

REPUBLIC OF KENYA



KWALE COUNTY ASSEMBLY

APPROVAL OF NOMINEES FOR COUNTY EXECUTIVE COMMITTEE MEMBERS QUESTIONNAIRE (S.7 (9) AND FIRST SCHEDULE)

Please complete all sections of this form as appropriate in BLOCK letters and submit to the Clerk, Kwale County Assembly, County Assembly offices on or before the date set by the Committee on Appointment for Vetting.

Attach copies of all the required documents

Submission of false information shall lead to automatic disqualification of the Nominee.

Any form of canvassing by a Nominee shall lead to disqualification.

If the spaces provided are not sufficient the Nominee is at liberty to attach separate typed sheets clearly marked and arranged as per the sections in the questionnaire.

The Nominee MUST answer all questions

1. Vacancy Applied For

Department: .....

2. Personal Details of the Applicant

Name..... Title:.....
(Surname) First Name Other Name(s): (Prof/Dr/Mr/Mrs/Miss/Ms/Rev)

Date of Birth..... ID No:..... PIN.NO. .... Gender: Male [ ] Female [ ]
(dd-mm-yyyy)

Place of Birth.....

Nationality:..... Ethnicity..... Home County:.....

Sub County .....

Postal Address:..... Code:..... Town/City: .....

Telephone No:..... Mobile No:..... E-mail address:.....

Name of alternative contact person:..... Telephone No:.....

Physical Address: .....

Are you living with a disability? Yes [ ] No [ ]

If yes, give;
(i) Details/Nature of Disability:.....

(ii) Details of Registration with the National Council for People with Disabilities (Registration No. and date).....

Specify Known languages.....

3. Other Personal Details

Have you ever been dismissed or otherwise removed from employment? Yes [ ] No [ ]

If Yes, State reason (s) for dismissal/removal..... effective date.....
(dd-mm-yyyy)

(Declaring the above information will not necessarily debar an applicant from employment in the Public Service. Each case will be considered on its own merit)

**4 Academic Qualifications. (Starting with the Highest)**

Year		University/ High School	Award/Attainment (e.g. Masters, Bachelors, Degree, KCSE)	Course/Programme (e.g. PhD, MSc, BA, O'Level)	Specialization/Subject (e. g Econ, Maths, Sociology e.t.c)	Class/Grade
From	To					

**5 Current Registration/Membership to Professional Bodies and Associations**

Professional Body	Membership/Registration No.	Membership type (e.g. Associate, Full etc)	Date of Renewal

**6. Honours/Awards Received (Scholarships, Fellowships, Honorary Society Memberships, Military Awards or any Recognition)**

Date of Award	Institution/Organization	Name of Award	Details

**7. Employment Details - where applicable (starting with the current or most recent)**

Year		Designation/ Position	Job Group/Grade /Scale Gross Monthly Salary (Ksh.)	Ministry/State Department/ Institution/ Organization
From (dd-mm-yyyy)	To (dd-mm-yyyy)			

**8. (a) Published Writings:** 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.

**(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

**9. Public Office, Political Activities and Affiliations:** 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.

(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.

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

Yes

No

If so explain.

(b) 10. Have you ever been adversely associated with practises that depict bias, favouritism or nepotism in the discharge of public duties?

Yes

No

If so explain.

11. 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 memberships, etc).

12. 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?

Yes

No

If so explain.

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

**14. Tax Status- (Compliant or Non-Compliant) Attach your Kenya Revenue Authority Clearance Certificate.**

**15. Statement of Net Worth: -State your financial net worth and give particulars/details for each item**

**16. Potential Conflicts of Interest; 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.**

**(a) Explain how you would address any such conflict if it were to rise.**

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

17. 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.

18. Have you ever been charged in a court or law in the last three years?

Yes

No

If so, specify the nature of the charge, where the matter is on-going, the present status of the matter, or where the matter is concluded, the judgment of the court, or otherwise, how the case was concluded.

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

Yes

No

If so, specify the nature of the Investigation

20. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination?

Yes

No

If yes, explain:

**21. References: List three persons who are not your relatives who are familiar with your character, qualification and work**

### **8. Declaration**

I certify that the particulars given on this questionnaire are correct and understand that any incorrect /misleading information may lead to disqualification and/or legal action.

Date: .....  
(Dd-mm-yyyy)

.....  
Signature of the Nominee