

REPUBLIC OF KENYA

COUNTY GOVERNMENT OF TANA RIVER

PERFORMANCE CONTRACT

BETWEEN

H.E. THE GOVERNOR

AND

THE COUNTY EXECUTIVE COMMITTEE MEMBER

**DEPARTMENT OF EDUCATION, YOUTH, SPORTS, GENDER AND SOCIAL
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 Government of Tana River (hereinafter referred to as (The County Government) represented by H.E. the Governor of P.O. Box 29-70101, Hola (together with its assignees and successors) of the one part, and the County Executive Committee Member, Department of Education, Youth, Sports, Gender, and Social Services (hereinafter referred to as the "the CECM"), (together with its assignees and successors) of P.O. Box 29-70101 Hola of the other part.

WHEREAS:

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

The County Government recognizes that the County Department of Education, Youth, Sports, Gender & Social Services hold a key role in the implementation of the County priorities in order to improve the quality of life of the citizens and contribute to making Kenya globally competitive;

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. The County Department of Education, Youth, Sports, Gender & Social Services is required to adopt systems that enable innovativeness and adaptability of public services to the needs of users through digitalization of services.

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 CECM

The Mandate of the Department as derived from the Executive Order No. 1 of 2022 is to:

- a) Provide access to quality early child care and education;
- b) Provide access to quality education and training in vocational training;
- c) Promote and nurture youth talents;
- d) Improve women, youth, children and PLWDs' socio-economic empowerment; and
- e) Promote gender mainstreaming in response to socio-economic empowerment.

It is my responsibility to provide the required leadership in designing suitable plans and strategies that will deliver the desired goals and contribute to high and sustainable socio-economic development.

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 Statement, Mission Statement and Strategic Objectives

a) Vision Statement

Empowered individuals and communities reach their full potential through accessible and inclusive quality education, youth development, gender equality, inclusive sports and social services.

b) Mission Statement

To provide comprehensive and equitable services that empower individuals and communities through quality education, youth development, inclusive sports, gender quality and effective social services.

c) Strategic Objectives

- a. Equitable access to quality education and training.
- b. Empower and nurture youth talents.
- c. Promote and develop sports and recreational activities.
- d. Enhance the quality of life and well-being for all residents.
- e. Promote gender equality and women economic empowerment.

Part III: Statement of Strategic Intent by the CECM

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 Kenya Vision 2030 and CIDP, keeping in mind the specific priorities of the Department of Education, Youth, Sports, Gender & Social Services.

Bearing in mind the imperative of inclusivity, I will implement the following Strategic Intent during the contract period:

- a) Establish youth empowerment centres, provide skills development and entrepreneurship training, offer funding opportunities and create participatory framework;
- b) Build and maintain modern sports facilities, implement training programs, organise tournaments and competitions and foster PPPs to support sports initiatives;
- c) Expand social protection programs, empower communities with training and resources and develop integrated service centres;
- d) Promote gender responsive policies, conduct awareness campaign on gender equality, eradicate all forms of GBV, enhance access to basic services for women and girls, provide skill and capacity building programs, improve access to productive resources for women, promote gender inclusive value chains and establish platforms for women leadership and mentorship in decision making; and
- e) Enhance access to quality education by improving education infrastructure, equipping schools, teachers' recruitment and education support schemes.

Part IV: Commitments and Obligations of the County Government

- a) Acknowledgement of receipt of correspondence and approval of requests are made within the timelines stipulated in the Citizens' Service Delivery Charter.
- b) Release of budgetary allocation within three (3) days after exchequer receipt.

Part V: Reporting Requirements

The Department of Education, Youth, Sports, Gender & Social Services shall submit quarterly and annual performance reports in the prescribed format to the designated agencies with copies to the Council of Governors as specified in Section 2.9.3 of the County Governments Performance Contracting Guidelines 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.

Part VII: Signatories to the Performance Contract

For and on behalf of the County Department of Education, Youth, Sports, Gender & Social Services

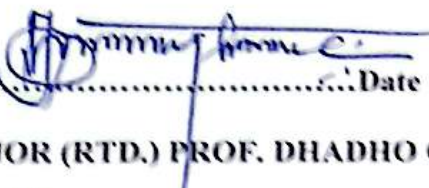
Signature.....  Date 11th DEC, 2025

ABAS KUNYO GUYO

COUNTY EXECUTIVE COMMITTEE MEMBER

DEPARTMENT OF EDUCATION, YOUTH, SPORTS, GENDER & SOCIAL SERVICES

For and on behalf of the County Government

Signature.....  Date 11th Dec, 2025

H.E. MAJOR (RTD.) PROF. DHADHO GADDAE GODHANA

GOVERNOR

TANA RIVER COUNTY

**ANNEX 1: PERFORMANCE CONTRACT MATRIX FOR THE DEPARTMENT OF
EDUCATION, YOUTH, SPORTS, GENDER AND SOCIAL SERVICES**

No.	Performance Criteria Indicators	Unit of Measure	Weight	Baseline/ Status FY 2024/25	Annual Target FY 2025/26
	Finance and Stewardship				
A1	Absorption of Allocated Funds (CoK)	%	3	88.67	100
A2	Absorption of Externally Mobilized Resources	%	2	100	100
A3	Absorption of Development Fund	%	2	69	82.5
A4	Appropriation-in-Aid	Kshs	1	6,101,400	4,000,000
A5	Pending Bills Ratio	%	2	15	≤1
	Weight Sub-Total		10		
	Service Delivery				
B1	Implementation of Citizens' Service Delivery Charter	%	3	20	100
B2	Digitalization of Government Services	%	3	55	100
B3	Resolution of Public Complaints	%	2	0	100
	Weight Sub-Total		8		
	Institutional Transformation				
C1	Development of County Planning Framework	%	3	30	100
C2	Competence Development	%	3	40	100
C3	Knowledge Management	%	2	100	100
C4	Cascading of Performance Contracts	%	2	70	100
	Weight Sub-Total		10		
	Core Mandate				
D1	Legal Frameworks Established	No.	6	3	4
D2	Gross Enrolment in Early Child Education Increased	No.	5	21,226	21,700

D3	Gross Enrolment in Vocational Training Centres Increased	%	5	100	100
D4	ECDE Learners' Retention Rate Enhanced	%	3	87	100
D5	Capitation Grant for Trainees Disbursed per Trainee	Kshs	3	11,505,000	13,005,000
D6	Education Bursaries Disbursed	%	5	60	100
D7	Sports Activities Undertaken	%	6	81.67	100
D8	Community Social Protection Services Enhanced	No	5	100	100
D9	Gender Mainstreaming Programs Undertaken	%	5	75	100
D10	Revenue Collection	Kshs	4	N/A	5,000
D11	Ease of Doing Business	%	2	100	100
D12	Disaster Management	%	2	70	100
D13	Customer Satisfaction	%	2	N/A	100
D14	Youth Empowerment Initiatives	%	2	N/A	100
D15	Project Completion Rate	%	2	100	100
D16	Productivity Improvement	%	3	N/A	100
	Weight Sub-total		60		
	Governor's Directives				
E1	Governors Directives Implemented	%	2	N/A	100
	Weight Sub-total		2		
	Affirmative Action in Government Procurement				
F1	Access to Government Procurement Opportunities	Kshs	2	0	108,405,000
F2	Promotion of Local Content in Procurement	Kshs	2	0	144,540,000
	Weight Sub-total		4		
	Cross-Cutting issues				
G1	Youth Internship, Industrial Attachment/Apprenticeship	No	1.5	1	3

G2	Work Environment	%	1.5	0	100
G3	Compliance With Statutory Obligations	%	1	0	100
G4	Asset Management	%	2	35	100
	Weight subtotal		6		
	Overall Total Weight		100		

A. FINANCE & STEWARDSHIP

A1. Absorption of Allocated Funds (GoK)

During the FY 2025/2026, the CECM commits to absorb 100% of the total budget of Kshs. 601,293,789, comprising a Recurrent Budget of Kshs 105,293,789 and a Development Budget of Kshs 496,000,000 to programmes, projects and activities for which they were appropriated and planned for.

A.2: Absorption of Externally Mobilized Resources

The CECM commits to absorb 100% of the externally mobilized funding of Kshs 4,000,000 from development partners and stakeholders to programmes, projects and activities for which they were appropriated and planned for.

A3. Absorption of Development Funds

During the FY 2025/2026, the CECM commits to absorb 100% of the Development Funds totalling Kshs 496,000,000 to programmes, projects and activities for which they were appropriated and planned for.

A4. Appropriation-in-Aid

During the FY 2025/2026, the CECM commits to raise A-in-A amounting to Kshs 4,000,000 from development partners & donors.

A5. Pending Bills Ratio

During the FY 2025/2026, the CECM commits to settle all the Departments' financial obligations and ensure that pending bills if any, will not exceed 1% (Kshs 6,012,938) of the total budgetary provision of Kshs 601,293,789.

B. SERVICE DELIVERY

B1. Implementation of the Citizens' Service Delivery Charter

During the FY 2025/2026, the CECM commits to undertake the following:

- i. Display the Citizens' Service Delivery Charter prominently at the key point of entry/service delivery points in both English and Kiswahili using the prescribed format (10%);
- ii. Cascade the Citizens' Service Delivery Charter to all Directorates, including factoring realistic service turn-around timelines (10%);
- iii. Customize the Citizens' Service Delivery Charter to unique needs and convenient access of the customers by providing mechanisms for sign language, providing audio recordings and uploading the Charter on the County website (20%);
- iv. Sensitize all staff on the contents of the Citizens' Service Delivery Charter (10%); and
- v. Ensure conformity with the commitments and standards in the Citizens' Service Delivery Charter by establishing compliance to the commitments stipulated in the Charter through undertaking quarterly monitoring, analyzing and compiling quarterly compliance reports (50%).

B2. Digitalization of Government Services

During the FY 2025/2026, the CECM commits to undertake the following:

- i. Customer-facing and back-office services identified and prioritized for Business Process Re-engineering (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 FY 2025/2026, the CECM commits to undertake the following:

- i. Resolution of all complaints received (60%);
- ii. Requests on access to information received processed (20%);
- iii. Quarterly reports on the resolution of complaints and the 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

C1. Development of County Planning Framework

In the FY 2025/2026, the CECM commits to develop the following planning frameworks:

- i. Annual work plan (50%)
- ii. Annual procurement plan (50%)

C2. Competence Development

During the FY 2024/2025, the Department conducted a Skills Gap Analysis and a Training Needs Assessment. In the FY 2025/2026, the CECM commits to enhance skills and proficiency with a view to addressing career progression of individuals by undertaking the following:

- i. Interventions to address the identified skills gaps and training needs implemented through training, coaching and mentoring (60%); and
- ii. Employee Performance Management undertaken through the following:
 - a) Individual employees' annual performance targets for the FY 2025/2026 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 2024/2025 compiled by 31st August, 2025 (15%); and
 - c) An action plan developed and the recommendations emanating from the staff appraisal reports implemented (15%).

C3. Knowledge Management

In the FY 2025/2026, the CECM 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 (40%);
- ii) Participation in the County baseline survey on the level of Knowledge Management awareness and capacity needs assessment to be spearheaded by the Office of the Governor (40%); and
- iii) Participation in the development of Knowledge Management action plan with appropriate monitoring and reporting framework to be spearheaded by the Office of the Governor (20%).

C4. Cascading of Performance Contracts

In the FY 2025/2026, the CECM commits to cascade the first-level Performance Contract as follows:

- i) CECM to sign PC with County Chief Officers (20%);
- ii) County Chief Officers to sign PC with the County Directors (30%); and
- iii) County Directors to sign SPAS with the rest of the staff (50%).

D. CORE MANDATE

D1. Legal Frameworks Established

During the FY 2025/2026, the CECM commits to the following:

- i. The Tana River County Early Childhood Education Act, 2016 Amended (25%).
- ii. Sexual & Gender Based Violence Policy developed (25%);
- iii. Gender Development Policy developed (25%); and
- iv. PLWDs Regulations developed (25%).

D2. Gross Enrolment in Early Child Education Increased

During the FY 2025/2026, the CECM commits to increase gross enrolment in Early Childhood Education (ECDE) from 21,226 to 21,700.

D3. Gross Enrolment in Vocational Training Centres Increased

In the FY 2025/2026, the CECM commits to increasing gross enrollment in Vocational Training Centres from 767 to 867.

D4. ECDE Learner Retention Rate Enhanced

In the FY 2025/2026, the CECM commits to enhance a retention rate of 100% of the expected learner population of 21,700.

D5. Capitation Grant to all Enrolled VTC Trainees Disbursed

During the FY 2025/2026, the CECM commits to disburse Kshs. 13,005,000 (Kshs 15,000 for the expected 867 trainees) in the public Vocational Training Centres.

D6. Education Bursary Disbursed

In the FY 2025/2026, the CECM commits to support 100% of needy students through the disbursement of the budgeted bursary amounting to Kshs 176,000,000 across the County.

D7 Sports Activities Undertaken

In the FY 2025/2026, the CECM commits to promote sports activities by undertaking the following:

- i. County sports leagues conducted (30%);
- ii. KICOSCA games participated in (10%);
- iii. KYISA games (under 23 years) participated in (30%); and
- iv. Nondo wheelchair race for PLWDs participated in (30%).

D8. Community Social Protection Services Enhanced

In the FY 2025/2026, the CECM commits to promoting social protection by undertaking the following:

- i. Community sensitized on child rights and protection (50%); and
- ii. National celebrations commemorated (50%).

D9. Gender Mainstreaming Programs Undertaken

In the FY 2025/2026, the CECM commits to promoting gender equity by undertaking the following:

- i. Gender equality, GBV and women rights campaigns conducted (40%); and
- ii. Women and girls' capacity build on socio-economic empowerment. (60%)

D10. Revenue Collection

In the FY 2025/2026, the CECM commit to raise revenue of Ksh 5,000 from various services offered within the Department.

D11. Ease of Doing Business

In the FY 2025/2026, the CECM commits to the following:

- i. Contractors' contracts enforced (50%); and
- ii. Processing and payments of contractors undertaken on time (50%).

D12. Disaster Management

In the FY 2025/2026, the CECM is committed to the mainstreaming of disaster risk management in its policies, programs, projects and activities to effectively manage loss of livelihood and lives in the event of a disaster. In this regard, the CECM commits to the following:

- i. Participation in the disaster risk assessment and update of 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 the disaster response plan 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%).

D13. Customer satisfaction

The CECM 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 CECM commits to the participation in a County-wide customer satisfaction survey to be undertaken by the Department of Public Service Management, Administration, Devolution, ICT, Protocol and Public Communication (100%).

D14. Youth Empowerment Initiatives

In the FY 2025/2026, the CECM commits to promote youth empowerment by undertaking the following:

- i) Youth sensitized on the effects of drugs and substance abuse (30%);
- ii) Youth sensitized on the importance of skills development. (40%); and
- iii) Youth creativity and talent identification undertaken (30%).

D15. Project Completion Rate

In the FY 2025/2026, the CECM commits to implement the following projects:

S.No.	Project Name	Project Description	Location	Total Estimated Cost (Kshs)	Current Status (%)	Allocation for FY 2025/26 (Kshs)	Expected Deliverables (Outputs) FY 2025/26
1	Proposed construction of ECDE classrooms	Construction of two ECDE classrooms	Boa	5,000,000	0	5,000,000	Two ECDE classrooms constructed
2	Proposed construction of ECDE classrooms	Construction of two ECDE classrooms	Subo	5,000,000	0	5,000,000	Two ECDE classrooms constructed
3	Proposed construction of ECDE classrooms	Construction of two ECDE classrooms	Tarasaa Junction	5,000,000	0	5,000,000	Two ECDE classrooms constructed
4	Proposed construction of ECDE classrooms	Construction of two ECDE classrooms	Wema	5,000,000	0	5,000,000	Two ECDE classrooms constructed
5	Proposed construction of ECDE classrooms	Construction of two ECDE classrooms	Mata Worsesa	5,000,000	0	5,000,000	Two ECDE classrooms constructed
6	Proposed construction of sanitation	Construction of sanitation facilities	Baomo, Vukoni Fanjua,	4,000,000	0	4,000,000	Two-door latrines constructed

	facilities		Wachakone				
7	Proposed construction of a workshop	Construction of workshop	Hurara	8,000,000	0	8,000,000	Twin workshop constructed
8	Proposed construction of a workshop	Construction of a workshop	Wenje	8,000,000	0	8,000,000	Twin workshop constructed
9	Proposed construction of a fence	Construction of a fence	Garsen	3,000,000	0	3,000,000	Fence constructed
10	Proposed construction of a fence	Construction of a fence	Garsen	1,500,000	0	1,500,000	Fence constructed
11	Proposed construction of a fence	Construction of a fence	Garsen	2,000,000	0	2,000,000	Fence constructed
12	Proposed construction of a fence	Construction of a fence	Garsen	1,500,000	0	1,500,000	Fence constructed
13	Proposed construction of 340 centres	Supply of ECDE furniture	County wide	20,000,000	0	20,000,000	Furniture acquired
14	Proposed renovation of ECDE	Renovation of ECDE	Andampia	1,500,000	0	1,500,000	ECDE building renovated
15	Proposed renovation of classroom	Renovation of classrooms	Andampia	1,500,000	0	1,500,000	ECDE classroom renovated
16	Proposed renovation of classroom	Renovation of classrooms	Mitiboma	1,000,000	0	1,000,000	Classroom renovated
7	Proposed renovation of classroom	Renovation of classrooms	Mitiboma	1,000,000	0	1,000,000	Classroom renovated
8	Proposed renovation of classroom	Renovation of classrooms	Tarasaa	1,500,000	0	1,500,000	Classroom renovated

20	Proposed supply of equipment	Supply of equipment	10 centres	10,000,000	0	10,000,000	VTC equipment supplied
21	Proposed construction of Rescue Centre	Construction of Rescue Centre	Minjila	8,000,000	0	8,000,000	Rescue Centre constructed
22	Proposed construction of playground, shade and toilets	Construction of playground, shade and toilets	Kone	3,000,000	0	3,000,000	Playground, shade and toilets constructed
23	Proposed construction of fence and toilet	Construction of ECDE fence and toilet	Wachakone	4,000,000	0	4,000,000	Fence and toilet constructed
24	Proposed purchase of specialized ECDE materials	Purchase of specialized equipment	County-wide	20,000,000	0	20,000,000	Specialized ECDE materials acquired
25	Proposed purchase of PLWDs tools and equipment	Purchase of tools and equipment	County-wide	2,000,000	0	2,000,000	PLWDs tools and equipment acquired

D16. Productivity Improvement

In the FY 2025/2026, the CECM commits to the measurement of the efficiency and effectiveness of resources (labour, capital, technology & systems) utilization in converting inputs into quality outputs. In this regard, the CECM commits to participation of establishing of a County-wide baseline Productivity Index to be spearheaded by the Department of Public Service Management, Administration, Devolution, ICT, Protocol and Public Communication (100%).

E. GOVERNOR'S DIRECTIVES

E1. Governor's Directives Implemented

The CECM commits to implement the Directive on National Tree Growing Restoration Campaign, in line with the Governor's commitment on Implementation of Specific National Government Policies on Natural Resource Protection and Conservation in Tana River County and any other Directive that may be communicated, as follows:

S.No	Directive Name	Directive Description	Date Issued	Directive Timelines	Estimated Cost (Kshs.)	Allocation for Current FY (Kshs.)	Expected Deliverables
1.	National Tree Growing Restoration Campaign	To grow 15 billion trees for the 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	20,000.00	20,000.00	i) Minimum allocated trees grown - 12,570 seedlings (70%); and ii) Key stakeholders mobilized 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

The CECM is committed to the empowerment of Youth, Women and Persons with Disabilities (PWDs). In this regard, the CECM commits to allocate and award a minimum of 30% of the total procurement budget of Kshs 361,350,000, translating to Kshs 108,405, 000 and a further 2% of the 30% translating to Kshs 2,168,100.

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

- i) Build the capacity of the three (3) target groups through training on Government Procurement procedures, requirements for accessing Government procurement opportunities on the specific opportunities available;
- ii) Pre-qualify the registered groups as affirmative action; 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, bi-annually).

F2. Promotion of Local Content in Procurement

The CECM is committed to the promotion of consumption of locally produced goods and services that will contribute to, among others, employment creation and growth of local industries. In this regard, the CECM commits to allocate and award a minimum of 40% of the total procurement budget of Kshs.361,350,000 translating to Kshs.144,540,000 In addition, the CECM commits to prepare and submit quarterly progress report on the implementation of this performance indicator to the Department of Tourism, Culture, Heritage, Coordination of Wildlife Conservation, Trade and Industrialization.

G. CROSS-CUTTING ISSUES

G1. Youth Internships/Industrial Attachments/Apprenticeships

The CECM is committed to the progressive engagement of the Youth in Internship and Industrial Attachment programmes for skills transfer. In this regard, the CECM commits to engage a total of three (3) Youth in Industrial Attachments.

G2. Work Environment

The CECM is committed to the improvement of physical work areas and facilities as well as the immediate surroundings of the workplace, including social, psychological, environmental as well as ergonomic factors. In this regard, the CECM commits to the following:

- i) An internal work environment survey carried out and a work plan for implementation of the recommendations 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

The CECM is committed to the compliance with laws and regulations governing its operations, but not limited to the following:

- i) Public Procurement and Asset Disposal Act, 2015 (20%);
 - a) Development and adherence to the procurement plan (10%);
 - b) Submission of the plan to Public Procurement Regulatory Authority (PPRA) through the Department of Finance and Economic Planning by 31st August, 2025 (5%); and
 - c) Submission of bi-annual procurement plan implementation reports to the Authority through the Department of Finance and Economic Planning in the format provided in the PPRA website – www.tenders.go.ke. (5%).
- ii) Remittance of Statutory Deductions (80%) - these will 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) and Savings and Credit Cooperatives (SACCO) and Bank remittances.

G4. Asset Management

The CECM is committed 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 CECM 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 CECM 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*.