

SPECIAL ISSUE

Elgeyo Marakwet County Gazette Supplement No. 19 (Acts No. 8)



REPUBLIC OF KENYA

**ELGEYO MARAKWET COUNTY
GAZETTE SUPPLEMENT**

ACTS, 2014

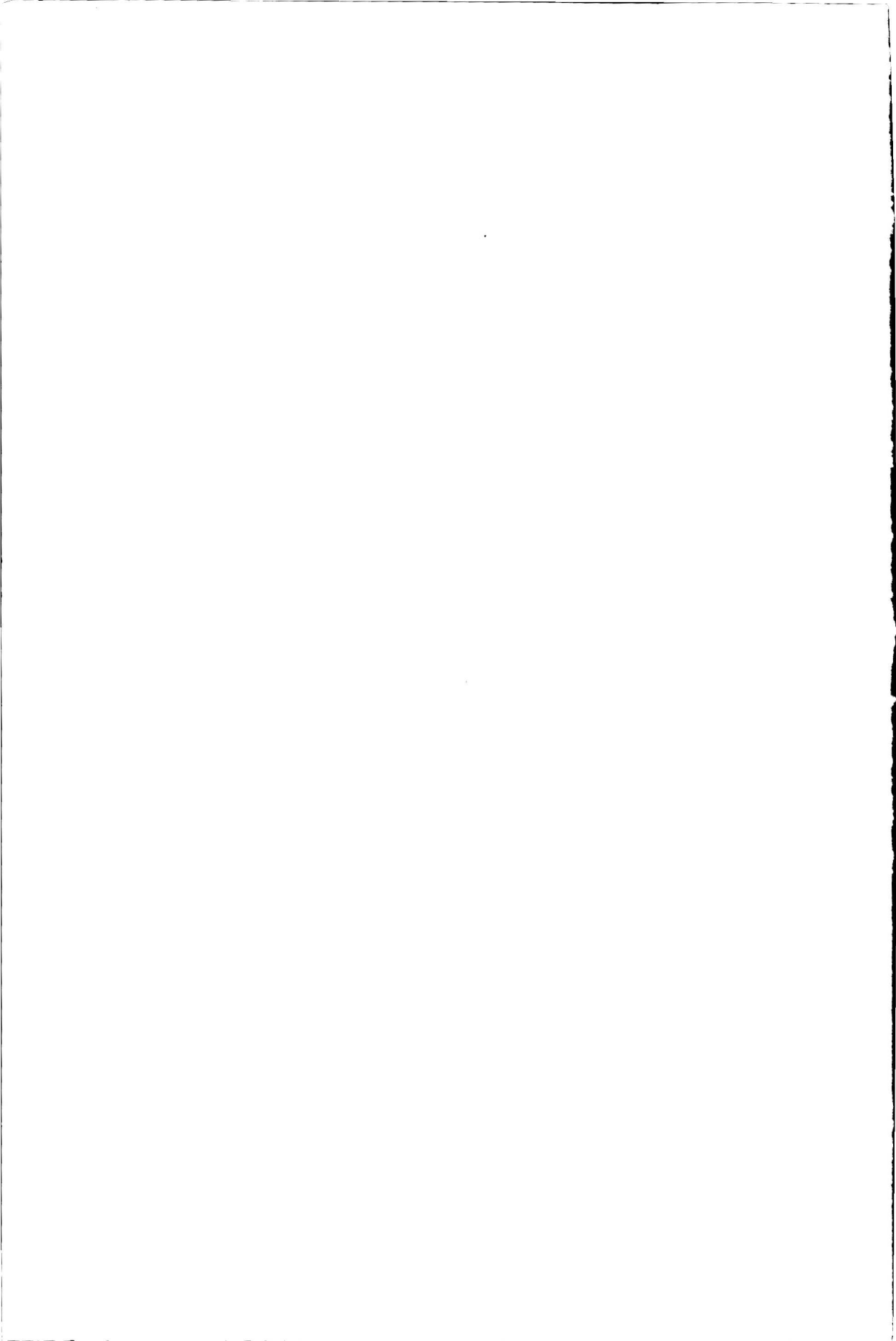
NAIROBI, 10th December , 2014

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THE ELGEYO MARAKWET COUNTY ASSEMBLY (WARD OFFICES) ACT, 2014

No. 8 of 2014

Date of Assent: 23rd October, 2014

Date of Commencement: By Notice

ARRANGEMENT OF SECTIONS

Section

PART I—PRELIMINARY

- 1—Citation/Short title.
- 2—Interpretation.

PART II—OFFICE RENTAL/CONSTRUCTION

- 3—Initiating/Opening of an office.
- 4—Custody of a lease agreement.
- 5—Restriction of where to open an office.
- 6—The signage.
- 7—Maximum office space.
- 8—Signing of the lease agreement.
- 9—Ensuring security.
- 10—Reporting complain or misuse of office.
- 11—Construction of ward office.

PART III—FINANCIAL PROVISIONS

- 12—Procurement procedures.
- 13—Source of finance.
- 14—Procurement and expenditure.
- 15—Reimbursement.
- 16—Accounting for reimbursement funds.
- 17—Opening of a bank account.
- 18—Signatories of cheques.
- 19—Bank statements.

PART IV—STAFFING OF WARD OFFICE

- 20—Ward office staff.
- 21—Recruitment of staff.
- 22—Terms of service.
- 23—Custody of contract documents.
- 24—Expiry of contract.
- 25—Leave entitlement.
- 26—Severance procedures.
- 27—Qualification.
- 28—Duties or responsibilities ward staff.

PART V—HANDING OVER OFFICES

- 29—Transit period between sitting members.
- 30—Period of vacating office.
- 31—Removing personal effects from the office.
- 32—Assistance during transition.
- 33—Accounting for board property.
- 34—Handing over report.
- 35—Finalizing handing over.

PART VI—MISCELLANEOUS PROVISIONS

- 36—Powers of County Assembly Service Board.