Act.

5.3. EFFECTIVE DATE OF RESOLUTIONS

- 5.3.1. Resolutions and other administrative decisions take effect on the date of approval, or on a later day provided in the resolution.

6. THE MUNICIPAL MANAGER

6.1. OFFICE OF THE MUNICIPAL MANAGER

- 6.1.1. There is established the office of the Municipal Manager.²⁹
- 6.1.2. The Municipal Manager shall be the administrative head of the Municipality of Lodwar

6.2. APPOINTMENT AND TERM

- 6.2.1. The Municipal Manager shall be competitively recruited and appointed by the County Public Service Board³⁰.
- 6.2.2. The Municipal Manager may be appointed for a definite or an indefinite term.³¹

6.3. QUALIFICATIONS

- 6.3.1. The Municipal Manager shall³²:
- (a) Be a citizen of Kenya

²⁹Section 28 of the UACA

³⁰Section 29 of the UACA and Section 59 (1) (b) of the County Governments Act.

³¹The term of the Municipal Manager is not provided for in the Act. The model Charter proposes that the appointment be contractual.

³²Section 30 of the UACA

- (b) Hold a degree from a university recognized in Kenya or its equivalent
- (c) Have served and had proven experience in administration or management either in public or private sector for a term of at least five years.

6.3.2. In appointing the Municipal Manager, the County Public Service Board shall ensure:

- (a) gender equity;
- (b) the inclusion of minorities and marginalized communities; and
- (c) the person satisfies the requirements of Chapter six of the Constitution.

6.3.3. The Municipal Manager need not reside within the Municipality.

6.4. FUNCTIONS AND POWERS OF THE MUNICIPAL MANAGER

6.4.1. The Municipal Manager shall implement the decisions and functions of the Board of the Municipality and shall be answerable to the Board.³³

6.4.2. The Municipal Manager shall perform the following functions³⁴:

- (a) Act on behalf of the Board of the Municipality-
 - (i) In ensuring the execution of the directives of the Board of the Municipality;
 - (ii) During all intervals between meetings of the Board of the Municipality;
- (b) Prepare and present for approval of the Board of the Municipality, an annual estimate of revenue and expenditure to fund and carry out the programmes and operations of the Board;

³³Section 28 of the UACA

³⁴The enumeration of the powers and functions of the Municipal Manager is not provided under the Act. A sample of the powers and functions of the Municipal Manager is provided here.

- (c) Be principally responsible for building and maintain a strong alliance and effective working relationships between the Board of the Municipality and the civil society, private sector and community based organizations;
- (d) Cause to be prepared, transmitted to the Board of the Municipality, and distributed to the public at least an annual report on the activities and accomplishments of the departments and agencies comprising the executive branch of the Municipality.
- (e) Act as an ex-officio member of all committees of the Board of the Municipality; and
- (f) Such other functions as the Board may, by order, confer upon the Municipal Manager.

6.4.3. The Municipal Manager shall be fully responsible for the proper conduct of the executive and administrative work and affairs of the Municipality. The Municipal Manager shall have the power and shall be required to:

- (a) Exercise supervision over all departments and agencies of the Municipality and provide for the coordination of their activities;
- (b) Enforce the provisions of this Charter, Municipal By-laws, and all applicable laws;
- (c) Exercise powers granted to the Municipal Manager in this Charter, By-laws and applicable laws concerning the appointment and removal of certain officers, employees, and members of committees of the Board of the Municipality;
- (d) Exercise such other powers as may be prescribed by this Charter, by-laws and applicable laws.

6.4.4. The Municipal Manager must:

- (a) Attend all Board of the Municipality meetings unless excused by the Chairperson of the Board or the Board of the Municipality;
- (b) Make reports and recommendations to the Board of the Municipality about the needs of the Municipality;
- (c) Administer and enforce all Municipality By-laws, resolutions, franchises, leases, contracts, permits, and other Municipality decisions;
- (d) Appoint, supervise and remove Municipality employees;

- (e) Organize Municipality departments and administrative structure;
- (f) Prepare and administer the annual Municipality budget;
- (g) Administer Municipality utilities and property;
- (h) Encourage and support regional and intergovernmental cooperation;
- (i) Promote cooperation among the Board of the Municipality, staff and citizens in developing Municipality policies and building a sense of community;
- (j) Perform other duties as directed by the Board of the Municipality;
- (k) Delegate duties, but remain responsible for acts of all subordinates.

6.4.5. The Municipal Manager shall have no authority over the Board of the Municipality.

6.4.6. The Municipal Manager shall be entitled to attend meetings of the Board of the Municipality but shall not be entitled to vote.

6.5. REMUNERATION

6.5.1. The County Public Service Board shall set the compensation and determine the conditions of employment of the Municipal Manager.

6.6. REMOVAL OF THE MUNICIPAL MANAGER

6.6.1. The Municipal Manager may be removed from office by³⁵;

- (d) the County Governor;
- (e) a resolution of the Board of the Municipality supported by at least two-thirds of the members of the Board of the Municipality; or
- (f) petition by the residents of the Municipality.

³⁵This is not provided for in the Act. The provisions on removal of the Municipal Manager are of persuasive value only.

6.6.2. The Municipal Manager shall cease to hold office upon the lapse of the employment term of if he/she:

- (a) is unable to perform the functions of the office by reason of mental or physical infirmity;
- (b) is declared or becomes bankrupt or insolvent;
- (c) is convicted of a criminal offence and sentenced to a term of imprisonment of six months or more;
- (d) resigns in writing to the County Governor;
- (e) without reasonable cause, is absent from three consecutive meetings of the Board of the Municipality;
- (f) is found guilty of professional misconduct by the relevant professional body;
- (g) is disqualified from holding a public office under the Constitution;
- (h) engages in any gross misconduct; or
- (i) Dies.

6.6.3. The procedure for the removal of the Municipal Manager may be provided by the Regulations made under the County Government Act (No. 17 of 2012) and in the absence thereof in accordance with Kenyan law having regard to fair labour practices.

6.6.4. Any vacancy arising in the office of the Municipal Manager may be filled in the manner provided under Article 6.2 above.

6.7. ACTING MUNICIPAL MANAGER

6.7.1. When the Municipal Manager is temporarily disabled from acting as Municipal Manager or when the office of the Municipal Manager becomes vacant, the County Governor shall appoint a qualified person to be an Acting Municipal Manager.

6.7.2. The County Governor shall inform the County Public Service Board of such appointment within seven (7) days.

- 6.7.3. The Acting Municipal Manager shall have the authority and duties of the Municipal Manager, except that the Acting Municipal Manager may appoint or remove employees only with approval of the Board of the Municipality.
- 6.7.4. An Acting Municipal Manager shall hold office until such a time as a new Municipal Manager shall be appointed by the County Public Service Board.

7. MUNICIPAL FINANCES AND FINANCIAL MANAGEMENT

7.1. SOURCES OF THE MUNICIPALITY'S FUNDS AND REVENUE

7.1.1. The Board of the Municipality shall derive its revenue and funds from³⁶:

- (a) monies allocated by the County Assembly for the purposes of the management and service delivery of the Board;
- (b) monies or assets that may accrue to the Board in the course of the exercise of its powers or the performance of its functions;
- (c) all monies or grants from any other legitimate source provided or donated to the Board;
- (d) revenue arising from rates, fees, levies, charges and other revenue raising measures which is retained by Municipality for the purpose of defraying its costs for providing services;
- (e) investment income; and
- (f) borrowing.

7.2. APPOINTMENT OF THE MUNICIPALITY ACCOUNTING OFFICER

³⁶Section 43 of the UACA and Section 172 of the Public Finance Management Act

- 7.2.1. The Municipality Accounting Officer shall be designated by the County Executive Committee Member for Finance in the manner provided under Section 148 of the Public Finance Management Act.³⁷

7.3. FUNCTIONS AND POWERS OF THE MUNICIPALITY ACCOUNTING OFFICER

- 7.3.1. The Municipality Accounting Officer shall have all the powers and perform all the functions of accounting officers as provided under the Public Finance Management Act.
- 7.3.2. Without prejudice to the foregoing, the Municipality Accounting Officer shall be responsible for managing the finances of the Municipality.

7.4. FINANCIAL YEAR

- 7.4.1. The Municipality shall operate on an annual budget.
- 7.4.2. The financial year of the Board of the Municipality shall be the period of twelve months ending on the thirtieth June in each year.³⁸

7.5. BUDGET

- 7.5.1. The budget of the Board of the Municipality shall be developed in the manner provided under Section 175 of the Public Finance Management Act.

7.6. MANAGEMENT OF MUNICIPALITY FINANCES

- 7.6.1. The Board of the Municipality shall, with the approval of the County Executive Committee member for finance, open and maintain a bank account in the name of the Municipality.
- 7.6.2. All monies received by the Board of the Municipality shall be paid into the Municipality's bank account promptly and in accordance with the Public Finance Management Act.³⁹

³⁷Section 170 of the Public Finance Management Act

³⁸Section 44 of the UACA

³⁹Section 179 of the Public Finance Management Act

7.7. BORROWING BY THE MUNICIPALITY

7.8. The Board of the Municipality may only borrow from⁴⁰:-

- (a) from the County Government;
- (b) through the County Government; or
- (c) by way of a bank overdraft.

and subject to such terms as may be imposed by the County Assembly or such terms as provided by law.

7.9. AUDIT

7.9.1. The audit of the Board of the Municipality shall be as provided under Section 46 and 47 of the Urban Areas and Cities Act.

8. MUNICIPALITY PERSONNEL⁴¹

8.1. MUNICIPALITY PERSONNEL

8.1.1. The Board of the Municipality may subject to the approval by the County Public Service Board, employ such officers and employees as it deems necessary to execute the powers and duties provided by this Charter or other any other law.

8.2. MANAGEMENT OF MUNICIPAL PERSONNEL

⁴⁰Section 177 of the Public Finance Management Act

⁴¹The following provisions are not provided in statute.

8.2.1. Employees of the Municipality shall be under the general guidance of the Municipal Manager.

8.3. RETIREMENT SYSTEMS

8.3.1. The Board of the Municipality may do all things necessary to include its officers and employees, or any of them within any retirement system or pension system under the terms of which they are admissible, and to pay the employer's share of the cost of any such retirement or pension system out of the general funds of the Board of the Municipality.

8.4. COMPENSATION OF MUNICIPAL PERSONNEL

8.4.1. The compensation of all employees of the Municipality shall be set by the County Public Service Board upon the advice of the Salaries and Remuneration Commission.

9. MUNICIPALITY PROPERTY⁴²

9.1. ACQUISITION, POSSESSION AND DISPOSAL

9.1.1. The Board of the Municipality is a body corporate and may acquire real, personal, or mixed property for any public purpose by purchase, gift, bequest, devise, lease, or otherwise and may sell, lease, or otherwise dispose of any property belonging to the Municipality.

9.1.2. All town property and funds of every kind belonging to or in the possession of the town (by whatever prior name known) at the time this Charter becomes effective are vested in the Municipality, subject to the terms and conditions thereof.

9.2. COMPULSORY ACQUISITION

⁴²The following provisions are not provided in statute.

- 9.2.1. Whenever the Municipality deems it necessary to acquire private land for its purposes, it shall request the County Executive Committee Member to request the National Land Commission to acquire the land on its behalf⁴³.
- 9.2.2. The provisions of the Land Act shall apply to any intended compulsory acquisition by the Municipality of property within the Municipality.

9.3. MUNICIPAL BUILDINGS

- 9.3.1. The Board of the Municipality may acquire, obtain by lease or rent, purchase, construct, operate, and maintain all buildings and structures it deems necessary for the operation of the Municipality.

9.4. PROTECTION OF MUNICIPALITY PROPERTY

- 9.4.1. The Board of the Municipality may do whatever may be necessary to protect municipal property and to keep all municipal property in good condition.

10. GENERAL PROVISIONS

10.1. OATH OF OFFICE⁴⁴

- 10.1.1. Before entering upon the duties of their offices, the Municipal Manager, the Chairperson and Vice-Chairperson and the members of the Board, and all other persons elected or appointed to any office of profit or trust in the Municipality, as determined by Board, shall take and subscribe to the following oath or affirmation:

"I, [...], being called on to exercise the functions of [Municipal Manager/Chairperson, etc.] of the Municipality of [...], do swear/solemnly affirm that that I will at all times be faithful to the Republic of Kenya; that I will obey, respect and uphold this Constitution of Kenya and all other laws of the Republic, that except with the authority of the Board of the Municipality of [...], I will not directly

⁴³Section 107 of the Land Act

⁴⁴Section 18 of the Oaths and Statutory Declarations Act

or indirectly reveal the nature or contents of any business, proceedings or document of the Municipality committed to my secrecy, except as may be required for the due discharge of my duties as [Municipal Manager/Chairperson, etc.] of the Municipality of [...] or otherwise under the law. (In the case of an oath— So help me God.⁴⁵”

- 10.1.2. The Municipal Manager shall take and subscribe to this oath or affirmation before the County Governor or before one of the sworn deputies. All other persons taking and subscribing to the oath shall do so before the Municipal Manager.

10.2. AMENDMENTS TO THE CHARTER

- 10.2.1. The County Governor may at any time, after consultation with the Board of the Municipality, amend any provision of this Charter.
- 10.2.2. The County Governor shall cause a copy of the Amended Charter to be laid before the County Assembly within 30 days of its amendment for approval.

10.3. SEPARABILITY

- 10.3.1. If, at any time, any provision of this Charter is or becomes illegal, invalid or unenforceable in any respect under Kenyan law, neither the legality, validity or enforceability of the remaining provisions nor the legality, validity or enforceability of such provision will in any way be affected or impaired.

11. TRANSITIONAL PROVISIONS

11.1. EFFECTIVE DATE OF CHARTER

⁴⁵The form of the oath is not provided by statute. A model from the constitution is adopted in this Model Charter.

11.1.1. The provisions of this Charter shall be in effect from and after [...]

11.2. RIGHTS AND PRIVILEGES PRESERVED

11.2.1. Nothing in the Charter except as otherwise specifically provided shall effect or impair the rights or privileges of persons who are Town Officials, Officers or Employees at the time of its adoption.

11.3. DEPARTMENTS

11.3.1. All Town Departments shall continue to operate with the same powers, duties, activities, budgets, and employees as were in effect at the time this Charter becomes effective until changed by the Municipal Manager with the approval of the Board of the Municipality.



TURKANA COUNTY GOVERNMENT
OFFICE OF THE GOVERNOR

Telegraphic address
Governor, Turkana
Fax:
E-mail: governor@turkana.go.ke

P.O. BOX 11 - 30500
LODWAR

Date 05 December, 2018.....

Ref. No.

GAZETTE NOTICE NO.

THE CONSTITUTION OF KENYA, 2010

THE URBAN AREAS AND CITIES ACT

(No. 13 of 2011)

THE COUNTY GOVERNMENTS ACT

(No. 17 of 2012)

CONFERMENT OF MUNICIPAL STATUS ON LODWAR TOWN

IN EXERCISE of powers conferred upon me by Section 9 of the Urban Areas and Cities Act, and pursuant to a resolution passed by the Turkana County Assembly on the 12th day of September 2018, I, JOSPHAT KOLI NANOK, Governor of Turkana County, confer on Lodwar Town the Status of Municipality, which henceforth shall be referred to as LODWAR MUNICIPALITY.

Dated this 05 day of December 2018

HIS EXCELLENCY HON. JOSPHAT KOOLI NANOK
THE GOVERNOR
05 DEC 2018
TURKANA COUNTY GOVERNMENT
P. O. Box 11 - 30500
LODWAR
JOSPHAT KOOLI NANOK
Governor, Turkana County

CORRIGENDA

IN Gazette Notice No. 10909 of 2018, Cause No. 25 of 2018, amend the deceased's name printed as "George Ngugi Kimani" to read "David Njenga Kimani".

IN Gazette Notice No. 12504 of 2018, Cause No. 129 of 2018 and Cause No. 130 of 2018, amend the second petitioner's name printed as "Elizabeth Wanjiru Muigai" to read "Joseph Chege Njuguna" and the expression printed as "deceased's son and daughter, respectively" to read "deceased's sons" where they appear.

GAZETTE NOTICE NO. 13011

THE CONSTITUTION OF KENYA

APPOINTMENT

IN EXERCISE of the powers conferred by Article 250 (2) (c) as read with Article 233 (2) of the Constitution, I, Uhuru Kenyatta, President of the Republic of Kenya and Commander-in-Chief of the Defence Forces, appoint—

CHARITY SELEINA KISOTU

to be the Vice-Chairperson of the Public Service Commission, with effect from the 10th January, 2019.

Dated the 10th December, 2018.

UHURU KENYATTA,
President.

GAZETTE NOTICE NO. 13012

THE CONSTITUTION OF KENYA

APPOINTMENT

IN EXERCISE of the powers conferred by Article 250 (2) (c) as read with Article 233 (2) of the Constitution, I, Uhuru Kenyatta, President of the Republic of Kenya and Commander-in-Chief of the Defence Forces, appoint—

Joyce K. Nyambuti (Dr.)
Mary C. Mwiandi (Dr.)
Reuben K. Chirchir (Dr.)
Patrick Simiyu Wamoto (Amb.)
Salma A. Ahmed (Amb.)
Andrew N. Muriuki
Joan Odhiambo Otieno

to be members of the Public Service Commission, with effect from the 10th January, 2019.

Dated the 10th December, 2018.

UHURU KENYATTA,
President.

GAZETTE NOTICE NO. 13013

SUPREME COURT OF KENYA

CHRISTMAS VACATION, 2018

PURSUANT to Article 163 (1) (a) of the Constitution of Kenya and section 6 of the Supreme Court Act, 2011 and Rules 4 (c), 5 and 7C of the Supreme Court Rules 2012, the Chief Justice gives notice as follows:

The Christmas Vacation of the Supreme Court shall commence on Friday, 21st December, 2018 and terminate on Friday, 11th January, 2019 both days inclusive.

A judge will be available during the vacation to deal with matters that are urgent or require prompt attention.

During this period, the Supreme Court registry shall be open to the public from 9.00 a.m. to 12.00 p.m. on all weekdays other than public holidays.

Dated the 7th December, 2018.

D. K. MARAGA,
Chief Justice/President of the Supreme Court of Kenya.

GAZETTE NOTICE NO. 13014

THE CONSTITUTION OF KENYA
THE URBAN AREAS AND CITIES ACT

(No. 13 of 2011)

CONFERMENT OF MUNICIPALITY STATUS ON BUSIA TOWN

IT IS notified for information of the general public that, in exercise of the powers conferred by section 9 (1) of Urban Areas and Cities Act, 2011 and vide a resolution of Busia County Assembly in its 125th sitting of the second session of the second County Assembly held on Thursday, 1st November, 2018, I, Hon. Sospeter Odeke Ojaamong, confer status of a Municipality on Busia Town.

Dated the 2nd November, 2018.

MR/5800192
SOSPETER O. OJAAMONG,
Governor, Busia County.

GAZETTE NOTICE NO. 13015

THE CONSTITUTION OF KENYA
THE URBAN AREAS AND CITIES ACT

(No. 13 of 2011)

THE COUNTY GOVERNMENTS ACT

(No. 17 of 2012)

CONFERMENT OF MUNICIPAL STATUS ON LODWAR TOWN

IN EXERCISE of powers conferred upon me by section 9 of the Urban Areas and Cities Act, and pursuant to a resolution passed by the Turkana County Assembly on the 12th September, 2018, I, Josphat Koli Nanok, Governor of Turkana County, confer on Lodwar Town the Status of Municipality, which henceforth shall be referred to as Lodwar Municipality.

Dated the 5th December, 2018.

MR/5800176
JOSPHAT K. NANOK,
Governor, Turkana County.

GAZETTE NOTICE NO. 13016

THE ETHICS AND ANTI-CORRUPTION COMMISSION

(No. 22 of 2011)

APPOINTMENT

IN EXERCISE of the powers conferred by section 16 (1) of the Ethics and Anti-Corruption Commission Act, the Ethics and Anti-Corruption Commission appoints—

T WALIB ABDALLAH MBARAK

to be the Secretary/Chief Executive Officer of the Commission, for a period of six (6) years, with effect from the 11th January, 2019.

Dated the 19th December, 2018.

ELIUD WABUKALA,
*Chairman,
Ethics and Anti-Corruption Commission.*

GAZETTE NOTICE NO. 13017

THE LAND REGISTRATION ACT

(No. 3 of 2012)

ISSUE OF A PROVISIONAL CERTIFICATE

WHEREAS Mohamed Aden Ibrahim, of P.O. Box 16803-80100, Mombasa in the Republic of Kenya, is registered as proprietor in fee simple of all that piece of land containing 0.0495 hectare or thereabouts, known as Plot No. 12757/II/MN, situate in Mombasa Municipality in Mombasa District, registered as C.R. 54330, and

17 JUN 2019

RECEIVED
P. O. Box 187 - 30500
TURKANA COUNTY GOVERNMENT



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF TURKANA
COUNTY PUBLIC SERVICE BOARD

**SHORTLISTED CANDIDATES
VARIOUS VACANCIES**

Reference is made to the advertisement for various positions by County Government of Turkana, which appeared on Turkana County Government website <http://www.turkana.go.ke>

We are pleased to invite the following shortlisted candidates for interviews between **19th June, 2019** and **21st June, 2019** at the **Day and Date** indicated alongside their names.

REF: TUR/CPSB/007/2018/2019: LODWAR MUNICIPALITY MANAGER, JOB GROUP 'Q', ONE (1) POST

S/NO	NAME	GNR	IDNO	SUB/CNTY	WARD	DAY/DATE
1.	James Esinyen Ikimat	M	20779127	T/C	Township	Wednesday, 19th June, 2019
2.	Brander Mana Ekai	M	21930770	T/N	Lake Zone	
3.	Peter Ekamais Nakusi	M	12911949	T/C	Township	
4.	Moses Loter Muya Areman	M	12907961	Loima	Turkwel	
5.	Elim Peter Eagan	M	24685231	T/C	Township	
6.	John Egiron Ewoton	M	20806534	T/S	Lokichar	
7.	Tukei Benjamin Lore	M	22332010	Loima	Turkwel	

REF: TUR/CPSB/006/2018/2019: LODWAR MUNICIPALITY BOARD MEMBERS, (4) POSTS

S/NO	NAME	GNR	IDNO	SUB/ CNTY	WARD	DAY/DATE
1	Nakwakiru Adeket Beatrice	F	27113920	T/E	Lokori	Thursday, 20th June, 2019
2.	Mohamud Abdillahi Alinoor	M	77895	T/C	Township	
3	Abraham Ekai Akol	M	25124984	T/S	Katilu	
4	Lomoria Ekuwam Philip	M	12907672	T/W	Nanam	
5	Lokwee Jacob Ikoel	M	14448660	T/C	Kanamkemer	
6	Peter Eyanae Lochamal	M	13647131	T/E	Kapedo	
7.	Lotuoi Achuka Samson	M	25124250	T/S	Lokichar	Friday, 21st June, 2019
8.	Rachel Ngikunyuko Lomechu	F	145052	T/C	Township	
9.	Rhoda Arupe Loyor	F	146211	T/C	Township	
10.	Alice Nangai Samal	M	13648482	T/E	Kapedo/Napeitom	
11.	John Lotir Ksndie	M	10031731	T/E	Kapedo/Napeitom	
12.	Ekidor Kaaleng Moses	M	21338754	T/C	Township	

Interviews will be held at **Turkana County Public Service Board offices**. All shortlisted candidates are required to bring original academic and professional certificates, National Identity Card or Passport, clearance letters (KRA, HELB, CRB, EACC and CID (Certificate of Good Conduct) and any other relevant testimonials.

All Interviews begin at **9:00AM**.

All shortlisted candidates are advised to arrive at the interview venue **30 MINUTES** before the time indicated for the interview.

**THE SECRETARY
TURKANA COUNTY PUBLIC SERVICE BOARD**



BANKI
KUU YA
KENYA



CENTRAL
BANK OF
KENYA

Haile Selassie Avenue
P.O. Box 60000 - 00200 Nairobi, Kenya
Telephone: 2860000, Fax: 340192

Ref: CBK/BD/KRA/PMG/ACCT/18

November 28, 2018

The CEC Finance & Economic Planning
Turkana County Government
P. O. Box 11
LODWAR

Dear Sir,

OPENING OF BANK ACCOUNT

We refer to your letters Ref: TCG/F&P/Vol. 3/5 dated November 20, 2018, on the above subject.

We confirm opening the account on November 28, 2018. The details of the account are as follows:

- Customer No. 119499

ACCOUNT No.	ACCOUNT NAME
1000398019	TURKANA COUNTY URBAN INSTITUTIONAL GRANT

Kindly note the officers who are authorised to operate the accounts will be required to fill the relevant signature mandate and Internet Banking registration form for the new accounts to be included in the profiles of those who will be operating it.

Yours faithfully,

L. K. RWERIA
AUTHORISED SIGNATORY
BANKING SERVICES

P. S. LENKUME
AUTHORISED SIGNATORY
BANKING SERVICES

BANKI
KUU YA
KENYA



CENTRAL
BANK OF
KENYA

Haile Selassie Avenue
P.O. Box 60000 - 00200 Nairobi, Kenya
Telephone: 2860000, Fax: 340192

Ref: CBK/BD/KRA/PMG/19

April 23, 2019

CEC Finance Member – Finance & Economic Planning
Turkana County,
P. O. Box 11- 30500,
ISIOLO.

Dear Sir,

RE: REQUEST TO OPEN NEW BANK ACCOUNT

We refer to your letter Ref: TCG/F&P/VOL 3/4 dated April 17, 2019 on the above subject.

We confirm opening the account under TURKANA County on 18th April, 2019. The details of the new accounts are as follows:

- Customer No. 119499

ACCOUNT NUMBER	ACCOUNT NAME
1000411732	TURKANA COUNTY URBAN DEVELOPMENT GRANT ACCOUNT

Kindly note the officers who are authorised to operate the account will be required to fill the relevant signature mandate and Internet Banking registration forms for the new account to be included in the profiles of those who will be operating it.

Yours faithfully,

L. K. RWERIA
AUTHORISED SIGNATORY
BANKING SERVICES

L. K. KIPSANAI
AUTHORISED SIGNATORY
BANKING SERVICES