

MURANG'A COUNTY GOVERNMENT

ALL CORRESPONDENCE TO BE ADDRESSED
THE COUNTY SECRETARY



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OFFICE OF THE GOVERNOR

Ref No: MCG/GOV/ST/2/2/VOL.1/33

10th May 2019

JEREMIAH KAMAU MWIRIGI
MUNICIPAL MANAGER
(Ex-Officio Member)
MURANG'A

RE: LETTER OF APPOINTMENT TO MURANG'A MUNICIPAL BOARD

Pursuit to the Provision of Section 14 of the Urban Areas and Cities Act (UACA) 2016, and further to amendment of the same, you are hereby appointed as member of Murang'a Municipal Board.

1. **POSITION:**
Municipal Board Ex-officio Member
2. **REPORTING:**
You will be responsible to the Murang'a Municipal Board.
3. **RESPONSIBILITY:**
As a member of the board you are to perform the following functions:
 - a) Oversee the affairs of the Municipality.
 - b) Develop and adopt policies, plans, strategies and programmes, and set targets for delivery of services.
 - c) Formulate and implement and integrated development plan.
 - d) Develop and manage schemes, including site development, in collaboration with the relevant National and County agencies.
 - e) Maintain a comprehensive database and information system of the administration and provide public access to the same.
 - f) Implement applicable National and County legislation.

- g) Monitor and, where appropriate, regulate Municipal services where those services are provided by service providers other than the board of the Municipality
- h) Prepare and submit its annual budget estimates for approval by the County Executive Committee and administer the budget as approved.
- i) Monitor the impact and effectiveness of any services, policies and programmes of plans
- j) Establish, implement and monitor performance management systems.
- k) Promote a safe and healthy environment.
- l) Any other function as may be delegated by the County Government of Murang'a

4. DURATION:

You are appointed for a period of five (5) years beginning from the date of inauguration and upon acceptance of offer.

5. PLACE OF WORK:

You will work on part time basis in Murang'a Municipality

6. REMUNERATION:

Your remuneration shall be as per SRC Circular Ref No. SRC/ADM/CJR/1/13 (122) dated 16th April 2014 and/or as per provisions of Urban Areas and Cities Act Section 25 of the laws of Kenya.

You will be entitled to such other benefits and allowance at rates approved by County Government.

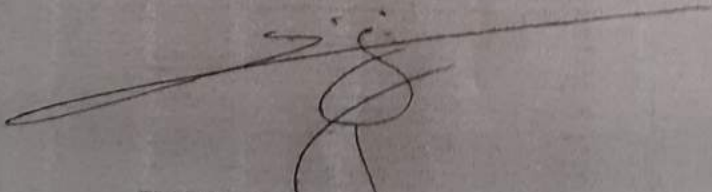
7. ACCEPTANCE:

You are required to signify your acceptance of this appointment by signing this letter.

You shall be deemed to assume duty upon your inauguration by H.E. the governor and operate under the guidance of Murang'a Municipal Charter.

I take this opportunity to congratulate you and wish you well in your service.

Yours Faithfully,



H. E. The Governor
 MWANGI WAIRIA
 MURANG'A

I, JEREMIAH KAMAU MWIRIGI hereby accept the above offer as per the terms and conditions stipulated herein.

Signed [Signature] Date