



THE PRESIDENCY
EXECUTIVE OFFICE OF THE PRESIDENT
CHIEF OF STAFF AND HEAD OF THE PUBLIC SERVICE

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and date

5th August, 2016

Board Chairpersons
State Corporations

ACTING APPOINTMENTS FOR POSTS OF CHIEF EXECUTIVE OFFICERS

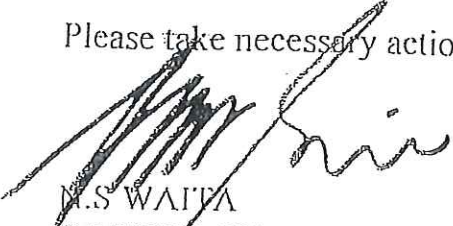
Concerns have arisen on the manner in which Appointments are made to temporarily fill vacancies of Chief Executive Officers whenever such vacancies arise. Various anomalies have been noted including:-

- i) Officers being appointed from outside the specific State Corporations
- ii) Boards assigning remuneration packages to such appointed officers without reference to SCAC and the Parent Ministry in terms of section 5 (3) of the State Corporations Act, Cap 446.
- iii) Due regard not being given to the competencies of the appointed persons vis-avis the person specifications stipulated for the post.
- iv) The period of acting appointment is not capped.

As you are aware stewardship of a State Corporation requires much skill and therefore appointments to the office of Chief Executive Officer, albeit temporarily, cannot be left to chance. Accordingly, it is now required that Boards be firmly incharge of making any respective Acting appointments while ensuring that:-

- a) the appointed staff meet all the requirements for substantive filling of the post
- b) the terms of service for any such Acting appointments are approved by the Cabinet Secretary (of the Ministry responsible) in consultation with SCAC, in terms of section 5 (3) of the Act.
- c) Once a person is appointed in an acting capacity measures should be taken immediately to fill the position within six (6) months.

Please take necessary action.



N.S. WAIYA

DEPUTY CHIEF OF STAFF AND
DEPUTY TO HEAD OF THE PUBLIC SERVICE

CC: All Cabinet Secretaries

Mr. Joseph K. Kinyua, EGH
Chief of Staff and Head of the Public Service
Executive Office of the President
NAIROBI.

Prof. Margaret Kobia, CBS
Chairperson
Public Service Commission
NAIROBI.

Mrs. Jane Mugambi, OGW
Secretary
State Corporations Advisory Committee
NAIROBI.

Mr. Titus Muriithi
Inspector General (Corporations)
Harambee Annex
NAIROBI.