LEGAL NOTICE No. 1

THE WEST POKOT COUNTY COMMUNITY SERVICE PROGRAMME ACT
(West Pokot County Act No. 2 of 2018)

IN EXERCISE of the powers conferred by section 17 of the West Pokot County Community Service Programme Act, 2018, the County Executive Committee Member for Tourism, Culture, Gender and Social Development makes the following Regulations—

THE WEST POKOT COUNTY COMMUNITY SERVICE PROGRAMME REGULATIONS, 2018

Citation.

1. These Regulations may be cited as the West Pokot County Community Service Programme Regulations, 2018.

Interpretation

2. In these Regulations, unless the context otherwise requires—

“Executive Committee Member” has the same meaning assigned to it under section 2 of the West Pokot County Community Service Programme Act;

“recruitment” means engagement of a person as a community service personnel.

3. The Executive Committee Member shall, in consultation with area leadership, appoint Locational Community Service Supervisors.

4. Community Service Personnel shall be eligible for recruitment into the programme if—

   (a) is a resident of the location;
   (b) posses certain knowledge and skill as may from time to time be determined by the Executive Committee Member;
   (c) is ready to volunteer to serve the community;
   (d) exhibits honesty and hard work;
   (e) possess socially acceptable values;

5. A Community Service Personnel may be dismissed from the programme if —

   (a) in the opinion of the supervisor, the personnel is unfit to provide a service;
   (b) engages in gross misconduct;
   (c) is absent without the permission of the supervisor;
   (d) insubordination.
   (e) has no skill or knowledge of the work assigned; and
   (f) negatively influences other community service personnel.
6. (1) A Locational Community Service Co-coordinator, with the approval of the Executive Committee Member, shall dismiss a Community Service Personnel from the service;

(2) a report containing the reasons for the dismissal shall be sent to the Executive Committee Member within 7 days from the date of dismissal;

(3) any appeals shall be handled by the executive committee member

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**SCHEDULE I**

**PROJECT WORK PLAN**

*(Working days shall not exceed 3 days per week)*

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<th>Expected Outcome</th>
<th>Person Responsible</th>
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SIGNED________ NAME OF LOCATIONAL SUPERVISOR________

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**SCHEDULE II**

**JOB APPLICATION FORM**

*Instructions: Complete the following form*

**Personal Information**

First Name: __________________________ Middle Name: __________________________

Last Name: __________________________

Street Address: __________________________ City, State, Zip Code: __________________________

Phone Number: __________________________

**Position and Availability**

Position Applying For: __________________________

Desired Salary: __________________________ (Must not exceed KES 333.33 per day)

Start date: ___ / ___ / ___ End date: ___ / ___ / ___

**Days/Hours Available**

Monday ______
Tuesday ______
Wednesday ______
Thursday ______
Friday ______
Saturday ___
Sunday ___
Hours Available: from ______ to ______

Education, Training and Experience
What is your highest level of education?

Employment History
Have you ever been employed?

Certification
I certify that the information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment if I am hired. I authorize the verification of any and all information listed above.

Signature: ___________________________ Date: ____________

_____________________________
NAME OF LOCATIONAL SUPERVISOR SIGN ___________________________
Made on the 29th May, 2018

EMILY CHEPOISHO,

County Executive Committee Member for Tourism, Sports, Culture and Community Service.