



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF TANA RIVER.
PERFORMANCE CONTRACT.

BETWEEN

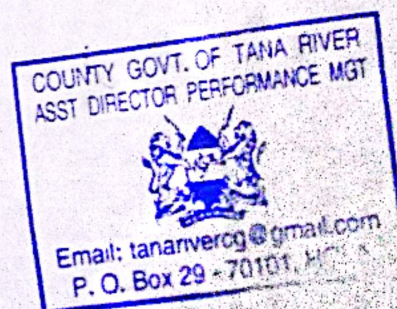
THE COUNTY CHIEF OFFICER FOR
DEPARTMENT OF LIVESTOCK AND FISHERIES.

AND

THE COUNTY DIRECTOR VETERINARY SERVICES IN THE DIRECTORATE OF
VETERINARY SERVICES.

FOR THE PERIOD

1ST JULY 2025 TO 30TH JUNE 2026.



PREAMBLE.

This Performance Contract (hereinafter referred to as "Contract") is entered into between the county Directorates of livestock, veterinary and fisheries (hereinafter referred to as the Directorates) represented by the CCO of P.O. Box 29 - 70101 HOLA. (Together with its assignees and successors) of the one part, and the County Director for directorate of veterinary services. (Hereinafter referred to as the Director), together with its assignees and successors of P.O. Box 116 - 70101 HOLA. Of the other part.

WHEREAS;

The Directorate is committed to ensuring that public offices are well managed and they are cost effective in delivering quality service to the public in line with provisions of the Constitution of Kenya;

The County Government recognizes that the Directorate is key in the implementation of County priority programmes and projects; other national priorities including the BETA initiatives in order to make the county competitive and improve quality of lives of the people of Tana River County;

The purpose of this performance contract is to establish the basis for ensuring that efficient and effective services are delivered to the people of Tana River County in line with the provisions of the Constitution and by requiring the Department to adopt systems that enable innovativeness and adaptability of public services to the needs of users.

This Performance Contract therefore represents a basis for continuous performance improvement that meets the needs and expectations of the county residents.

Therefore, the parties hereto agree as follows:

Part I: Statement of Responsibility by the Director.

The Mandate of the Directorate is to

- To provide and facilitate efficient veterinary services for production of safe and high quality animals , animal products and by products and promote trade and industrial growth in sustainable environment.
- To promote market access for livestock and their products,

safeguard human health and promote animal welfare

It is my responsibility to provide the required leadership in designing suitable plans and strategies that will contribute to high and sustainable socio-economic development. It is my undertaking to ensure that the Directorate has a credible strategic plan and performance contract that will deliver the desired goals.

It is also my undertaking that I will perform my responsibilities diligently and to the best of my abilities to support the achievement of the agreed performance targets.

Part II: Vision, Mission and Strategic Objectives

a) Vision

To be a leading county institution and player in the protection of animal and human health, to safeguard environmentally sustainable livestock based livelihoods for food security and wealth creation.

b) Mission

To provide and facilitate efficient veterinary services for production of safe and high quality animals, animal products and by-products and promote trade and industrial growth in a sustainable environment.

c) Strategic Objectives of the Directorate.

- To provide farmers with affordable, reliable clinical services
- To Provide farmers with modern veterinary infrastructure
- Upgrading livestock to higher and better breeds.
- To Control transboundary animal diseases. (TADS)
- Provision of wholesome meat fit for human consumption.
- To Provide High quality hides and skins for local and export market.

Part III: Statement of Strategic Intent by the director.

In carrying out my duties, I intend to put all my efforts towards contributing effectively and efficiently to the achievement of the County development agenda as espoused in the CIDP III and Kenya Vision 2030, keeping in mind specific priorities of the Department.

Bearing in mind the imperative of inclusivity, I will implement the following Strategic intentions during the Financial Year:

- i) Disease control through mass vaccination of livestock and controlled movement.
- ii) Production Wholesome meat fit for human consumption by inspecting meat at slaughtering points.
- iii) Improvement of Leather development through value addition.

- iv) Provision of quality Clinical services.
- v) Improvement and maintenance of Veterinary infrastructure.
- vi) Provision of extension services to livestock farmers.

Part IV: Commitments and Obligations of the County directorate.

- i) Acknowledgement of receipt of correspondences and approval of requests are made within the timelines stipulated in the Citizens' Service Delivery Charter
- ii) Provide feedback on requests within 14 working days.
- iii) Use the allocated funds to the directorate prudently, effectively and efficiently as stipulated in the PFM Act.

Part V: Reporting Requirements

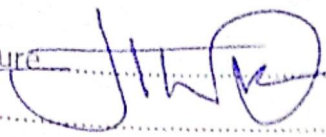
County Directorates shall prepare and submit their Quarterly and Annual performance reports within fifteen (15) days after the end of each quarter and thirty (30) day after the end of the financial year in the prescribed format to the Performance Management Unit for the purpose of monitoring progress and annual performance evaluation.

Part VI: Duration of the Performance Contract

This Performance Contract will run for one Financial Year from 1st July 2025 to 30th June 2026 or as per the specified financial year.

Part VII: Signatories to the Performance Contract

For and on behalf of the County Directorate.

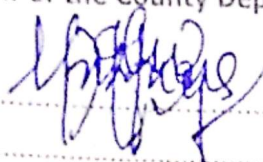
Signature: 
Date:

Name: **Dr. Paul Mwailingo Mwamburi**

Designation: County Director of Veterinary services.

Witness

For and on behalf of the County Department (DIRECTORATE.).

Signature: 
Date:

Name: **MWANAJUMA HABOKE HIRIBAE.**

Designation: DIRECTORATE Lands, Agriculture, Livestock & Fisheries

For and on behalf of the County Directorate (CCO).

Signature: 
Date: **11/12/2025**

Name: **Kanchoru Gollo**

Designation: Chief Officer Livestock & Fisheries.

	Performance criteria and indicators	UNIT OF MEASURE	WEIGHT	Baseline /status FY 2024/25	TARGET FY 2025/2026
FINANCIAL STEWARDSHIP					
A	A1. Absorption of allocated GOK Funds	%	6		100
	A2. Absorption of Externally Mobilized Resources	Kshs.	0		100
	A3. Absorption of Development funds	%	2		100
	A4. Appropriation in Aid	kshs	0		100
	A5. Pending bills	%	2	1	<1
	Weight Sub Total		10		
SERVICE DELIVERY:					
B	B1. Implementation of Citizens' Service Delivery Charter	%	3	50	100
	B2. Digitalization of govt. services	%	3	N/A	100
	B3. Resolution of Public Complaints	%	2	0	100
	Weight Sub Total		8		
INSTITUTIONAL TRANSFORMATION					
C	C1. Development of departmental Planning Framework	%	3	80	100
	C2. Competence Development	%	3	50	100
	C3. Knowledge Management	%	2	20	100
	C4. Cascading of Performance Contracts	%	2	100	100
	C5.				
	Weight Sub Total		10		
D CORE MANDATE:					
D	D1. Implementation directorate plans effectively, timely and efficiently.	%	5	100	100
	D2 Reduced prevalence of TAD's	%	10	60	100

D3. Farmer training	No.	5	N/A	30
D4. Veterinary input access	No.	6	2	5
D5. Market development and access	No.	5	12	15
D6. Genetic diversity of Livestock	%	3	100	100
D7. Food safety	%	6	N/A	100
D8. Monitoring and evaluation	Report	5	2	4
D9. Revenue Collection	Kshs	4	170,000	200,000
D10. Disaster management	%	2	100	100
D11. Productivity measurement	%	3	N/A	N/A
D12. Compliance with Statutory Obligations	%	2	100	100
D13. Youth empowerment initiatives	%	2	0	100
D14. Project completion rate	%	2	40	100
Weight Sub Total		60		
Governor's directives.				
E	E1. Governors directives implemented	Not applicable.		
	Weight Sub Total	2		
F	Affirmative action in government procurement			
	F1. Access to government procurement opportunities	ksh	3	
	F2. Promotion of local content in procurement	Ksh	3	
	Weight sub total	6		
G	CROSS CUTTING ISSUES			
	G1. Youth internship/industrial attachment /apprenticeships	No.	1.5	
	G2. Work environment	%	1.5	100
	G3. Compliance with statutory obligation		1	
	G4. Asset management.		2	
	Weight sub total	6		

A. FINANCIAL STEWARDSHIP AND FISCAL DISCIPLINE

A1. Absorption of allocated funds (Gok)

During the contract period the Director shall ensure that allocated funds are applied 100% to programmes, projects and activities for which they were appropriated and planned for.

Funds allocated for the 2025/2026 Financial Year amount to Ksh, 30,770,346.00

The breakdown is as follows: -

i. Recurrent	Kshs.	12,770,346.00
ii. Development.....	Kshs.	18,000,000.00
Total.....	Kshs.	30,770,346.00

Absorption plan.

1. In the 1st quarter of the financial year by 30th September 2025 directorate intend to Absorb Ksh. 3,077,034.60.
2. In the 2nd quarter of the financial year by 31st December 2025 directorate intend to Absorb Ksh. 12,308,138.40.
3. In the 3rd quarter of the financial year by 31st march 2026 directorate intend to Absorb Ksh. 9,231,103.80.
4. In the 4th quarter of the financial year by 30th June 2026 directorate intend to Absorb Ksh. 6,154,069.20.

A2. Absorption of Externally Mobilized Resources

In the 2025/2026 FY, the directorate has received ksh. 0 from the donors.

A3. Absorption of development funds.

The 2025/2026 FY, Development Index Is 58.50% calculated as follows:

$18,000,000 / 30,770,346 \times 100\% = 58.50\%$. the directorate commits to utilize all the allocated development funds as appropriated.

A4. Appropriation in Aid.

No funds expected to be received from other sources apart from the allocated Gok funds.

A5. Pending bills.

In the F/Y 2024/2025 the Directorate had pending bills of 2.75% (Ksh. 8,000,000). The directorate commits to ensure the pending bills if any will not exceed 1% (ksh. 3,077,034.60) of the total approved budget of ksh. 30,770,346.00

In the FY 2025/26 The Directorate. Commits to clear all pending bills accumulated over years.

B. SERVICE DELIVERY

B1. Implementation of Citizen's Service Delivery Charter

During the contract period, the Directorate commits to delivering services promptly, effectively, impartially, equitably and progressively improve customer experience by undertaking the following:

- i) Citizens' Service Delivery Charter reviewed and displayed prominently at the point of entry/service delivery points in both English and Kiswahili **(10%)**;
- ii) Citizens' Service Delivery Charter Cascaded to all the directorates **(10%)**;
- iii) Customize the Citizens' Service Delivery Charter to unique needs and convenient access of the customers by providing audio recordings and uploading it on the county website **(20%)**;
- iv) All staff sensitized on the Citizens' Service Delivery Charter **(10%)**; and
- v) Ensure conformity with commitments and standards in the Citizens' Service Delivery Charter by establishing compliance to the commitments stipulated in the Charter through undertaking quarterly monitoring, analysing and compiling compliance quarterly reports **(50%)**.

B2. Digitalization of government services.

During the contract period, the Directorate commits to accelerating the adaption of ICT solutions to provide easy access, convenience and efficiency in service delivery by undertaking the following:

- i. Customer-facing and back-office services identified and prioritized for Business Process Reengineering (BPR) **(10%)**;

- ii. Business processes for at least 25% of the prioritized services re-engineered (45%);
- iii. At least 25% of the re-engineered services digitalized (25%); and
- iv. Digitalized customer facing services on-boarded onto county online platforms where applicable (20%).

B3. Resolution of Public Complaints

During the contract period the DIRECTORATE will promptly address and resolve public complaints referred to the office directly or channeled through other institutions and undertake the following:

- i. Resolution of all complaints received (60%);
- ii. Requests on access to information received processed (20%); and
- iii. Quarterly reports on resolution of complaints and processing of requests on access to information submitted to the Office of the County Secretary for onward submission to the Commission on Administrative Justice (20%)

C: INSTITUTIONAL TRANSFORMATION

C.1 Development of County Planning Framework

During the contract period, the Directorate commits to develop the following planning frameworks:

- i) Value chain strategic plans; (Chicken, Beef, Apiculture, Green grams, Rice, and mangoes) (100%).

C.2: Competence Development

During the contract period, the DIRECTORATE commits to enhance skills and proficiency with a view of addressing career progression of individual employees and improve department's performance.

- i. Institutional Skills Gap Analysis undertaken (25%);
- ii. Staff Training Needs Assessment undertaken (10%);
- iii. Interventions to address the identified skills gaps and training needs implemented through, recruitment, outsourcing, capacity building/training, coaching, mentoring, etc. (35%);
- iv. Employee Performance Management:
 - a. Individual employees' annual performance targets for the FY 2025/26 set

using the prescribed format by 31st July 2025 **(10%)**;

- b. Staff Performance Appraisal for all employees undertaken and an appraisal report for the FY 2025/26 compiled by 31st August 2025 **(15%)**; and

An action plan developed and the recommendations emanating from the staff appraisal.

C3. Knowledge Management

During the contract period, the DIRECTORATE commits to the following:

- i. Participation in the development of a county policy on Knowledge management to be spearheaded by the office of the governor by the fourth Quarter **(40%)**;
- ii. Participation in baseline survey on the level of Knowledge Management awareness and capacity needs assessment management to be spearheaded by the office of the governor **(40%)**; and
- iii. Participation in the development of knowledge Management action plans with appropriate monitoring and reporting framework to be spearheaded by the office of the governor **(20%)**.

C.4: Cascading of Performance Contracts

To enhance implementation of the Performance Contract, the DIRECTORATE member shall cascade this performance contract to the following in FY 2025/2026:

- i. DIRECTORATE and County Chief Officer(s) **(20%)**;
- ii. County Chief Officer and County Directors **(30%)**; and
- iii. County Directors to sign Staff Performance Appraisals with the rest of the staff **(50%)**.

D. CORE MANDATE.

D1. Programs and plans.

The Directorate commits to implement efficiently and effectively the directorate programmes as planned

- 1) Preparation annual budgets **(30%)**;
- 2) Preparation of work plans **(20%)**;
- 3) Development annual development plans **(20%)**;
- 4) Preparation strategic plans **(20%)**; and
- 5) Review of CIDP **(10%)**

D2. Control of livestock diseases.

The Directorate commits to reduce livestock disease prevalence in The County by undertaking the following activities;

- 1) Conduct bi annual mass livestock vaccinations against TAD's **(20%)**
- 2) Timely response to disease out breaks to minimize spread **(30%)**

- Conduct quarterly disease surveillance on TAD's (30%) and
3) Capacity build last mile AHSP and CDR's on disease reporting (20%)

D3. Farmers training.

The directorate commits to improve farmer education to improve agricultural productivity in the FY 2025/2026 by undertaking the following activities.
Training of 20 flayers on best flaying practices to improve on the quality of hides & skins (100%)

D4. Veterinary services input access.

The directorate intends to provide the following inputs in the fy 2025/26

- 4) Provision of assorted veterinary drugs (30%)
- 5) Provision of assorted animal vaccines (50%) and
- 6) Provision of acaricides (20%)

D5. Market Development and access.

In facilitation of market development and access the directorate intends to

1. Completion of construction of a modern slaughter houses at Bangale ward. (30%);
2. Construction of Nine (9) vaccination crushes (50%);
3. Inspect and issue livestock movement permits to traders (20%) and
4. Inspect all the carcasses of animals slaughtered in the s/houses (20%).

D6. Genetic diversity.

The directorate intends to improve the local breeds through provision of subsidized AI services. (100%)

D7. Food safety.

The directorate commits to undertake the following activities on food safety;

1. Inspection of 350 bovines, 250 camel's carcasses and 2000 shoats (60%);
2. Inspection and Licensing 5 slaughtering points (20%); and
3. Inspection and Licensing of 10 hides and skin bandas (20%).

D8. Monitoring and Evaluation.

The directorate intends to carry out the following activities

1. Conduct Bi annual food security assessment (50%); and
2. Conduct inspection of slaughter slabs for pre licensing (50%)

D9: Revenue Collection

The directorates commits to collect Kshs. 200,000 from the following revenue streams in the FY 2025/2026;

1. Meat hygiene (veterinary public health) Kshs. 120,000 (50%) and
2. Livestock Movement permits Kshs. 80,000 (50%).

D10. Disaster Management

During the contract period, the Directorate is committed to the mainstreaming of disaster risk management in its policies, programmes, projects and activities to effectively manage loss of livelihood and lives in the event of a disaster. In this regard, the directorate commits to the following:

- i. Participation in the disaster risk assessment and update the risk profiles to be spearheaded by the Directorate of Special Programmes in the office of the Governor (40%);
- ii. Participation in the development of a disaster response plan profiles to be spearheaded by the Directorate of Special Programmes in the office of the Governor (10%); and
- iii. Interventions in the disaster response plan implemented (50%).

D11. Productivity Mainstreaming

During this contract period, the DIRECTORATE commits to the measurement of the efficiency and effectiveness of resources (labor, capital, technology and systems) utilization in converting inputs into quality outputs. In this regard, the DIRECTORATE commits to the Participation of establishing of a county-wide baseline productivity index to be spearheaded by the Department of Public Service Management, Administration, Devolution, Information Communication Technology, Protocol and Public Communication (100%).

D12: Customer Satisfaction

During the contract period, the DIRECTORATE is committed to evaluating how well public resources are being used to meet the needs of the customers in order to determine on how to improve service delivery. In this regard, the DIRECTORATE commits to participating in a county-wide customer satisfaction survey to be undertaken by the department of Public Service Management, Administration, Devolution, Information Communication Technology, Protocols and Public Communication (100%).

D13. Youth Empowerment Initiatives

1. During the contract period, the DIRECTORATE commits to promote youth empowerment through engaging youth groups across five (5) sub-counties in market-oriented enterprises in the agricultural sector **(100%)**.

D14. Project completion rate. (100%)

The Directorate commits to undertake a 100% departmental project completion as follows:

S/N o.	Project Name	Project Description	Location	Total Estimated Cost (Kshs.)	Current Status (Status of physical completion in % and description)	Allocation FY 2024/25 (Kshs.)	Expected Deliverables (Outputs) for FY 2025/26
	Construction of livestock vaccination crushes.	Construction of nine (9) vaccination crushes.	Bulawenje, Balo, ongonyo, Nyogora, Bisadi, ongola, odole, Abakiko, dhololo	9,000,000.00	0%	9,000,000.00	Project report Completion certificate

GOVERNOR'S DIRECTIVE

E1 Governor's Directives Implemented. (100%)

No	Directive Name	Directive Description	Date Issued	Directive Timelines	Estimated Cost (Ksh)	Allocation for Current FY (Ksh)	Expected Deliverables
1.	National Tree Growing Restoration Campaign	To grow 15 billion trees for restoration of 10.6 million Hectares by 2032. This initiative is expected to increase the forest and tree cover from 12% to 30% by 2032.	21 st December, 2022	30 th June 2026	1,000,000	1,000,000	i. 4,200 tree groves (70%) ii. Key stakeholders motivated to grow trees in liaison with the department of Environment and Climate Change (30%)

F. AFFIRMATIVE ACTION IN GOVERNMENT PROCUREMENT

F1: Access to Government Procurement Opportunities

During this contract period, the DIRECTORATE is committed to the empowerment of youth, women and Persons with Disabilities (PWD). In this regard the DIRECTORATE

commits to allocate and award a minimum of 30% of the procurement budget of Kshs. xxxx translating to Kshs. xxxx and a further 2% of the 30% translating to Kshs. xxxx

In addition, the DIRECTORATE commits to facilitate achievement of the target by undertaking the following:

- i. Build the capacity of the three #) target groups through training on government procurement procedures, requirement for accessing government procurement opportunities available; (40%);
- ii. Prequalify the registered groups as affirmative action (30%); and
- iii. Submit to PPRA a summary of the procurement opportunities allocated to the target groups in the format provided on the PPRA website (quarterly and bi-annually) (30%).

F2: Promotion of Local Content in Procurement

During the contract period The DIRECTORATE is committed to the promotion of locally produced goods and services that will contribute to, among others, employment creation and growth of local industries. In this regard the DIRECTORATE commits to allocate and award a minimum of 40% of the total procurement budget of Kshs. xxxxx translating to Kshs. xxxxxx. In addition the DIRECTORATE commits to prepare and submit quarterly progress reports on the implementation of this performance indicator to the department of Tourism, Culture, Heritage, Coordination of Wildlife Conservation, Trade and Industrialization. (100%)

G. CROSS –CUTTING ISSUES:

G1. Youth Internships/ Industrial Attachments/Apprenticeships

During the contract period, the DIRECTORATE is committed to the progressive engagement of the Youth in Internship and Industrial Attachment programmes for skills transfer. In this regard, the DIRECTORATE commits to engage a total of 20 Youth in Industrial Attachments.(100%)

G2. Work Environment

During the contract period, the DIRECTORATE is committed to the improvement of physical work areas and facilities as well as the immediate surrounding of the work place, including social, psychological, environmental as well as ergonomic factors. In this regard, the DIRECTORATE commits to the following:

- i. An internal work environment survey carried out and a work plan for implementation of the recommendation prepared by the end of the second quarter (50%); and
- ii. The survey recommendations implemented as per the work plan (50%)

G3: Compliance with Statutory Obligations

During the contract period, the DIRECTORATE commits to ensuring full compliance with all statutory obligations and regulations governing county operations. Specifically, the department shall:

- i) Public Procurement and Asset Disposal Act, 2015 (20%)
 - a. Develop and adhere to an annual procurement plan.
 - b. Submit the procurement plan to the Public Procurement Regulatory Authority (PPRA) by 31st August of every financial year.
 - c. Submit bi-annual procurement plan implementation reports to the Authority in the prescribed format available on the PPRA website (www.tenders.go.ke)
 - d. Ensure full implementation of e-procurement across all county entities.
- ii) Remittance of Statutory Deductions – These should include, but not limited to, repayment of Higher Education Loans Board (HELB) dues by beneficiary employees, statutory taxes, Social Health Insurance Fund (SHIF), National Social Security Fund (NSSF), Provident Funds, Gratuity, Pay As You Earn (PAYE), Subscription to Professional and Regulatory Boards, Savings and Credit Cooperatives Societies (SACCOs) and bank remittances (80%).

G4: Asset Management

During the contract period, the DIRECTORATE commits to ensure that adequate asset management structures and systems are in place for prudent management of public assets for optimum economic and social benefits to the public.

The DIRECTORATE therefore commits to the following:

- i) Inventory of Assets established/updated **(30%)**.
- ii) Assets Ownership documents acquired **(30%)**; and
- iii) Idle Assets identified and submitted to the Department of Finance and Economic Planning for disposal **(40%)**.

In addition, the DIRECTORATE will submit quarterly and annual reports to the Department of Finance and Economic Planning for onward submission to The National Treasury using the prescribed format by email nalm@treasury.go.ke