



THE PRESIDENCY
EXECUTIVE OFFICE OF THE PRESIDENT
HEAD OF THE PUBLIC SERVICE

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STATE HOUSE
P.O. Box 40530-00100
Nairobi, Kenya

Ref. No. **OP/CAB.9/1A**
and date

June 23, 2020, 20.....

To all Cabinet Secretaries

To all Principal Secretaries

**RE: NOMINATIONS OF COUNCIL MEMBERS, BOARDS OF
DIRECTORS AND/OR ANY OTHER
PERSON REPRESENTING THE COUNTRY**

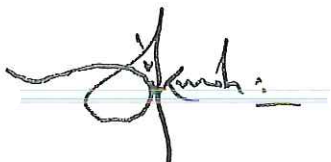
Reference is made to circular no. OP/CAB.9/1A dated 7th February 2008, which requires Ministries to submit all nominations of council members and boards of directors to the Office of the President for vetting prior to execution (see copy annexed hereto).

As an extension of this guideline, Ministries are henceforth required to ensure that nominations of representatives to regional and international bodies, or other organizations to which Kenya has a nominating role, similarly observe the requirements of the Guideline. The requests for approval to this office should be copied to the Ministry of Foreign Affairs for information.

To update our records, Cabinet Secretaries are requested to provide a list of organizations to which nominations of directors, members or representatives has already been made for validation. The report should include the names, profiles, curriculum vitae of the nominated candidates,

date and term of appointment. The report should reach this office by c.o.b. 3rd July 2020.

Please take necessary action.

A handwritten signature in black ink, appearing to read 'Joseph K. Kinyua', written over two horizontal blue lines.

JOSEPH K. KINYUA, EGH
HEAD OF THE PUBLIC SERVICE