

**KISUMU COUNTY GOVERNMENT
THE COUNTY ASSEMBLY OF KISUMU**



THE COUNTY ASSEMBLY OF KISUMU 3 RD ASSEMBLY	
DATE: 6/11/2024	Time: 9:00am Day: Wednesday
TABLED BY:	Minority Leader
CLERK AT THE TABLE	A. Obonyo

THIRD ASSEMBLY – THIRD SESSION

THE COMMITTEE ON APPOINTMENTS

**REPORT ON THE SUITABILITY OF MR HESBON OWUOR HONGO; NOMINEE FOR
APPOINTMENT TO THE POSITION OF COUNTY SECRETARY.**

- NOVEMBER, 2024 -

Directorate of Legislative Procedural and Committee Services
Clerk's Chambers

Table of Contents

<u>PREAMBLE</u>	3
<u>Establishment and Mandate of the Committee</u>	5
<u>BACKGROUND INFORMATION</u>	6
<u>Notification to the House and Referral to the Committee</u>	6
<u>Notification to the Public and the Nominee</u>	7
<u>Clearance and Compliance Requirements</u>	8
<u>Issues for Consideration during the Approval Hearings</u>	8
<u>Criteria used to arrive at the Nominee</u>	10
<u>Suitability of the Nominee for the proposed appointment having regard to whether the Nominees' abilities, experience and qualities meet the needs of the body to which the nomination is being made.</u>	11
<u>Memoranda from the Members of the Public in respect of the Nominee.</u>	12
<u>APPROVAL HEARING OF THE NOMINEE.</u>	13
<u>QUALIFICATION OF MR. HESBON OWUOR HONGO</u>	15
<u>COMMITTEE OBSERVATIONS ON THE SUITABILITY OF THE NOMINEE</u>	18
<u>CONCLUSION</u>	22

LIST OF ABBREVIATIONS AND ACRONYMS

1. HELB	Higher Education Loans Board
2. KRA	Kenya Revenue Authority
3. CRB	Credit Reference Bureau
4. EACC	Ethics and Anti-Corruption Commission
5. DCI	Directorate of Criminal Investigation
6. CUE	Commission for University Education
7. ODM	Orange Democratic Movement

LIST OF ANNEXURES.

- | | |
|---|-------------|
| 1. Notice of Nomination | - Annex i |
| 2. Advertisement for public hearing | - Annex ii |
| 3. Letter to the EACC | - Annex iii |
| 4. List of Questions posed to the Nominee | - Annex iv |

PREAMBLE

Mr. Speaker and Hon. Members;

1. Pursuant to the Provisions of Section 44 of the County Governments Act, 2012, read together with Section 6 of the Public Appointments (County Assemblies Approvals) Act, 2017; His Excellency the Governor submitted to the County Assembly the Nomination of Mr. Hesbon Owuor Hongo; Nominee for appointment to the Position of the County Secretary for vetting and approval by the County Assembly.
2. The Nomination of Mr. Hesbon Hongo was conveyed to the Speaker of the County Assembly vide letter Ref. CGK/CS/ADM/01/VOL.I/914 dated 4th October, 2024 alongside the Nominee's curricula vitae and testimonials. (*See Annexure i*)
3. Consequently, on 9th October, 2024 pursuant to Section 6 of the Public Appointments (County Assemblies Approvals Act), the Leader of the Majority Party; Hon. Kennedy Ooko tabled the name of the Nominee on the Table of this Hon. House for approval; and was committed to the Committee on Appointments by the Hon. Speaker in accordance with Section 6 (7) of the Public Appointments (County Assemblies Approvals) Act, 2017 and Standing Order No. 187 for vetting and reporting to the House within twenty-one (21) days.
4. Pursuant to Section 7 (4) of the Public Appointments (County Assemblies Approvals) Act, 2017, the Clerk of the County Assembly placed an advertisement in the print media on 18th October, 2024 notifying the Nominee of the time and place of the approval hearing and invited the public to submit memoranda by way of written statements on oath (*affidavit*) on the suitability or otherwise of the Nominee in accordance with the Public Appointments (County Assemblies Approvals) Act, 2017 (*Annexure ii*). The Advertisement indicated that the submissions were to be received on or before 31st October, 2024 at 4.00 p.m. By close of the submission deadline, the Committee had not received any memoranda in regards to the suitability of the Nominee for appointment.

5. Further in fulfillment of the provisions of Sections 87 of the County Governments Act, 2012 read together with section 7 (5) of the Public Appointments (County Assemblies Approvals) Act, 2017 and Standing Order No. 187, the Clerk of the County Assembly also notified the public through the print media that the Committee would conduct the approval hearing on Thursday 31st October, 2024 at 11.00am at the County Assembly Chambers. (*Annexure ii*)
6. The Nominee appeared before the Committee as scheduled on Thursday 31st October, 2024 at 11.00am for an approval hearing on his suitability or otherwise for appointment to the position of the County Secretary as per the requirements of the Constitution, the Public Appointments (County Assemblies Approvals) Act, 2017, the County Governments Act, 2012 and the Kisumu County Assembly Standing Orders.
7. May I therefore take this opportunity to thank all the Members of the Committee for their input and valuable contributions and time during the approval hearings and deliberations during the writing of the Report. The Committee also takes this opportunity to thank the Offices of the Speaker and of the Clerk of the County Assembly for the technical support accorded to it during the exercise.

HON. ELISHA J. ORARO
CHAIRPERSON; COMMITTEE ON APPOINTMENTS

Establishment and Mandate of the Committee

Mr. Speaker and Hon. Members;

8. The Committee on Appointments is established under Standing Order No. 187. Standing Order No. 187 (4) provides that the Committee on Appointments shall;

consider, for approval by the County Assembly, appointments under Articles 179(2) of the Constitution.

Committee Membership

9. The Committee on Appointments as currently constituted comprises of the following Members:

1. Hon. Elisha J. Oraro	Speaker of the County Assembly/ Chairperson
2. Hon. George Abaja	Vice Chairperson (MCA West Seme)
3. Hon. Ken Ooko	Leader of the Majority Party (MCA Ahero)
4. Hon. Lumumba Owade	Deputy Leader of the Majority Party (MCA S.E. Nyakach)
5. Hon. Seth Kanga	Majority Whip (MCA Market/Milimani)
6. Hon. Nereah Okombo	Deputy Speaker (MCA Manyatta B)
7. Hon. Zachary Okoyo	Member (MCA Central Kisumu)
8. Hon. Eunice Alando	Member (MCA Nominated)
9. Hon. Carren Odhiambo	Member (MCA Kaloleni/Shaurimoyo)

13. Vide the Committee Min. No 67 of 31st October, 2024, the Committee further resolved to Co-opt the Hon. Moses Ochele; Chairperson for the Committee on the Administration of

Law, Justice, Good Governance, Constitutional Affairs and Security to take part in the vetting process:

Committee Secretariat

14. The Secretariat composed for the vetting were as follows;

—

1. Mr. Owen Ojuok – Clerk of the County Assembly
2. Mr. David Ochieng – Senior Clerk Assistant
3. Mr. Harman Moses – Clerk Assistant
4. Mr. Patrick Okoyo – Hansard Officer
5. Ms. Risper Wayuah – Serjeant-at-arms

BACKGROUND INFORMATION

Notification to the House and Referral to the Committee.

Mr. Speaker and Hon. Members;

11. Pursuant to the provisions of the Standing Orders, the Hon. Kennedy Ooko; Leader of Majority on 9th October, 2024 tabled a Notice of Nomination of the Nominee and informed the House of the Governor’s Nomination in regards to the position of the County Secretary.

12. Section 9 of the Public Appointments (County Assemblies Approvals) Act, 2017 provides that unless otherwise provided in any law, a committee shall consider a nomination and table its report in the County Assembly for debate and decision within twenty-one sitting days from the date on which the committee first sits to consider the nomination.

13. Pursuant to Section 8 of the Public Appointments (County Assemblies Approvals) Act, 2017 and Standing Order No. 187 the name and curriculum vitae of the Nominee were referred to the Committee on Appointments for approval hearings and reporting to the House within twenty-one (21) days.

Notification to the Public and the Nominee

14. Article 118 of the Constitution provides that the County Assembly shall facilitate public participation and involvement in the legislative business and other business of the County Assembly and its Committees.

15. Section 7(4) of the Public Appointments (County Assemblies Approvals) Act, 2017 provides that the Clerk shall notify the public of the time and place for holding an approval hearing at least seven days prior to the hearings.

16. Further, Section 7(10) of the Public Appointments (County Assemblies Approvals) Act, 2017 provides that;

“any person may, prior to the approval hearings and by written statement on oath provide the clerk with evidence contesting the suitability of a candidate to hold office to which the Candidate has been nominated”.

17. Pursuant to Article 118 of the Constitution as read with Section 7 of the Public Appointments (County Assemblies Approvals) Act, 2017, the Clerk of the Assembly placed an advertisement in the print media on 18th October, 2024 (*Annexure ii*) inviting the public to submit memoranda by way of written statement on oath (affidavit) on the suitability or otherwise of the Nominee in conformity with Section 7 of the Public Appointments (County Assemblies Approvals) Act, 2017. The Advertisement indicated that the submissions were to be received on or before 31st October, 2024 at 4.00pm.

18. Further pursuant to Article 118 of the Constitution, Section 7 of the Public Appointments (County Assemblies Approvals) Act, 2017 and Standing Order No. 187, the Clerk of the Assembly notified the general public that the approval hearing of the Nominee would be conducted on Thursday 31st October, 2024 at 11.00am.

Clearance and Compliance Requirements

19. On 16th October, 2024 vide letter Ref. CAK/EACC/VOL.III/10/24 (01) the Clerk of the Assembly wrote to the Ethics and Anti-Corruption Commission (EACC) requesting for reports with respect to the ethics and integrity compliance and verification of the Nominee.

20. As at the date of the adoption of this Report, the Committee was yet to receive a response from the EACC on the ethics and integrity verification of the Nominee.

Issues for Consideration during the Approval Hearings

21. Section 7 (8) and (9) of the Public Appointments (County Assembly Approvals) Act, 2017 provides that:

(7)

8) *An approval hearing shall focus on a candidate's academic credentials, professional training and experience, personal integrity and background.*

9) *The criteria specified in the schedule shall be used by a Committee during an approval hearing for the purposes of vetting a candidate.*

22. AND, Section 8 of the Public Appointments (County Assemblies Approvals) Act, 2017 provides that the issues for consideration by the relevant Committee in relation to any nomination shall be: -

- a) *Procedure used to arrive at the Nominee*
- b) *Any Constitutional or statutory requirements relating to the Office in question, and*
- c) *The suitability of the Nominee for the appointment proposed having regard to whether the nominee's abilities, experience and qualities meet the needs of the body to which the Nomination is being made.*

23. While conducting the approval hearing, the Committee was therefore guided by the relevant provisions of the Constitution, Section 44 of the County Governments Act, 2012, Section 8 of the Public Appointments (County Assemblies Approvals) Act, 2017 and the provisions of the Standing Orders.

Leadership and Integrity

24. The Committee, in determining the suitability of the Nominee, was further guided by the provisions on Leadership and integrity as outlined under Chapter Six of the Constitution. In particular, Article 72 (2) of the Constitution which provides that the guiding principles of leadership and integrity include:

- a. Selection on the basis of personal integrity, competence and suitability,
- b. Objectivity and impartiality in decision making and in ensuring that decisions are not influenced by nepotism, favoritism, other improper motives or corrupt practices;
- c. Selfless service based solely on the public interest, demonstrated by –
 - i. Honesty in the execution of public duties; and
 - ii. The declaration of any personal interest that may conflict with public duties;

- d. Accountability to the public for decision and actions; and
 - e. Discipline and commitment in service to the people
26. Article 75 of the Constitution requires a state officer, whether in public or private life to behave in a manner that avoids conflict between personal interest and public official duties. This Article further prohibits a state Officer who has been removed from office under it from holding any other state office.
27. Article 77(1) of the Constitution prohibits a full time State Officer from participating in any other gainful employment.
28. Article 77(2) of the Constitution prohibits an appointed State Officer from holding office in a political party. Article 78 of the Constitution disqualifies persons who are not Kenyan Citizens from appointment as State Officers. Further, a State Officer is barred from holding dual Citizenship.
29. In addition, the Committee considered section 10 of the Leadership and Integrity Act, 2012 in particular which provides that: -

A state Officer shall, to the best of their ability –

- a) Carry out the duties of the Office efficiently and honestly;*
- b) Carry out the duties in a transparent and accountable manner;*
- c) Keep accurate records and documents relating to the functions of the office; and*
- d) Report truthfully on all matters of the organization which they represent.*

Criteria used to arrive at the Nominee.

32. Pursuant to Section 8 (a) of the Public Appointments (County Assemblies Approvals) Act, 2017, one of the subject areas that must be vetted by the County Assembly is the procedure that was used to arrive at the Nominee. The purpose of vetting the procedure used to arrive at the Nominee by the County Assembly is to ascertain whether the process used to arrive at the Nominee for the position granted equal opportunity to eligible candidates.
33. The procedure for appointment of the County Secretary is outlined under Section 44 of the County Governments Act, 2012 and the Public Appointments (County Assemblies Approvals) Act, 2017.
34. Following the letter Ref. CGK/GVN/ADM/01/VOL.I/914 dated 4th October, 2024 on the Procedure used to arrive at the Nominee to the Office of the County Secretary, H.E the Governor informed the Committee as follows:
- a) THAT he arrived at the Nominee after considering a number of candidates for the position and;
 - b) THAT based on the qualifications of the Nominee, the candidate is best suited for the position of County Secretary.

Suitability of the Nominee for the proposed appointment having regard to whether the Nominees’ abilities, experience and qualities meet the needs of the body to which the nomination is being made.

35. The Suitability of the Nominee was assessed based on the functions of the County Secretary provided for in Section 44 of the County Governments Act, 2012 vis-à-vis his academic credentials, professional training and experience, personal integrity, background and qualities as well as his performance during the approval hearing conducted on Thursday 31st October, 2024.

36. Having considered the above requirements, and pursuant to section 7 of the Public Appointments (County Assemblies Approvals) Act, 2017, the Committee, through the Clerk of the County Assembly, invited submissions from the public on the suitability or otherwise of the nominee for appointment to the position of the County Secretary.

Memoranda from the Members of the Public in respect of the Nominee.

37. Pursuant to section 7(10) of the Public Appointments (County Assemblies Approvals) Act, 2017 which provides that;

"any person may, prior to the approval hearing, and by written statement on oath, provide the clerk with evidence contesting the suitability of a candidate to hold office to which the candidate has been nominated",

The Clerk of the County Assembly placed an advertisement in the print media on 18th October, 2024 (Annexure 2) inviting the public to submit memoranda by way of written statements on oath (affidavit) on the suitability or otherwise of the nominee in conformity with section 7(10) of the Public Appointments (County Assemblies Approvals) Act, 2017.

38. By close of business on Thursday, 31st October, 2024 at 5.00 pm the Committee had not received any submissions against the nomination and approval for appointment of Mr. Hesbon Hongo for the position of County Secretary.

Committee pass mark score for the Nominee

39. Following the Committee meeting held vide Minute **NO.67 /APPOINTMENTS/10/24** the Committee resolved to set its scoresheet pass-mark at 60% to assist the Committee accurately vet the competence of the Nominee.

APPROVAL HEARING OF THE NOMINEE.

49. The Committee on Appointments held a sitting on Thursday, 31st October, 2024 at 9.00am to deliberate on the approval hearing and the following were highlighted:

(a) That, by the deadline date and time of Thursday, 31st October, 2024 at 9.00 am, the Clerk of the County Assembly had not received any submissions against the nomination and approval for appointment of Mr. Hesbon Hongo for the position of County Secretary.

(b) That, the nominee had not notified the Clerk of the County Assembly of his withdrawal from the approval process as outlined under section 7 (12) of the Public Appointments (County Assemblies Approvals) Act, 2017.

50. The Committee therefore resolved to undertake the approval hearing as per the schedule that had been advertised by the Clerk of the County Assembly and which was communicated to the members of the public and the nominee. In conducting the approval hearing, the Committee on Appointments examined the nominee against the following criteria, as set out in section 8 of the Public Appointments (County Assemblies Approvals) Act, 2017 among others.

- a) Gender - compliance with Article 27(8) of the Constitution that requires the State to take measures to ensure that not more than two thirds of members of elective or appointive bodies shall be of the same gender;
- b) Nationality - to ascertain the nationality of the nominee to ensure compliance with Article 78 of the Constitution which provides that State Officers must be Kenyan citizens;
- c) Educational background;

- d) Employment record;
- e) Honours or awards given to the nominee;
- f) Membership to professional bodies;
- g) Public office and political affiliations held - to ascertain whether the nominee does not hold office in a political party in compliance with Article 77(2) of the Constitution that prohibits an appointed State Officer from holding an office in a political party;
- h) Information on whether the nominee has been removed from office under Article 75 of the Constitution which prohibits a State Officer who has been removed from office under this Article from holding any other State Office;
- i) Nominee's finances;
- j) External commitments that nominee intends to undertake while in office (if appointed). Article 77(l) of the Constitution prohibits a full time State Officer from participating in any other gainful employment;
- k) Tax status and net worth;
- l) Potential conflict of interest - Article 75(l) of the Constitution bars State Officers from engagements or association that may give rise to conflict between official duties and personal interest;
- m) Whether the nominee has been charged in a court of law in the past three years; and
- n) Whether the nominee has been adversely mentioned in a report of the County Assembly or a Commission of inquiry in the past three years.

QUALIFICATION OF MR. HESBON OWUOR HONGO

Mr. Speaker and Hon. Members;

51. Mr. Hesbon Owuor Hongo the Nominee to the Office of the County Secretary appeared before the Committee and was vetted under oath pursuant to the Oath and Statutory Declarations Act, (Cap. 15), the Public Appointments (County Assemblies Approvals) Act, 2017 and Standing Orders of the Kisumu County Assembly.

52. The Committee noted the following:

Date and place of Birth.

51. The Nominee is Male born in Kisumu County on 12th May, 1967. The Nominee confirmed that he is a Kenyan citizen and does not hold any other citizenship.

Academic and Professional Qualifications

S/No.	Verified Education Background	Verified Professional Qualifications
1.	MBA (Financial Management), 2017 – Catholic University of Eastern Africa	Certified Public Accountant of Kenya (CPA K), 2003
2.	Bachelor of Commerce (Finance), 2013 – Catholic University of East Africa	Certified Public Secretary of Kenya – CPS (K), 2005
3.	KACE – Pass, 1988 – Homa Bay High School	Certified Internal Auditor – CIA (Global Chapter), 2009
4.	KCE – Division 1 – Agoro Sare High School	Certified Information Systems Auditor (CISA) – ISACA
5.		Certified in Risk and Information Systems Control (CRISC) – ISACA, 2023

Employment Record

Ref.	Position	Institution/Organisation	Year/Period
1.	Acting County Secretary	County Government of Kisumu	January, 2024 to date
2.	Deputy County Secretary	County Government of Kisumu	December, 2023
3.	Secretary of the County Public Service Board	Kisumu County Public Service Board	November, 2013 to July, 2023
4.	Finance Manager	Bedrock Holdings Ltd	March, 2012 to July, 2012
5.	Assistant Manager (Operational Audits)	Telkom Kenya	August, 2007 to December, 2008
6.	Regional Internal Auditor	Telkom Kenya	July, 2005 – July, 2007

Professional Association and Membership

Verified Professional Membership
1. Information Systems Audit and Control Association (ISACA), 2019
2. Institute of certified Secretaries (ICS), 2006
3. Institute of Internal Auditors (IIA), 2006
4. Institute of Certified Public Accountants (ICPAK), 2004

Sources of Income received during the calendar year preceding the Nomination

Current Annual Salary - Kshs. 2,790,535.00

Networth - Approximately, Kshs. 15,000,0000 comprising, Salary, Land
Parcels and Residentials

Published writings

None:

Potential Conflict of Interest

None

Pro-bono/Charity Work

- i. Involved in ISACA's annual Community Charity for the less fortunate School going Children.
- ii. Paying school fess for the poor and orphaned children.

Honors and Awards

- i. None

Clearance Requirements

The Committee received the following up-to date clearance Certificates from relevant clearance bodies in accordance with the requirements of Chapter six of the Constitution:

- i. Tax Compliance Certificate (KRA)
- ii. HELB Compliance Certificate (HELB)
- iii. CRB Clearance Certificate (CRB)
- iv. Police Clearance Certificate (DCI)
- v. Certified EACC Self-Declaration Form (EACC)-

COMMITTEE OBSERVATIONS ON THE SUITABILITY OF THE NOMINEE

52. The Committee having considered the nominees filled questionnaire pursuant to Section 7(9) of the Public Appointments (County Assemblies Approvals) Act, 2017, his curriculum vitae and having heard his oral submissions during the approval hearing, made the following observations on his suitability for appointment as the County Secretary.

53. THAT, in accordance with Article 78(l) and (2) of the Constitution the Nominee is a Kenyan citizen born in Kisumu County and does not hold dual citizenship.

54. THAT, pursuant to Section 44 of the County Governments Act, 2012, the nominee is a holder of a first degree of Bachelors of Commerce from the Catholic University of Eastern Africa (CUEA); a recognized University in Kenya and a Master of Business Administration (Finance Management, 2017) from the Catholic University of Eastern Africa. His academic credentials, professional training and experience thus comply with Section 44 of the County Governments Act, 2012 and section 8 (c) of the Public Appointments (County Assemblies Approvals) Act, 2017.

55. THAT, he meets the requirements of Chapter 6 of the Constitution on leadership and integrity, having observed that the DCI, KRA, HELB and EACC had issued the Nominee with clearance certificates.

56. THAT the nominee has not been charged in a Court of Law in the last three years.

57. THAT, as stipulated in Article 75(l) of the Constitution, the nominee has no potential conflict of interest.

58. THAT, the Nominee satisfies the requirements of Article 77(l) of the Constitution in that he does not intend to participate in any other gainful employment.

59. THAT, the Nominee does not hold office in any political party and hence satisfies the provisions of Article 77(2) of the Constitution.

60. THAT, he has never been dismissed from office under Article 75 of the Constitution for contravention of the provisions of Articles 75(1) (conflict of interest), Article 76 (financial probity), Article 77(restriction on activities of State Officers) and Article 78(2) (dual citizenship) of the Constitution.

61. THAT, having fulfilled the academic and professional qualifications required for appointment to the position pursuant to Section 44 of the County Governments Act, 2012, the Nominee demonstrated knowledge of topical, administrative and technical issues touching on the portfolio to which he had been nominated, and had the requisite abilities required for the position in accordance with the requirements of Section 44 of the County Governments Act, 2012 to be approved for appointment as a County Secretary. *(see attached hansard report for the recording of the response of the Nominee on various topical matters).*

62. **THAT**, the Nominee was awarded a score of 80.88% *(refer scoresheet)* by the Committee Panelists being above the set pass-mark of 60% as indicated in the scoresheet analysis below:

**SCORESHEET FOR MR. HESBON HONGO; NOMINEE TO THE POSITION OF
COUNTY SECRETARY.**

No	Score Area	Max. Score	P1	P2	P3	P4	P5	P6	P7	P8	P9	TOTAL
	PART I – PERSONAL PROFILE											
1	1. Academic & Professional qualifications Candidate to describe:	20	15	15	19		14	15	19	17	18	

	Years of Work experience (as it relates to the position) i). 10 + (5mks) ii). 5-10+ (5mks) iii). 1-5+ (5mks) 2. Demonstrable Achievements and Past pro bono voluntary engagements (5mks)											
2	1. Education/training (relevant to the position) i). Doctorate Degree (3mks) ii). Masters Degree (2mks) iii). Bachelor's Degree (5mks)	10	7	8	9		7	7	10	7	7	
No	Score Area	Max. Score										

	PART II – TECHNICAL AND PROFESSIONAL QUALIFICATION											
	Question 2, Question 3 Question 4 Question 5 Question 6 Question 7	30	24	20	29		19	30	28	26	25	
	PART III – GENERAL KNOWLEDGE											
	Question 6 Question 7 Question 8 Question 9 Question 10 Question 11	30	20	20	28		19	21	24	26	21	
	PART IV – COMMUNICATION AND PERSONAL ATTRIBUTES											
	Capacity to express self Clarity of speech General attitude and personality Interpersonal skills Self confidence	10	8	7	9		9	10	10	10	10	

	Total	100	74	70	94		68	83	91	86	81	647
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Total score = 647

Av. Score =80.88%

COMMITTEE RECOMMENDATION

Mr. Speaker and Hon. Members

55. Having conducted the approval hearing of Mr. Hesbon Hongo pursuant to section 4 and Section 8 of the Public Appointments (County Assemblies Approvals) Act, 2017, Section 44 of the County Governments Act, 2012 and Standing Order No. 187 of the Kisumu County Assembly Standing Orders;

The Committee Recommends that this Hon. House: -

1. **APPROVE** the Nomination of Mr. Hesbon Hongo; Nominee for the position of the County Secretary for appointment by His Excellency the Governor.

CONCLUSION

On behalf of the Committee on Appointments and pursuant to Sections 44 of the County Governments Act, 2012, Section 9 (2) of the Public Appointments (County Assemblies Approvals) Act, 2017 read together with Standing Order No. 187 of the Kisumu County Assembly Standing Orders, it is now my duty and privilege to present to this House, the Report of the Committee on the Suitability of Mr. Hesbon Owuor Hongo; Nominee for appointment to the position of County Secretary for consideration.

I wish to call upon to second.

LIST OF ANNEXURES.

- | | |
|-------------------------------------|-------------|
| 1. Notice of Nomination | - Annex i |
| 2. Advertisement for public hearing | - Annex ii |
| 3. Questionnaire of the Nominee | - Annex iii |
| 4. Curriculum Vitae | - Annex iv |



OFFICE OF THE GOVERNOR

Prosperity House (Former Nyanza Provincial Headquarters), 2nd Floor Wing "A"
P.O Box 2738-40100, Email: governor@kisumu.go.ke

Our ref:CGK/GVN/ADM/01/VOL..I/914

OCTOBER 4, 2024

**THE CLERK
COUNTY ASSEMBLY
KISUMU.**

Dear Sir,

**RE: SUBMISSION OF PROCEDURE USED TO ARRIVE AT THE NOMINEE TO
THE OFFICE OF THE COUNTY SECRETARY.**

The above subject matter refers.

Pursuant to the Constitution 2010, the County Governments Act 2012, Section 44 and after considering a number of candidates for the above position, I have identified CS. Hesbon Owuor Hongo as best suited to fill the vacancy having acted in the same position for the past nine months.

CS. Hesbon Hongo holds a Bachelor's degree in Commerce and a Master of Business Administration both from the Catholic University of Eastern Africa. He is a Certified Public Accountant of Kenya, Certified Secretary, Certified Internal Auditor, Certified Information Systems Auditor, Certified in Risk and Information Systems Control, copies of which are attached for ease of reference.

The purpose of this letter is to forward the nominee indeed as per the Law. I evaluated a number of candidates before settling on the nominee and subsequently forward his name to the Assembly for consideration.

Yours Sincerely,

**HON. (PROF.) PETER ANYANG' NYONG'O, EGH.
GOVERNOR**



H/B
Dear Sir,
7/10/24



OFFICE OF THE GOVERNOR

Prosperity House (Former Nyanza Provincial Headquarters), 2nd Floor Wing A
P.O Box 2738-40100, Email: governor@kisumu.go.ke

Our ref:CGK/GVN/ADM/01/VOL.1/913

October 4, 2024

**THE CLERK
COUNTY ASSEMBLY
KISUMU**



Dear Sir,

RE: NOMINATION OF THE COUNTY SECRETARY

Pursuant to Section 44 of the County Government Act, I nominate CS. **Hesbon Owuor Hongo** of ID/No. **9905927** to the position of County Secretary. He is currently the acting County Secretary.

The purpose of this letter is to forward the nominee to the County Assembly for vetting as required by law.

Attached herewith please find his CV, Copy of Identity Card, Academic Papers and Testimonials for ease of reference by the County Assembly.

Yours Sincerely,

**HON. (PROF.) PETER ANYANG' NYONG'O, EGH.
GOVERNOR**

**CC: Hon Speaker of the County Assembly
County Secretary**



COUNTY GOVERNMENT OF KISUMU
COUNTY ASSEMBLY OF KISUMU



CRITERIA FOR VETTING OR APPROVAL OF NOMINEES PURSUANT TO SECTION 8 OF
THE PUBLIC APPOINTMENTS COUNTY ASSEMBLIES APPROVALS ACT

QUESTIONNAIRE

Notes:

- (a) This questionnaire applies to appointments to public office arising by or under the Constitution or any other law where the approval of a County Assembly is required.
- (b) The questionnaire shall be used by the relevant committee of a County Assembly to vet the nominee appearing before the committee in the process of approval by the relevant County Assembly.
- (c) The questionnaire shall be filled and submitted by the nominee to the relevant committee of the County Assembly through the Clerk on or before a date set by the committee via the public hearing advert of 18th October, 2024.
- (d) The submission of false information in the questionnaire shall lead to the automatic disqualification of a nominee.
- (e) Any form of canvassing by a nominee shall lead to disqualification.
- (f) The nominee **MUST** answer all the questions.

1. Name: (State full name). *AS Hesbon Dwiwor Hongo*

2. Position : (State office to which you have been nominated). *County Secretary*

3. Sex: *Male*

(4) (a) Date of Birth: *12th May, 1967*

(b) Place of Birth: Kisumu

5. Marital Status: Married

6. Mobile phone number: 0722527835

7. Email Address: hesbonhong@gmail.com

8. ID Number: 9905927

9. PIN Number: A001302704X

10. Nationality: Kenyan

11. Postal Address: P.O. Box 7292 - 40100

12. Town/City: Kisumu

13. Knowledge of Languages: (Specify Languages).

English, Kiswahili, Dholuo

14. Education: (List, in reverse chronological order, each university, college, or any other institution of higher education attended and indicate, in respect of each, the dates of attendance, academic award obtained, whether a degree was awarded, and the dates on which each such degree was awarded).



① The Catholic University of Eastern Africa (CUEA)
Master of Business Administration (Financial
Management) 2017

② The Catholic University of Eastern Africa (CUEA)
Bachelor of Commerce (Finance) 2013

15. Employment Record: (List in reverse chronological order all government agencies, business or professional corporations, companies, firms or other enterprises with which you have been affiliated as an officer, director, partner, proprietor, employee or consultant).

- January 2024 to date Deputy County Secretary/Aching County Secretary.
- December 2023 Deputy County Secretary
- November 2013 to ~~November~~ 2023 - Board Secretary
- January 2013 to July 2013 Chemelil SACCO Ltd - Senior Accountant/Deputy Chief Executive Officer.
- March 2012 to July 2012 - Bedrock Holdings Ltd - Finance Manager
- August 2007 to December 2008 - Telkom Kenya - Assistant Manager Operational Audits.
- July 2005 to July 2007 - Telkom Kenya Ltd - Regional Internal Auditor Ngora, Kisumu.
- January 2004 to June 2005 Telkom Kenya Ltd - Senior Internal Auditor - Nairobi

16. Honours and Awards: (List any scholarships, fellowships, honorary degrees, academic or professional honours, honorary society memberships, military awards and any other special recognition for outstanding service or achievement and in respect of each, state the date of award and the institution or organization that made the award).

First Class Honours - Bachelor of Commerce (Finance)

17. Professional Associations (where applicable): (List all professional associations of which you are or have a member and give any positions held and the respective dates when each such position was held).

The Association of Professional Societies in East Africa (APSEA)

18. Memberships: (List all professional, business, fraternal, scholarly, civic, charitable or other organizations, (other than those listed in response to Question 16) to which you belong or have belonged).

2019 to date ISACA

2017 to date Institute of Human Resources Management (IHRM)

2006 to date Institute of Certified Secretaries (ICS)

2006 to date Institute of Internal Auditors (IIA)

2004 to date Institute of Certified Public Accountants of Kenya (ICPAK)

19. Published Writings:

(a) List the titles, publishers and dates of books, articles, reports letters to the editor, editorial pieces or other published materials you have authored or edited.

Not Applicable.

(b) Supply four (4) copies of any reports, memoranda or policy statements you prepared or contributed in the preparation of any bar association, committee, conference or organization of which you were a member.

Audit Report on Revenue and Trade Receivables (Telkom Kenya)

20. Public Office, Political Activities and Affiliations:

(a) List chronologically any public offices you have held or are currently holding, including the terms of service and whether such positions were elected or appointed.

- November 2013 to November 2023 - Board Secretary (KCPSB)
- December 2023 to date - Deputy County Secretary.
- January 2024 to date - Acting County Secretary

(b) List all memberships and offices held in and services rendered, whether compensated or not, to any political party or election committee. If you have ever held a position or played a role in a political campaign, identify the particulars of the campaign, including the candidate, dates of the campaign, your title and responsibilities. Also include any linkage you have to a political party at present.



Not applicable.

(c) Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Article 75 of the Constitution?

No

(d) Have you ever been adversely associated with practices that depict bias, favouritism or nepotism in the discharge of public duties?

No

Deferred Income/Future Benefits: (List the sources, amounts and dates of all anticipated receipts from deferred income arrangements, stock, options, uncompleted contracts and other future benefits which you expect to derive from previous business relationships, professional services, firm

Not applicable.

21. memberships, etc).

• 2019 to date ISACA
• 2017 to date IH&M
• 2006 to date ICS
• 2006 to date IIA
• 2004 to date TCPAK

22. Outside commitment during service in office: (Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during your service in office? If so explain).

Not applicable.

23. Sources of Income: (List sources and amounts of all income received during the calendar year preceding your nomination and in the current calendar year).

Annual Salary and Benefits Kshs 2,790,535.00

24. Tax Status: (Attach your Kenya Revenue Authority Clearance Certificate).

Attached

25. Statement of Net Worth: (State your financial net worth).

I am worth approximately Kshs 15m (Fifteen million shillings) - Comprising of Salary, Land parcels, Residential Houses

26. Potential Conflicts of Interest:

(a) Identify the family members or other persons, parties, categories of litigation or financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to arise.

None. Any potential conflict will be declared disclosed as required of all public officers.

(b) Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern.

I will undertake the following steps:-

- Recognize potential conflicts of interest.
- Document/record the conflict as a way of disclosure.
- Exclude myself from participating in the activity/decision making in the situation causing the conflict.

27. Pro-Bono/Charity Work/Donations to charity: (Describe what you have done by way of pro bono or charity work, listing specific instances, the amount contributed and the amount of time devoted to each).

- I am involved in ISACA's annual community charity for the less fortunate school going children.
- Paying school fees for poor/orphaned children.

28. Have you ever been charged in a court or law in the last three years? If so, specify the nature of the charge, where the matter is ongoing, the present status of the matter, or where the matter is concluded, the judgment of the court, or otherwise, how the case was concluded.

No.



29. Have you ever been adversely mentioned in an investigatory report of Parliament or any other Commission of inquiry in the last three years?

No.

30. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination? If yes, explain:

No.

31. References: (List three persons who are not your relatives who are familiar with your character, qualification and work).

1. Mr. Morgan H. Morgan,
Chief Executive Officer - IFBC,
Mobile No. 0717524402.

2. Mrs. Lucas Otene,
Chief Internal Auditor,
Nzoia Sugar Co. Ltd.,
Mobile No. 0722 279551

3. Joshua W. Wambua,
Chairman,
Institute of Certified
Secretaries - Kenya,
Mobile No.
0722 327844

CPA/CS HESBON OWUOR HONGO CISA CRISC
MBA, B.COM(HONS), CPA (K), CPS (K), CIA, CISA, CRISC

P.O.BOX 7792-40100 KISUMU TEL+254722527835
Email: hesbonhongo@gmail.com

AN ACCOMPLISHED PROFESSIONAL WITH PROFICIENCY IN ASSURANCE AND CONSULTING ACTIVITIES, REGULATORY COMPLIANCE, RISK MANAGEMENT, CORPORATE GOVERNANCE AND FINANCIAL MANAGEMENT, BUSINESS ANALYSIS, INFORMATION SYSTEMS AUDITS, BUSINESS MANAGEMENT SKILLS, AND MANAGEMENT OF HUMAN RESOURCES.

PROFESSIONAL TRAINING

SUMMARY OF PROFESSIONAL QUALIFICATIONS

- 2003 Certified Public Accountant of Kenya-CPA [K]
 - 2005 Certified Public Secretary of Kenya-CPS [K]
 - 2009 Certified Internal Auditor-CIA [Global Chapter]
 - 2022 Certified Information Systems Auditor [CISA]-ISACA
 - 2023 Certified in Risk and Information Systems Control [CRISC]-ISACA
-

EDUCATION

- 2017 MBA (Financial Management)
The Catholic University of Eastern Africa
- 2013 Bachelor of Commerce (Finance)
The Catholic University of Eastern Africa
- 1988 KACE-Pass.
Homa-Bay High School
- 1986 KCE Division I
Agoro Sare High School

PROFESSIONAL COURSES IN PROGRESS

- Certified in Governance of Enterprise Information Technology-ISACA
- Certified Data Privacy Solutions Engineer-ISACA

COMPUTER SKILLS

Proficient in Microsoft Office Suite

PROFESSIONAL MEMBERSHIP

- 2019-To Date: Information Systems Audit and Control Association (ISACA)
- 2017-To Date: Institute of Human Resource Management of Kenya (IHRM)
- 2006-To Date: Institute of Certified Secretaries (ICS)
- 2006-To Date: Institute of Internal Auditors (IIA)
- 2004-To Date: Institute of Certified Public Accountants of Kenya (ICPAK)

PROFESSIONAL ACTIVITIES

Actively involved in the Annual Conferences, Seminars and Workshops for the underlisted Professional bodies: -

- Institute of Certified Secretaries (ICS)
- Institute of Certified Public Accountants of Kenya (ICPAK)
- Information Systems Audit and Control Association (ISACA)
- Institute of Human Resource Management of Kenya (IHRM)
- Institute of Internal Auditors (IIA)

WORK/PROFESSIONAL EXPERIENCE

JANUARY 2024 TO DATE ACTING COUNTY SECRETARY-COUNTY GOVERNMENT OF KISUMU

Main Duties include:

- Head of County Public Service.
- Secretary to the County Executive Committee.
- Conveying the decisions of the County Executive Committee to the appropriate persons and authorities.
- Arranging the business, and keeping the Minutes of County Executive Committee.
- Providing strategic policy direction to improve service delivery.
- In charge of County Executive Committee affairs and the Secretariat.
- Administration and coordination of Public Service.

DECEMBER 2023 TO DATE DEPUTY COUNTY SECRETARY-COUNTY GOVERNMENT OF KISUMU

Main Duties included:

- Secretary to County Performance Management Committee.
- Dissemination of County Government's Policies and Programmes.
- Preparing and drafting memoranda, ministerial position and concept papers.
- Conducting Technical research and special studies on policy issues.

**NOVEMBER 2013 TO NOVEMBER 2023 KISUMU COUNTY PUBLIC SERVICE BOARD-
BOARD SECRETARY/CHIEF EXECUTIVE OFFICER**

Main Duties included:

- Head of Secretariat.
- Involved in day-to-day operations of the Board.
- Accounting and Authorized Officer of the Board.
- Corporate Governance advisor to the Board.
- Preparation and circulation of minutes and agenda of the board meetings.
- Implementation of Board resolutions/decisions.
- Preparation of Annual work plan for the Board with the guidance of the chairperson.
- Conveying the decisions of the Board.
- Guidance and advice to the Secretariat on matters of ethics and good governance.

Main Achievements:

- Ensured that the Board had a customized Human Resource Policy and Procedure Manual.
- Played a leading role in the production of the Strategic Plans for 2015-2019 and 2020-2024.
- Instituted good Institutional Governance and financial discipline.
- Ensured prompt implementation of Board resolutions.

**JANUARY 2013 TO JULY 2013 CHEMELIL SACCO SOCIETY LTD SENIOR
ACCOUNTANT/DEPUTY CHIEF EXECUTIVE OFFICER**

Main Duties included:

- Preparing annual business plan, operating budgets and management reports.
- Implementing internal controls and addressing issues raised by external auditors.
- Supervising the overall operations of accounts department.
- Ensuring that Financial Statements are prepared in accordance with International Financial Reporting Standards.

Achievements

- Instituted Internal Controls, both physical and logical.
- Reduced external audit queries.

MARCH 2012-JULY 2012 BEDROCK HOLDINGS LTD-KISUMU FINANCE MANAGER

CPA/CS HESBON OWUOR HONGO CISA CRISC
MBA, B.COM(HONS), CPA (K), CPS (K), CIA, CISA, CRISC

P.O.BOX 7792-40100 KISUMU TEL+254722527835
Email: hesbonhongo@gmail.com

Core Responsibilities included:

- Providing overall leadership to Finance Department.
- Developing reviewing and implementing sound financial policies to achieve the company's strategic objectives.
- Developing financial management mechanisms that minimize financial risks.
- Providing and interpreting financial information and produce complete and accurate financial reports to specific deadlines to facilitate decision-making.
- Developing sound financial management controls.
- Co-ordinating branch audits.
- Ensuring effective cash flow management by monitoring and interpreting cash flows and predicting future needs and trends in the market.

ACHIEVEMENTS

- Instituted financial discipline.
- Reduced non-core expenditure by 25%

JAN. 2011-NOVEMBER 2011 HEAD OF INTERNAL-SIAYA TEACHERS SACCO

- Reporting to the audit committee on Risk management, Governance and Control processes.

ACHIEVEMENT

- Carried out enterprise risk management that resulted to identification of major strategic risks.
- Played a major role in setting up the Audit Committee
- Developed the Audit Committee Charter.

**AUGUST 2007-DECEMBER 2008 ORANGE (TELKOM) KENYA-NAIROBI ASSISTANT
MANAGER OPERATIONAL AUDITS-REPORTING TO HEAD OF INTERNAL AUDIT**

As the Head of Operational Audits my brief responsibilities were:

- Reviewing and suggesting improvements to the company's internal controls.
- Developing and reviewing of the section's Annual Audit Plan.
- Identifying and assessing the company's business risk factors and developing individual audit plans and programs for each engagement.
- Establishing an audit review system that ensures that the company's performance is consistent with applicable policies, plans, procedures, laws and regulations.
- Writing Audit Reports and discussing salient issues with the auditees to encourage faster implementation of agreed issues.
- Follow up of adopted audit recommendations.

ACHIEVEMENT

- Developed management response tracking system to audit reports.

P.O.BOX 7792-40100 KISUMU TEL+254722527835
Email: hesbonhongo@gmail.com

- Management responses to audit reports, increased by 20%.

**JULY 2005-JULY2007 ORANGE (TELKOM) KENYA LTD- REGIONAL INTERNAL
AUDITOR NYANZA-KISUMU**

Duties included:

- Coordination of the regional activities of the Internal Audit unit.
- Planning, conducting and monitoring the regional audit engagements.

ACHIEVEMENT

- Reduced non-core expenditure by 50%.
- Carried out management sensitization on risk assessment resulting into awareness and mitigation of identified strategic risks.

REFEREES

REFEREES

Mr. Marjan H. Marjan,

Chief Executive Officer -IEBC

Mobile No: 0717524402,0770003187

Mr. Lucas O. Alwala,

Chief Internal Auditor,

Nzoia Sugar Company Ltd

Mobile No: 0722-279551, 0722-201112

Mr. Joshua W. Wambua,

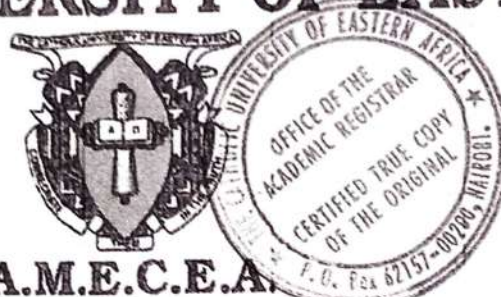
Chairman,

Institute of Certified Secretaries of Kenya,

Mobile No: 0722-327844

Serial No. 4126

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA



Handwritten signature
22-10-2024

A.M.E.C.E.A.

Having satisfied the requirements of the Faculty of Commerce of the University and on the recommendation of the Senate, and by virtue of the authority vested in it by the University Council,

Hesbon Owuor Hongo

has been conferred the degree of

MASTER OF BUSINESS ADMINISTRATION

(Financial Management Option)

~ First Class Honours ~

With all rights and privileges pertaining thereto. In Witness whereof we, the Trustees of the University, have caused this degree to be signed by duly authorised officers and have authorised the seal of the University to be affixed thereto.

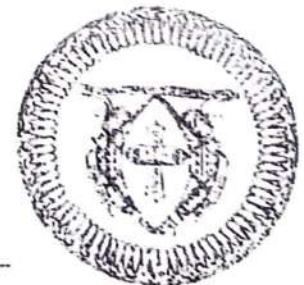
Given at Nairobi, Kenya, on 26th May in the year 2017

Handwritten signature
Chancellor

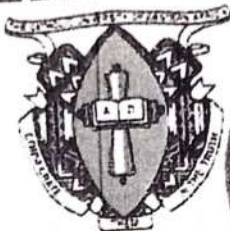
Handwritten signature
Vice-Chancellor

Handwritten signature
Dean

Serial No. 028809



THE CATHOLIC UNIVERSITY OF EASTERN AFRICA



J. Killo
32-10-2024

A.M.E.C.E.A

Having satisfied the requirements of the Faculty of Commerce of the University and on the recommendation of the Senate, and by virtue of the authority vested in it by the University Council,

Hesbon Owuor Hongo

has been conferred the degree of
BACHELOR OF COMMERCE

(Finance Option)

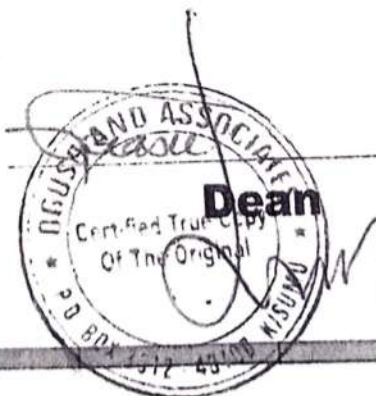
~ First Class Honours ~

With all rights and privileges pertaining thereto. In Witness whereof we, the Trustees of the University, have caused this degree to be signed by duly authorised officers and have authorised the seal of the University to be affixed thereto.

Given at Nairobi, Kenya, on 4th October in the year 2013

[Signature]
Vice-Chancellor

Serial No. 017852



THE KENYA NATIONAL EXAMINATIONS COUNCIL



This is to certify that the candidate named below sat for the Examination for the Kenya Certificate of Education and qualified for the award of a

KENYA CERTIFICATE OF EDUCATION

DIVISION I

THE CANDIDATE REACHED THE GRADE SHOWN IN THE SUBJECTS NAMED

HESBON DWUOR

74001/038

AGORU SARE HIGH SCHOOL

ENGLISH LANGUAGE
CHRISTIAN REL. EDUCATION
HISTORY
GEOGRAPHY
MATHEMATICS
PHYSICAL SCIENCE
BIOLOGY

Grade

0
1
1
3
4
5
5

SUBJECTS NAMED SEVEN

SUBJECTS PASSED SEVEN

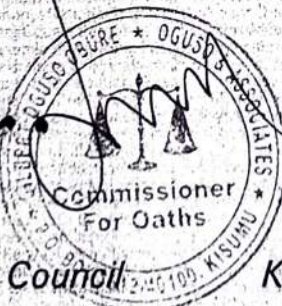
EXAMINATION OF NOVEMBER/DECEMBER 1986

For : County Director of Education
Kisumu County
P. O Box 575 - 40100,
KISUMU.

28/1/87

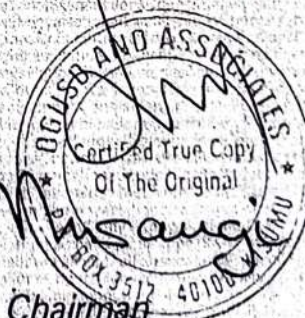
Secretary

Kenya National Examinations Council



Chairman

Kenya National Examinations Council



THE KENYA NATIONAL EXAMINATIONS COUNCIL

Certificate of Primary Education

This is to certify that the candidate named below sat the Examination for C.P.E. in the year 1982 and reached the Grades shown in the Subjects named:-

SCHOOL - 74175 SHAURI YAKO

CANDIDATE - 74175204 HESBON OWUOR

	GRADE
ENGLISH	A
MATHEMATICS	B+
GENERAL SUBJECTS (History, Civics, Geography, Natural Science, Agriculture)	A-

A=Very Good B=Good C=Satisfactory D=Weak E=Very Weak

DECEMBER 1982



Secretary

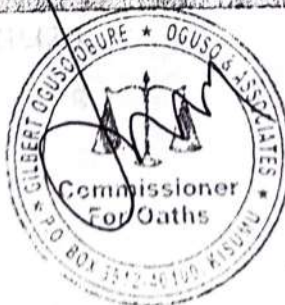


Chairman

This Certificate was issued without any alteration whatsoever.

For :County Director of Education
Kisumu County
P. O Box 575 - 40100,
KISUMU.

28/10/24



THE KENYA NATIONAL EXAMINATIONS COUNCIL



This is to certify that the candidate named below sat for the Examination for the Kenya Advanced Certificate of Education and qualified for the award of a

KENYA ADVANCED CERTIFICATE OF EDUCATION

The candidate passed at the level shown (Principal or Subsidiary) in the subject(s) named and attained the Grade(s) as indicated.

HESBON OMUOR

HOMA BAY SCHOOL

74004/523
For : County Director of Education
Kisumu County
P. O Box 575 - 40100,
KISUMU.

Grade

28/10/24

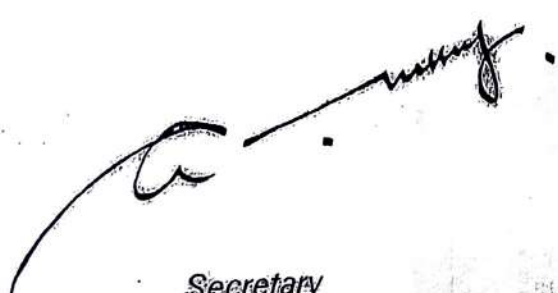
GENERAL PAPER
MATHEMATICS ALT S
CHEMISTRY
BIOLOGY

SUBSIDIARY
SUBSIDIARY
SUBSIDIARY
SUBSIDIARY

SUBJECTS RECORDED FOUR

EXAMINATION OF NOVEMBER / DECEMBER 1988




Secretary
Kenya National Examinations Council


Chairman
Kenya National Examinations Council

A 168458

(See overleaf)

AGORO SARE HIGH SCHOOL

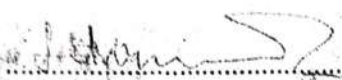
SCHOOL AWARD

Name..... RESPON OWOJO.

House/Class FORM 3R. MBOYA H6E

Achievement BEST END-YEAR EXAM PERFORMANCE (1985)

Department.....


HEAD OF DEPARTMENT


HEADMASTER





COUNTY GOVERNMENT OF KISUMU
Office of the Governor

City Hall, 1st Floor, Uhuru Road
Tel: (020) 2403314, 2403313
website: www.kisumu.go.ke

P.O Box 2738-40100
Kisumu, Kenya
Email: governor@kisumu.go.ke

REF:CGK/GVN/ADM/02/VOL.2/0249

26th January 2024

Judith Oluoch
CECM;
Public Service, County Administration and Participatory
Development
County Government of Kisumu
P. O Box 2738 - 40100
Kisumu

RE: HANDING OVER.

Following the appointment of Mr. Hesbon Hongo as the Deputy County Secretary and subsequently as the Acting County Secretary, you are hereby asked to arrange to handover the functions of the Office of the County Secretary as soon as possible, probably in the course of next week.

Kindly prepare the handing over notes and let me know when you plan to do this

Yours Sincerely,

HON. (PROF) PETER ANYANG NYONG'O, EGH
GOVERNOR





COUNTY GOVERNMENT OF KISUMU Office of the Governor

City Hall, 1st Floor,
Mobile No: +254724264703
website: www.kisumu.go.ke

City Hall
P.O. Box 2738 - 40100
Kisumu, Kenya
Email: governor@kisumu.go.ke

REF: CGK/GVN/ADM/02/VOL.2/0247

24th January 2024

CS HESBON OWUOR HONGO
PF/NO: 20130046678



APPOINTMENT LETTER

I am pleased to inform you that I have appointed you as the Deputy County Secretary and Deputy County Head of Public Service Job Group 'S' in the County Government of Kisumu. The terms and conditions of your employment will be subject to the provisions of the Employment Act 2007, and as follows:

1. DURATION

You have been appointed on contract for a period of three years with effect from 1st February, 2024. This contract is renewable once based on satisfactory performance.

2. DUTIES AND RESPONSIBILITIES

The Deputy County Secretary is the Deputy Head of County Public Service and you will discharge the following functions:-

- Deputize the County Secretary and shall be responsible for the functions of the County Secretary in his/her absence.
- Assist the County Secretary in overseeing service delivery in the County.
- Accounting and authorized officer of the Office of the Governor.
- Secretary to the County Performance Management and Monitoring Committee.
- Dissemination of County Government policies and programmes.
- Coordinating County Government functions, reports and programmes.
- Preparing and drafting County Government Circulars.
- Follow-up action on Executive Committee decisions and directives with relevant departments.
- Conducting technical research and special studies on policy issues.
- Supporting in establishing strong linkages between County departments and external stakeholders.
- Liaising with the County Public Service Board on compliance with the National Values and Principles of Governance.
- Perform any other duties as may be assigned from time to time by the Governor and the County Secretary.

3. REMUNERATION

The Salary scale attached to this post is in Job Group 'S'. Your basic salary entry point is Kshs.203,010 per month. All other allowances will be applicable as per the prevailing regulations.

4. ACCOUNTABILITY

You shall be accountable to the County Secretary, County Government of Kisumu in the exercise of your duties and responsibilities.

During your employment, you shall devote the whole of your time, attention and ability to your duties as specified and shall use your best endeavors to promote the welfare and interests of the County Government of Kisumu and shall not without the written consent of the County Government engage or be engaged directly or indirectly in any other business or occupation other than that of our employment. You will be subject to all regulations in force for officers in the public service.

5. PERFORMANCE APPRAISAL

You will sign performance appraisal between you and the County Secretary. The performance of your work to the expected standards as defined through individual Performance targets shall determine your continuous employment.

6. LOCATION

You will be based at the County headquarters.

7. CONFLICT OF INTEREST

You will be required to immediately disclose in writing to your appointing authority all interests in any ventures, contracts, or arrangements which may conflict with the performance of your duties and/or the interests of the County Government.

8. CONFIDENTIALITY

Other than as is required in the course of your duties and/or with the written consent of the County Government of Kisumu, in no circumstances may you disclose to any person whatsoever any of the secrets, concerns, affairs, facts or accounts of the County Government of Kisumu or any of its participants during your employment or after its termination for any reason. You will not communicate with any newspaper or other forms of news media with regards to the affairs of the County Government of Kisumu except with the prior express approval in writing.

9. ANNUAL LEAVE

You will be entitled to thirty (30) working days annual leave which shall not be carried forward without prior written approval.

10. TERMINATION OF EMPLOYMENT

Notwithstanding any other provision hereof, this appointment may be terminated by either party giving one month's notice or paying one month's salary in lieu of notice. This appointment may also be summarily terminated for misconduct or breach thereof.

Let me take this opportunity to congratulate you and wish you every success in your appointment and assure you of the necessary support in the discharge of your duties.

We are confident that you will be able to make a significant contribution to the success of the County Government of Kisumu.

Issued in duplicate, copy to be noted and returned.

H.E. Prof. Peter Anyang' Nyong'o
Governor - Kisumu County



I accept the appointment having read and understood the terms and conditions set out or referred to in this letter of appointment and agree to be bound by them.

NAME Hesbon Dwikox Hongo ID No. 9905927

SIGNATURE [Signature] DATE 24/1/2024

Cc.

- ✓ County Secretary-Kisumu County
- ✓ County Director Human Resource Management-Kisumu County
- ✓ Payroll Manager-Kisumu County





COUNTY GOVERNMENT OF KISUMU

Office of the Governor

City Hall, 1st Floor,
Mobile No: +254724264703
website: www.kisumu.go.ke

City Hall
P.O. Box 2738 - 40100
Kisumu, Kenya
Email: governor@kisumu.go.ke

REF: CGK/GVN/ADM/02/VOL.2/0248

21st January 2024

CS HESBON OWUOR HONGO
PF/NO: 20130046678

ACTING APPOINTMENT AS COUNTY SECRETARY



I am pleased to appoint you in an acting capacity as the County Secretary for Kisumu County for a period of six months or until the position is substantively filled, whichever comes earlier. This appointment takes effect immediately.

Your duties as the acting County Secretary will be following: -

- Head of County Public Service.
- Provide Strategic policy direction to improve service delivery in the County Public Service.
- Be responsible for arranging the business, and keeping the minutes, of the County Executive Committee subject to the directions of the Executive Committee.
- Administration and coordination of the Public Service.
- Convey the decisions of the County Executive to the appropriate persons or authorities.
- Secretary to the County Executive Committee.
- In charge of County Executive Committee Affairs and Secretariat.
- Responsible for the coordination and smooth running of all County departments.
- Ensure all questions to the various departments are promptly responded to.
- Responsible for reports from the Executive to the County Assembly. Generate quarterly implementation reports which are later channelled to the County Assembly.
- Provide direction to Public Officers in the County.
- Perform any other functions as directed by the County Executive Committee.

You will be paid an acting allowance at the rate of 20% of the basic salary of your substantive job group. All allowances pertaining the position shall be paid in line with the Salaries and Remuneration Commission. Issued in duplicate, copy to be noted and returned.

H.E. Prof. Peter Anyang' Nyong'o, EGH
GOVERNOR - KISUMU COUNTY

I accept the acting appointment having read and understood the terms and conditions set forth in the referred to in this acting appointment letter and agree to be bound by them.



Name Hesbon Owuor Hongo ID No. 9905927
Signature [Signature] Date 24/11/2024
Cc.

- ✓ County Director Human Resource Management-Kisumu County
- ✓ Payroll Manager-Kisumu County



**OFFICE OF THE GOVERNOR
COUNTY GOVERNMENT OF KISUMU**

From: Chief of Staff,
To: County Director – Human Resource Management
Date: November 29, 2023

**RE: CONFIRMATION OF REPORTING TO THE OFFICE OF THE DEPUTY
COUNTY SECRETARY MR. HESBON OWUOR HONGO**

The subject line refers.

This is to confirm that the above named officer reported on duty as per the appointment letter of the 27th November, 2023. We look forward having him contribute to the delivery services bestowed upon him as per his Terms of Reference.

Sincerely,

Daniel Opiyo
CHIEF OF STAFF

The Governor

Secretary/ CEO – County Public Board





COUNTY GOVERNMENT OF KISUMU Office of the Governor

City Hall, 1st Floor,
Mobile No: +254724264703
website: www.kisumu.go.ke

City Hall
P.O. Box 2738 - 40100
Kisumu, Kenya
Email: governor@kisumu.go.ke

REF: CGK/GVN/ADM/02/VOL.2/0193

27th November 2023

Hesbon Owuor Hongo
PF.No: 20130046678

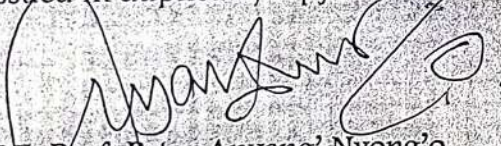
SHORT TERM CONTRACT

I am pleased to offer you a short-term contract for a period of Six (6) months in the position of Deputy County Secretary with effect from 27th November, 2023. This contract is renewable once based on satisfactory performance.

The Salary scale attached to this post is in Job Group 'S'. Your basic salary entry point is Kshs. 203,010 per month.

All other allowances will be applicable as per prevailing regulations. Please note that this letter also serves as a notice of termination at the expiry of the period stated above.

Issued in duplicate, copy to be noted and returned.


H.E. Prof. Peter Anyang' Nyong'o
Governor - Kisumu County

I accept the offer as outlined above.

NAME: Hesbon Owuor Hongo ID NO: 9905727

SIGNATURE:  DATE: 27/11/2023

Cc.

- ✓ County Secretary - Kisumu County
- ✓ County Director Human Resource Management - Kisumu County
- ✓ Payroll Manager



OFFICE OF THE GOVERNOR

Prosperity House (Former Nyanza Provincial Headquarters), 2nd Floor Wing "A"
P.O Box 2738-40100, Email: governor@kisumu.go.ke

Our ref: CGK/GVN/ADM/01/VOL.I/494

20th August, 2019

CS Hesbon Owuor Hongo,
PF No.20130046678,
BOARD SECRETARY



Dear *Hesbon,*

RE: LETTER OF APPOINTMENT FOR SECRETARY – KISUMU COUNTY PUBLIC SERVICE BOARD

In exercise of the powers conferred by Section 58 (1) (c) of the County Governments Act (Cap 265), I hereby extend your contract of service as Secretary of the County Public Service Board in the County Government of Kisumu for a period of four(4) years, upon expiry of your current tenure.

I have no doubt that you will do your utmost to discharge your duties diligently and wholeheartedly in accordance with the Constitution and the Laws of Kenya for the benefit of the people of Kisumu County. This will require some sacrifices, including the need to ensure that private interests do not interfere with the greater commitment of selfless service to the people of Kenya.

The terms and conditions of service for a Secretary of a County Public Service Board are as may be determined by the Salaries and Remuneration Commission.



THE COUNTY GOVERNMENT OF KISUMU

Office of the County Secretary, Head of County Public Service and Secretary to the Executive Committee

CGK/HRM/3/41/VOL.1

28th November, 2013

MR. HESBON OWUOR HONGO

RE: APPOINTMENT TO THE POST OF SECRETARY – COUNTY PUBLIC SERVICE BOARD

I am pleased to convey to you the decision of His Excellency the Governor that you have been appointed to the position of Secretary – County Public Service Board with effect from 28th November 2013 for a six year term.

- You shall be the head of the secretariat and responsible for day to day administration
- Responsible for arranging the business and keeping the minutes subject to the direction of the board.
- Conveying the decision of the Board to County Secretary.
- Perform any other duties assigned to you by the Chairman/Board

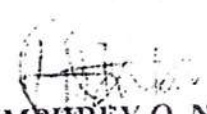
The gross monthly package shall be Kshs 165,089 – 194, 501 p.m.

Your entry point to this scale is at **minimum**.

The gross monthly package is inclusive of 40% allowances.

Terms of service: **Contract**.

I congratulate you on this appointment.


HUMPHREY O. NAKITARI
COUNTY SECRETARY



CC. H.E. THE GOVERNOR
H.E. THE DEPUTY GOVERNOR

The Prosperity House (Former Nyanza Provincial Headquarters Building) 2nd Floor
P.O. Box 2738-40100Kisumu City Tel. 057- 2025377
E-mail: countysecretary@kisumu.go.ke

KENYA ACCOUNTANTS AND SECRETARIES NATIONAL EXAMINATIONS BOARD
S301057 *SIH2005234859*

This is to certify that
Hesbon Owuor Hongo

passed the

Certified Public Secretaries Final Examination

held in

December Two Thousand and Five

having satisfied the examiners in all the prescribed subjects



Official Seal



[Signature]
Chairman

[Signature]
Member

[Signature]
Secretary

Registration No. *NSC/108243*



The Institute of Certified Public Secretaries of Kenya

Established under the Certified Public Secretaries of Kenya Act (Cap 534 Laws of Kenya)

Membership Certificate

This is to certify that

Itesbon Owuor Itongo

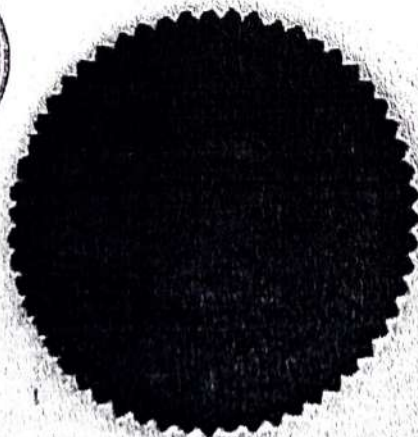
is a

Member

of The Institute of Certified Public Secretaries of Kenya

Given under the common seal of The
Institute of Certified Public Secretaries of Kenya

on this *Thirtyfirst* day of *May* 2006



[Signature]
Chairman

[Signature]
Member

[Signature]
Secretary

Membership No. *1903*

KENYA ACCOUNTANTS AND SECRETARIES NATIONAL EXAMINATIONS BOARD
A305009 *AIH20031165401*

This is to certify that
Hesbon Owuor Hongo

passed the

Certified Public Accountants Final Examination

held in

June Two Thousand and Three

having satisfied the examiners in all the prescribed subjects



Official Seal



[Signature]
Chairman

[Signature]
Member

[Signature]
Secretary

Registration No. *NAC/67402*

R. 3785



**Institute of
Certified Public Accountants
of Kenya**

Established under the Accountant Act (Cap 531), 1st July 1977

Membership Certificate

This is to certify that

Hesbon Oduor Hongo

is a

Member

of the

Institute of Certified Public Accountants of Kenya

Given under the common seal of the Institute



Chairman of council

Rose

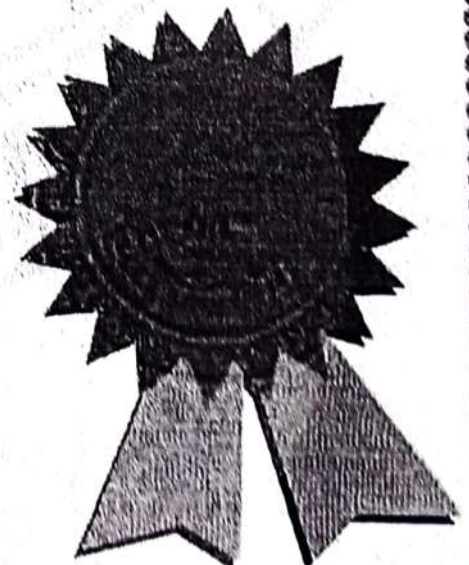
Member of council

J. Hongo

Secretary to council

[Signature]

19th August, 2004
Date of Issue





Be It Known That

Hesbon Owuor Hongo

Has successfully met the prescribed requirements
for certification as established by The Institute of Internal Auditors
and is hereby awarded the professional designation of

Certified Internal Auditor

Conferred by the Board of Regents and the Board of Directors
of The Institute of Internal Auditors

This month of

July 2009

Godwin M. Winters

CHAIRMAN OF THE BOARD OF DIRECTORS



87731

CERTIFICATE NO



The Institute of Internal Auditors



Be it known that
Hesbon Owuor Hongo
has been duly elected as
Member

of The Institute of Internal Auditors, and is entitled to the
rights and privileges as provided in the constitution and
bylaws of The Institute, and is hereby presented this

Certificate of Membership

on

May 23, 2006

Member Number

1301127

Thomas Wanga



David A. Richard

KENYA ACCOUNTANTS AND SECRETARIES NATIONAL EXAMINATIONS BOARD

T03153

T2961151433

This is to certify that

Hesbon Owuor Hongo

Reg. No. ***ATC/20763***

passed the

**Accounting Technicians Certificate
Examination**

held in

June Nineteen Ninety Six

having satisfied the examiners in the following subjects

Intermediate Level

Book-keeping and Accounts

Commercial Knowledge and Communication

Business Statistics

Office Organisation and Practice

Elements of Law

Final Level

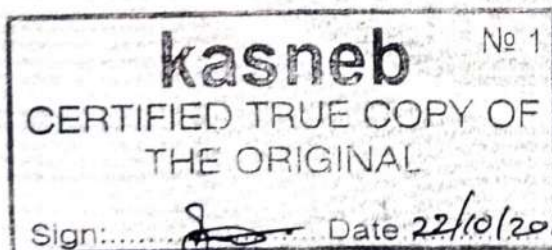
Financial Accounting

Auditing

Cost Accounting and Budgeting

Elements of Taxation

Introduction to Electronic Data Processing



A large, stylized handwritten signature in black ink, likely belonging to an official of the board.



**Certified Information
Systems Auditor.**
An ISACA® Certification

ISACA hereby certifies that

Hesbon Owuor Hongo

has successfully met all requirements and is qualified as a Certified Information Systems Auditor;
in witness whereof, we have subscribed our signatures to this certificate.

Requirements include prerequisite professional experience; adherence to the ISACA Code of Professional Ethics and the CISA continuing professional education policy; and passage of the CISA exam.

221716561

Certificate Number

28 January 2022

Date of Certification

31 January 2026

Expiration Date



ISACA.

DA Samuel

ISACA Chief Executive Officer



ISACA.

1700 E. Golf Road, Suite 400
Schaumburg, Illinois 60173, USA
Telephone: +1 847 253.1545
isaca.org | E-mail: info@isaca.org

6 February 2022

Mr. Hesbon Hongo CISA
COUNTY GOVERNMENT OF KISUMU
PO Box 7792
Kisumu, 40100
Kenya

RE: Certified Information Systems Auditor (CISA) Number 221716561

Dear Mr. Hesbon Hongo CISA:

Congratulations! ISACA® is delighted to inform you that you have been granted certification as a Certified Information Systems Auditor® (CISA®). Please find your CISA Certificate enclosed.

As a CISA, your knowledge of IS audit, controls and security are immediately understood by employers, clients and fellow professionals alike. You should be proud of your achievement, and to ensure you are recognized for that achievement, we encourage you to do three things:

- Frame your certificate and display it prominently at your workplace.
- Wear the CISA pin we have included in this package at ISACA chapter and industry events and other professional networking opportunities.
- Add your CISA open badge to your social and professional networking sites, your personal web site(s) and, if allowable, to your biographic information on your organization's web site as CISA-certified employees also promote stakeholder confidence in your enterprise. For more information about the open badge, visit <https://www.isaca.org/credentialing/credentialing-badges>.

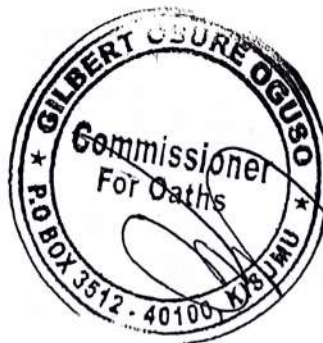
Please note that the CISA certificate is owned by ISACA. In accordance with ISO/IEC 17024, your certification includes an expiration date which is based upon your three-year certification cycle end date. A new certificate will be issued by this expiration date if you meet the CISA Continuing Professional Education (CPE) requirements, which includes earning and reporting CPE hours both annually and on a three-year cycle starting on 1 January of next year. Please take a few moments to review specific requirements online as soon as possible at: <https://www.isaca.org/credentialing/CISA/maintain-CISA-certification>.

Once again, congratulations on becoming a CISA! We look forward to helping you maintain your globally accepted certification and advance your career for years to come.

Best regards,

CISA Certification Working Group

Enclosures: CISA Certificate and Pin





**Certified in Risk
and Information
Systems Control.**
An ISACA® Certification



ISACA hereby certifies that

Hesbon Owuor Hongo

has successfully met all requirements and is qualified as a Certified in Risk and Information Systems Control; in witness whereof, we have subscribed our signatures to this certificate.

Requirements include prerequisite professional experience; adherence to the ISACA Code of Professional Ethics and the CRISC continuing professional education policy; and passage of the CRISC exam.

232322770

Certificate Number

12 October 2023

Date of Certification

31 January 2027

Expiration Date



ISACA.

Erik Prusch, Chief Executive Officer

15 October 2023

Mr. HESBON HONGO CRISC,CISA
CPSB
OKORE ROAD,MILIMANI
P.O. Box 7792
Kisumu, 17 40100
Kenya

RE: Certified in Risk and Information Systems Control® (CRISC®) certification Number 232322770

Dear Mr. HESBON HONGO CRISC,CISA:

Congratulations! ISACA® is delighted to inform you that you have been granted certification as a Certified in Risk and Information Systems Control® (CRISC®) certification. Please find your CRISC® Certificate enclosed.

As a CRISC, your knowledge of IS audit, controls and security are immediately understood by employers, clients and fellow professionals alike. You should be proud of your achievement, and to ensure you are recognized for that achievement, we encourage you to do three things:

- Frame your certificate and display it prominently at your workplace.
- Wear the CRISC pin we have included in this package at ISACA chapter and industry events and other professional networking opportunities.
- Add your CRISC open badge to your social and professional networking sites, your personal web site(s) and, if allowable, to your biographic information on your organization's web site as CRISC-certified employees also promote stakeholder confidence in your enterprise. For more information about the open badge, visit <https://www.isaca.org/credentialing/credentialing-badges>.

Please note that the CRISC certificate is owned by ISACA. In accordance with ISO/IEC 17024, your certification includes an expiration date which is based upon your three-year certification cycle end date. A new certificate will be issued by this expiration date if you meet the CRISC Continuing Professional Education (CPE) requirements, which includes earning and reporting CPE hours both annually and on a three-year cycle starting on 1 January of next year. Please take a few moments to review specific requirements online as soon as possible at: <https://www.isaca.org/credentialing/CRISC/maintain-CRISC-certification>.

Once again, congratulations on becoming a CRISC! We look forward to helping you maintain your globally accepted certification and advance your career for years to come.

Best regards,

CRISC Certification Working Group

Enclosures: CRISC Certificate and Pin





ISACA®

This certificate is to confirm that

Mr. Hesbon Owuor Hongo

has been admitted on this date as a member of the association and
is entitled to all rights and benefits in accordance with the bylaws.

26 April 2019

Date Issued



A handwritten signature in dark ink, appearing to read "DA Samuelson".

David Samuelson
ISACA Chief Executive Officer

ACADEMY OF CERTIFIED HUMAN RESOURCE PROFESSIONALS

HEREBY CERTIFIES THAT

HESBON OWUOR HONGO

HAVING DEMONSTRATED APPROPRIATE LEVELS OF EXPERIENCE AND EDUCATION HAS BEEN CERTIFIED AS A;

**Certified Human Resource Auditor
(CHRA)**

WITNESS THE SIGNATURE OF THE DULY AUTHORIZED OFFICER OF THIS ACADEMY:

ATTEST:

CHRP Den Gathitu, CHRD®

EXECUTIVE DIRECTOR



CERTIFIED SINCE
MAR. 11, 2022



CERTIFICATION PERIOD
MAR. 11, 2022 - MAR. 11, 2024



AS A MARK OF RECOGNITION, YOU ARE ENTITLED TO USE THE DESIGNATORY TITLE "CHRA" AFTER YOUR NAME

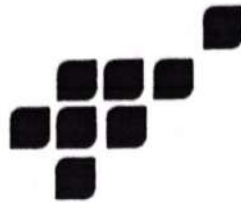
conducted by ESAMI

at Jinja, Uganda

From 21st August, 2023 To 1st September, 2023

D 25455

Director - General



CERTIFICATE

OF



HERE BY CERTIFIES THAT

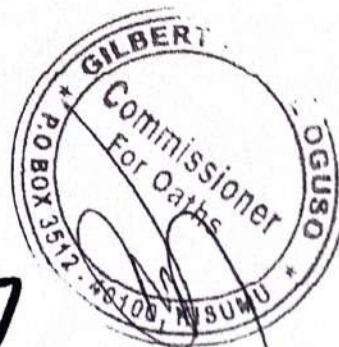
C.S. Hesbon Onuor Hongo

**SUCCESSFULLY PARTICIPATED IN THE
LEADERSHIP AND GOVERNANCE WORKSHOP
FOR COUNTY GOVERNMENTS
6TH - 10TH FEBRUARY 2023
TRAVELLERS BEACH HOTEL MOMBASA**

Presented by.



[Signature]
Signature



Date



Eastern and Southern African Management Institute



*This is to certify that
Hesbon Owuor Hongo
has attended*

PROGRAMME ON 'WHOLE OF GOVERNMENT APPROACH' FOR PERFORMANCE
IMPROVEMENT IN PUBLIC SECTOR

conducted by ESAMI

at **Arusha, Tanzania**

From 26th April, 2021 *To* 7th May, 2021

D 9083

Director - General

This is to certify that

Hesbon Owuor Hongo

attended

Advantage Training's

**28th African Corporate Governance Conference
Cape Town, South Africa**

12 - 15 November 2019

TEL: +27 11 609 9111

FAX: +27 11 609 6229

andrea@advantagetraining.co.za

www.advantagetraining.co.za



ADVANTAGE



[Signature]
Production Director

[Signature]
15 November 2019

Date



Eastern and Southern African Management Institute



*This is to certify that
CS. Hesbon Owuor Hongo
has attended*

PROGRAMME ON BOARD INDUCTION

conducted by ESAMI



at Arusha, Tanzania

From 13th May, 2019 To 17th May, 2019

D 678


.....
Director - General

Eastern and Southern African Management Institute
Arusha, Tanzania



*This is to certify that
Hesbon Owuor Hongo*



has attended

PROGRAMME ON LEADERSHIP AND CHANGE MANAGEMENT

*conducted by Eastern and Southern African
Management Institute*

Njiro Hill, Arusha, Tanzania

at

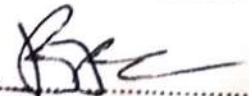
From

4th March, 2019

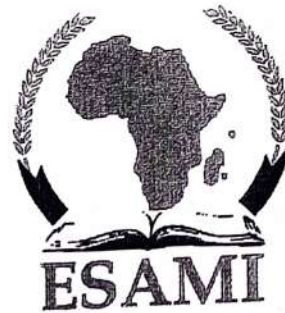
To

15th March, 2019

C 5273


DIRECTOR - GENERAL

Eastern and Southern African Management Institute Arusha, Tanzania



This is to certify that
Hesbon Owuor Hongo
has attended

PERFORMANCE IMPROVEMENT IN PUBLIC SECTOR USING WHOLE OF
GOVERNMENT APPROACH PROGRAMME

*conducted by Eastern and Southern African
Management Institute*

Njiro Hill, Arusha, Tanzania

From



May, 2016

To

20th May, 2016

DIRECTOR - GENERAL

B 23136

Diploma

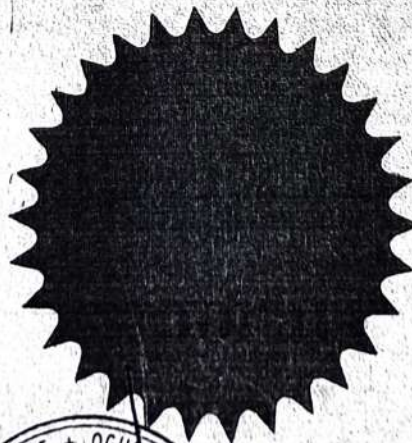
This is to certify that

Mr. Hesbon Owuor Hongo

has successfully completed the International Seminar on

**Contemporary Public
Administration Management**

*held at Galilee International Management Institute, Israel
21 January - 1 February, 2016*





**KENYA REVENUE
AUTHORITY**

Taxpayer Registration Certificate

Document Number:
2085218

General Data of the Taxpayer

Name	HESBON OWUOR HONGO		
Taxpayer PIN	A001302704X	TaxPayer Category	DOMESTIC
Registration Date	Nov 4, 2010		
Activity	Other Employees		

Contact Information

District	KISUMU WEST	City/Town	KISUMU
Street / Road	MANYATTA KOYANGO	Building	MANYATTA B 2195
Area Name	40	LR Number	
P.O. Box	40100 - 6050		
Main Email Address	hesbonhongo@yahoo.co.uk		

Tax Obligation

INCOME TAX INDIVIDUAL (IT1)

Obligation Register Date

FEB 22, 1994

*This certificate is computer generated and therefore not signed. It is valid certificate issued under the authority of KRA.



JAMHURI YA KENYA

REPUBLIC OF KENYA

SERIAL NUMBER **242560962**

ID NUMBER **9905927**

FULL NAMES

HESBON OWUOR HONGO

DATE OF BIRTH

12.05.1967

SEX

MALE

DISTRICT OF BIRTH

KISUMU EAST

PLACE OF ISSUE

HDM KISUMU

DATE OF ISSUE

14.04.2016

HOLDER'S SIGN



REPUBLIC OF KENYA

D N° 553068

CERTIFICATE OF BIRTH

Birth in the <u>Kisumu</u>		District in the <u>Nyanza</u>		Province	
Entry No.	<u>L. 0450322/04</u>	Where Born	<u>East Seme</u>	Name	<u>Hesbon Owuor</u>
Date of Birth	<u>12th May, 1967</u>	Sex	<u>Male</u>	Name and Surname of Father	<u>George Hongo Odera</u>
Name and Maiden Name of Mother		<u>Julia Anyango Omollo</u>			
Name and Description of Informant		<u>Sgd. Self</u>			
Name of Registering Officer		<u>S.O. Anam</u>	Date of Registration	<u>27/5/04</u>	

I, S.O. Anam District/Assistant

Registrar for Kisumu District, hereby certify that this certificate is compiled from an entry/return in the Register of Births in the District.

KCA.NO.8604 OF 27/5/04
AUTH. NO.0806/KSM OF 27/5/04

[Signature]
District/Assistant Registrar

Given under the Seal of the Principal Civil Registrar on the 27th day of May, 20 04

This certificate is issued in pursuance of the Births and Deaths Registration Act (Cap. 149) which provides that a certified copy of any entry in any register or return purporting to be sealed or stamped with the Seal of the Principal Registrar shall be received as evidence of the dates and facts therein contained without any or other proof of such entry.

Note: A Certificate of Birth is not proof of Kenya Citizenship.



TransUnion^{tu}

CRN No. 21822521

CRB Certificate

Date of Issue: 18 Sep 2024

We hereby confirm, having searched TransUnion records, that:

OWUOR HESBON

of National ID No 9905927

Has a Credit Report with status as:

☐ No Adverse Listing

☒ Paid

☐ Paying



This Certificate has been issued without any alteration or erasure. The validity of the information on this certificate is as at the date of issue.

TransUnion Authorised Signatory

CERT-9daeca0d4d1c493fbd4ae1e4413f55d9

TransUnion Authorised Signatory

The conclusions herein are based on information obtained from public records and other third-party sources. TransUnion makes no representation as to the accuracy of this information and shall not be liable for any loss, damage or claim of whatsoever nature arising following the use of or reliance upon the opinions expressed herein.



KENYA REVENUE
AUTHORITY

Tax Compliance Certificate

www.kra.go.ke

Tel: +254 (020) 4999 999
Cell: +254(0711)099 999
Email: callcentre@kra.go.ke

Taxpayer PIN: A001302704X

Certificate Date: 15/02/2024

Name and Address:

Hesbon Owuor Hongo
MANYATTA B 2195, KISUMU, Kisumu West District,
PO Box:7792,
Postal Code:40100

Certificate Number:

KRAKSM1379121524



**This is to confirm that Hesbon Owuor Hongo,
Personal Identification Number A001302704X
has filed relevant tax returns and
paid taxes due as provided by Law.**

**This Certificate will be valid for
twelve (12) months up to 14/02/2025.**



Caveat

This certificate is issued on the basis of information available with the authority as at the certificate date mentioned above. The Authority reserves the right to withdraw the certificate if new evidence materially alters the tax compliance status of the recipient.

Disclaimer: This certificate is system Generated and therefore does not require signature. You may confirm validity of this certificate on the iTax Portal by using the TCC Checker. This certificate confirms your compliance status for a period of five years preceding the date of issue. The certificate may however be withdrawn on grounds of outstanding debt affecting periods prior to this.

NATIONAL POLICE SERVICE

**DIRECTORATE OF CRIMINAL INVESTIGATIONS**

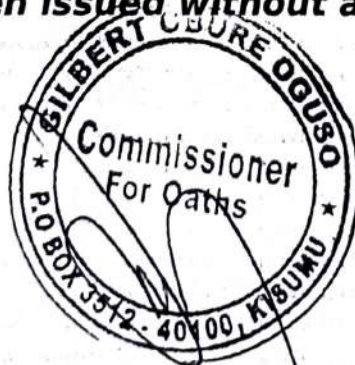
DIRECTORATE OF CRIMINAL INVESTIGATIONS HEADQUARTERS
P.O.Box 30036-00100 GPO
NAIROBI, KENYA

Ref. No. **PCC-BQSMW7RAK**Date, **27 September 2024****POLICE CLEARANCE CERTIFICATE***I hereby certify that the fingerprints recorded from***HESBON OWUOR HONGO**

holder of ID No. **9905927** have been searched in Criminal Records
Office's database with/without previous record. The validity of the
information on this certificate is as of the date of issue.

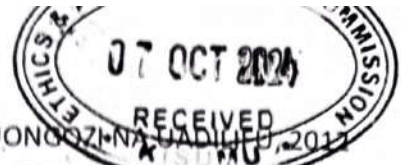
REMARKS IN CASE OF PREVIOUS RECORD**OFFENCE(S): NIL****RESULTS OF TRIAL: NIL****DATE: NIL**

***This Certificate has been issued without any alteration or any
erasure***

**(W.N KIRAI)**

For: Director, Directorate of Criminal Investigations
(P.T.O)

NOTE: This is a computer generated certificate, to verify the authenticity of this document,
use the link <https://dci.ecitizen.go.ke/verify>,
send DCI to 21546 Then Dial *512# and select "Police Clearance"



LEADERSHIP AND INTEGRITY ACT, 2012 / KIFUNGU CHA SHERIA CHA UONGOZI NA UADHUU, 2012
FIRST SCHEDULE (S.13) / TARATIBU YA KWANZA (S.13)

SELF-DECLARATION FORM / FOMU YA KUJITANGAZA

1. GENERAL INFORMATION / TAARIFA YA JUMLA

Title / Cheo	Surname / Jina la ukoo	First Name / Jina la Kwanza	Middle Name / Jina la Katikati	Other Names / Majina Mengine
Mr/Mrs/Prof/ Miss/Ms/Dr Bw/Bi/Prof/ Binti/Bibi/Dkt	HONGO	HESBON	DAISOR	
ID CARD No. Na. ya Kitambulisho	PASSPORT NO. NA. ya PASIPOTI	EXPIRY DATE OF PASSPORT TAREHE YA MUDA WA PASIPOTI KUISHA	PIN NO. NA. ya PIN	
9905927			A001302704X	
SEX (Tick) JINSIA (Weka Alama)	Occupation: Kazi: CERTIFIED SECRETARY / ACCOUNTANT			
Male Kiume ☒	E-Mail Address: hesbonhongo@gmail.com			
Female Kike ☐	Anwani ya Barua pepe:			
	Postal Address: PO Box 6050 Anwani ya Posta: SL Posta:		Code: 40103 Msimbo:	
	Other Addresses: Anwani Nyingine:			
Telephone No. Na. ya Simu	Mobile No. Na. ya Rununu	Other Numbers Nambari Nyingine		
	0722527835			
RESIDENCE MAKAZI	ESTATE/TOWN/LOCATION MTAA/MJI/LOKESHENI			KISUMU CITY
	DISTRICT WILAYA			KISUMU
	COUNTY KAUNTI			KISUMU
	TOWN/CITY MJI/JIJI			KISUMU
	COUNTRY NCHI			KENYA
2. BIRTH INFORMATION / TAARIFA YA KUZALIWA				
DATE OF BIRTH / TAREHE YA KUZALIWA		12.05.1967		



BIRTH CERTIFICATE NO. **D553068**

PLACE OF BIRTH / MAHALI PA KUZALIWA

EAST SEME

DISTRICT OF BIRTH / WILAYA YA KUZALIWA

KISUMU

COUNTY OF BIRTH / KAUNTI YA KUZALIWA

KISUMU

COUNTRY OF BIRTH / NCHI YA KUZALIWA

KENYA

3. NATIONALITY / UTAIFA

Kenyan
Mkenya

☒

Dual

☐

Kotekote

(Provide details _____)

(Toa maelezo _____)

4. MARITAL STATUS / HALI YA NDOA

SINGLE

☐

NINGALI SIJAOA / SIJAOLEWA

MARRIED

☐

NIMEOA / NIMEOLEWA

SEPARATED

☐

NIMETENGANA

DIVORCED

☐

NIMETALAKIANA

WIDOWED

☐

NIMEFIWA

IF MARRIED GIVE NAMES OF THE SPOUSE(S) (Surname, First Name, middle name, others)

KAMA UMEOA TOA MAJINA YA MUME/MKE(Wa) WAKO (Jina la ukoo, Jina la Kwanza, jina la kati, mengine)

OPERE MILLICENT MARY AKINYI

NATIONALITY OF SPOUSE
UTAIFA WA MKE/MUME

KENYAN

NAME OF CHILDREN UNDER THE AGE OF 18 YEARS

JINA LA WATOTO WALIO CHINI YA UMRI WA MIAKA 18

NOT APPLICABLE

5. EDUCATIONAL QUALIFICATIONS / KUFUZU KWA KIELIMU

PRIMARY CERTIFICATE
CHETI CHA MSINGI

☒

SECONDARY

☒

SHULE YA UPILI

'A' LEVEL

KIWANGO CHA 'A'

☒

DIPLOMA
STASHAHADA

☒

DEGREE
SHAHADA

☒

MASTERS
UZAMILI

☒

PHD
UZAMIFU

☐

OTHERS
VINGINE

HIGHEST ACADEMIC QUALIFICATION OBTAINED
KUFUZU KWA JUU ZAIDI KWA KIAKADEMIA ULIKOPATA



Qualification / Kufuzu	Institution / Taasisi	Year / Mwaka
MBA	THE CATHOLIC UNIVERSITY OF E.A.	2017

6. LANGUAGE SPOKEN / LUGHA UNAZOZUNGUMZA

First Language Lugha ya Kwanza	Second Language Lugha ya Pili	Others Nyingine
ENGLISH	KISWAHILI	DHOLUO

7. MEMBERSHIP OF PROFESSIONAL ORGANISATION(s) (If any)

UANACHAMA WA SHIRIKA(MA) YA KITAALAMU (Kama yapo)

Name of Organization Jina la Shirika	Date of Admission Tarehe ya Kuandikishwa	Membership No. Na. ya Uanachama
ICPAK	2004	3785
ICS (K)	2006	1903
IIA (K)	2009	130127

8. REASON(S) FOR DECLARATION / SABABU ZA KUJITANGAZA

Purpose for which declaration is required / Kusudio la kuhitajika kwa kujitangaza huku

Election ☐ Employment ☒
Upigaji kura Kuajiriwa

Others (Specify) COUNTY GOVERNMENT OF KISUMU
Nyingine (Bainisha)

State office for which the declaration is being submitted
Ofisi ya serikali ambayo kujitangaza huku kunawasilishwa

COUNTY ASSEMBLY

9. MORAL AND ETHICAL QUESTIONS / MASWALI YA NIDHAMU NA KIMAADILI

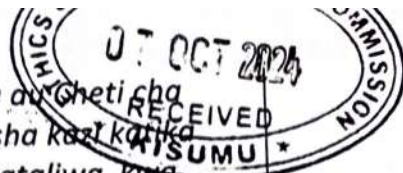
Answers to the following questions are mandatory. If YES to any question you must provide additional information on a supplementary sheet.

Majibu kwa maswali yafuatayo ni lazima. Kama NDIYO katika swali lolote lazima utoe taarifa ya ziada kwenye karatasi nyingine.

	YES	NO
a) Have you ever engaged in any form of dishonesty in the conduct of public affairs a) Umewahi kujihusisha na hali yoyote ya kutokuwa mwaminifu katika kazi zako na shughuli za umma		✓
b) Have you ever abused a public office? b) Umewahi kutumia vibaya ofisi ya umma?		✓
c) Have you ever misrepresented information to the public? c) Umewahi kuwakilisha kwa njia isiyofaataarifa kwa umma?		✓
d) Have you ever engaged in wrongful conduct whilst in the furtherance of personal benefit?		✓



d) Umewahi kujihusisha kofu taifa au huku ukitaka kujinufaisha kibinafsi?		✓
e) Have you ever misused public resources? e) Umewahi kutumia vibaya rasilimali za umma?		✓
f) Have you ever discriminated against anyone of any grounds other than as provided for under the Constitution or any other law? f) Umewahi kubagua yeyote kwa misingi yoyote mbali na vile ilivyoelezwa katika Katiba au sheria yoyote nyingine?		✓
g) Have you ever falsified official or personal records? g) Je, umewahi kudanganya katika rekodi rasmi au za kibinafsi?		✓
h) Have you ever been debarred or removed from the Register of Members of your professional organization? h) Umewahi kupigwa teke au kuondolewa kutoka kwenye Rejista ya Wanachama wa shirika lako la kitaalamu?		✓
i) Have you ever had any occupational or vocational license revoked and/or otherwise subjected to any other disciplinary action for cause in Kenya or any other country i) Umewahi kujipata katika hali ya leseni yako ya kikazi au ya kiufundi kutupiliwa mbali na/au vinginevyo kuchukuliwa hatua nyingine ya kinidhamu katika nchi ya Kenya au nchi yoyote nyingine		✓
j) Have you ever dismissed from employment on account of lack of integrity? j) Umewahi kufutwa kazi katika ajira kutokana na ukosefu wa uadilifu?		✓
k) If you have been a public officer, have you ever failed to declare your Income, Assets and Liabilities as required under the Public Officer Ethics Act, 2003? k) Kama umewahi kuwa ofisa wa umma, umewahi kushindwa kutangaza Mapato yako, Mali na Gharama kama unavyohitajika katika Kifungu cha sheria cha Maadili ya Ofisa wa Umma, 2003?		✓
l) Have you ever been the subject of disciplinary or criminal proceedings for breach of the Public Officer Ethics Act, 2003 or a Code prescribed thereunder? l) Umewahi kuwa mada katika taratibu za kinidhamu au kihalifu kwa kuvunja kifungu cha sheria cha Maadili ya Ofisa wa Umma 2003, au Msimbo ulioainishwa hapo chini?		✓
m) Have you ever been convicted of any offence and sentenced to serve imprisonment for a period of at least six months? m) Umewahi kushtakiwa kwa kosa lolote na kuhukumiwa kifungo gerezani kwa kipindi kipatacho miezi sita?		✓
n) Have you ever had an application for a Certificate of Clearance or a Certificate of Good Conduct or for a visa or other document authorizing work in a public office denied and/or rejected for cause in Kenya or any other country?		✓



n) Umewahi kutuma ombi la Cheti cha kuondolewa Hatia au Cheti cha Kinidhamu au cha visa au nyaraka nyingine zinazoidhinisha kazi katika ofisi ya umma na hivyo basi wewe kunyimwa na/ au kukataliwa kwa sababu yoyote nchini Kenya au nchi yoyote nyingine?



10. EMPLOYMENT INFORMATION / TAARIFA YA KUAJIRIWA

NAME OF EMPLOYER JINA LA MWAJIRI	POSITION/RANK CHEO/WADHIFA	DATE OF FIRST APPOINTMENT TAREHE YA KUAJIRIWA KWA KWANZA	DATE OF PRESENT APPOINTMENT TAREHE YA KUAJIRIWA KWA SASA
TELKOM KENYA LTD	SENIOR INTERNAL AUDITOR	2004	2008
SIAYA T. SACCO LTD	HEAD OF INTERNAL AUDIT	2011	2011
CHEMELIL SACCO LTD	SENIOR ACCOUNTANT	2012	2012
COUNTY PUBLIC SERVICE BOARD - KISUMU	BOARD SECRETARY	2013	2023
COUNTY GOVERNMENT (KISUMU)	AG. COUNTY SECRETARY	JAN 2024	TO DATE
WORKSTATION KITUO CHA KAZI KISUMU COUNTY PROSPERITY BUILDING	NATURE OF EMPLOYMENT (Constitutional/Elective/Permanent/Contractual/Other) AINA YA KUAJIRIWA (Kikatiba/Kuteuliwa/Kudumu/Kikandarasi/Nyingine) CONTRACTUAL		



OATH AND AFFIRMATION / KIAPO NA UTHIBITISHWAJI

I solemnly swear (or affirm) and certify, under penalty of false declaration under the Oaths and Statutory Declarations Act (Cap 15 of the Laws of Kenya), that all the foregoing statements in this declaration are true and correct to the best of my knowledge.

Ninaapa ya kwamba (ninathibitisha) na kuidhinisha, katika adhabu ya kujitangaza kwa uongo chini ya kifungu cha sheria cha Viapo na Kujitangaza Kisheria (Ibara 15 ya Sheria za Kenya), kwamba kauli zote zilizotajwa katika kujitangaza huku ni za kweli na sahihi kwa kadri ninavyojua.

Dated at / Mnamo tarehe KISUMU, this / kwenye 7TH

day of / siku hii ya OCTOBER, 2024

SIGNATURE OF DECLARANT:
SAINI YA ANAYEJITANGAZA:

SWORN/DECLARED BEFORE ME / ALIYELISHWA KIAPO/TANGAZWA MBELE YANGU

This / Mnamo 7th day of / siku hii ya OCTOBER, 2024

at / katika mahali hapa KISUMU



COMMISSIONER FOR OATH/MAGISTRATE
KAMISHNA WA KIAPO/HAKIMU

HIGHER EDUCATION LOANS BOARD



Compliance Certificate

This is to confirm that;
HESBON OWUOR HONGO

Holder of National IDNO. **9905927** is not a beneficiary of the University Loans scheme

Chief Executive Officer



Chief Operations Officer

Caveat

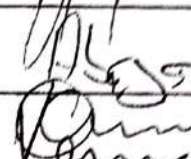
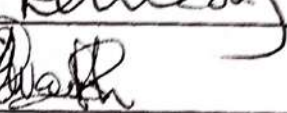
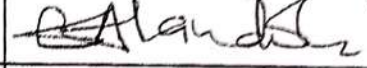
- a) This certificate is issued on the basis of information available to the Board as at the date shown above. The Board reserves the right to withdraw the certificate if new evidence materially alters the compliance status of the recipient.
- b) This is a system generated certificate. To confirm genuineness and validity of this certificate use the HELB checker available at : <https://portal.hef.co.ke> or contact our office.

Date of Issue: 18-09-2024

Valid until: 18-09-2025

ADOPTION SCHEDULE

We the undersigned members of the Committee on Appointments having considered the **REPORT ON THE VETTING OF MR. HESBON HONGO; NOMINEE FOR APPOINTMENT TO THE OFFICE OF THE COUNTY SECRETARY** made Findings and Recommendations therein, append our signatures to affirm that the contents of this Report are the true Resolutions of the Committee:

1. Hon. Elisha J. Oraro	Chairperson	
2. Hon. George Abaja	Vice Chairper	
3. Hon. Ken Ooko	Member	
4. Hon. Lumumba Owade	Member	
5. Hon. Seth Kanga	Member	
6. Hon. Zachary Okoyo	Member	
7. Hon. Nereah Okombo	Member	
8. Hon. Eunice Alando	Member	
9. Hon. Carren Odhiambo	Member	
10. Hon. Moses Ochele	Co-Opted Member	