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THE GARISSA COUNTY DISASTER RISK MANAGEMENT ACT, 2025

No. 5 of 2025

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THE GARISSA COUNTY DISASTER RISK MANAGEMENT ACT, 2025

AN ACT of the County Assembly of Garissa to establish and provide for more effective organization of the mitigation of, preparedness for, response to, recovery from and coordination of emergencies and disasters

ENACTED by the County Assembly of Garissa, as follows—

PART I — PRELIMINARY

Short title and commencement

1. (1) This Act may be cited as the Garissa County Disaster Risk Management Act, 2025.

(2) This Act shall come into force on the date of assent by the Governor.

Interpretation

2. (1) In this Act, unless the context otherwise requires—

"affected area" means an area or part of the country affected by a disaster;

"Directorate" means the Directorate established under section…

"Committee" means the County Disaster Risk Management Committee constituted under section 4;

"County Disaster Risk Management Plan" means the County Disaster Risk Management Plan provided for in section 10;

"County emergency operations centre" means a facility designated under section 11;

"Declaration of disaster" means the activation of the disaster response provisions of the County Disaster Risk Management Plan by the Chairperson of the County Disaster Risk Management Committee in accordance with section 12;

"Disaster" means a serious disruption of the functioning of a community or a society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources;

"Disaster Risk Reduction" means the systematic process of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping

capacities in order to lessen the adverse impacts of hazards and the possibility of disaster;

"Disaster Risk Management" means the systematic process of using administrative decisions, organization, operational skills and capacities to implement policies, strategies and coping capacities of the society and communities to lessen the impacts of natural hazards and related environmental and technological disasters. This comprises all forms of activities, including structural and non-structural measures to avoid (prevention) or to limit (mitigation and preparedness) adverse effects of hazards;

"Early Warning Systems (EWS)" means the set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss.

"Governor" means the Governor elected under the Constitution or a person acting in that capacity.

"Hazard" means a dangerous phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage;

"Mitigation" means the lessening or limitation of the adverse impacts of hazards and related disasters;

"Preparedness" means the knowledge and capacities developed by governments, professional response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from, the impacts of likely, imminent or current hazard events or conditions;

"Prevention" means the outright avoidance of adverse impacts of hazards and related disasters;

"Recovery" means the restoration, and improvement where appropriate, of facilities, livelihoods and living conditions of disaster-affected communities, including efforts to reduce disaster risk factors;

"Resilience" means the ability of a system, community or society exposed to hazards to resist, absorb, accommodate to and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions;

"Response" means the provision of emergency services and public assistance during or immediately after a disaster in order to save lives,

reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected;

"Risk" means the combination of the probability of an event and its negative consequences;

"Vulnerability" means the characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard.

Objects

3. The objects of this Act are to —

(a) establish an efficient structure for the management of disasters and emergencies;

(b) ensure the county government effectively coordinates with other relevant agencies to mitigate the impacts of disasters and emergencies;

(c) enhance the capacity of communities and the county government to effectively manage the impacts of disasters and emergencies and to take all necessary action to prevent or minimize threats to life, health and the environment from natural disasters and other emergencies;

(d) vest authority in persons to act during times of disaster and emergency in accordance with this Act, and to require the observance and implementation of directives given and initiatives taken by persons authorized under this Act; and

(e) implement mechanisms to reduce disaster risks and hazards that may cause, contribute to or exacerbate disaster or emergency situations in the county.

PART II—INSTITUTIONAL ARRANGEMENTS AND ADMINISTRATION OF DISASTER RISK MANAGEMENT

Establishment and composition of the Disaster Risk Management Committee

4. (1) There is established the County Disaster Risk Management Committee.

(2) The Committee shall consist of—

(a) the Governor as the Chairperson of the Committee;

(b) the County Executive responsible for matters relating to disaster risk management in the county who shall chair the committee in the absence of the Governor;

(c) the County Executive responsible for finance in the county;

(d) the County Secretary;

(e) the County Commissioner;

(f) the County Liaison Officer of the Kenya Red Cross Society as auxiliary to the public authorities in the humanitarian field;

(g) the County Director of Meteorological Services;

(h) a representative of the private sector nominated in writing by the chairperson of an association representing the private sector;

(i) NDMA;

(j) Director in charge of DRM;

(k) NGO consortium;

(l) at least two persons, one representing people living with disability and another from the women's caucus representing women duly appointed by the Governor with approval from the County Assembly;

(3) The appointment of the Committee members listed in subsection (f) to (l) shall be done by the Governor.

(4) The Committee may co-opt into the membership of persons whose knowledge and skills are found necessary for the functioning of the Committee.

(5) The Director appointed in Section 7 shall be the secretary to the Committee.

(6) The Executive Member shall provide such public officers as may be necessary for the proper and efficient discharge of the functions of the Committee under this Act.

(7) The Committee may establish sub-committees consisting of its members to deal with such matters as the Committee may specify.

(8) In appointing the Members of the County Disaster Risk Management Committee under section (4), the Governor shall observe the principle of gender equity and the representation of marginalized communities, the youth and persons with disability.

(9) The expenses of the Committee shall be met outof the funds provided by the County Assembly and the Funds provided for that purpose.

(10) The Committee shall ensure that in undertaking its functions and in exercising its powers under this Act, it shall observe and uphold the

guiding principles in this Act and national values and principles of governance enshrined in the Constitution.

Functions of the committee

5. The Committee shall have the following functions and responsibilities—

(a) promote an integrated and coordinated approach to disaster risk management in the county, with special emphasis on preparedness, prevention, mitigation and recovery by other role-players involved in disaster risk management in the county;

(b) act as a repository of, and conduit for, information concerning disasters impending disasters and disaster risk management in the county;

(c) act as an advisory and consultative body on issues concerning disasters and disaster risk management in the county to—

(i) the County Assembly;

(ii) the County Executive;

(iii) the Private Sector;

(iv) Non-Governmental Organizations; and

(v) communities and individuals;

(d) receive any grants, gifts, donations or endowments for purposes of disaster risk management in the county and make disbursements for this purpose therefrom;

(e) make recommendations for the declaration of a disaster to the Governor;

(f) initiate and facilitate efforts to make funding for disaster risk management in the county available;

(g) endorse budgets relating to disaster risk management for the approval of the county assembly;

(h) approve the county disaster risk management plan and any reviews and recommendations made to the same;

(i) may make recommendations to any relevant state organ on-

(j) draft legislation affecting this Act, or any other disaster risk management issue; and

(k) the national disaster risk management framework;

(l) promote research and data collection into the aspects of disaster risk management in the county;

(m) give advice and guidance by disseminating information regarding disaster risk management in the county, especially to communities in the county that are vulnerable to disasters; and

(n) exercise any powers and perform any duties delegated and assigned to it under this Act or any other written law.

Establishment of the Directorate

6. (1) There is established Directorate which shall have the overall responsibility of performing the functions of disaster risk management in the County.

(2) The Directorate shall be established as an office in the County Public Service.

(3) The Directorate shall comprise of—

(a) a Director who shall be competitively recruited and assigned by the County Public Service Board;

(b) sub-County disaster risk management officers appointed by the County Public Service Board; and

(c) other officers appointed by the County Public Service Board.

(4) The Directorate shall serve as the secretariat to the Committee.

(5) The Directorate shall decentralize its services to the lowest possible unit of the county's administration to ensure the provision of disaster risk management services throughout the County.

The Director

7. The Directorate shall be headed by the Director who is subject to the direction of the Committee and is responsible to it for the—

(a) implementation of the decisions of the Committee;

(b) day-to-day management of the affairs of the Directorate;

(c) organization and management of the employees of the Directorate; and

(d) any other functions that may be assigned by the Committee.

Functions of the Directorate

8. (1) The functions of the Directorate shall be to—

(a) formulate the county disaster risk management policy;

(b) formulate budgets and estimates relating to disaster risk management;

(c) formulate, coordinate and monitor the implementation of the National Policy on Disaster Risk Management and the County Disaster Risk Management Plan;

(d) examine the vulnerability of different parts of the county to different disasters and specify prevention or mitigation measures;

(e) lay down guidelines to be followed for the preparation of disaster risk management plans by the county departments;

(f) evaluate preparedness at all governmental or non-governmental levels in the county to respond to disaster and to enhance preparedness;

(g) assist ministries, agencies and other entities to prepare plans in accordance with the county's priorities and aligned to the county disaster risk management plan;

(h) co-ordinate preparedness, response and recovery in the event of a disaster;

(i) give directions to any county department or authority regarding actions to be taken in response to disaster;

(j) promote general education, awareness and community training in this regard;

(k) submit quarterly reports to the Committee and the County Executive Member;

(l) promote the recruitment, training and participation of volunteers in disaster risk management in the county;

(m) promote disaster risk management capacity building, training and education, including inschools, in the county

(n) provide necessary technical assistance or give advice to local officers for carrying out their functions effectively;

(o) advise the county government regarding all financial matters in relation to disaster risk management;

(p) ensure that communication systems are in order and disaster risk management drills are carried out annually;

(q) perform such other functions as may be assigned to it by the committee.

County Disaster Risk Management Planning

County Disaster Risk Management Plan

9. (1) There shall be a County Disaster Risk Management Plan for the County which shall be prepared, approved and applied in accordance with this Part.

(2) The County Executive Member responsible for matters relating to disaster shall, within six months of the commencement of this Act and every 3 years thereafter, following public participation, formulate a county disaster risk management plan.

(3) The Committee shall have the responsibility of approving the County Disaster Risk Management Plan and may delegate to the Directorate the power to approve the Plan and any modification therein necessary from time to time.

(4) The Plan shall include information on—

(a) a comprehensive risk profile for different parts of the county to different forms of disasters

(b) the measures to be adopted for preparedness, prevention and mitigation of disasters;

(c) the manner in which early warning systems and mitigation measures shall be integrated with the development plans and projects;

(d) the capacity building and preparedness measures to be taken;

(e) the roles and responsibilities of each department of the county government in relation to the measures specified in section (b),(c) and (d); and

(f) the roles and responsibilities of different actors of the county government in preparedness, response and recovery to any disaster.

(5) The Plan shall be reviewed and updated annually by the Directorate.

Implementation of Plan

10. (1) The Directorate or other persons designated in the plan may cause the plan to be implemented continuously, in preparation or mitigation of disaster, in response to disaster and in recovery from disaster.

(2) The County Executive Member responsible for matters relating to disaster shall—

(a) prepare and issue an annual report on the state of disaster risk management in the County; and

(b) may direct any other departments and agencies within the county to prepare and submit to it, a report on the state of disaster risk management under the administration of that department or agency.

County Emergency Operation Centre

11. On the advice of the Directorate, the Committee may endorse one or more facilities to be a County Emergency Operation Centre(s).

PART III — MEASURES BY THE COUNTY GOVERNMENT FOR DISASTER RISK MANAGEMENT

County Government to take Measures

12. (1) Subject to the provisions of this Act, the county government may take all such measures as it considers necessary or expedient for the purpose of disaster risk management.

(2) Without prejudice to the generality of subsection (1), the measures which the county government may take include measures with respect to all or any of the following matters, namely—

(a) co-ordination of actions of the departments and divisions of the county government, county governmental and non-governmental organizations in relation to disaster risk management;

(b) co-operation and assistance to any other person, as requested by them or otherwise considered appropriate by it;

(c) establishment of institutions for research, training and developmental programmes in the field of disaster risk management;

(d) the development of mitigation measures including the setting up of early warning systems that can be used to warn the county of impending disaster risks; and

(e) such other matters as it considers necessary or expedient for the purpose of securing the effective implementation of the provisions of this Act.

(3) The county government may extend such support to other counties affected by a major disaster as it may consider appropriate.

State of disaster

13. (1) For the purposes of this Act—

(a) a disaster exists when the Governor declares, by Notice that a disaster exists after receiving advice from the Committee that a disaster has occurred;

(b) a threatened disaster exists when—

(i) the Governor declares by Notice, after receiving advice from the Committee under subsection (2) that there is a substantial prospect that a disaster shall occur; or

(ii) an agency, whether within the county or otherwise, certified by the Directorate as an Accredited Disaster Notification Service under subsection (3),broadcasts or otherwise publishes a formal announcement warning person of the threat of a disaster.

(2) The Directorate shall advise the Committee on request, and at any time the Directorate considers appropriate, of the occurrence of, or of the likely occurrence of, a disaster.

(3) The Directorate may certify an agency, within the county, which they consider to have a high level of technical expertise in the prediction or assessment of risk of any kind of disaster, as an Accredited Disaster Notification Service for the purposes of this Act.

(4) A certification under subsection (3) may be general or limited to specified kinds of disaster.

Declaration of a state of a disaster

14. Subject to section 10, the Governor may issue a declaration of a disaster which would activate, with immediate effect, the disaster response provisions of the County Disaster Risk Management Plan in the event of a disaster.

Communication of the declaration

15. (1) Immediately after the declaration of a disaster, the Governor shall cause the details of the declaration to be communicated by the most appropriate means to the residents of the affected area.

(2) The Governor may issue directions or authorize the issue of directions concerning —

(a) the release of any available resources of department, including food items, non-food items, equipment, vehicles and facilities;

(b) the release of personnel from any department to provide services;

(c) the evacuation of any person from the disaster affected area to temporary shelters;

(d) the regulation of the movement of persons and goods to, from and within the disaster affected areas;

(e) the regulation of traffic to, from and within the disaster affected area;

(f) the control and occupancy of premises in the disaster affected area;

(g) the facilitation of response and post disaster recovery and reconstruction;

(h) steps to facilitate the delivery of national relief assistance; and

(i) any other measure that may be necessary to prevent the escalation of the disaster or to alleviate, contain and minimize the impact of the disaster.

(3) The powers referred to in subsection (2) may be exercised only to the extent that is necessary for the purpose of—

(a) assisting and protecting the public;

(b) providing relief to the public;

(c) protecting property; or

(d) dealing with the destructive and other impacts of the disaster.

Period of declaration

16. (1) A declaration under section 12 is valid for a period of 14 days from the date of the declaration.

(2) Despite subsection (1), the Governor may, in consultation with the County Assembly if necessary, extend the duration of the declaration for further periods of 14 days each.

Emergency powers

17. (1) Upon the declaration of a disaster, the Governor may, in respect of the county, issue an order to a person to do everything necessary to prevent or limit loss of life and damage to property or the environment, including any one or more of the following things—

(a) cause disaster plans to be implemented;

(b) utilize any property considered necessary to prevent, combat or alleviate the effects of any emergency or disaster;

(c) authorize or require any qualified person to render aid of such type as that person may be qualified to provide;

(d) control, permit or prohibit travel to or from any area or on any road, street or highway;

(e) cause the evacuation of persons and the removal of livestock and personal property and make arrangements for their adequate care and protection;

(f) control or prevent the movement of people and the removal of livestock from an any designated area that may have a contaminating disease;

(g) authorize the entry into any building, or upon any land without warrant;

(h) cause the demolition or removal of any trees, structure or crops in order to prevent, combat or alleviate the effects of an emergency or a disaster;

(i) authorize the immediate procurement and distribution of essential resources and the provision of essential services;

(j) regulate the distribution and availability of essential goods, services and resources;

(k) provide for the restoration of essential facilities, the distribution of essential supplies and the maintenance and co-ordination of emergency medical, social and other essential services; and

(l) expend such sums as are necessary to pay expenses caused by the emergency.

Termination of a state of disaster

18. (1) The Governor may terminate the period of disaster with respect to the declaration of a disaster when, in the opinion of the Governor, and upon the recommendation of the County Disaster Risk Management Committee, the disaster no longer exists and the same shall be published in the Gazette.

(2) Upon termination of a declaration for disaster referred to in subsection (1), the Governor shall cause the details of the termination to be communicated, by the most appropriate means, to the residents of the affected areas.

(3) The Directorate has responsibility for coordinating recovery activities in the aftermath of any disaster.

Steps to abate danger

19. (1) Where the Directorate identifies premises as likely to pose a danger in the event of a disaster, it shall—

(a) certify that, in writing, to the owner or occupant of the property; and

(b) give the owner specific instructions as to the steps to take to abate or remove the danger within four weeks of the receipt of the notice.

(2) Upon failure to comply with the requirements after notice, the Directorate shall take the necessary steps to give effect to the notice including entry by its employees or agents upon the premises after due notice to the owner or occupant of the premises.

(3) A person who is served with a notice under subsection (1) and who does not take all the steps as directed by the Directorate in the notice to abate or remove the potential danger within four weeks from the date of receipt of the notice, commits an offence and in addition to any penalty imposed under section 25 shall be made to pay any expenses which the Directorate incurs to abate or remove the danger.

(4) An employee or an agent of the Directorate exercising a function under this section must properly identify themselves to the occupant or owner of the property on which the danger was identified, by the production of their badge, tag or other identification device provided by the Directorate.

PART IV—FINANCIAL PROVISIONS

Establishment of Disaster Risk Management Fund

20. (1) The County Executive Committee Member for Finance shall, within six months of the commencement of this Act and upon meeting the minimum requirements under the Public Finance Management Act and any other relevant law, establish the County Disaster Risk Management Fund.

(2) Further to paragraph (1), the County Executive Committee Member for Finance shall publish regulations under the Public Finance Management Act for the management, operation and winding up procedure for the fund which shall be in accordance with the Public Finance Management Act and any other relevant law.

Sources of the Fund

21. (1) The County Disaster Risk Management Fund shall be financed from the following sources, namely —

(a) such monies appropriated from the County Revenue;

(b) such monies or assets as may accrue to the Directorate in the course of the exercise of its powers or the performance of its functions under this Act;

(c) grants made by the national government or other county governments;

(d) loans, aid or donations from national or international agencies;

(e) all monies from any other source provided or donated or lent to the Directorate.

(2) The County Disaster Risk Management Fund shall be used towards meeting the expenses for disaster preparedness, prevention, mitigation, response, relief, rehabilitation and reconstruction in the county before and after a disaster.

(3) The chief executive officer shall administer the County Disaster Risk Management Fund subject to the provisions of all laws and regulations relating to public financial management.

County Government Allocation

22. The county government shall, in their annual budgets, make provisions for funds for the purposes of carrying out the activities and programmes set out in its Plan.

Emergency Procurement

23. (1) Where, by reason of any impending disaster, the Committee is satisfied that immediate procurement of provisions or materials or the immediate application of resources are necessary for rescue or relief, the Directorate may use a single source selection procurement method.

(2) In approving procurements under subsection (1), the relevant accounting officer shall be furnished with adequate evidence to verify the emergency.

Annual Estimates

24. (1) Before the commencement of each financial year, the County Disaster Council shall cause to be prepared estimates of the revenue and expenditure of the Directorate for that year.

(2) The annual estimates shall make provision for all the estimated expenditure of the Directorate for the financial year concerned and,in particular, shall provide for the—

(a) funding of training, research and development of activities of the Directorate;

(b) funding of education, training and capacity building on disaster management in the county; and

(c) such other matters as the Directorate may consider fit.

(3) The annual estimates shall be approved by the Council before the commencement of the financial year to which they relate and shall be submitted to the executive committee member for transmission to and tabling in the County Assembly.

(4) Expenditure of the Directorate shall not be incurred except in accordance with the annual estimates approved under subsection (3).

Books and Records of Accounts

25. (1) The Directorate shall cause to be kept proper books and records of account of the income, expenditure, assets and liabilities.

(2) Within a period of three months after the end of each financial year, the Council must submit to the Auditor-General the accounts of the Directorate in respect of that year together with—

(a) a statement of the income and expenditure of the Directorate during that year; and

(b) a statement of the assets and liabilities of the Directorate on the last day of that financial year.

PART V —OFFENCES AND PENALTIES

Obstruction

26. (1) A person who obstructs the Directorate or any person in the performance of an action authorized by this Act or who contravenes or fails to comply with—

(a) a provision of this Act or any regulation; or

(b) a direction, order or requirement made pursuant to this Act or the regulations, commits an offence and is liable on conviction to a fine not exceeding one hundred thousand shillings or imprisonment of not more than one year, or to both.

(2) Whoever knowingly makes a claim which they know or has reason to believe to be false for obtaining any relief, assistance, repair, reconstruction or other benefits consequent to disaster from any officer of the county government is liable, on conviction, to a fine not exceeding one hundred thousand shillings or imprisonment of not more than one year, or to both.

Misappropriation of resources

27. (1) Whoever, being entrusted with any money or materials, or otherwise being in custody of money or goods meant for providing relief in a threatening disaster or disaster within the county, misappropriates or disposes of such money or materials or any part or wilfully compels any

other person to do so, is liable on conviction, to a fine not exceeding five hundred thousand shillings or imprisonment of not more than two years, or to both.

(2) Whoever makes or circulates a false alarm or warning as to disaster or its severity or magnitude, leading to panic is liable, on conviction, to a fine not exceeding one hundred thousand shillings or imprisonment of not more than one year, or to both.

(3) A person who commits an offence under this Act for which no penalty is prescribed is liable on conviction to a fine not exceeding one hundred thousand shillings or to imprisonment fora period not exceeding one year, or to both.

PART VI —MISCELLANEOUS PROVISIONS

Requisition of resources

28. (1) Where it appears to the Directorate that—

(a) any resources with the county government or any authority or person, are needed for the purpose of a prompt response; or

(b) any building or building materials or land or premises to demolish any building or other structure, as the case may be, is needed or likely to be needed for the purpose of rescue operations; or

(c) any vehicle including bulldozers, tractors, motor vehicles, carts, carriages, boats and other means of transport by air, land or water is needed or is likely to be needed for the purposes of transport of resources disaster-affected areas or transport of resources to the affected area or transport in connection with rescue, rehabilitation or reconstruction; or

(d) directions are required to be issued to any person to abstain from a certain act or to take certain order with regard to certain property in their possession or under their management, the Directorate may, by order in writing, requisition such resources or premises or vehicle, as the case may be, and may make such further orders as may appear to it to be necessary or expedient in this connection.

(2) The owners of premises, resources or vehicles affected by orders issued under paragraphs (b), (c), and (d) in subsection 1, shall be entitled to claim reasonable compensation as admissible under any other county or national law for the time being in force.

(3) Where a person is aggrieved by the amount of compensation awarded under subsection (2), the person may within thirty days appeal to the Resident Magistrates Court.

Compensation

29. (1) Where by reason of a disaster which results in a substantial loss of life or human suffering or damage to, and destruction of property or a large scale migration of the affected people consequent to the disaster, the affected people shall be compensated for the loss of life or property, in addition to relief, rehabilitation, or settlement activities.

(2) The amount of compensation shall be determined by the county government.

Protection from personal liability

30. (1) No action or proceeding may be brought against any person acting under the authority of this Act, including an agent, for anything done, or not done, or for any neglect—

(a) in the performance or intended performance of a duty under this Act; or

(b) in the exercise or intended exercise of a power under this Act; unless the person was acting in bad faith.

(2) A person, in the course of implementing an emergency management plan pursuant to this Act or the regulations may, at any time, enter any property.

Control of audio visual data and communication

31. The Directorate, with authorization from the Committee, may give direction to any authority or person in control of any audio or audio-visual media or such other means of communication as may be available to carry any warning or advisories regarding any threatening disaster situation or disaster, and the said media or means of communication must comply with such direction.

Regulations

32. The executive member may make regulations on—

(a) emergency planning for the continuity of functions of departments, boards, commissions, corporations and other agencies of the county;

(b) the vesting of special powers and duties in various departments and agencies of the county for the purposes of emergency planning and the implementation of emergency management plans;

(c) the recognition of the professional, trade or other qualifications of persons sent to the county by another jurisdiction under an agreement entered into during a state of emergency or state of local emergency;

(d) the emergency planning, evaluation, and level of preparedness required of counties;

(e) emergency planning, evaluation and reporting for non-governmental entities;

(f) prescribing the forms to be used for a declaration of a state of emergency and renewals and termination of the same;

(g) the establishment, operation, liability and responsibilities of ground search and rescue organizations;

(h) prescribing renewal periods for states of disaster; and

(i) any matter that the executive member considers necessary for the administration of this Act.

FIRST SCHEDULE

RESPONSE AGENCIES

1. County Government Department responsible for Agriculture, Environment and Fisheries County Government Department responsible for Commerce, Industry and Labor;

2. County Government Department responsible for Communication and Information Technology County Government Department responsible for Finance;

3. County Government Department responsible for Health;

4. County Government Department responsible for Justice and Courts Administration;

5. County Government Department responsible for Women, Community and Social Development County Government Department responsible for Transport and Infrastructure;

6. The Kenya Police Service;

7. Kenya Power and Lighting Company;

8. The Airport Authority;

9. County Government Department responsible for Fire and Emergency Services Authority;

10. The Ports Authority;

11. St. Johns Ambulance Services;

12. The Kenya Red Cross Society;

13. The Scouts and Girl Guide Associations.

CONDUC T OF BUSINESS AND AFFAIRS OF THE COMMITTEE

Meetings

1. The Committee shall meet as often as may be necessary for the dispatch of its business but there shall be at least four meetings of the Committee in any financial year.

Election of Vice-Chairperson

2. At the first meeting, the Committee shall elect a vice-chairperson amongst their number and regard shall be taken to ensure that the chairperson and vice-chairperson shall be of opposite gender.

Time and Place of Meetings

3. A meeting of the Committee shall be held on such date and at such time and place as the Directorate may determine.

Special Meetings

4. The chairperson shall, on the written application of one-third of the members, convene a special meeting of the Committee.

Quorum

5. The quorum for the conduct of business at a meeting of the Committee shall be any five members.

Voting

6. The Chairperson shall preside at every meeting of the Committee at which he or she is present and in the absence of the chairperson at a meeting, the vice-chairperson, shall preside and in the absence of both the chairperson and the vice-chairperson, the members present shall elect one of their number who shall, with respect to that meeting and the business transacted thereat, have all the powers of the chairperson.

Decisions of the Committee

7. Unless a unanimous decision is reached, a decision on any matter before the Committee shall be by concurrence of a majority of all the members present and voting at the meeting.

Validity of Proceedings

8. Subject to paragraph 5, no proceedings of the Committee shall be invalid by reason only of a vacancy among the members thereof.

Signification of Instruments and Decisions of the Committee

9. Unless otherwise provided by or under any law, all instruments made by and decisions of the Committee shall be signified under the hand of the Chairperson.