

COUNTY ASSEMBLY OF BUNGOMA

SECOND ASSEMBLY – FIFTH SESSION

**COMMITTEE ON PUBLIC ADMINISTRATION
AND ICT REPORT**

ON

**THE ANNUAL REPORT FOR THE BUNGOMA
COUNTY PUBLIC SERVICE BOARD PURSUANT TO
THE PROVISIONS OF SECTIONS 59(1) (f) AND 59(5)
OF THE COUNTY GOVERNMENTS ACT 2012.**

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**The Office of the Clerk
County Assembly Buildings
BUNGOMA - Kenya**

FEBRUARY 2021

ACRONYMS

ICT	Information Communication Technology
PFM	Public Finance Management
COVID-19	Corona Virus Disease 2019
CPSB	County Public Service Board
FY	Financial Year
CGA	County Government Act
MCA	Member of County Assembly
COK	Constitution of Kenya
ALFIC	Agriculture, Livestock, Fisheries, Irrigation and Co-operatives
ECDE	Early Childhood Development Education
CECM	County Executive Committee Member
PSC	Public Service Commission
EACC	Ethics and Anti-Corruption Commission
ICPAK	Institute of Certified Public Accounts of Kenya
ICPSK	Institute of Certified Public Secretaries of Kenya
BQs	Bill of Quantities

1.0. PREFACE

Mr. Speaker,

It is my pleasant duty on behalf of the committee to present this report on the Annual Report for the Bungoma County Public Service Board Pursuant to the Provisions of Sections 59(1) (f) and 59(5) of the County Governments Act 2012.

1.1 Committee Membership

Mr. Speaker Sir,

The following are the Members of the Committee on Public Administration and ICT:

1. Hon Majimbo Okumu	Chairperson
2. Hon. Violet Makhanu	Vice Chairperson
3. Hon. Stephen Wafula	Member
4. Hon. Joseph Juma	Member
5. Hon. Francis Chemion	Member
6. Hon. Jack Wambulwa	Member
7. Hon. James Mukhongo	Member
8. Hon. Elly Tindi	Member
9. Hon. Tony Barasa	Member
10. Hon. Meshack Simiyu	Member 
11. Hon. Joan Kirong'	Member
12. Hon. Hillary Kiptalam	Member
13. Hon. Wapang`ana Erick	Member
14. Hon. Joseph Magudah	Member
15. Hon. Luke Opwora	Member

1.2 Mandate of the Committee

Mr. Speaker Sir,

The Sectoral Committee on Public Administration and ICT is constituted pursuant to the provisions of Standing Order No.196 of the County Assembly of Bungoma and has executed its mandate in accordance with the aforementioned provisions of the said Standing Order; in particular Standing Order 196 (5) provides that the Committee shall:

- (a) investigate, inquire into, and report on all matters relating to the mandate, management, activities, administration, operations and estimates of the assigned departments;*
- (b) study the programme and policy objectives of departments and the effectiveness of the implementation;*
- (c) study and review all county legislation referred to it;*
- (d) study, assess and analyze the relative success of the departments as measured by the results obtained as compared with their stated objectives;*
- (e) investigate and inquire into all matters relating to the assigned departments as they may deem necessary, and as may be referred to them by the County Assembly;*
- (f) to vet and report on all appointments where the Constitution or any law requires the County Assembly to approve, except those under Standing Order 185 (Committee on Appointments); and*
- (g) make reports and recommendations to the County Assembly as often as possible, including recommendation of proposed legislation.*

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1.3. Submission of the Annual and Regular reports by the CPSB

Mr. Speaker, it is a requirement under Section 59(1) (f) and 59(5) of the County Governments Act, 2012 that CPSB shall prepare regular reports for submission to the County Assembly on the execution of its functions and on the extent to which the values and principles referred to in Articles 10 and 232 of the Constitution of Kenya are complied with in the county public service.

The report referred to in section 59(5) shall be delivered each December to the County Assembly and shall include the following;

- a) all steps taken and decisions made by the board,
- b) specific recommendations that require to be implemented in the promotion and protection of the values and principles,

- c) specific decisions on particulars of persons or public body who have violated the values and principles including action taken or recommended against them,
- d) Any impediment in the promotion of those values and principles and the programmes the board is undertaking or has planned to undertake in the medium term towards the promotion of these values and principles.

1.4. Committal of the CPSB Annual Report

The CPSB Annual report was tabled in the House on **19th January 2021** and committed to the Public Administration and ICT committee for interrogation. The committee retreated to consider the report from **11th to 14th February, 2021** at Kika Hotel Kisumu and the complied its report for consideration by this Honorable House.



1.5. Acknowledgements

Mr. Speaker, May I take this opportunity to thank all the committee members for their input and valuable contributions during the exercise. The committee also takes this opportunity to thank the Offices of the Speaker and Clerk for the logistical support accorded to it during the exercise.

The committee also wishes to record its appreciation to the County Assembly staff attached to it during the exercise. Their efforts made the work of the committee and production of this report possible.

It is therefore my pleasant duty on behalf of the committee to present this report on the compliance of the County Public Service Board with the provisions of Sections 59(1)(f) and 59(5) of the CGA 2012.

Thank You.

Signed.....Date.....

Hon. Henry Majimbo Okumu (MCA- Khalaba Ward)

Chairperson, Public Administration and ICT Committee

2.0 LEGAL PROVISIONS

The CPSB is established by Article 235 of the Constitution of Kenya 2010 and Section 57 of the County Government Act, 2012 in each County as a corporate body with perpetual succession and a seal; capable of suing and being sued in its corporate name.

Article 232 of the Constitution of Kenya 2010 stipulates the Values and principles of public service which govern all public servants and which the CPSB should be guided by as:

(1) The values and principles of public service include—

(a) high standards of professional ethics;

(b) efficient, effective and economic use of resources;

(c) responsive, prompt, effective, impartial and equitable provision of services;

(d) involvement of the people in the process of policy making;

(e) accountability for administrative acts;

(f) transparency and provision to the public of timely, accurate information;

(g) subject to paragraphs (h) and (i), fair competition and merit as the basis of appointments and promotions;

(h) representation of Kenya's diverse communities; and

(i) affording adequate and equal opportunities for appointment, training and advancement, at all levels of the public service, of—

(i) men and women;

(ii) the members of all ethnic groups; and

(iii) persons with disabilities.

(2) The values and principles of public service apply to public service in—

(a) all State organs in both levels of government; and

(b) all State corporations.



Article 10 stipulate the National values and principles of governance that bind all state organs, State Officers, public officers and all person as outlined below:

(1) The national values and principles of governance in this Article bind all State

organs, State officers, public officers and all persons whenever any of them—

(a) applies or interprets this Constitution;

(b) enacts, applies or interprets any law; or

(c) makes or implements public policy decisions.

(2) The national values and principles of governance include—

(a) patriotism, national unity, sharing and devolution of power, the rule of law, democracy and participation of the people;

(b) human dignity, equity, social justice, inclusiveness, equality,

human rights, non-discrimination and protection of the marginalised;

(c) good governance, integrity, transparency and accountability; and

(d) sustainable development.



59. Functions and powers of a County Public Service Board

The mandate of the CPSB is stipulated in Section 59(1) of the County Governments Act 2012 outlined as follows:

a) Establish and abolish offices in the county public service.

b) Appoint persons to hold or act in offices of the county public service including in the boards of cities and urban areas within the county and to confirm appointments.

c) Exercise disciplinary control over, and remove, persons holding or acting in those offices.

d) Prepare regular reports for submission to the county assembly on the execution of the functions of the Board.

e) Promote in the county public service the values and principles referred to in Articles 10 and 232 of the COK 2010.

f) Evaluate and report to the county assembly on the extent to which the values and principles referred to in Articles 10 and 232 are complied with in the county public service.

g) Facilitate the development of coherent, integrated human resource planning and budgeting for personnel emoluments in the counties.

- h) Advise the county government on human resource management and development.*
- i) Advise the county government on implementation and monitoring of the national performance management system in counties.*
- j) Make recommendations to the Salaries and Remuneration Commission, on behalf of the county government, on the remuneration, pensions and gratuities for county public service employees.*

59(3) *The reports under subsection (1)(d) shall contain the details of persons appointed including gender, persons with disabilities, persons from the minority and marginalized communities.*

59(4) *In the performance of its functions under subsection (1)(e), the County Public Service Board shall have powers to—*

(a) inform and educate county public officers and the public about the values and principles;

(b) recommend to the county government effective measures to promote the values and principles;

(c) assist county government in the formulation and implementation of programmes intended to inculcate in public officers the duty to uphold the values and principles;



(d) advise the county governments on their obligations under international treaties and conventions on good governance in the county public service;

(e) visit any county public office or body with a view to assessing and inspecting the status of compliance with the values and principles;

(f) investigate, on its own initiative or upon a complaint made by any person or group of persons, the violation of any values and principles;

(g) recommend to the relevant lawful authority, any necessary action in view of the violation of the values and principles by any person or public body;

(h) cooperate with other institutions working in the field of good

governance in the public service; and

(i) perform any other functions as the Board considers necessary for the promotion of the values and principles.

59 (5) *The report by the County Public Service Board under subsection (1)(f) shall—*

(a) be delivered each December to the county assembly;

(b) include all the steps taken and decisions made by the board;

(c) include specific recommendations that require to be implemented in the promotion and protection of the values and principles;

(d) include specific decisions on particulars of persons or public body who have violated the values and principles, including action taken or recommended against them;

(e) include any impediment in the promotion of the values and principles; and



(f) include the programmes the board is undertaking or has planned to undertake in the medium term towards the promotion of the values and principles.

59(6) *The Board shall publish a report required under this section in the county Gazette not later than seven days after the report has been delivered to the County assembly. In the performance of its functions under subsection (e), the County Public Service Board has powers to ;*

- i. Inform and educate county public service officers and the public about the values and principles*
- ii. Recommend to the county government effective measures to promote the values and principles.*
- iii. Assist county government in the formulation and implementation of programmes intended to inculcate in public officers the duty to uphold values and principles.*
- iv. Advise the county governments on their obligations under international treaties and conventions on good governance in the county public service.*

- v. *Visit any County Public office or body with a view to assessing and inspecting the status of compliance with the values and principles.*
- vi. *Investigate, on its own initiative or upon a complaint made by any person or group of persons, the violation of any values and principles.*
- vii. *Recommend to the relevant lawful authority, any necessary action in view of the violation of the values and principles by any person or public body.*
- viii. *Cooperate with other institutions working in the field of good governance in the Public service.*
- ix. *Perform any other functions as the Board considers necessary for the promotion of the values and principles.*

3.0. COMMITTEE ANALYSIS OF THE ANNUAL REPORT

Composition of the CPSB

- i. The CPSB as currently constituted consists of the following:
 - a) Mr. Jonathan Namulala Chairperson
 - b) Mrs. Christine Sifuna Vice Chairperson
 - c) Mr. Boneventure Wasikoyo Member
 - d) Mr. Bonee Wasike Member
 - e) Mr. Geoffrey Cherongis Member
 - f) Mrs. Rose Soita Member
 - g) Mr. Joseph Makata CEO/Secretary

- ii. The Board is supported by a Secretariat of eleven (11) staff, six (6) male and five (5) Female.

- iii. The Board holds regular meetings to deliberate on various correspondences and human resource matters in the Public Service. The decisions, instructions and guidelines are communicated to the respective authorized officers for implementation.




Delivery of Programmes (pursuant to Section 59 of the CGA 2012)

- iv. The report highlights the Board's achievements and challenges during the year together with recommendations for improvements and intents for the year 2021.

- v. The Board used respective National schemes of service as career progression guidelines to recruit, promote and re-designate staff. In line with its mandate under Section 59(1) (b) of the CGA 2012, the Board appointed , regularized appointments, renewed contracts, undertook promotions, re-designations and upgrading of personnel as outlined below:
 - a) Competitive appointment of six hundred and eighty nine (689) personnel in the departments of Health and Sanitation, Finance and Economic Planning, ALFIC, Trade Energy and Industrialization, Lands, Urban and Physical Planning and PSMA. Among those appointed three hundred and sixty nine

(369) were male representing 54% and three hundred and twenty (320) were female representing 46%.

- b) Promotion of four hundred and eighty one (481) personnel in the departments of Health and Sanitation(437), Gender and Culture (17), Roads, Infrastructure and Public Works(7), Education and Vocational training (20).
 - c) Re-designation of forty three (43) personnel in the departments of Health and Sanitation (39), Gender, Culture, Youth and Sports (2), Education and Vocational training (2).
 - d) Upgrading of ten (10) personnel in the department of Roads, infrastructure and Public Works. 
 - e) Renewal of contracts of ninety five (95) personnel in the department of Education and Vocational training of which eighty five (85) were ECDE teachers while ten(10) were Vocational Training Instructors.
 - f) Regularization of appointments of one hundred and thirty one (131) personnel in the department of Health and Sanitation; of which seventy nine(79) were male representing 60% and fifty two(52) women representing 40 %.
- vi. Among the competitive appointees in the year under review, three hundred and thirty eight (338) were new entrants into the civil service, of which two hundred and four (204) were males (2 with disability) and one hundred and thirty four (134) women. *The detailed list of the new entrants by department, gender, PLWDS and ethnicity is annexed on pages 6and 7 of the submitted report.*
- vii. Under the year under review, the Board recruited in the department of Health services, three hundred and fifty one (351) personnel whose positions were advertised by the National Government and are being paid by the Ministry of Health (National Government).*The details are attached on pages 7, 8&9 of the submitted report.*
- viii. The terms of service for the six hundred and eighty nine(689) new employees in the public service, is summarized as: 144 on permanent and pensionable terms, 8 on five years contract, 444 on three years contract and 97 on one year contract.

ix. During the year under review, a total of one hundred and seventy two (172) officers exited the County Public Service. Out of which ninety nine (99) were male representing 58% while seventy three (73) were female representing 42%. *The detailed list of exits by gender, ethnicity and nature of exits is outlined on page 12 of the submitted report.*

The Board Secretary undertook to provide a comprehensive report and the details of the staff exit from service for the period under review.



Promotion of Values and Principles

The Standards, Quality, Assurance and Development Committee's (SQADC) main function is to implement Section 59(1 c, e, f & i) and 59 (4) of the County Government Act 2012

In compliance with the provisions of Section 59(1 c, e, f & i) and 59 (4) of the County Government Act 2012 and the Public Officers Ethics Act, 2003, County employees declared their income, assets and liabilities for the period 2017 to 2019.

The annual report indicated that the number of public officers on the payroll as at 31st October 2020 were six thousand, three hundred and forty two (6342) out of which six thousand and eighty six (6086) officers submitted their declarations on time. Two hundred and four (204) officers did not submit their declarations on time. However, the report did not include the specific decisions on particulars of persons who had violated the values and principles, including the action taken or recommended against them as provided for in Section 59(1) (d) of the County Governments Act, 2012.

Capacity Building for staff on Governance and National Values

During the period under review, the board carried out sensitization training on National Values and Principles on the Public Service Leadership and Integrity at Tom Mboya Labour College, Kisumu. A total of sixty four (64) officers were trained, broken down as:

i. CECM	10
ii. County Secretary	1
iii. Chief of Staff	1
iv. Chief Officers	14

v. Directors	18
vi. Advisors (Office of the Governor)	7
vii. Human Resource officers	13
Total	64

This was in compliance with the CPSB’s function pursuant to Section 59(e) of the CGA where the Board is required to inform and educate county public service officers and the public about the values and principles.

Additionally, the Board facilitated awareness and publicity on employment opportunities to the public and supervised the declaration of income, assets and liabilities among the entire County Public Service and reported to the relevant agencies- PSC and EACC.



Financial Report

During the year under review, the Board was allocated recurrent funds of **Kshs. 45,871,151** for the FY 2019/20 and **Kshs. 47,102,840** for FY 2020/21. The Board has not been allocated any development funds since 2015.

As at 31st December, 2020, the absorption rate stood at **Kshs. 20,142,486**, representing 43% of the approved budget. These funds were expended as outlined below:

1. General Administration , Planning and Support Services Programme
 - a) Payment of staff salaries and allowances for the period ended December 2020
 - b) Payment of service gratuity to the for Board Members’ scheme.
 - c) Facilitated other operations and maintenance activities of the board
 - d) Facilitated consultative meeting with the County Assembly’s Committee on Public Administration and ICT.
 - e) Facilitated final preparation of the Strategic plan.
2. Human Resources management and Development
 - a) Induction to members of the Board at Kenya School of Government Mombasa.
 - b) Trainings on financial management, international governance summit and corporate secretarial as organized by ICPAK and ICPSK.
 - c) Induction workshop for Intergovernmental County Committees in Eldoret.

d) Facilitated recruitment and promotion cases in the County Public Service during the period under review.

3. Governance and National Values

a) Facilitated sensitization on National Values and Principles to senior County Officers at Tom Mboya Labor College.

b) Facilitated awareness and publicity on employment opportunities to the Public.

c) Supervised declaration of Income, Assets and Liabilities among the entire County Public Service and reported to the relevant Government agencies including PSC and EACC.

Owing to inadequate funding, the Board has not been able to fully execute her mandate as highlighted in the Strategic Plan for 2019-2024. The thematic areas that were highlighted for additional funding were:

a) Performance and productivity improvement

b) Transformation of service delivery



c) Human Resource Management and Delivery

d) Governance, Constitutionalism and Compliance with the Rule of Law

e) Institutional capacity.


Pending Bills

The CPSB had pending bills brought forward from the FY 2019/20 totaling to Kshs. 15,016,147. Among the pending bills is Kshs. 3,405,371 owed to West end consultancy who had been contracted to develop BQs and building plans at The BQs and development plans were developed with intentions of constructing an Administration block. The amount is inclusive of supervision fees.

CPSB Recommendations

1. The Board requests the County Assembly and the Executive to consider allocating it extra funding of Kshs.113, 367,060 i.e. Kshs.74, 971,560 for recurrent and Kshs.38, 395,500 for development. This will enable the Board deliver its mandate as


per Section 59 of CGA 2012 on values and principles of and strengthen institutional capacity at the Board.

2. That consideration is done to enable the Board construct an administration block at estimated cost of Kshs.38Million to address the challenge of office space.
 3. That the County Assembly consider legislation of laws that can curb unemployment by encouraging self-employment and creating favorable conditions for investors to hence create employment. The unemployment level is evident in the large number of youth who make applications whenever the Board invites aadvertises for employment opportunities.
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4. That the laws governing the establishment of the CPSB be adhered to and separation of powers among the County Government bodies be observed.
 5. That proper mechanisms be put in place to reduce bureaucracy both in procurement and financial processes.
 6. That more policies be developed to enhance operations of the Board.


4.0. COMMITTEE GENERAL OBSERVATIONS AND RECOMMENDATIONS

Mr. Speaker,

The committee made the following observations:

1. The committee takes cognizance of the Board's effort in compliance with the provisions of Section 59(f) of the County Government Act, 2012; in submission of the Annual report for the year 2020 to the County Assembly.
2. The report provided statistical data on the appointment, re-designation, promotion and regularization of personnel in the County Public Service; with no details on the criteria and human resource policy documents used.  [ikuweikuwe.com](https://www.ikuweikuwe.com)
3. The report highlighted a number of officers who were trained during the year under review, however the training needs assessment report was not submitted to enable the committee determine whether there was budgetary allocation for the same and if there was value added to the county public service by the trained officers.
4. The Board demonstrated the extent to which the values and principles of equality, inclusiveness, non-discrimination and protection of the marginalized referred to in Article 10 and 232(1g, h & i) had been complied with. The report indicated the gender, region and ethnicity of all the categories of personnel appointed during the year under review. The report further demonstrated the extent to which equal opportunities for appointment, training and advancement were accorded to men and women, members of ethnic groups and persons with disabilities.
5. The Board demonstrated compliance to Article 232(1)(b) by submitting the quarterly reports and financial statements, and a breakdown of expenditures as proof of efficient, effective and economic use of resources appropriated to it.
6. The Board demonstrated compliance with Section 59(e) of the CGA, 2012 where it is required *to inform and educate county public service officers and the public about the values and principles*; through the training of the 64 public officers against a workforce of 6342. Additionally, the Board facilitated awareness and publicity on employment opportunities to the public and supervised the declaration of income,

assets and liabilities among the entire County Public Service and reported to the relevant agencies- PSC and EACC.

7. The committee noted from the Board's secretary submission that the submitted draft Strategic Plan had been adopted and was being used in the implementation of the board's programmes. 
8. The Board failed to demonstrate the extent to which values and principles as outlined in Article 232(1)(e) on accountability for administrative acts was complied with, especially with regard to advertisement of positions for village administrators; where the Board went ahead and advertised for the vacancies despite there being no budgetary allocation and the County Assembly resolution directing against their recruitment in the period under review.
9. Section 59(5) of the CGA, 2012 outlines the specific information that the annual report from the CPSB to the County Assemblies should contain. The committee made the following observations in regard to the submitted report;
 - a) The CPSB failed to comply with the provisions of 59(5) (a) which requires that the annual report is to be delivered each December to the County Assembly. The committee noted that the report was received by the Office of the Clerk on 15th of January 2021 and tabled on 19th of January 2021.
 - b) The report did not include all the steps taken and decisions made by the Board contrary to Section 59(5)(b).
 - c) The report did not indicate the specific recommendations that require to be implemented in the promotion and protection of values and principles as required by Section 59(5)(c).
 - d) The report did not include the specific decisions on particulars of persons or public body who had violated the values and principles, including the action taken or recommended against them as provided in Section 59(1) (d).

In its summary of returns, the CPSB's annual report records 6342 as the number of officers in its establishment as at 31st of October 2020 and 6086 as the number of those officers who had complied with the submission of

declarations in time. The report indicates 204 as the number of officers who had not complied with submission of declaration for the period; but a computation of the declared numbers of 6342 versus 6086 gives a difference of 256 as personnel who had not declared their assets and liabilities in the stipulated period.



Additionally, the report does not include any remedies taken on the officers who failed to make their assets and liabilities declarations contrary to the Public Officers Ethics Act, 2003.

- e) The report did not indicate any impediment in the promotion of values and principles.
- f) The report included the training programs the board undertook in the medium term towards the promotion of the values and principles.


10. There was no proof of compliance or any explanations for non-compliance to Section 59(6) of the CGA 2012 which requires that: *the Board shall publish a report required under this section in the County Gazette not later than seven days after the report has been delivered to the County Assembly.*

11. The board has been unable to perform its functions effectively as outlined in **sections 59 to 75** of the CGA, 2012. This was attributed to constant interference by the County Executive and the political class.

It is the prerogative of the board to establish and abolish offices in the county public service (Sections 60&61 of CGA, 2012), make appointments (Sections 63, 64, 65&67), advertise vacant positions (Section 66), confirm appointments (Section 71), deploy public officers (Section 72), and regulate appointments on contract (Section 74). It was noted that some of the board's powers have been usurped by other bodies such as the Office of the Governor, Office of the County Secretary and CECM Public Service and Management.

It is within the express mandate of the board to regulate the engagements of persons on contract and casual workers as provided in section 74 of the CGA, 2012. It was noted that various departments have engaged numerous persons on contract and recruited hundreds of casual workers without the involvement of the board. Some

other persons have been appointed by the offices of the Governor and County Secretary without following the due process.


12. The Board secretary while appearing to clarify on pertinent issues that had been raised by the committee on the annual report confirmed that there exist no casual workers in the current establishment of the CPSB and County Government of Bungoma 
13. The CPSB has not adhered to the provisions of Article 10(2) (b) of the Constitution of Kenya on ethnic balancing in the recruitment of officers to the service. The current threshold as per the law is 30 per cent non locals; a condition which the CPSB falls below par for the period under review.
14. The regularization of the 131 personnel in the department of health and sanitation was unprocedural. Some of the officers lacked proper documents, whereas some had forged papers. The matter has been reported and is being handled by the relevant government agencies.
15. The County has a bloated wage bill as **43%** of the County revenue that is currently being spent on the county personnel emoluments contrary to the provisions of Regulation 25(1)(b) of the PFM Regulations, 2015 and Section 107(2) (c) of the PFM Act, 2012. Therefore, the County Executive has been unable to adhere to the fiscal responsibility principles provided in law. This has been occasioned by the CPSB's failure to advise the County executive to operate within the confines of Sec. 59 (1) (g) of the CGA, 2012

COMMITTEE'S RECOMMENDATIONS

Mr. Speaker,

The committee recommends as follows:

- i. That, for impartial and effective service delivery, the independence of the CPSB should be guaranteed. The CPSB has continued to rely on the County Executive for exchequer releases to execute its functions. As a body corporate, the CPSB should be allowed to run its own accounts and manage its exchequer releases.

- ii. That the CPSB should hasten the process of customization of the scheme of service and career progression guidelines to aid in the human resource management specific to the needs of the County Government. Currently the Board relies on these documents from the National Government.
- iii. That the CPSB should play its advisory role as envisaged under Sec. 59 (1) (g) of the CGA, 2012, and take to task the County Executive on adherence to the management of the County Public Service wage bill as envisaged under Regulation 25(1)(b) the PFM Regulations, 2015 and Section 107(2) (c) of the PFM Act, 2012. 
- iv. That the CPSB should endeavor to broaden its scope in the sensitization of the County workforce on National Values and Principles of the Public Service Leadership and Integrity. The Board has managed to sensitize only 64 out of a workforce of 6,342. The impact of the exercise should ensure a representative fraction participates in such fora for effective service delivery.
The Public Service (Values and Principles Act), 2015 is explicit on the conduct of public officers.
- v. The CPSB should take disciplinary action on the officers who failed to declare their income, assets and liabilities contrary to the Public Officers Ethics Act, 2003 and the Code of Conduct and Ethics for Public Officers in the County Government of Bungoma. Evidence of this undertaking should be filed with the County Assembly within 30 days of adoption of this report. Further the variance in number of officers who failed to make their declarations i.e. 204 versus 256 should be clarified and reported back to the County Assembly within 30 days of adoption of this report.
- vi. That CPSB should at all times comply with the law while recruiting officers into service in terms of ethnic distribution requirements in line with Article 10 of the Constitution of Kenya, 2010.
- vii. The CPSB should avail a comprehensive list of all staff exits from service within 30 days from the date of adoption of this report to enable the County Assembly

appropriate funds meant for personnel emoluments unerringly and reflective of the officers in service during the budgeting cycle