Commission on Administrative Justice
"Office of the Ombudsman"
Hata Mnyonge ana Haki

CONTRACT FOR PROVISION OF GENERAL INSURANCE

Between

THE COMMISSION ON ADMINISTRATIVE JUSTICE
(The Insured)

And

KENINDIA ASSURANCE COMPANY LIMITED
(The Insurer)

CAJ/RT/01/2024-2025(RENEWAL)

A. CONTRACT

This agreement (hereinafter referred to as "the Contract") is entered BETWEEN, **Commission on Administrative Justice a Constitutional Commission duly established under Article 59 (4) of the Constitution and section 3 of the Commission on Administrative Justice Act 2011,hereinafter referred to as the 'Insured' which expression shall where the context so admits include its successors and assignees)** whose postal address is care of Post Office Box Number **20414 – 00200 NAIROBI** in the Republic of Kenya.

AND

Kenindia Assurance Company Limited **(herein after referred to as the Insurer which expression includes its successors and assignees where the context so admits)** whose Postal Address is Post Office Box Number 44372-00100, Nairobi in the Republic of Kenya.
"WHEREAS"

a) The Insurer has offered to provide General Insurance Cover to provide GPA/WIBA/GL, Motor and Equipment, Machinery and Assets the Insured for the period of **1st January, 2026 to 31st December, 2026.**
b) The 'Insured' has accepted to be provided with General Insurance Cover to provide GPA/WIBA/GL, Motor and Equipment, Machinery and Assets by the 'Insurer' for the period running from **1st January, 2026 to 31st December, 2026.**

GENERAL CONDITIONS OF CONTRACT

1.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

a) "Schedule of Requirements" is the priced and completed list of items of Services to be performed by the Insurance Provider forming part of his Tender;
b) "Completion Date" means the date of completion of the Services by the Insurance Provider as certified by the Procuring Entity
c) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause1 of such signed Contract;
d) "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;
e) "Procuring Entity" means the Procuring Entity or party who employs the Insurance Provider
f) "Foreign Currency" means any currency other than the currency of Kenya;
g) "GCC" means these General Conditions of Contract;
h) "Government" means the Government of Kenya;
i) "Local Currency" means Kenya shilling;
j) "Party" means the Procuring Entity or the Insurance Provider, as the case may be, and "Parties" means both of them;
k) "Personnel" means persons hired by the Insurance Provider;
l) "Insurance Provider" is a person or corporate body whose Tender to provide the Services has been accepted by the Procuring Entity;
m) "Insurance Provider's Tender" means the completed Tendering Document submitted by the Insurance Provider to the Procuring Entity

n) "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
o) "Services" means the work to be performed by the Insurance Provider pursuant to this Contract, as described in Schedule of Requirements included in the Insurance Provider's Tender.
p) "Public Procurement Regulatory Authority (PPRA)" shall mean the Government Agency responsible for oversight of public procurement.

1.2 Applicable Law

The Contract shall be interpreted in accordance with the laws of Kenya.

1.3 Language

This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4 Notices

Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, hand delivery, or email to such Party at the address **specified in the SCC.**

1.5 Location

The Services shall be performed at such locations as are specified in Appendix A, in the specifications and, where the location of a particular task is not so specified, at such locations, whether in Kenya or elsewhere, as the Procuring Entity may approve.

1.6 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Entity or the Insurance Provider may be taken or executed by the officials **specified in the SCC.**

1.7 Inspection and Audit by the PPRA

The Insurance Provider shall permit and shall cause its subcontractors and sub-consultants to permit, PPRA and/ or persons appointed by PPRA to inspect the Site and/ or the accounts and records relating to the procurement process, selection and/ or contract execution, and to have such accounts and records audited by auditors appointed by PPRA.

1.8 Taxes and Duties, e t c

The Insurance Provider shall pay such taxes, duties, fees, levies and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.

2. COMMENCEMENT, COMPLETION, MODIFICATION, AND TERMINATION OF CONTRACT

2.1 Effectiveness of Contract

This Contract shall come in to effect on the date the Contract is signed by both parties or such other later date as may be **stated in the SCC.**

2.2 Duration and Commencement of Services the Commencement date and duration of the insurance cover shall be **specified in the SCC.**

2.3. Modification

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties.

2.4 Force Majeure

2.4.1 Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

2.4.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.4.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.4.4 Payments

During Force Majeure and where the service provider is unable to perform its obligations under this contract due to circumstances beyond its reasonable control, including but not limited to acts of God, war, natural disasters, pandemics, government restrictions, or any other events deemed as Force Majeure, the service provider shall not be held liable for the non -performance of services. During such periods, no payment shall be due or payable to the service provider for any services that could not be rendered as a result of the Force majeure event except for any costs incurred for purposes of rendering the services.

2.5. TERMINATION

2.5.1 By the Procuring Entity

The Procuring Entity may terminate this Contract, by not less than thirty (30) days' written notice of termination to the Insurance Provider, to be given after the occurrence of any of the events specified in paragraphs ''a to d''.

a) If the Insurance Provider does not remedy a failure in the performance of its obligations under the Contract, within thirty (30) days after being notified or within any further period as the Procuring Entity may have subsequently approved in writing;

b) If the Insurance Provider become in solvent or bankrupt;

c) if, as the result of Force Majeure, the Insurance Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

d) if the Insurance Provider, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined the GCC, in competing for or in executing the Contract.

2.5.2 By the Insurance Provider

The Insurance Provider may terminate this Contract, by not less than thirty (30) days' written notice to the Procuring Entity, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this Sub-Clause 2.5.2:

a) If the Procuring Entity fails to pay any monies due to the Insurance Provider pursuant to this Contract and not subject to dispute pursuant to **Clause 8** within forty-five (45) days after receiving written notice from the Insurance Provider that such payment is overdue; or

b) if, as the result of Force Majeure, the Insurance Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

2.5.3 Payment upon Termination

Upon termination of this Contract pursuant to Sub-Clauses 2.5.1 or 2.5.2, the Procuring Entity shall make the following payments to the Insurance Provider:

a) remuneration pursuant to Clause 5 for Services satisfactorily performed prior to the effective date of termination;

b) except in the case of termination pursuant to paragraphs (a), (b), (d) of Sub-Clause 2.5.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract.

c) The Insurance provider shall pay or refund to the Procuring Entity any moneies paid but for which no commensurate services were provided.

3. Obligations of the Insurance Provider

3.1 General

(a)The Insurance Provider shall perform the Services in accordance with the terms of the signed Insurance Policy and the Schedule of Requirements(below) and carry out its obligations with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe

sound management practices, and employ appropriate advanced technology and safe methods.

(b)The Insurance Provider shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the Procuring Entity, and shall at all times support and safeguard the Procuring Entity's legitimate interests in any dealings with Subcontractors or third parties.

3.2 Conflict of Interests

3.2.1 Insurance Provider Not to Benefit from Commissions and Discounts.

The remuneration of the Insurance Provider pursuant to Clause 6 shall constitute the Insurance Provider's sole remuneration in connection with this Contract or the Services, and the Insurance Provider shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Insurance Provider shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

3.2.2 Insurance Provider and Affiliates Not to be Otherwise Interested in Services other than the insurance Services

The Insurance Provider agrees that, during the term of this Contract and after its termination, the Insurance Provider and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing goods, works, or Services (other than the insurance Services and any continuation thereof) for any contingency resulting from or closely related to the Services.

3.2.3 Prohibition of Conflicting Activities

Neither the Insurance Provider nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

a) During the term of this Contract, any business or professional activities in Kenya which would conflict with the activities assigned to them under this Contract;
b) During the term of this Contract, neither the Insurance Provider nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;
c) After the termination of this Contract, such other activities as may be **specified in the SCC.**

3.3 Confidentiality

The Insurance Provider, its Subcontractors, and the Personnel of either of them shall not, neither during the term nor after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract, or the Procuring Entity's business or operations without the prior written consent of the Procuring Entity.

3.4. Reporting Obligations

a) The Insurance Provider shall submit to the Procuring Entity their reports and documents in the numbers, and within the periods set of at least 14 days. (**In case of claims**).

b) The Procuring Entity is required to lodge claims to the Insurance Provider within 14 days of an incident that falls within the scope of services.

c) The Insurance Provider shall submit to the Procuring Entity it's report on any lodged claims within 14 days after the receipt of the claim from the Procuring Entity.

3.5 Documents Prepared by the Insurance Provider to Be the Property of the Procuring Entity.

All reports, and other documents and software submitted by the Insurance Provider in accordance with Sub- Clause 3.4 shall become and remain the property of the Procuring Entity, and the Insurance Provider shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Procuring Entity, together with a detailed inventory thereof. The Insurance Provider may retain a copy of such documents and software.

3.6 Correction for Over-payment

The Procuring Entity shall correct any overpayment of liquidated damages by the Insurance Provider by adjusting the next payment premium or certificate.

3.7 Performance Security

The Insurance Provider shall be required to provide Performance Security to the Procuring Entity.

3.8 Fraud and Corruption

The Procuring Entity requires compliance with the Government's Anti-Corruption laws and its prevailing sanctions. The Procuring Entity requires the Insurance Provider to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the tendering process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

4. Insurance Provider's Personnel

The Contract shall not obligate the insurance provider to provide any specific personnel to carrying out the services.

5.0 Change in the Applicable Law

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Insurance Provider, then the remuneration and reimbursable

expenses otherwise payable to the Insurance Provider under this Contract shall be increased or decreased accordingly by agreement between the Parties.

6.0 Remuneration

6.1 Lump sum Remuneration

The Insurance Provider's remuneration shall not exceed the Contract Price and shall be a fixed lump-sum. Except as provided in Sub-Clause 5.0, the Contract Price may only be increased above the amounts stated in Sub- Clause 6.2 if the Parties have agreed to additional payments in accordance with Sub-Clauses 2.3 and 6.3.

6.2 Contract Price

The price payable is **set forth in the SCC.**

6.3 Terms and Conditions of Payment

Payments will be made to the Insurance Provider according to the payment schedule **stated in the SCC.**

7.0 Quality Control

The contract shall not have any quality control modalities as this is not envisaged in the industry

8.0 Settlement of Disputes

8.1 In the event of any dispute or difference arising between the parties in relation to this agreement including the interpretation, rectification, or termination or cancellation of this agreement, the parties shall forthwith, upon a receipt of a notice in writing from the party claiming such dispute or difference, the parties shall attempt to resolve the dispute or difference through negotiations.

8.2 If the dispute or difference remains unresolved as per the clause above, the matter shall be refereed to a mediator for determination. The Mediation shall be undertaken by a single mediator to be agreed upon between the parties. In the event the parties fail to agree on a mediator within seven (7) business days, either party may request the Registrar, The Nairobi Centre for International Arbitration, to appoint a mediator. The Mediation shall take place in Nairobi and shall be conducted in the English Language. The outcome of the mediation shall be recorded in writing and shall be binding on the parties once signed by them.

8.3 Nothing in this agreement shall preclude either party from seeking any interim relief from any competent court having jurisdiction, pending the conclusion of the mediation process.

6.0 Remuneration

6.1 Lump sum Remuneration

The Insurance Provider's remuneration shall not exceed the Contract Price and shall be a fixed lump-sum. Except as provided in Sub-Clause 5.0, the Contract Price may only be increased above the amounts stated in Sub- Clause 6.2 if the Parties have agreed to additional payments in accordance with Sub-Clauses 2.3 and 6.3.

6.2 Contract Price

The price payable is **set forth in the SCC.**

6.3 Terms and Conditions of Payment

Payments will be made to the Insurance Provider according to the payment schedule **stated in the SCC.**

7.0 Quality Control

The contract shall not have any quality control modalities as this is not envisaged in the industry

8.0 Settlement of Disputes

8.1 In the event of any dispute or difference arising between the parties in relation to this agreement including the interpretation, rectification, or termination or cancellation of this agreement, the parties shall forthwith, upon a receipt of a notice in writing from the party claiming such dispute or difference, the parties shall attempt to resolve the dispute or difference through negotiations.

8.2 If the dispute or difference remains unresolved as per the clause above, the matter shall be refereed to a mediator for determination. The Mediation shall be undertaken by a single mediator to be agreed upon between the parties. In the event the parties fail to agree on a mediator within seven (7) business days, either party may request the Registrar, The Nairobi Centre for International Arbitration, to appoint a mediator. The Mediation shall take place in Nairobi and shall be conducted in the English Language. The outcome of the mediation shall be recorded in writing and shall be binding on the parties once signed by them.

8.3 Nothing in this agreement shall preclude either party from seeking any interim relief from any competent court having jurisdiction, pending the conclusion of the mediation process.

SPECIAL CONDITIONS OF CONTRACT

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1	**The Parties to the Contract are:** The Procuring Entity is ***COMMISSION ON ADMINISRTATIVE JUSTICE*** The Insurance Provider is **KENINDIA ASSURANCE COMPANY LIMITED** The contract name is ***PROVISION OF GENERAL INSURANCE COVER***
1.4	the Procuring Entity's address shall be: The Commission Secretary Commission on Administrative Justice **P.o Box 20414-00200** **Nairobi** West End Towers 2nd Floor Waiyaki Way. Telephone: ***0202270000*** Electronic mail address: *info@ombudsman.go.ke*
2.1	The date on which this Contract shall come into effect is ***1st January,2026***
2.2	The Commencement date and duration of the insurance cover shall be: Commencement date **1st January,2026** Completion or Expiry Date **31st December, 2026** Duration of the coverage **1st January,2026** to **31st December ,2026**
6.2 – 6.3	Contract Price is **Kenya Shillings Six Million, Seven Hundred and twenty-Four Thousand, Seven Hundred and Ninety-Seven shillings (6,724,797.00) all taxes inclusive.** The payment shall be made in one lump sum.

IN WITNESS WHEREOF the parties hereto have executed the Agreement as of the date and year first herein above written.

FOR THE INSURED - THE COMMISSION ON ADMINISTRATIVE JUSTICE (CAJ)
Full name; ---DANIEL M. KAROMO---
Title; ---Ag. Commission SECRETARY/CEO---
Signature; ---------Date: ---13/01/26---

Witnessed By:
Full Name; ---Fionce Mumbi---
Title; ---Director Complaints, Investigations & Legal Services---
Signature; ---------- Date; ---13/01/26---
.....

FOR THE SERVICE PROVIDER – KENINDIA ASSURANCE COMPANY LIMITED.

Full name; **IRENE OWITI**
Title; **CHIEF OPERATING OFFICER**

Signature; ----------Date; **22/12/2025**

KENINDIA ASSURANCE CO. LIMITED P. O. Box 44372 NAIROBI

Witnessed By:
Full Name; **CAROLINE KAMAU**
Title; **CHIEF MANAGER MARKETING DEPARTMENT**

Signature; ---------- Date; 22/12/2025

KENINDIA ASSURANCE CO. LIMITED P. O. Box 44372 NAIROBI

APPENDICES
These appendices shall form part of this contract;

1. Performance Bond
2. Letter of offer and acceptance
3. Policy Documents
4. Details of the General Insurance cover
5. The price/premium schedule submitted by the tenderer.
6. List of Commissioners/employees to be covered
7. Scope of Service
8. Category A
9. Category B
10. Category C
11. Asset Register

SCOPE OF SERVICE.
GENERAL INSURANCE COVER FOR THE PERIOD 2024– 2025

Commission on administrative Justice (CAJ) seeks to contract a reputable eligible Registered Insurance service provider to provide a general insurance cover for GPA/WIBA Plus/Group Life, Motor vehicle and Equipment, Machinery and Assets covers.

The proposed GPA/WIBA Plus and Group Life Covers shall be a fully enhanced cover and is intended to be provided on 24 hours cover basis taking cognizance of the unpredictable nature of sicknesses and/or accidents within and outside the office premises.

While it is appreciated that general cover come with inherent controls and procedures CAJ is hoping that the selected provider will look at the possibility of ensuring that any controls and procedures are not unnecessarily bureaucratic and cumbersome

The General insurance scheme is expected to cover the following: -

CATEGORY A: DETAILS OF COVER FOR WIBA PLUS/GROUP LIFE COVER
The Commission on Administrative Justice is seeking to undertake insurance for its employees and members of the Commission (as attached list of earnings) for GPA/WIBA plus and Group Life insurance with the following benefits

GPA/WIBA PLUS	**BENEFIT**
Death	96 months earnings
Permanent Total Disability	Percentages as set out in the First Schedule of WIBA subject to the maximum amounts set out on the limit
Temporary Total Disability	Maximum 104 weekly earnings
Medical reimbursement	Actual expenses incurred but limited to – Kshs. 100,000
Funeral Expenses	Kshs.30,000
TOTAL STAFF (121)	**24-hour benefit for any accidents within and out of office premises. TOTAL ANNUAL EARNINGS – 290,348,112**
GROUP LIFE COVER	**BENEFIT**
TOTAL NO OF STAFF - 121	**TOTAL ANNUAL EARNINGS – 290,348,112**

Death	3 years basic salary
Total Permanent Disability	3 years basic salary
Funeral Benefit	Flat amount – Kshs.100,000

CATEGORY B: DETAILS OF THE MOTOR VEHICLE NSURANCE COVER

Commission wishes to contract a reputable Insurance Brokerage firm or an Underwriting Company, that will offer a suitable Motor vehicle insurance cover (with attractive riders) at a competitive cost in line with the Commission budget.

The scope /Particulars of Cover shall include:

I. Annual comprehensive insurance cover for the Commission vehicles.
II. The Comprehensive cover shall provide indemnity to the insured for loss or damage to motor vehicles and its accessories and parts whilst thereon as well as third party liability occasioned by use of the vehicle.
III. Provide limits of liability for the following;
    - Third party persons.
    - Third party property,
    - Passenger liability claims per person,
    - Passenger liability claims per event,
    - Towing charges,
    - Repair authority,
    - Medical expenses.
    - Radio cassette replacement value
    - Windscreen replacement value.
IV. Provide for the following extensive clauses;
    - Passenger legal liability.
    - Liability of passengers acts of negligence.
    - Strike, riot and civil commotion.
    - Windscreen/window glass damage clause, Radio cassette damage clause.
    - Earthquakes, floods and all special perils, Terrorism and political risks cover.
V. The cover should provide for no fault, no excess and include an excess protector.
VI. Avail the vehicle insurance certificates to Commission within 12 hours upon request.

NB: The List of vehicles to be availed upon completion of valuation by the Human Resource Department. (Attached)

CATEGORY C: DETAILS OF COVER FOR ASSET INSURANCE

Terms of reference for Assets Insurance 2025 -2026
SPECIFICATIONS;

Policy benefits	Sum Insured
All risks insurance: ▪ Laptop, camera and projectors all moveable Electronic equipment. ▪ Excess each and every loss and the minimum amount payable. ▪ Reinstatement/replacement	As per list of the items attached
Fire and allied perils ▪ Excess and every loss and the minimum amount payable	Assorted list of Commission assets
Burglary ▪ Excess each and every loss and the minimum amount payable ▪ First loss sum insured ▪ Machinery – reinstatement ▪ Other replacement	Assorted list of Commission assets
Electronic equipment (computer hardware scanners, printers, Photocopiers (listed), non-movable equipment listed	Assorted list of Commission assets
Money in transit anywhere in Kenya ▪ Excess of each and every loss and the minimum amount payable ▪ Estimated annual carry Ksh10,000,000	Limits of liability ▪ Cash in transit until paid out Kshs50,000 ▪ Cash in premises during and out of business hours Kshs700,000 ▪ Cash in custody of senior staff on safari anywhere in the world Kshs500,000 ▪ Value of safe Kshs150,000
Fidelity guarantee for staff handling money and stores CS/ADFM, DCS, Senior Accountant, Accountants (3), ADSCM, SSCO, Procurement Officers (2), secretaries to CS and Chairperson, Regional Heads (8)	Total declared ▪ Kshs 500,000 ▪ 21 staff

Claims Settlement Turnaround
As per the attached schedule

Prime Bank
PUTTING YOU FIRST

PRIME BANK LTD
Head Office
Riverside Drive
P.O Box 43825 -00100
Nairobi , Kenya
Tel: 4203000 / 0111 006 000 / 0111 004 000
SWIFT Code: PRIEKENX
Email: headoffice@primebank.co.ke

Our Ref : **PBL/L.G./25/518/1**
Date of Issue : **17th December, 2025**
Date of Expiry : **31st December, 2026**

The Commission Secretary
Commission on Administrative Justice,
P.O.Box 20414-00200
NAIROBI

PERFORMANCE SECURITY BOND

Whereas **KENINDIA ASSURANCE COMPANY LIMITED, P. O. BOX 44372 - 00100, NAIROBI, KENYA** (hereinafter called "the Tenderer") has undertaken in pursuance of the Contract No. **CAJ/RT/GI/01/2024-2025** for **Tender for the Provision of General Insurance Cover for a One Year Period** (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the aforementioned Contract that the Tenderer shall furnish you with a Bank Guarantee by a reputable bank for the sum specified there-in as security for compliance with the Tenderer's performance obligations in accordance with the Contract.

AND WHEREAS we PRIME BANK LIMITED, P.O. BOX 43825 – 00100, NAIROBI, KENYA (hereinafter called "the Guarantors") having our Head office at **RIVERSIDE DRIVE, NAIROBI, KENYA**, have agreed to give the Tenderer a guarantee.

NOW THEREFORE WE, hereby affirm that we are Guarantors and responsible to you on behalf of the Tenderer, up to a total of **Kshs.672,480/- (Kenya Shillings Six Hundred Seventy Two Thousand Four Hundred Eighty only)** and we undertake to pay you upon your first written demand declaring the Tenderer to be in default under the Contract and without cavil or argument, any sum or sums within the limits of **Kshs.672,480/- (Kenya Shillings Six Hundred Seventy Two Thousand Four Hundred Eighty only)** as aforesaid, without your needing to prove or to show grounds or reasons for your demand of the sum specified therein.

This guarantee is valid until the **31st** day of **December, 2026.**

Notwithstanding anything herein contained the bank's liability under this Guarantee will be limited to a maximum of **Kshs.672,480/- (Kenya Shillings Six Hundred Seventy Two Thousand Four Hundred Eighty only)** and any demand in respect thereof should reach bank on or before **31st December, 2026.** Unless a claim to enforce the above Guarantee is made in writing on or before the said date i.e. **31st December, 2026**, we shall be fully released and discharged from all our liabilities under the Guarantee, whether or not the same is returned back to us for cancellation.

Authorised Signatory

J. MOSES NJOROGE MAHIA A - 175

Authorised Signatory

HARKAMAL SINGH KULAR A - 100

30 YEARS
Prime Bank

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200

OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email : G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450030
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Workmen

Policy No.	: P/121/11/1116/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: WORK INJURY BENEFITS ACT (PLUS) INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**1,126,783.00**
Training Levy:	**2,254.00**
Policy Holder compensation fund (PHCF):	**2,817.00**
Total:	**1,131,854.00**
In Words	**:KSH One Million One Hundred Thirty-One Thousand Eight Hundred Fifty-Four** **# Total O/S premium : 1,131,854.00 [KSH One Million One Hundred Thirty-One Thousand Eight Hundred Fifty-Four]**
Prepared By 1088	**Approved By** 930

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

WORK INJURY BENEFITS ACT (PLUS) INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/11/1116/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	1,126,783.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	2,817.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	2,254.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL (KSH):**	1,131,854.00
GEOGRAPHICAL AREA:	Kenya		

Policy Text

WIBA COVER

Indemnity to the Employer against legal liability under the Work Injury Benefits Act No. 13 of 2007 effective 2nd June 2008 in respect of assessments and awards for bodily injury by accident or disease caused to employees covered as per the said Act and occurring during the period of insurance and arising out of and in the course of that employment by the employer in the business; subject to the terms, jurisdiction clause, exceptions, conditions, and warranties, of the Company's

GPA COVER

That subject to the terms provisions, exclusions and conditions contained herein or endorsed hereon, the company will pay the amount of compensation payable in respect of the events stated in the schedule of benefit if any of the insured shall sustain bodily injury caused solely and directly by accidental, violent, external and visible means which injury shall solely end independently of any cause result in death or disablement

EL COVER

Indemnity to the employer against legal liability under the common law for damages and claimants costs and expenses of litigation in respect of awards for bodily injury by accident or disease caused to employees during the period of Insurance and arising out of and in the course of that employment by the Employer in the Business and directly related to breach of common law or statutory duty by the employer and in addition indemnity in respect of all costs and expenses incurred by the Employer with the Company's written consent subject to the terms, jurisdiction clause, exceptions, conditions and warranties of the Company's Employer's Liability(Common Law) Policy.

BENEFITS

COVERAGE	COMPENSATION PER EMPLOYEE
A. Death	96 months earnings as per the Work Injury Benefits Act, 2007 subject to the Maximum Limits of Liability set out below.
B. Permanent Total Disablement	Percentages as set out in the First Schedule of the Work Injury Benefits Act, 2007 subject to the maximum amounts set out under the limits of liability below.
C. Temporary Total Disablement	As per the Work Injury Benefits Act, 2007 subject to a maximum of twelve months earnings incase of an occupational accident or twenty four months earnings incase of other accidents.
D. Medical Expenses	Actual Medical Expenses Incurred as provided for under the Work Injury Benefits Act, 2007 but limited to KSH .100,000.00 per employee
E. Funeral Expenses	KSH 30,000.00 per deceased employee.

SCHEDULE OF BENEFITS - AMOUNT OF COMPENSATION PAYBLE		
NAME/OCCUPATION OF EMPLOYEE	ESTIMATED NUMBER OF EMPLOYEES	ESTIMATED ANNUAL SALARIES, WAGES & OTHER EARNINGS ON WHICH PREMIUM IS BASED(KSH)
ON ALL MEMBERS OF STAFF	121	290,348,112.00
Total	121	290,348,112.00

WIBA LIMITS

LIMITS OF LIABIITY	SUM INSURED (KSH)
Any one Person	10,000,000.00
Any one Occurance	25,000,000.00
Any one Year	50,000,000.00
Occupational diseases	5,000,000.00

GPA LIMITS

LIMITS OF LIABIITY	SUM INSURED (KSH)
Any one Person	100,000,000.00
Any one Occurance	200,000,000.00

Each and Every Loss- Fixed Amount (KSH) 5,000 /= excluding claims for funeral expenses (Benefit E).

CONDITION AND CLAUSES:		
1) CANCELLATION CLAUSE	2) AIR TRAVEL AS PASSENGER	3) DUTY & PLEASURE CLAUSE
4) AGE LIMITS	5) TRUSTEE CLAUSE	6) WORLD WIDE
7) AIRFARE FOR TREATMENT	8) AUTOMATIC ADDITION & DELETIONS	9) ACCUMULATION CLAUSE
10) DEFINITION OF EARNINGS	11) MAXIMUM LIMIT OF LIABILTY UNDER THIS POLICY	12) TRANSPORTATION OF WORKERS 2
13) NUCLEAR EXCLUSION CLAUSE	14) RIOT, STRIKE & CIVIL COMMOTION	15) ECONOMIC SANCTION CLAUSE

16) COMMUNICABLE DISEASE EXCLUSION-LMA 5396 (17/4/2020)	17) CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)	18) AGE LIMITS 18 - 70 YEARS
19) JURISDICTION CLAUSE	20) PREMIUM PAYMENT WARRANTY	21) SPORTS AND SOCIAL ACTIVITES
22) TERRORISM EXCLUSION CLAUSE	23) WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE	24) DECLARATION CONDITION
25) AUTOMATIC ADDITIONS AND DELETIONS OF STAFF	26) DISAPPEARANCE CLAUSE	27) EXPOSURE CLAUSE
28) HIJACK CLAUSE	29) 24 HOURS CLAUSE	

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

KENINDIA ASSURANCE COMPANY LIMITED

RENEWAL CONFIRMATION

COMMISSION ON ADMINISTRATIVE JUSTICE GROUP LIFE SCHEME POLICY NO 5100063.

PERIOD OF COVER: FROM: 01/01/2026
TO: 31/12/2026

POLICY TERMS:

a) Death Benefit : 3X Annual Salary

b) Permanent Total Disability (PTD) : 3X Annual Salary (Accelerated)

c) Last expense: Kshs 100,000 per member (Accelerated)

d) FCL 25,000,000.00

e) Total Premium : Kshs 3,353,521.00

Kenindia Assurance Company Ltd 18/12/2025

Kenindia Assurance Co. Ltd.
Grouplife & Pension Department
P. O. Box 30377 - 00100,
Nairobi.

Kenindia Assurance Company Limited

(Incorporated in Kenya)
Life Department
P.O. Box 30377
Nairobi.

DR/683

DEBIT NOTE

Insured's Name | COMMISSION ON ADMINISTRATIVE JUSTICE
| POLICY No. 5100063

ANNUAL PREMIUM (KSHS): 3,353,521.00

Address | COMMISSION ON ADMINISTRATIVE JUSTICE,
| P.O BOX 20414-00200,
| Nairobi.

Period of Insurance **From** | **01.01.2026**
To | **31.12.2026**

Amount Payable: 3,353,521.00

Group Life Assurance Scheme

Place of Issue: Nairobi

Date of Issue: 18/12/2025

For: Kenindia Assurance Co. Ltd.

Enock Munala

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email : G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122349988
Document Date: 23/12/2025
Branch: ENTERPRISE BRANCH
Department: Motor Private

Policy No.	: P/121/07/0770/2025/01/100005
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: MOTOR PRIVATE INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	Amount in Kenya Shilling
Premium:	**1,662,466.00**
Training Levy:	**3,325.00**
Policy Holder compensation fund (PHCF):	**4,156.00**
Total:	**1,669,947.00**

In Words **:KSH One Million Six Hundred Sixty-Nine Thousand Nine Hundred Forty-Seven**

 # Total O/S premium : 1,669,947.00 [KSH One Million Six Hundred Sixty-Nine Thousand Nine Hundred Forty-Seven]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE CO. LTD. * ENTERPRISE ROAD BRANCH * P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

MOTOR PRIVATE INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/07/0770/2025/01/100005

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	1,662,466.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	4,156.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	3,325.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY(KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL(KSH):**	1,669,947.00
TYPE OF COVER:	ComprehensiveCover	**ROAD RESCUE CHARGE (KSH):**	0.00
GEOGRAPHICAL LIMIT:	Kenya		

POLICY TEXT	False False

Insured Vehicle Details

Item No.	Registration No	Make	Model	Body Type	Year Of Manufacture	Cubic Capacity	Seating Capacity	Estimated Value (KSH).
Vehicle 1	GKB734Y	TOYOTA	PRADO	STATION WAGON	2021	2750	7	10,000,000.00
Vehicle 2	GKA872S	TOYOTA	TOYOTA	STATION WAGON	2008	1490	5	1,630,000.00
Vehicle 3	GKB394J	TOYOTA	TOYOTA	STATION WAGON	2015	1490	5	2,321,218.00

Vehicle 4	GKB395J	TOYOTA	TOYOTA	STATION WAGON	2015	1490	5	3,300,00
Vehicle 5	GKB713Y	TOYOTA	PRADO	STATION WAGON	2021	2750	7	13,500,000.0
Vehicle 6	GKB719C	TOYOTA	HILUX DOUBLE CAB	DOUBLE CABIN	2012	2494	5	1,900,000.00
Vehicle 7	GKB724V	PEUGEOT	PEUGEOT	SALOON	2018	2000	5	3,300,000.00
Vehicle 8	GKB788V	TOYOTA	PRADO	STATION WAGON	2019	2750	7	7,000,000.00
Vehicle 9	GKA822Q	TOYOTA	TOYOTA	STATION WAGON	2007	1490	5	650,000.00
Vehicle 10	GKB477C	TOYOTA	PRADO	STATION WAGON	2012	2750	7	1,820,000.00
Vehicle 11	GKC151A	TOYOTA	PRADO	STATION WAGON	2022	2750	7	10,000,000.00
Vehicle 12	GKC019B	TOYOTA	URBAN CRUISER MID	SUV	2023	1462	5	2,630,000.00
Vehicle 13	GKB727Y	TOYOTA	URBAN CRUISER MID	SUV	2021	1462	5	2,630,000.00
Vehicle 14	GKB718C	TOYOTA	HILUX DOUBLE CAB	DOUBLE CABIN	2012	2494	5	1,900,000.00
Vehicle 15	GKA789Q	TOYOTA	TOYOTA	STATION WAGON	2007	1490	5	1,507,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 1	GKB734Y	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 2	GKA872S	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 3	GKB394J	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 4	GKB395J	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 5	GKB713Y	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**

Vehicle 6	GKB719C	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 7	GKB724V	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 8	GKB788V	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 9	GKA822Q	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 10	GKB477C	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 11	GKC151A	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 12	GKC019B	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 13	GKB727Y	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 14	GKB718C	50,000.00	50,000.00

ACCESSORIES DETAILS			
Item No.	**Registration No.**	**Windscreen (KSH.)**	**Entertainment Unit (KSH.)**
Vehicle 15	GKA789Q	50,000.00	50,000.00

Limits of the amount of the Company's liability under:	**Limit (KSH)**
Section 1-3: Protection, Recovery and Removal	30,000.00
Section 1-4(a):Authorized repair limit	30,000.00
Section II-1 (a) Liability to third parties-Death or Bodily Injury:A. In respect of persons being carried in or upon or entering or getting onto or alighting from the Vehicle and in pursuance of a contract of employment.	
(I) Death or Bodily Injury to any one person	3,000,000.00

(II) Series of claims arising out of one event	20,000,000.00
B. In respect of other persons:	
(I) Death or Bodily Injury to any one person	3,000,000.00
(II) Series of claims arising out of one event	Unlimited
Section II-1 (b) (liability to third parties-property damage):	
In respect of any one claim or a series of claims arising out of one event	5,000,000.00
Section III (Medical Expenses) In respect of any one Accident	30,000.00
Legal Defence	10,000.00

Insurance Provided

1. Where the Insurance provided is "Comprehensive" all Sections of this Policy are operative.
2. Where the Insurance provided is "Third Party Fire and Theft" Section 1 operates only in respect of loss or damage caused directly by fire, self-ignition, lightning, explosion, theft or attempted theft.
3. Where the Insurance provided is "Third Party Only" Section 1 of this Policy is cancelled.

Authorized driver:

Any of the following:

(a) Yourself

(b) Any person driving on your order or with your permission, provided the person driving holds a valid driving license to drive the motor vehicle or has held and is not disqualified from holding or obtaining such license.

Limitations as to Use

Use only for social, domestic and pleasure purposes and for your business and profession.

The policy does not cover use for racing, competitions, rallies or trials (or use for practice for any of them) or the carriage of passengers for hire or reward.

Legislation:

Insurance (Motor Vehicles Third Party Risks) Act 1989 CAP 405 Laws of Kenya
and any other written law

EXCESS AND DEDUCTABLES

Own damage	2.5% of the Sum Insured Minimum (KSH)15,000.00/=Maximum (KSH)100,000.00
Theft with tracking device	2.5% of the Sum Insured Minimum (KSH) 20,000.00/=
Theft with anti-theft device	10% of the Sum Insured Minimum (KSH) 20,000.00/=
Theft without anti-theft device	20 % of the Sum Insured Minimum (KSH)20,000.00/=
Young driver	Fixed amount (KSH) 5,000.00/=
Third party property damage	Fixed amount (KSH) 7,500.00/=
Inexperienced driver	Fixed amount (KSH)5,000.00
Tyre	50% contribution
Political(violence And Terrorism)	3% of the Sum Insured Minimum (KSH)15,000.00/=

CONDITION AND CLAUSES:		
1) **RIOT STRIKE & CIVIL COMMOTION**	2) **JURISDICTION CLAUSE**	3) **SPECIAL PERILS**

4) WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE	5) REPLACEMENT PARTS CLAUSE	6) AVERAGE (UNDERINSURANCE) CLAUSE
7) YOUNG AND/OR INEXPERIENCED DRIVERS EXCESS	8) PREMIUM PAYMENT WARRANTY	9) WINDSCREEN/WINDOW GLASS
10) ENTERTAINMENT UNIT	11) EXCESS PROTECTOR (OWN DAMAGE CLAIMS)	12) LEGAL LIABILITY TO PASSENGERS
13) ECONOMIC SANCTION CLAUSE	14) COMMUNICABLE DISEASE EXCLUSION-LMA 5396 (17/4/2020)	15) LOGBOOK CONDITION It is hereby agreed and declared that during the entire period of Insurance, the Log book is in the name of the Insured. In the event the Log book is not produced at the time of policy commencement, the same must be produced within three months from the date of commencement of the policy. Failing to produce the log book in the name of the insured shall make the Policy contract Void and any claim thereon Non Payable.

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

CHARLES TANU GITHINJI

ON 23/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE
JUSTICE
P.O. BOX 20414 – 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122249830
Document Date: 22/12/2025
Branch: ENTERPRISE BRANCH
Department: Motor Commercial

Policy No.	: P/121/08/0880/2025/01/100003
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: MOTOR COMMERCIAL (OWN GOODS) INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**277,218.00**
Training Levy:	**554.00**
Policy Holder compensation fund (PHCF):	**693.00**
Total:	**278,465.00**

In Words **:KSH Two Hundred Seventy-Eight Thousand Four Hundred Sixty-Five**

 # Total O/S premium : 278,465.00 [KSH Two Hundred Seventy-Eight Thousand Four Hundred Sixty-Five]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE Co. LTD. * ENTERPRISE ROAD BRANCH * P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

MOTOR COMMERCIAL (OWN GOODS) INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/08/0880/2025/01/100003

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	277,218.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	693.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	554.00
OCCUPATION:	GOVERMENT BODY{lblIndustry}	**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE:	**From** 16:40 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL (KSH):**	278,465.00
TYPE OF COVER:	ComprehensiveCover	**ROAD RESCUE CHARGE (KSH):**	0.00
GEOGRAPHICAL AREA:	Kenya		

Insured Vehicle Details

Item No.	Registration No	Make	Model	Body Type	Year Of Manufacture	Cubic Capacity	Seating Capacity	Estimated Value (KSH).
Vehicle 1	GKA871A	TOYOTA	TOYOTA	CLOSED	2008	2000	2	600,000.00
Vehicle 2	GKC584B	TOYOTA	HIACE	VAN	2024	1990	2	7,320,500.00

ACCESSORIES DETAILS

Item No.	Registration No.	Windscreen (KSH.)	Entertainment Unit (KSH.)
Vehicle 1	GKA871A	3,000.00	30,000.00

ACCESSORIES DETAILS

Item No.	Registration No.	Windscreen (KSH.)	Entertainment Unit (KSH.)
Vehicle 2	GKC584B	30.00	30,000.00

Limits of the amount of the Company's liability under:Limit (Kshs.)

Section 1-3: Protection, Recovery and Removal	50,000.00
Section 1-4(a):Authorized repair limit	30,000.00
Section II-1 (a) Liability to third parties-Death or Bodily Injury:A. In respect of persons being carried in or upon or entering or getting onto or alighting from the Vehicle and in pursuance of a contract of employment.	
(I) Death or Bodily Injury to any one person	3,000,000.00
(II) Series of claims arising out of one event	20,000,000.00
B. In respect of other persons:	
(I) Death or Bodily Injury to any one person	3,000,000.00
(II) Series of claims arising out of one event	Unlimited
Section II-1 (b) (liability to third parties-property damage):	
In respect of any one claim or a series of claims arising out of one event	5,000,000.00
Section III (Medical Expenses) In respect of any one Accident	30,000.00
Legal Defence	10,000.00

Insurance Provided

1. Where the Insurance provided is "Comprehensive" all Sections of this Policy are operative.
2. Where the Insurance provided is "Third Party Fire and Theft" Section 1 operates only in respect of loss or damage caused directly by fire, self-ignition, lightning, explosion, theft or attempted theft.
3. Where the Insurance provided is "Third Party Only" Section 1 of this Policy is cancelled.

Authorized driver:

Any of the following:

(a) Yourself

(b) Any person driving on your order or with your permission, provided the person driving holds a valid driving license to drive the motor vehicle or has held and is not disqualified from holding or obtaining such license.

Limitations as to Use

1.Use for social, domestic and pleasure purposes and your business or profession; or

2. Use for the carriage of passengers in connection with your business.

This policy does not cover use for racing, competitions, rallies or trials (or use for practice for any of them).

Legislation:

Insurance (Motor Vehicles Third Party Risks) Act 1989 CAP 405 Laws of Kenya
and any other written law

EXCESS AND DEDUCTABLES

Material Damage	5% of the Sum Insured Minimum (KSH)20,000.00
Theft with tracking device	5% of the Sum Insured Minimum (KSH) 20,000.00
Theft with anti-theft device	10% of the Sum Insured Minimum (KSH) 20,000.00
Theft without anti-theft device	20 % of the Sum Insured Minimum (KSH)20,000.00
Third party property damage	Fixed amount (KSH)10,000.00
Young driver	Fixed amount (KSH)7,500.00
Inexperienced driver	Fixed amount (KSH)7,500.00
Political(violence And Terrorism)	7.5% of the Sum Insured Minimum (KSH)20,000.00/=
Tyre	50% contribution

CONDITION AND CLAUSES:		
1) LOGBOOK CONDITION It is hereby agreed and declared that during the entire period of Insurance, the Log book is in the name of the Insured. In the event the Log book is not produced at the time of policy commencement, the same must be produced within three months from the date of commencement of the policy. Failing to produce the log book in the name of the insured shall make the Policy contract Void and any claim thereon Non Payable.	2) YOUNG AND/OR INEXPERIENCED DRIVERS EXCESS	3) EXCESS CLAUSE
4) SPECIAL PERILS	5) LEGAL LIABILITY TO PASSENGERS	6) PREMIUM PAYMENT WARRANTY
7) RIOT STRIKE & CIVIL COMMOTION	8) ENTERTAINMENT UNIT	9) WINDSCREEN AND WINDOW GLASS
10) EXCESS PROTECTOR (OWN DAMAGE ONLY)	11) WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE	12) ECONOMIC SANCTION CLAUSE
13) COMMUNICABLE DISEASE EXCLUSION-LMA 5396 (17/4/2020)		

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE COMPANY LIMITED * P.O. Box 27950-00506, NAIROBI * ENTERPRISE ROAD BRANCH

CHARLES TANU GITHINJI

ON 22/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200

OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450019
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Theft

Policy No.	: P/121/10/1003/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: ALL RISKS INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**61,671.00**
Training Levy:	**123.00**
Policy Holder compensation fund (PHCF):	**154.00**
Total:	**61,948.00**

In Words **:KSH Sixty-One Thousand Nine Hundred Forty-Eight**

 # Total O/S premium : 61,948.00 [KSH Sixty-One Thousand Nine Hundred Forty-Eight]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27... 00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

ALL RISKS INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/10/1003/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	61,671.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	154.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	123.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY(KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL(KSH):**	61,948.00
GEOGRAPHICAL AREA:	Kenya		

Policy Text	

SCHEDULE OF BENEFITS - AMOUNT OF COMPENSATION PAYBLE		
Item No.	**Description**	**Sum Insured (KSH)**
1	LIGHT AND PORTABLE EQUIPMENT	12,334,212.00
Total		12,334,212.00

EXCESS AND DEDUCTIBLES

Each and Every Loss-10 % of the Claim amount Minimum (KSH) 10,000.00

CONDITION AND CLAUSES:		
1) **RIOT AND STRIKE**	2) **TERRORISM EXCLUSION**	3) **PAIR AND SETS CLAUSE**
4) **PREMIUM PAYMENT WARRANTY**	5) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**	6) **ECONOMIC SANCTION CLAUSE**

7) **CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)**	8) **REINSTATEMENT OF LOSS**	9) **HOLDUP CLAUSE**
10) **THEFT FROM UNATTENDED VEHICLE CLAUSE**	11) **NUCLEAR EXCLUSION**	12) **AS PER IRA STANDARDIZED POLICY WORDINGS**
13) **EXCESS:10% OF CLAIM AMOUNT MINIMUM KSHS.10,000/=**		

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. * P.O. Box 21650-00506, NAIROBI * ENTERPRISE ROAD BRANCH

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200

OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email : G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450028
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Fire Industrial

Policy No.	: P/121/04/0440/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: FIRE AND SPECIAL PERILS INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	Amount in Kenya Shilling
Premium:	**69,346.00**
Training Levy:	**139.00**
Policy Holder compensation fund (PHCF):	**173.00**
Total:	**69,658.00**

In Words **:KSH Sixty-Nine Thousand Six Hundred Fifty-Eight**

 # Total O/S premium : 69,658.00 [KSH Sixty-Nine Thousand Six Hundred Fifty-Eight]

Prepared By
1088

Approved By
2930

KENINDIA ASSURANCE LTD ENTERPRISE HOUSE NAIROBI P.O. Box 77895-00506

KENINDIA

Kenindia Assurance Company Limited

FIRE AND SPECIAL PERILS INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO:
P/121/04/0440/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	69,346.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	173.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	139.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 15:59 Hrs of 31/12/2026	**TOTAL (KSH):**	69,658.00

DESCRIPTION	SUM INSURED(KSH.)
Situation : PLOT NO. TBA WEST END TOWERS OPPOSITE AGA KHAN HIGH SCHOOL OFF WAIYAKI WAY – WESTLANDS	
1. ON OFFICE FURNITURE AND EQUPMENTS	66,043,378.00
Total	**66,043,378.00**

Earthquake Excess- 2 % on Sum Insured ,Maximum (KSH) 5,000,000.00

CONDITION AND CLAUSES:		
1) **BUSH FIRE**	2) **EARTHQUAKE EXCESS: 2% OF SUM INSURED, MAXIMUM KSHS. 5,000,000/- PER LOCATION**	3) **FLOOD EXCESS: 10% MINIMUM KES 500,000/-**
4) **SPECIAL PERILS A - H**	5) **PETROL & MINERAL OIL WARRANTY 2**	6) **ELECTRICAL CLAUSE 2**
7) **WAR,CIVIL WAR,POLITICAL**	8) **TERRORISM EXCLUSION**	9) **EARTHQUAKE (FIRE AND SHOCK)**

RISKS EXCLUSION CLAUSE		
10) NUCLEAR EXCLUSION CLAUSE	11) ECONOMIC SANCTIONS CLAUSE	12) PREMIUM PAYMENT WARRANTY
13) EARTHQUAKE EXCESS CLAUSE	14) JURISDICTION CLAUSE	15) REINSTATEMENT OF LOSS
16) 72 HOURS CLAUSE	17) CANCELLATION CLAUSE	18) PETROL & MINERAL OIL WARRANTY 1
19) ELECTRICAL CLAUSE1	20) TERRORISM EXCLUSION	21) ECONOMIC SANCTION CLAUSE
22) COMMUNICABLE DISEASE ENDORSEMENT-LMA 5393 (25/03/2020)	23) Architects, Surveyors and Consulting Engineers Fees: Limit Specified sum insured not exceeding 7.5% of sum insured.	24) Removal of Debris : Excess of 1% of claim amount. Limit specified sum insured not exceeding 10% of sum insured.
25) PREMIUM PAYMENT WARRANTY	26) SAFE AND BOOKS CLAUSE	27) DESIGNATION OF PROPERTY CLAUSE
28) MUNICIPAL PLANS SCRUTINY FEE	29) PUBLIC AUTHORITIES CLAUSE	30) PUBLIC UTILITIES
31) ALL OTHER CONTENTS	32) CONTRACT WORKS - LIMIT KSHS. 10,000,000/-	33) ADJOINING BUILDINGS CLAUSE
34) ACCIDENTAL ERROR & OMMISSION	35) DEFINITION OF BUILDINGS TO INCLUDE KWS WILDLIFE ELECTRIC FENCES	36) COVID 19 EXCLUSION
37) MISDESCRIPTION CLAUSE	38) BREACH OF CONDITIONS AND WARRANTIES	39) APPRAISEMENT CLAUSE
40) EXCLUDING SPONTANEOUS COMBUSTION	41) ALTERATIONS AND REPAIRS	42) REINSTATEMENT OF LOSS CLAUSE
43) CAPITAL ADDITIONS CLAUSE (10%)	44) ARCHITECTS QUANTITY SURVEYORS AND OTHER FEES CLAUSE	45) STANDARD EXPLOSION
46) MALICIOUS DAMAGE		

PREPARED BY:

FREDRICK OMWAMBA GETWAMBU

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

CHARLES TANU GITHINJI

ON

24/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200

OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450023
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Theft

Policy No.	: P/121/10/1002/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: BURGLARY INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**10,000.00**
Training Levy:	**20.00**
Policy Holder compensation fund (PHCF):	**25.00**
Total:	**10,045.00**

In Words **:KSH Ten Thousand Forty-Five**

 # Total O/S premium : 10,045.00 [KSH Ten Thousand Forty-Five]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE CO. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

BURGLARY INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/10/1002/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	10,000.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	25.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	20.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY(KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL(KSH):**	10,045.00

LOCATION 1: PLOT NO. TBA WEST END TOWERS OPPOSITE AGA KHAN HIGH SCHOOL OFF WAIYAKI WAY – WESTLANDS	
DESCRIPTION	**SUM INSURED (KSH)**
OFFICE FURNITURE AND EQIPMENTS	66,043,378.00
TOTAL	66,043,378.00
First Loss Sum Insured	2,000,000.00

EXCESS AND DEDUCTIBLES

Each and Every Loss - 10 % of the Claim estimate Minimum (KSH) 10,000.00

CONDITION AND CLAUSES:		
1) **RIOT AND STRIKE EXTENSION**	2) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**	3) **HOLD-UP**
4) **AUTOMATIC REINSTATEMENT OF LOSS**	5) **FIRST LOSS CLAUSE**	6) **BREACH OF CONDITIONS AND WARRANTIES CLAUSE**
7) **JURISDICTION CLAUSE**	8) **CANCELLATION CLAUSE**	9) **AUTOMATIC ADDITIONS/**

		DELETIONS(ITEMS)
10) PREMIUM PAYMENT WARRANTY	11) SECURITY PROTECTION WARRANTY B: SECURITY FIRM / GUARD WARRANTY	12) SECURITY PROTECTION WARRANTY E: BURGLARY ALARM WARRANTY
13) SAFE AND BOOKS CLAUSE	14) TERRORISM EXCLUSION	15) ECONOMIC SANCTION CLAUSE
16) CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)	17) AS PER IRA STANDARDIZED POLICY WORDING	18) EXCESS: 10% OF CLAIM AMOUNT MINIMUM KSHS. 10,000.00

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. * NAIROBI * P.O. Box 27650-00506 ENTERPRISE ROAD BRANCH

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email : G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450025
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Engineering

Policy No.	: P/121/02/0224/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: ELECTRONIC EQUIPMENT INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	Amount in Kenya Shilling
Premium:	**133,122.00**
Training Levy:	**266.00**
Policy Holder compensation fund (PHCF):	**333.00**
Total:	**133,721.00**

In Words **:KSH One Hundred Thirty-Three Thousand Seven Hundred Twenty-One**

 # Total O/S premium : 133,721.00 [KSH One Hundred Thirty-Three Thousand Seven Hundred Twenty-One]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

ELECTRONIC EQUIPMENT INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/02/0224/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	133,122.00
INSURED ADDRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	333.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	266.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY(KSH):**	0.00
PERIOD OF INSURANCE:	**From** 14:54 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL(KSH):**	133,721.00
GEOGRAPHICAL AREA:	Kenya		

POLICY TEXT	False

Location 1 : PLOT NO.TBA WEST END TOWERS OPPOSITE AGA KHAN HIGH SCHOOL OFF WAIYAKI WAY-WESTLANDS

SECTION 1 - MATERIAL DAMAGE

EQUIPMENT	QUANTITY	OTHER DETAILS	SUM INSURED (KSH)
ON ELECTRIC DATA PROCESSING EQUIPMENT			38,034,846.00

EXCESS AND DEDUCTIBLES

Excess 1 % each and every item Minimum KSH 20,000.00
Theft Excess 0.00 % of claim amount

TOTAL SUM INSURED 38,034,846.00

CONDITION AND CLAUSES:

1) **PREMIUM PAYMENT WARRANTY**	2) **STRIKE RIOT & CIVIL COMMOTION - ENDORSEMENT**	3) **TERRORISM EXCLUSION**

	001	
4) **WARRANTY FOR MAINTENANCE OF CONTRACT**	5) **AUTOMATIC ADDITIONS AND DELETIONS CLAUSE**	6) **EXCLUSION OF LOSS OR DAMAGE DUE TO LACK OF INSUFFIECIENT OR UNSUITABLE AIR-CONDITIONING - ENDORSEMENT 538**
7) **SPECIAL CONDITION CONCERNING OBSOLETE EQUIPMENT - ENDORSEMENT 563**	8) **WARRANTY CONCERNING MAINTENANCE AGREEMENT - ENDORSEMENT 591**	9) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**
10) **DISTINCTION BETWEEN MAINTENANCE CONTRACT SERVICES AND INSURANCE COVER - ENDORSEMENT 592**	11) **ECONOMIC SANCTION CLAUSE**	12) **COMMUNICABLE DISEASE ENDORSEMENT-LMA 5393 (25/03/2020)**
13) **EXCESS:1% OF SUM INSURED PER ITEM MINIMUM KSHS.20,000/=**	14) **GEOGRAPHICAL SCOPE:KENYA ONLY**	15) **NUCLEAR EXCLUSION**
16) **JURISDICTION CLAUSE**	17) **PAIRS AND SETS CLAUSE**	18) **THEFT FROM UNATTENDED VEHICLE CLAUSE**
19) **WATCHMAN WARRANYT**	20) **REINSTATEMENT OF VALUE CLAUSE**	21) **REINSTATEMENT OF LOSS CLAUSE**

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

KENINDIA ASSURANCE Co. LTD. ENTERPRISE BRANCH P.O. Box 27650-00506, NAIROBI

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450035
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Theft

Policy No.	: P/121/10/1000/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: MONEY INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**6,000.00**
Training Levy:	**12.00**
Policy Holder compensation fund (PHCF):	**15.00**
Total:	**6,027.00**

In Words **:KSH Six Thousand Twenty-Seven**

 # Total O/S premium : 6,027.00 [KSH Six Thousand Twenty-Seven]

Prepared By
1088

Approved By
030

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

KENINDIA

MONEY INSURANCE POLICY - RENEWAL SCHEDULE

Welcome to your MONEY INSURANCE POLICY - RENEWAL SCHEDULE

Dear THE COMMISSION ON ADMINISTRATIVE JUSTICE,

Thank you for choosing us as your insurer. This is your policy document. It is the evidence of the contract that we have made with each other.

Yours faithfully,

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

Signed.....
FOR: KENINDIA ASSURANCE COMPANY

KENINDIA

Kenindia Assurance Company Limited

MONEY INSURANCE POLICY - RENEWAL SCHEDULE

ENTERPRISE BRANCH
P.O. BOX 27650 00506, NAIROBI
FINA BANK HOUSE BAMBURI ROAD,
NAIROBI NAIROBI
TEL: 254-6537202
EMAIL: enterprise@kenindia.com

POLICY NO: P/121/10/1000/2025/01/100001

ACCOUNT: DIRECT

INSURED NAME:	THE COMMISSION ON ADMINISTRATIVE JUSTICE	**PREMIUM(KSH):**	6,000.00
INSURED ADRESS:	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH):**	15.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	12.00
OCCUPATION:	GOVERMENT BODY	**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE:	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL(KSH):**	6,027.00

Location:PLOT NO. TBA WEST END TOWERS OPPOSITE AGA KHAN HIGH SCHOOL OFF WAIYAKI WAY – WESTLANDS	
Description	**Sum Insured (KSH)**
Estimated Annual Carrying	10,000,000.00
Loss/damage to safe/strong	150,000.00
Cash Wages in Transit	50,000.00
Cash in Premises During Working Hours	700,000.00
Cash in Custody of authorized Staff	500,000.00
EXCESS AND DEDUCTIBLES	
Each and Every Loss- 10 % on Claim Amount ,Minimum(KSH) 15,000.00 /=	

CONDITION AND CLAUSES:		
1) **INFIDELITY OF EMPLOYEES - DISCOVERY PERIOD 3 DAYS**	2) **PREMIUM PAYMENT WARRANTY**	3) **PERSONAL EFFECTS**
4) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**	5) **ECONOMIC SANCTION CLAUSE**	6) **CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)**

7) AS PER IRA STANDARDIZED POLICY WORDING	8) RIOT AND STRIKE EXTENSION	9) TRANSIT WARRANTY
10) CANCELLATION CLAUSE	11) JURISDICTION CLAUSE	12) REPLACEMENT OF KEYS CLAUSE
13) SAFE & BOOKS CLAUSE	14) Excess: 10% of Claim Amount Minimum Kshs. 15,000.00	15) TERRORISM EXCLUSION
16) INTERNAL SYSTEMS CONTROL WARRANTY	17) DAILY BANKING WARRANTY	18) WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE
19) COVID 19 EXCLUSION	20) ECONOMIC SANCTIONS CLAUSE	21) REFERENCE CLAUSE
22) TERRORISM EXCLUSION	23) REPLACEMENT OF KEYS CLAUSE	24) PREMIUM PAYMENT WARRANTY
25) TRANSIT WARRANTY		

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

Kenindia Assurance Company Limited

MONEY INSURANCE POLICY - RENEWAL SCHEDULE

Policy Number : P/121/10/1000/2025/01/100001

Period of Insurance: From: 01/01/2026

To: 31/12/2026

(Both dates inclusive) and any subsequent period for which the Insured shall pay and the Company shall accept a renewal premium.

IMPORTANT

1. Please read this Policy document carefully. If you find that the Policy does not meet your requirements please return the document to the Company with your advices for necessary rectification.
2. Any material change affecting the property Insured by this Policy must be immediately advised to the Company.
3. In the event of any loss or damage to the Insured property, immediate notice should be given to the Company.
4. Should you be dissatisfied by the settlement of any claim under this Policy, you may refer the matter to the Insurance Regulatory Authority who will assist to resolve the matter.
5. This Policy is not transferable unless as provided for under the Policy.

MONEY INSURANCE POLICY

THE INSURANCE AGREEMENT

WHEREAS the Insured by a proposal and declaration, written application or statement which shall be the basis of this contract has applied to **Kenindia Assurance Company** (herein after called the Company) and paid premium as consideration for the insurance herein contained;

NOW THIS POLICY WITNESSES THAT subject to the terms and conditions contained herein, the Company will indemnify the Insured against:-

(a) Loss of money;
i. On the premises described in the schedule.
ii. In transit and/or in the custody of duly authorized employees

(b) Loss or damage to safes /strong rooms; as specified in the schedule.

Definitions

The following words wherever they appear in this Policy shall be deemed to have the same meaning.

Material facts	Every information which can influence the Company's decision in accepting the risk and determining the terms.
Employee	A person who is engaged under a contract of service, the but does not include: a) The Insured ; or b) A director, partner or sole proprietor of the Business, a trustee of a trust that owns the Business , commission agent, consignee, contractor, investment banker or other agent or representative of the Business.
Direct Financial Loss	Loss of money or property as defined sustained by the Insured following positions and/or names of

	whom are declared in the Schedule for insurance under this policy fraudulent or dishonest acts of employees.
Discovery period	The duration within which the Insured , director, manager or officer of the Insured becomes aware of acts which a reasonable person would assume to be a loss covered by this policy.
Business	The period during which the Insured's business premises as specified in the schedule are actually occupied for business purposes and during which the Insured or his employees entrusted with Money are within the premises.
Fraud or Dishonesty	Shall mean the act of stealing, misappropriation, forgery, embezzlement or any other act on the part of the employee which results in direct financial loss to the insured employer.
Money	The term Money shall be deemed to mean and to include cash and/or any other financial instrument that is easily convertible into cash. Foreign currency shall be equivalent to local currency at the prevailing Central Bank Mean rate at the time of loss.
Property	Shall mean stock, inventory or other items belonging to the Insured or for which the Insured is responsible.
Excess	The amount the Insured shall bear as the first part of each and every claim made under the Policy . If the loss leads to a claim under more than one section of the policy, the highest applicable excess is payable.

EXCEPTIONS

This Policy shall not indemnify the Insured against:

a) any loss of money in which an employee of the Insured or member of the Insured's family is directly or indirectly involved

b) unexplained losses and/or shortages due to errors or omissions;

c) any consequential loss including depreciation in value.

d) any damage or loss of money occurring as a result of use of any keys including electronic keys, passwords, biometrics, magnetic cards or any other similar device used for opening any safe or strong room unless the keys are obtained by force, violence, assault or threat.

e) any consequence whether directly or indirectly proximately or remotely occasioned by contributed to by or traceable to or arising in connection with:-

i. Riot, Strike or Civil commotion.

ii. Mutiny or popular rising insurrection rebellion revolution military or usurped power;

iii. War invasion act of foreign enemy hostilities or warlike operations (whether war be declared or not) civil war;

iv. Any act of any person acting on behalf of or in connection with any organization with activities directed towards the overthrow by force of a government de jure or de facto or to the influencing of it by terrorism or violence;

v. Permanent or temporary dispossession resulting from confiscation, commandeering or requisition by any lawfully constituted authority;

vi. Martial law or state of siege or any events or causes which determine the proclamation or maintenance of martial law or state of siege.

vii. Any accident or any loss or destruction of or damage to any property whatsoever or any loss or expense whatsoever resulting or arising there from or any consequential loss directly or indirectly caused by or contributed to by or arising from ionizing radiation or contamination by radio activity from any nuclear fuel or any nuclear waste from the combustion of nuclear fuel. Solely for the purpose of this exclusion combustion shall include any self sustaining process of nuclear fission.

viii. Any accident loss destruction or damage directly or indirectly caused by or contributed to by or arising from nuclear weapons material.

f) any liability, loss, damage or expense of whatsoever nature directly or indirectly caused by, resulting from, happening through, or in

connection with any act of terrorism, regardless of any other cost contributing concurrently or in any other sequence to loss, damage or expense.

g) Any loss or damage occasioned by or through or in consequence of any Political disturbance Risks:-

Basis of settlement:

The basis of settlement shall be:

1) In respect of cash:- The actual cash loss subject to the limits stated in the Schedule;

2) In respect of foreign currency:- The rate of exchange to be applied shall be the Central Bank Mean Rates prevailing at the time of loss.

3) On stocks:- Cost or market value of goods whichever is lower at the close of business on the business day immediately preceding the day on which the loss was incurred.

4) On securities:- The lesser of the mid-market value of securities at the close of business on the day that the loss was incurred, or the cost of replacing the Securities. Where the 'Guarantee Limit' is shown for a particular employee the same limits will apply for all acts of fraud committed by that employee. Where the 'Guarantee Limit' is shown for a number of Employees the same limit will apply for all acts of fraud committed by any one or more of those employees.

CONDITIONS

1. Interpretation

This Policy and the Schedule and endorsement shall be read together as one contract and any word or expression to which meaning has been attached in any part of this Policy or of the Schedule shall bear the same meaning wherever it may appear.

2. Reasonable Due Care

The Insured shall take reasonable precautions to ensure that the system of checks and controls is observed for purpose of preventing or reducing loss.

3. Material Disclosure

If there shall be any miss description, misrepresentation or non-disclosure of a material fact from the information supplied by the Insured whether by the said proposal and declaration written application or statement, this Policy shall be null and void.

4.Alteration

The Insured shall notify the Company in writing if the circumstances in which the insurance was entered into be materially altered and the risk of loss increased.
Unless such alteration is declared to the Company and its written consent to continue the insurance be obtained, the Company shall not be liable for any losses arising due to any such alteration.

5.Claims Procedures

Upon knowledge or discovery of loss or an occurrence which may give rise to a claim or loss under this Policy the Insured or his representatives shall;

a) Notify the Company of the loss as soon as reasonably practicable but not later than fourteen (14) days from the date of discovery.

b) Deliver to the Company in the format required a statement of the loss with relevant information and other particulars including date and circumstances of the event so far as the same are known.

c) Report the matter to the Police and take steps towards recovery of the lost money and/or property.

d) Provide any additional information that will assist in dealing with the claim.

6.Fraudulent Claims

If the Insured or his representative makes a claim knowing the same to be fraudulent the claim shall be not be payable. The Company may refer the matter to the relevant law enforcement authorities.

7.Contribution

If at the time any claim arises under this Policy there be any other insurance covering the same loss the Company shall not be liable to pay more than its proportionate share of such loss.

8.Underinsurance

If the property insured at the time of loss be of greater value than the Sum Insured as stated in the schedule of the Policy then the Insured shall bear a proportionate share of the loss accordingly.

9. Reinstatement of Cover

The Sum Insured under the various items of the schedule in respect of loss of money belonging to the Insured or for which he is legally responsible in the premises or in specified locked safe or strong-room both described in the schedule represent the maximum amounts payable in any one Period of Insurance and in the events of any claims paid in respect of losses occurring in connection with these items of cover the sums thereby shall be reduced accordingly unless the Insured pays and the Company agrees to accept a proportionate premium to reinstate the sum Insured up to the full amount from a date to be agreed at the expiry of the Period of Insurance.

10.Subrogation

The Company may at its own expense use legal means in the name of the Insured for recovery of any property lost or its value and the Insured shall give all reasonable assistance for that purpose. Upon settlement or making good any loss or damage under the Policy the Company shall be entitled to any property recovered.

11.Transfer of rights

Nothing contained in this Policy shall unless expressly stated give rights against the Company to any person other than the Insured, his executors or administrators, and the Company will not be bound by any passing of the interest otherwise than by death or operation of law unless and until the Company shall by endorsement declare the insurance to be continued.

12.Cancellation

This Policy may be cancelled at any time at the request of the Insured in which case the Company will retain a premium calculated on pro rata basis for the time this Policy has been in force and provided no claim has arisen during the current Period of Insurance.
This Policy may also be cancelled at the option of the Company on fourteen (14) days notice being given in writing to the Insured, in which case the Company shall be liable to return a proportionate part of the premium for the unexpired term of the Policy from the date of such cancellation.

13.Due observance

Compliance, observance and fulfillment of the terms of this Policy by the Insured shall be a condition precedent to any liability attaching under this Policy.

14. Dispute Resolution

a. For any disputes arising out of this Policy the parties involved shall endeavor to resolve the matter first by negotiation.

b. The dispute or any issues not resolved by negotiation 30 days after the dispute arising (unless the parties extend that period in writing) may be resolved through a sole mediator jointly appointed by the parties in writing.

c. Disputes that remain unresolved 60 days after the dispute arose (unless the parties extend that period in writing) shall be resolved by a sole arbitrator appointed by the parties in writing or, in the absence of an agreement on the choice of arbitrator, the Chairperson of the Chartered Institute of Arbitrators (Kenya Branch) will appoint one upon the request of any of the parties.

15.Jurisdiction Clause

The indemnity provided by this Policy shall apply only in respect of judgments which are in the first instance delivered by or obtained from a court of competent jurisdiction within the Republic of Kenya.

WARRANTIES/ENDORSEMENTS/CLAUSES

1. Transit Security Warranty

It is hereby declared and agreed that the following warranties will apply in respect of money in transit

i) Up to Kshs. 300,000, the money shall be carried by an employee of the insured

ii) Exceeding Kshs. 300,000 but not more than Kshs. 500,000, the money shall be escorted by two employees

iii) Exceeding Kshs. 500,000 but not more than Kshs. 1,000,000, the money shall be transported in a motor vehicle and accompanied by two employees

iv) Exceeding 1,000,000, the money shall be transported by a professional security firm. Further, it is a condition precedent to liability under this Policy that the said security firm shall have contracted to indemnify the insured against losses arising out of their own employees' infidelity and the indemnity is secured by an insurance Policy to be maintained in force for the period of contract.

2. Replacement of Keys Clause
Cover under this insurance includes reasonable expenses incurred necessarily in replacing locks to the safe or strong room for which the Insured is responsible consequent upon the loss of keys from the premises or from the residence of any employees of the Insured who are authorized to keep custody of the keys subject to a maximum limit of KES.20,000/=.

3. Infidelity of employees – Discovery period 3 days
It is hereby understood and agreed that general exception 1 of the Policy is amended to read; The insurance under this Policy is extended to cover loss arising from fraud or dishonesty of the Insured's employees provided such loss is discovered within 72 hours after the occurrence whereby the maximum liability will be KES. 150,000/= , but the Company shall not be liable for any loss which is covered in terms of a fidelity Policy either with The Company or other Insurance Companies.

4. Employee Personal Effects/Clothing
Cover under the Policy is extended to cover loss or damage to the personal effects and clothing of the Insured's employees due to assault attempted theft or robbery of the interest specified in the schedule of this Policy subject to a limit of KES. 20,000/= any one claim.

5. Premium Adjustment Clause
The first and all annual premiums are provisional. The premium shall be regulated by the total amount of money in transit during each Period of Insurance and for this purpose a proper record shall be kept in the books of the Insured which the Insured at all reasonable times allow the Company to inspect. Within three months from the expiry of each Period of Insurance the Insured shall furnish the Company with a correct account of the amount of all such money in transit during the period certified by the Insured's auditors and if the ascertained amount shall vary from the estimated amount on which premium has been paid the difference in premium shall be met by a further proportional payment to the Company or by a refund by the Company as the case may be subject to the Company retaining 50% of the deposit premium as earned premium. If the Insured shall not have supplied to the Company the statement of the total amount of money in transit during each period within the aforementioned period, the Company shall be entitled to charge twenty-five percent (25%) additional premium of the deposit paid for that period.

CLAUSES:

- **INFIDELITY OF EMPLOYEES - DISCOVERY PERIOD 3 DAYS**

It is hereby understood and agreed that general exception 1 of the Policy is amended to read; The insurance under this Policy is extended to cover loss arising from fraud or dishonesty of the Insured's employees provided such loss is discovered within 72 hours after the occurrence whereby the maximum liability will be Kshs. 150,000, but the Company shall not be liable for any loss which is covered in terms of a fidelity Policy either with The Company or other Insurance Companies

- **PREMIUM PAYMENT WARRANTY**

- **PERSONAL EFFECTS**

This policy extends to cover loss of or damage of clothing and personal effects (excluding money), not otherwise insured, belonging to the employees handling money, due to an Insured Peril up to an amount not exceeding Ksh20,000 in respect of any one event and in aggregate of all occurrences during the period of insurance ksh50,000.

- **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**

Any loss or damage occasioned by or through or in consequence, directly or indirectly, of any of the following:-1.War, invasion, act of foreign enemy, hostilities or warlike operations (whether war be declared or not), civil war2.Abandonment and/or Permanent or temporary dispossession resulting from detention, confiscation, seizure, restraint, commandeering, nationalization, appropriation, destruction or requisition by order of any government de jure or de facto or by any public authority3.Mutiny, civil commotion, military rising, insurrection, rebellion, revolution, military or usurped power, martial law or state of siege or any of the events or causes which determine the proclamation or maintenance of martial law or stage of siege.4.Any act, including but not limited to labour disturbances, lock-out, riot or strike, which is calculated or directed to bring about loss or damage in order to further political aim, objective or cause, or to bring about any social or economic change, or in protest against any State or Government, or any political or local authority, or for the purposes of imposing fear in the public or any section thereof.5.The act of any lawfully established authority in controlling, preventing, suppressing or in any other way dealing with any occurrence referred to in clause 4 above.6.Plundering, looting, war pillage in connection with civil commotion or any of the activities referred to in clause 4 above.For the purposes of clauses 4, 5 and 6, any loss or damage occasioned directly by a labour disturbance, lock-out, riot or strike or in order to bring about any social or economic change which is not politically motivated as envisaged in clause 4 shall not be excluded.In any action, suit or other proceeding in which the Insurer alleges that by reason of these provisions any loss or damage is not covered by this Insurance Agreement, the burden of proving that such loss or damage is covered shall be upon the Insured.

- **ECONOMIC SANCTION CLAUSE**

ECONOMIC SANCTION CLAUSE

The Insurer shall not be deemed to provide cover and shall not be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose the Insurer to any sanction, prohibition or restriction under United Nations resolutions, or the trade or economic sanctions, laws or regulations of the European Union, United Kingdom or United States of America.

- **CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)**

CORONAVIRUS EXCLUSION-LMA 5391 (04/3/2020)

This Insurance Policy does not cover any claim in any way caused by or resulting from:

a) Coronavirus disease (COVID-19);

b) Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2);

c) any mutation or variation of SARS-CoV-2;

d) any fear or threat of a), b) or c) above.

- **AS PER IRA STANDARDIZED POLICY WORDING**
- **RIOT AND STRIKE EXTENSION**
- **TRANSIT WARRANTY**
- **CANCELLATION CLAUSE**
- **JURISDICTION CLAUSE**
- **REPLACEMENT OF KEYS CLAUSE**
- **SAFE & BOOKS CLAUSE**
- **Excess: 10% of Claim Amount Minimum Kshs. 15,000.00**
- **TERRORISM EXCLUSION**
- **INTERNAL SYSTEMS CONTROL WARRANTY**
- **DAILY BANKING WARRANTY**
- **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**
- **COVID 19 EXCLUSION**
- **ECONOMIC SANCTIONS CLAUSE**
- **REFERENCE CLAUSE**
- **TERRORISM EXCLUSION**

Notwithstanding any provision to the contrary within this agreement or any endorsement thereto, this insurance agreement does not cover any liability, loss, damage, cost or expense of whatsoever nature directly or indirectly caused by, resulting from, happening through or in connection with any act of terrorism, regardless of any other cause contributing concurrently or in any other sequence to the loss, damage cost or expense.For the purpose of this exclusion, terrorism means an act, including but not limited to the use of violence or force including the use of chemical and/or biological substances or the threat thereof whether as an act harmful to human life or not, by any person or group(s) of person(s), whether acting alone or on behalf of, or in connection with any orgnisation(s) or government(s) or any other person or body of persons, committed for political, religious, personal, ethnic or ideological reasons or purposes including any act committed with the intention to influence any government and/or for the purpose of inspiring fear in the public or any section thereof. In any action suit or other proceeding in which the Insurer alleges that by reason of this definition any loss, damage, cost or expense is not covered by this Insurance Agreement, the burden of proving that such loss, damage, cost or expense is covered shall be upon the insured.

- **REPLACEMENT OF KEYS CLAUSE**

Cover under this insurance includes reasonable expenses incurred necessarily in replacing locks to the safe or strong room for which the Insured is responsible consequent upon the loss of keys from the premises or from the residence of any employees of the Insured who are authorized to keep custody of the keys or following upon insured having reason to believe that any unauthorized person may be in possession of a duplicate of such key subject to a maximum limit of KES.20,000/=.

- **PREMIUM PAYMENT WARRANTY**

Notwithstanding anything contained herein to the contrary it is hereby understood and agreed that the indemnity provided by this policy will only apply on payment of full premium to the Company in accordance with the provisions of Section 156 of the Insurance Act Cap 487 failure to which cover lapses.

- **TRANSIT WARRANTY**

It is hereby declared and agreed that the following warranties will apply in respect of money in transiti) Up to Kshs. 300,000, the money shall be carried by an employee of the insuredii) Exceeding Kshs. 300,000 but not more than Kshs. 500,000, the money shall be escorted by two employeesiii) Exceeding Kshs. 500,000 but not more than Kshs. 1,000,000, the money shall be transported in a motor vehicle and accompanied by two employeesiv) Exceeding 1,000,000, the money shall be transported by a professional security firm.Further, it is a condition precedent to liability under this Policy that the said security firm shall have contracted to indemnify the insured against losses arising out of their own employees' infidelity and the indemnity is secured by an insurance Policy to be maintained in force for the period of contract.

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 – 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450013
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Theft

Policy No.	: P/121/10/1001/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: FIDELITY GUARANTEE INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**9,250.00**
Training Levy:	**19.00**
Policy Holder compensation fund (PHCF):	**23.00**
Total:	**9,292.00**

In Words **:KSH Nine Thousand Two Hundred Ninety-Two**

 # Total O/S premium : 9,292.00 [KSH Nine Thousand Two Hundred Ninety-Two]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE CO. LTD. ENTERPRISE ROAD BRANCH P.O. Box 27650-00506, NAIROBI

KENINDIA

Kenindia Assurance Company Limited

FIDELITY GUARANTEE INSURANCE POLICY - RENEWAL SCHEDULE -

ENTERPRISE BRANCH P.O. BOX 27650 00506, NAIROBI FINA BANK HOUSE BAMBURI ROAD, NAIROBI NAIROBI **TEL: 254-6537202** **EMAIL:** enterprise@kenindia.com **ACCOUNT: DIRECT**	**POLICY NO: P/121/10/1001/2025/01/100001**

INSURED NAME :	THE COMMISSION ON ADMINISTRATIVE JUSTICE, 1100153956	**PREMIUM (KSH) :**	9,250.00
ADDRESS :	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH) :**	23.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	19.00
OCCUPATION:		**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE :	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL (KSH):**	9,292.00
RETROACTIVE DATE :01/01/2026			
DISCOVERY PERIOD :6 Months			

POLICY TEXT :	

Insured person (s)	**Occupation/Name of Person Covered (s)**	**Any One Event (KSH)**	**Any One Period (KSH)**
21	CLERICAL STAFF	500,000.00	500,000.00
Collusion Limit		(KSH) 500,000.00	
Aggregate Sum Insured		(KSH) 500,000.00	

EXCESS AND DEDUCTIBLES

Each and Every Loss - 10% of the Claim estimate Minimum 10000

CONDITION AND CLAUSES:		
1) **AUTOMATIC ADDITIONS AND DELETIONS OF STAFF**	2) **JURISDICTION CLAUSE**	3) **PREMIUM PAYMENT WARRANTY**
4) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**	5) **TERRORISM EXCLUSION**	6) **CANCELLATION CLAUSE**

7) **NON-ACCUMULATION OF LIABILITY CLAUSE**	8) **LIMIT OF LIABILITY CLAUSE-PRIOR INSURANCE**	9) **ECONOMIC SANCTION CLAUSE**
10) **CORONAVIRUS EXCLUSION-LMA 5391 (04/03/2020)**	11) **AS PER IRA STANDARDIZED POLICY WORDING**	12) **COLLUSION CLAUSE**
13) **DISCOVERY PERIOD**	14) **INTERNAL SYSTEMS CONTROL CLAUSE**	15) **EXCLUDING CASUALS AND TEMPORARY STAFF**

PREPARED BY: FREDRICK OMWAMBA GETWAMBU

SIGNED FOR AND ON BEHALF OF KENINDIA ASSURANCE COMPANY

KENINDIA ASSURANCE Co. LTD. * NAIROBI * P.O. Box 27650-00506, ENTERPRISE ROAD BRANCH

CHARLES TANU GITHINJI

ON 24/12/2025

KENINDIA

Kenindia Assurance Company Limited

DEBIT NOTE

To:
THE COMMISSION ON ADMINISTRATIVE JUSTICE
P.O. BOX 20414 -- 00200
.
OTHER
NAIROBI
NAIROBI
Kenya
CUSTOMER PIN : P051235911S
Cell : +254-0706451781, Email :
G.GOR@OMBUDSMAN.GO.KE

Account No: 1100153956-0010812
Intermediary Name: NA
Document No: DN25122450013
Document Date: 24/12/2025
Branch: ENTERPRISE BRANCH
Department: Theft

Policy No.	: P/121/10/1001/2025/01/100001
Assured Name	: THE COMMISSION ON ADMINISTRATIVE JUSTICE
Class	: FIDELITY GUARANTEE INSURANCE POLICY
Period	: 01/01/2026 To 31/12/2026

We would like to inform you that your account has been DEBITED with the following transaction

DESCRIPTION	**Amount in Kenya Shilling**
Premium:	**9,250.00**
Training Levy:	**19.00**
Policy Holder compensation fund (PHCF):	**23.00**
Total:	**9,292.00**

In Words **:KSH Nine Thousand Two Hundred Ninety-Two**

 # Total O/S premium : 9,292.00 [KSH Nine Thousand Two Hundred Ninety-Two]

Prepared By
1088

Approved By
930

KENINDIA ASSURANCE Co. LTD. * P.O. Box 27650-00506, NAIROBI * ENTERPRISE ROAD BRANCH

KENINDIA

Kenindia Assurance Company Limited

FIDELITY GUARANTEE INSURANCE POLICY - RENEWAL SCHEDULE -

ENTERPRISE BRANCH P.O. BOX 27650 00506, NAIROBI FINA BANK HOUSE BAMBURI ROAD, NAIROBI NAIROBI **TEL: 254-6537202** **EMAIL:** enterprise@kenindia.com **ACCOUNT: DIRECT**	**POLICY NO: P/121/10/1001/2025/01/100001**

INSURED NAME :	THE COMMISSION ON ADMINISTRATIVE JUSTICE, 1100153956	**PREMIUM (KSH) :**	9,250.00
ADDRESS :	P.O. BOX 20414 – 00200 | Cell : +254-0706451781, Email : G.Gor@Ombudsman.Go.Ke	**POLICY HOLDERS FUND (KSH) :**	23.00
PIN:	P051235911S	**INSURANCE TRAINING LEVY (KSH):**	19.00
OCCUPATION:		**STAMP DUTY (KSH):**	0.00
PERIOD OF INSURANCE :	**From** 00:00 Hrs of 01/01/2026 **To** 23:59 Hrs of 31/12/2026	**TOTAL (KSH):**	9,292.00
RETROACTIVE DATE :01/01/2026			
DISCOVERY PERIOD :6 Months			

POLICY TEXT :	

Insured person (s)	Occupation/Name of Person Covered (s)	Any One Event (KSH)	Any One Period (KSH)
21	CLERICAL STAFF	500,000.00	500,000.00
Collusion Limit		(KSH) 500,000.00	
Aggregate Sum Insured		(KSH) 500,000.00	

EXCESS AND DEDUCTIBLES

Each and Every Loss - 10% of the Claim estimate Minimum 10000

CONDITION AND CLAUSES:		
1) **AUTOMATIC ADDITIONS AND DELETIONS OF STAFF**	2) **JURISDICTION CLAUSE**	3) **PREMIUM PAYMENT WARRANTY**
4) **WAR,CIVIL WAR,POLITICAL RISKS EXCLUSION CLAUSE**	5) **TERRORISM EXCLUSION**	6) **CANCELLATION CLAUSE**

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	MOTOR VEHICLES					
1	GK B 477 C	TOYOTA PRADO	2012	1	7,550,000.00	7,550,000.00
2	GK A 789 Q	TOYOTA PRADO	2007	1	4,500,000.00	4,500,000.00
3	GK A 872 S	TOYOTA PRADO	2008	1	4,500,000.00	4,500,000.00
4	GK A 871 S	TOYOTA VAN	2008	1	2,770,000.00	2,770,000.00
5	GK A 822 Q	TOYOTA AVENSIS	2007	1	2,995,000.00	2,995,000.00
6	GK B 718 C	TOYOTA PICK UP (CABIN)	2012	1	3,050,000.00	3,050,000.00
7	GK B 719 C	TOYOTA PICK UP (CABIN)	2012	1	3,050,000.00	3,050,000.00
8	GK B 394 J	TOYOTA PRADO	2015	1	9,500,000.00	9,500,000.00
9	GK B 395 J	TOYOTA PRADO	2015	1	9,500,000.00	9,500,000.00
10	GK A 788 V	TOYOTA PRADO	4/28/2020	1	10,348,448.04	10,348,448.04
11	GK B 724 V	PEUGEOT 3008 ALLURE	4/28/2020	1	5,404,189.65	5,404,189.65
12	GK B 734 Y	TOYOTA PRADO TXL	12/30/2021	1	11,269,999.72	11,269,999.72
13	GK B 727 Y	URBAN CRUISER	12/30/2021	1	2,729,999.68	2,729,999.68
14	GK B 713 Y	TOYOTA PRADO VXL	12/30/2021	1	15,999,999.48	15,999,999.48
15	GK C 151 A	TOYOTA L/CRUISER	3/28/2023	1	11,930,000.00	11,930,000.00
16	GK C 019 B	TOYOTA URBAN CRUISER	19/06/2024	1	5,296,350.00	5,296,350.00
17	GK C 584 B	TOYOTA HIACE (VAN)	28/06/2024	1	7,610,000.00	7,610,000.00
	TOTAL VALUE					**118,003,986.57**
	OFFICE FURNITURE AND EQUIPMENT					
	ASSISTANT DIRECTOR - SUPPLY CHAIN MANAGEMENT					
1	EXECUTIVE DESK	1.8 METRE WOODEN DESK WITH 3 DRAWER CABI	7/8/2016	1	105,053.00	105,053.00
2	VISITORS CHAIRS	LEATHER WITH WOODEN ARM RESTS	6/16/2014	2	20,000.00	40,000.00
3	ORTHOPEADIC SEAT	HIGH BACK	6/27/2016	1	71,550.00	71,550.00
4	COAT HUNGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
5	STEEL CABINETS	4 DRAWERS	6/16/2014	2	19,013.00	38,026.00
6	OFFICE BOOK SHELVES	INBUILT WOODEN SHELVES	11/12/2013	1	20,000.00	20,000.00
	DIRECTOR, ATI					
1	VISITORS' CHAIRS	LEATHER WITH WOODEN ARM RESTS	19/11/2020	2	14,955.00	29,910.00
2	EXECUTIVE DESK	1.8 METRE WOODEN DESK WITH 3 DRAWER CABI	7/8/2016	1	105,053.00	105,053.00
3	STEEL CABINETS	4 DRAWERS	6/16/2014	1	19,013.00	19,013.00
4	ORTHOPEADIC SEAT	HIGH BACK	6/27/2016	1	71,550.00	71,550.00
5	COAT HUNGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
6	EXECUTIVE DESK	1.8 METRE WOODEN DESK WITH 3 DRAWER CABI	7/8/2016	1	105,053.00	105,053.00
7	BOOK SHELVES	BOOKSHELVES WITH GLASS DOORS	7/8/2016	1	35,500.00	35,500.00
	DIRECTOR - PUBLIC EDUCATION ADVOCACY & CORPORATE COMMUNICATION					
1	EXECUTIVE DESKS	1.5 METRE & 1.8 METRE WOODEN DESKS	MINISTRY	1	105,053.00	105,053.00
2	EXECUTIVE COAT HANGERS	WOODEN	6/16/2014	1	6,200.00	6,200.00
3	EXECUTIVE SEAT	LEATHER HIGH BACK	6/27/2016	1	35,235.00	35,235.00
4	SIDE DESKS	ATTACHED TO THE EXECUTIVE DESKS	MINISTRY	2		-
5	ORTHOPAEDIC CHAIR	HIGH BACK UPHOLSTERY	6/27/2016	1	65,000.00	65,000.00
6	OFFICE CABINET	2 DOOR WOODEN/GLASS	MINISTRY	1	35,505.00	35,505.00
7	VISTORS SEATS	LEATHER WITH WOODEN ARM RESTS	6/16/2014	2	20,000.00	40,000.00
8	EXECUTIVE OFFICE DESK	WOODEN	28/09/2020	1	54,989.00	54,989.00
9	BOOK SHELVES	BOOK SHELVES WITH WOODEN GLASS DOORS	7/8/2016	1	35,500.00	35,500.00
	AD DIRECTOR - PUBLIC EDUCATION ADVOCACY & CORPORATE COMMUNICATION					
1	EXECUTIVE DESKS	1.5 METRE & 1.8 METRE WOODEN DESKS	MINISTRY	1	105,053.00	105,053.00
2	EXECUTIVE COAT HANGERS	WOODEN	6/16/2014	1	6,200.00	6,200.00
3	VISTORS SEATS	LEATHER WITH WOODEN ARM RESTS	6/16/2014	1	20,000.00	20,000.00
4	ORTHOPAEDIC CHAIR	HIGH BACK UPHOLSTERY	6/27/2016	1	65,000.00	65,000.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	ASSISTANT DIRECTOR - HUMAN RESOURCE MANAGEMENT					
1	ORTHOPAEDIC CHAIR	HIGHBACK, UPHOLSTERY	6/27/2016	1	65,000.00	65,000.00
2	EXECUTIVE DESK	WOODEN WITH DRAWERS	6/27/2016	1	105,053.00	105,053.00
3	VISTORS CHAIRS	LEATHER WITH WOODEN ARM RESTS	4/16/2014	2	20,000.00	40,000.00
4	SIDE DESK	ATTACHED TO EXECUTIVE DESK		1		-
5	BOOK SHELF	BOOK SHELVES WITH WOODEN GLASS DOORS	7/8/2016	1	35,500.00	35,500.00
6	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
7	FIRE PROOF SAFE	4 DRAWER		1	19,013.00	19,013.00
	CASH OFFICE					
1	DESK	L - CURVED WITH WOODEN WITH DRAWERS	MINISTRY	2	50,153.00	100,306.00
2	STEEL CABINET	4 DRAWER	MINISTRY	2	19,013.00	38,026.00
3	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
4	EXECUTIVE CHAIRS	LEATHER MEDIUM BACK		2	28,125.00	56,250.00
5	OPEN SHELVES	INBULT ON THE WALL	MINISTRY	1	20,000.00	20,000.00
6	STRONG ROOM SAFE	METALLIC	MINISTRY	1	200,000.00	200,000.00
7	OFFICE CABINET	HALF TWO DOOR WOODEN CABINET	MINISTRY	1	35,505.00	35,505.00
8	ORTHOPEDIC CHAIRS	HIGH BACK	6/21/2017	2	27,000.00	54,000.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	REGISTRY					
1	OFFICE DESKS	WOODEN WITH DRAWERS	MINISTRY	4	100,306.00	401,224.00
2	METAL CABINET	4 DRAWER	MINISTRY	3	28,519.00	85,557.00
3	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
4	OFFICE SEATS		6/27/2016	4	7,031.00	28,124.00
5	WATER DISPENSER	LARGE SIZE	6/21/2017	1	10,000.00	10,000.00
6	OFFICE TROLLEY	WOODEN	MINISTRY	1	21,000.00	21,000.00
7	FILING CABINET	METALLIC	MINISTRY	3	17,242.00	51,726.00
8	ORTHOPEDIC CHAIRS	LOW BACK	6/27/2017	4	24,360.00	97,440.00
9	EXECUTIVE DESK	1.5METRE WOODEN DESK WITH DRAWERS	4/16/2014	1	105,053.00	105,053.00
10	VISTORS CHAIRS	LEATHER WITH WOODEN ARMS RESTS	4/16/2014	2	20,000.00	40,000.00
11	SIDE DESK	ATTACHED TO EXECUTIVE DESK	4/16/2014	1		-
12	EXECUTIVE DESK	LEATHER HIGH BACK	6/27/2017	1	71,550.00	71,550.00
13	METAL CABINET	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
14	METALLIC CABINETS	4 DRAWER	7/6/2021	4	19,800.00	79,200.00
	SECURITY WING C					
1	EXECUTIVE CHAIRS	LEATHER HIGH BACK	3/15/2013	2	35,235.00	70,470.00
2	METAL CABINETS	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
3	WORK STATION DESKS	2 DESKS (ONE WAY)	MINISTRY	2	244,429.00	488,858.00
	WORK STATION 1					
1	EXECUTIVE SEATS	LEATHER HIGH BACK	6/27/2016	4	35,235.00	140,940.00
2	WORK STATION	4WAY WOODEN WITH DRAWERS	4/16/2014	1	244,429.00	244,429.00
3	METAL CABINETS	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
4	WATER DISPENSER	LARGE SIZE	MINISTRY	1	10,000.00	10,000.00
5	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
6	OFFICE SEATS	BLUE UPHOLSTERY SEATS	MINISTRY	3	28,125.00	84,375.00
7	ORTHOPEDIC CHAIRS	LOW BACK	6/27/2016	4	24,360.00	97,440.00
	MEETING ROOM					
1	CONFERENCE DESK	WOODEN OVAL SHAPE (8 SEATER)	MINISTRY	1	115,500.00	115,500.00
2	EXECUTIVE CHAIR	LEATHER HIGH BACK	MINISTRY	2	71,550.00	143,100.00
3	CONFERENCE TABLE SEATS	UPHOLSTERY CANTILEVER SEATS WITH ARM	MINISTRY	7	2,429.00	17,003.00
4	OFFICE CABINET	4 DOOR, GLASS & WOODEN	MINISTRY	1	35,505.00	35,505.00
	WORK STATION 2					
1	WORK STATION	4 WAY WOODEN, COMPLETE WITH DRAWERS	3/14/2013	1	244,429.00	244,429.00
2	EXECUTIVE SEATS	LEATHER HIGH BACK	4/16/2014	4	35,235.00	140,940.00
3	ORTHOPEDIC CHAIRS	LOW BACK	6/27/2016	4	24,360.00	97,440.00
	WORK STATION 3					
1	EXECUTIVE CHAIRS	LEATHER HIGH BACK		4	71,550.00	286,200.00
2	WORK STATION	4 WAY WOODEN, COMPLET WITH DRAWERS	3/14/2013	1	244,429.00	244,429.00
3	METAL CABINETS	4 DRAWER	MINISTRY	3	19,013.00	57,039.00
4	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
5	OTHOPEDIC CHAIRS	LOW BACK	6/27/2016	4	24,360.00	97,440.00
	ASSISTANT DIRECTOR - INTERNAL AUDIT & RISK MANAGEMENT					
1	STEEL CABINET	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
2	EXECUTIVE DESK	2 METRE WITH DRAWERS	MINISTRY	1	105,053.00	105,053.00
3	VISTORS CHAIRS	LEATHER WITH WOODEN ARMS REST	MINISTRY	2	20,000.00	40,000.00
4	SIDE DESK	ATTAHCHED TO EXECUTIVE DESK	MINISTRY	1		-
5	EXECUTIVE CHAIR	HIGH ABCK LEATHER	6/27/2016	1	71,550.00	71,550.00
6	OFFICE CABINET	2 DOOR WOODEN	MINISTRY	1	35,505.00	35,505.00
7	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
	DIRECTOR - STRATEGY, RESEARCH AND COMPLIANCE					
1	EXECUTIVE DESK	1.8 METRE WITH DRAWERS	MINISTRY	1	105,053.00	105,053.00
2	VISTORS CHAIRS	LEATHER WITH WOODEN ARM REST	MINISTRY	4	20,000.00	80,000.00
3	COFFEE TABLE	WOODEN	MINISTRY	1	20,096.00	20,096.00
4	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
5	OFFICE CABINET	3 DOOR; ONE WOODEN & 2 GLASS DOORS	MINISTRY	1	35,505.00	35,505.00
6	STEEL CABINET	4 DOOR	MINISTRY	2	19,013.00	38,026.00
7	SIDE DESK	TO EXECUTIVE DESK	MINISTRY	1		-
8	ORTHOPEDIC SEAT	HIGH BACK	11/9/2021	1	23,950.00	23,950.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	WORK STATION 4					
1	EXECUTIVE CHAIRS	HIGH BACK	6/27/2016	4	71,550.00	286,200.00
2	WORK STATION	4 WAY WOODEN COMPLETE WITH DRAWERS	4/16/2014	1	244,429.00	244,429.00
3	ORTHOPEDIC SEATS	LOW BACK	6/27/2016	4	24,360.00	97,440.00
	DIRECTOR STRATEGY, RESEARCH AND COMPLIANCE					
	DIRECTOR'S OFFICE					
1	EXECUTIVE SEAT	HIGH BACK LEATHER	6/27/2016	1	35,235.00	35,235.00
2	EXECUTIVE DESK	1.8 METRE WITH DRAWERS	MINISTRY	1	105,053.00	105,053.00
3	VISTORS CHAIRS	LEATHER WITH WOODEN ARMS	MINISTRY	2	20,000.00	40,000.00
4	SIDE DESK	ATTACHED TO EXECUTIVE DESK	MINISTRY	1		-
5	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
6	OFFICE CABINET	3 DOOR: ONE WOODEN & 2 GLASS DOORS	MINISTRY	1	35,505.00	35,505.00
7	METAL CABINET	4 DOOR	MINISTRY	1	19,013.00	19,013.00
	DIRECTOR - COMPLAINTS, INVESTIGATIONS AND LEGAL DEPARTMENT					
	SENIOR LEGAL OFFICE					
1	WATER DISPENSER	LARGE SIZE	MINISTRY	1	10,000.00	10,000.00
2	WORK STATION	4 WAY WOODEN WITH CHEST DRAWERS	6/27/2016	1	244,429.00	244,429.00
3	EXECUTIVE CHAIRS	LEATHER HIGH BACK	6/27/2016	4	17,888.00	71,552.00
	ROOM 4 LEGAL					
1	BOOKSHELF FOR FILES	WOODEN INBUILT ON THE WALL	6/27/2016	1	20,000.00	20,000.00
	DIRECTOR LEGAL					
1	EXECUTIVE DESK	1.8 METRE WITH DRAWERS	6/27/2016	1	105,053.00	105,053.00
2	VISTORS CHAIR	LEATHER WITH WOODEN ARMS REST	6/16/2014	2	40,000.00	80,000.00
3	SIDE DESK	ATTACHED TO EXECUTIVE DESK	6/27/2016	1		-
4	ORTHOPEDIC SEAT	LEATHER HIGH BACK	6/27/2016	1	65,000.00	65,000.00
5	COAT HANGER	WOODEN	4/16/2014	1	6,200.00	6,200.00
6	OFFICE CABINET	2 DOOR	MINISTRY	1	35,505.00	35,505.00
	RECEPTION					
1	VISTORS SEATS	4 SILVER/ BLACK LINKED SEATS	6/27/2016	12	20,000.00	240,000.00
2	FIRST AID KIT		3/13/2017	1	5,000.00	5,000.00
3	QUOTATION BOX	WOODEN, LARGE AND MEDIUM	MINISTRY	2	2,500.00	5,000.00
4	COFFEE TABLE	SILOVER METALLIC	6/16/2014	2	20,096.00	40,192.00
5	RECEPTION FRONT DESK	WOODEN DESK WITH DRAWERS	11/12/2013	1	120,713.00	120,713.00
6	EXECUTIVE CHAIR	LEATHER HIGH BACK	6/27/2016	1	71,550.00	71,550.00
7	VISTORS SEATS	BLUE	6/27/2016	1	20,000.00	20,000.00
8	WATER DISPENSER	LARGE SIZE	6/27/2016	1	10,000.00	10,000.00
	COMMISSION SECRETARY					
1	EXECUTIVE DESK	2.6M WOODEN WITH DRAWERS	16/16/2014	1	105,053.00	105,053.00
2	VISTORS CHAIRS	LEATHER WITH WOODEN ARM REST	6/16/2014	2	20,000.00	40,000.00
3	3 PCS OFFICE SOFA SET	WOODEN ARM RESTS & LEATHER	6/16/2014	1	250,000.00	250,000.00
4	COFFEE TABLE	WOODEN	6/16/2014	1	20,096.00	20,096.00
5	ROUND CONFERENCE TABLE	4 SEATER WOODEN	6/16/2014	1	45,000.00	45,000.00
6	CONFERENCE SEATS	UPHOSTERY MEDIUM SIZE SEATS	6/16/2014	4	34,000.00	136,000.00
7	ORTHOPEDI CHAIR	LEATHER HIGH BACK	6/16/2014	1	65,000.00	65,000.00
8	COAT HANGER	WOODEN & METALLIC	6/16/2014	1	6,200.00	6,200.00
9	BOOK SHELVE	2 DOOR WOODEN	4/16/2014	1		-
10	SIDE DESKS	ATTACHED TO THE EXECUTIVE DESK	4/16/2014	1		-
	CS SECRETARY					
1	VISTORS CHAIR	LEATHER WITH WOODEN ARM REST	MINISTRY	1	20,000.00	20,000.00
2	OFFICE DESK	WOODEN COMPLETE WITH DRAWERS	6/21/2017	1	50,153.00	50,153.00
3	STRONG ROOM SAFE	METALLIC	MINISTRY	1	20,000.00	20,000.00
4	METAL CABINET	4 DOOR	6/11/2016	1	19,013.00	19,013.00
5	WOODEN CABINET	2 DOOR	MINISTRY	1	30,000.00	30,000.00
6	SIDE CABINET	TWO DOOR(1METRE HIGH)	MINISTRY	1	10,000.00	10,000.00
7	WATER DISPENSER	LARGE SIZE	6/27/2016	1	10,000.00	10,000.00
9	EXECUTIVE SECRETARIAL	LOW BACK	6/14/2017	1	24,360.00	24,360.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
10	WATER DISPENSER	LARGE SIZE, HOT AND COLD, 18.9 LITRES	1/29/2020	1	21,080.00	21,080.00
11	PAPER SHREDDER	MODEL RSS 1838 STRIP CUT SHREDDER	2/5/2020	1	53,500.00	53,500.00
	DIRECTOR - CORPORATE SERVICES					
1	ORTHOPEDIC CHAIR	MEDIUM UPHOLSTERY	6/16/2014	1	65,000.00	65,000.00
2	SIDE DESKS	ATTACHED TO THE EXECUTIVE DESK	MINISTRY	1		-
3	EXECUTIVE DESK	1.8 METRE, WOODEN WITH DRAWERS	MINISTRY	1	105,053.00	105,053.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
4	VISTORS CHAIRS	LEATHER WITH WOODEN ARM REST	MINISTRY	2	20,000.00	40,000.00
5	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
6	OFFICE CABINET	2 DOOR, WOODEN/GLASS	MINISTRY	1	35,505.00	35,505.00
7	COFFEE TABLE	WOODEN	MINISTRY	1	20,096.00	20,096.00
8	METAL CABINET	4 DOOR	MINISTRY	1	19,013.00	19,013.00
9	FAN	MEDIUM SIZE	MINISTRY	1	3,000.00	3,000.00
	HAKI CENTRE					
1	ROUND CONFERENCE TABLE	WOODEN SMALL SIZE	11/12/2013	1	45,000.00	45,000.00
2	OFFICE SEATS	UPHOLSTERY SEATS	MINISTRY	4	28,125.00	112,500.00
3	CONFERENCE CHAIRS	UPHOLSTERY SEATS	6/16/2014	16	15,000.00	240,000.00
4	ROUND CONFERENCE TABLE	INBUILT TO TAKE 16 SEATS	6/16/2014	1	115,500.00	115,500.00
	KITCHEN					
1	TROLLEYS	3 PCS SHELVED WOODEN TROLLEYS	6/12/2014	3	21,000.00	63,000.00
	CHAIRPERSON'S OFFICE					
1	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
2	EXECUTIVE DESK	2.8 METRE LONG, WOODEN WITH DRAWERS	6/16/2014	1	105,053.00	105,053.00
3	SIDE DESK	ATTACHED TO THE EXECUTIVE DESK	6/16/2014	1		-
4	OTHOPEDIC SEAT	LEATHER HIGH BACK	6/16/2014	1	65,000.00	65,000.00
5	VISTOR CHAIR	WITH WOODEN ARM RESTS	6/16/2014	2	20,000.00	40,000.00
6	3 PCS SOFA SET	LEATHER WITH WOODEN ARM REST	6/16/2014	1	250,000.00	250,000.00
7	BLACK COFFEE TABLE	GLASS AND METAL	6/16/2014	1	20,096.00	20,096.00
8	SIDE CABINET	MEDIUM SIZE	6/16/2014	1	15,000.00	15,000.00
9	OFFICE CABINET	5 DOOR GLASS & WOOD	6/16/2014	1	20,000.00	20,000.00
10	4 SEATER OVAL CONFERENCE DESK	WOOD	6/16/2014	1	45,000.00	45,000.00
11	CONFERENCE SEATS	LEATHER, CANTILEVER	6/16/2014	4	17,000.00	68,000.00
12	COFFEE TABLE	WOODEN	6/16/2014	1	20,096.00	20,096.00
13	FAN	MEDIUM SIZE	6/16/2014	1	3,000.00	3,000.00
14	HEATER		6/16/2014	1	8,000.00	8,000.00
15	REFRIDGERATOR	SMALL SIZE	6/16/2014	1	10,000.00	10,000.00
16	VISITORS CHAIR	OTHOPAEDIC - (Mt. Kenya Furniture Solutions Lin	11/29/2021	3	14,000.00	42,000.00
17	6 SEATER EXECUTIVE SOFA SET	HALF LEATHER - BLACK - (Mt. Kenya Furniture Sol	11/29/2021	1	700,000.00	700,000.00
18	END TABLE	(Mt. Kenya Furniture Solutions Limited)	11/29/2021	1	65,000.00	65,000.00
19	ROUND MEETING TABLE	(Mt. Kenya Furniture Solutions Limited)	11/29/2021	1	55,000.00	55,000.00
20	EXECUTIVE ORTHOPAEDIC SEAT	ORTHOPAEDIC - (Mt. Kenya Furniture Solutions Li	11/29/2021	1	94,000.00	94,000.00
	CHAIR'S SECRETARY					
1	OFFICE DESK	WOODEN WIT DRAWERS	6/16/2014	1	50,153.00	50,153.00
2	OFFICE SEAT	MEOUM BACK UPHOLSTERY		1	5,000.00	5,000.00
3	VISTORS CHAIRS	LEATHER WITH WOODEN ARM REST	MINISTRY	2	20,000.00	40,000.00
4	OFFICE CABINET	2 DOOR WOODEN	MINISTRY	1	35,505.00	35,505.00
5	METAL CABINET	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
6	WATER DISPENSER	LARGE SIZE	6/16/2014	1	10,000.00	10,000.00
7	EXECUTIVE SECRETARIAL SEAT	LOW BACK	6/16/2017	1	24,360.00	24,360.00
	ASSISTANT DIRECTOR - ADVISORY UNIT					
1	FAN		MINISTRY	1	3,000.00	3,000.00
2	EXECUTIVE DESK	1.8 M	MINISTRY	2	105,053.00	210,106.00
3	VISITORS CHAIR	LEATHER WITH WOODEN ARM REST	6/16/2014	4	20,000.00	80,000.00
4	EXECUTIVE CHAIR	LEATHER HIGH BACK		2	71,550.00	143,100.00
5	OFFICE CABINET	3 DOOR, WOODEN & GLASS DOOR	MINISTRY	1	30,000.00	30,000.00
6	METAL CABINET	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
7	ORTHOPEDIC CHAIRS	LOW BACK	6/14/2017	4	24,360.00	97,440.00
	SECURITY CHAIR					
1	VISITORS CHAIR	LEATHER WITH WOODEN ARM REST	MINISTRY	1	20,000.00	20,000.00
2	OFFICE DESK	WOODEN	MINISTRY	1	50,153.00	50,153.00
3	VISTORS SEAT	BLUE UPHOLSTERY SEATS	MINISTRY	1	20,000.00	20,000.00
	COMMISSIONER					

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
1	EXECUTIVE DESK	2.4M WITH DRAWERS	4/16/2014	1	95,918.00	95,918.00
2	ORTHOPAEDIC SEAT	UPHOLSTERY HIGH BACK	5/30/2017	1	65,000.00	65,000.00
3	VISITORS CHAIRS	LEATHER WITH WOODEN ARM RESTS	6/16/2014	2	20,000.00	40,000.00
4	COFFEE TABLE	WOODEN	6/16/2014	2	20,096.00	40,192.00
5	SIDE DESK	ATTACHED TO EXECUTIVE DESK	6/16/2014	1		-
6	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
7	OFFICE CABINET	3 DOOR WOODEN	6/16/2014	1	35,505.00	35,505.00
8	SOFA SEAT 3 PC	LEATHER WITH WOODEN ARM RESTS	6/16/2014	1	250,000.00	250,000.00
9	FAN			1	3,000.00	3,000.00
10	ORTHOPAEDIC SEAT	HIGH BACK		1	98,000.00	98,000.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	COMMISSIONERS' SECRETARY					
1	VISITORS CHAIR WOODEN	LEATHER WITH WOODEN ARM REST	6/16/2014	1	20,000.00	20,000.00
2	OFFICE DESK	WOODEN WITH DRAWERS	6/16/2014	1	50,153.00	50,153.00
3	SHELVED WOODEN DESK			1	20,000.00	20,000.00
4	OFFICE SEAT	BLUE UPHOSTERY	6/16/2014	1	28,125.00	28,125.00
5	SIDE DESK	ATTACHED TO THE EXECUTIVE DESK	6/16/2014	1		-
6	EXECUTIVE SECRETARIAL SEAT	LOW BACK	6/14/2017	1	24,360.00	24,360.00
7	WATER DISPENSER	HOT AND COLD, 18.9 LITRES	1/29/2020	1	21,080.00	21,080.00
	VICE CHAIRPERSON					
1	COFFEEE TABLE	WOODEN	6/16/2014	2	20,096.00	40,192.00
2	SIDE DESK	ATTACHED TO THE EXECUTIVE DESK	6/16/2014	1		-
3	ORTHOPEDIC SEAT	UPHOLSTERY HIGH BACK	6/16/2014	1	65,000.00	65,000.00
4	EXECUTIVE DESK	2.4M WITH DRAWERS	6/16/2014	1	95,918.00	95,918.00
5	VISITORS CHAIR	LEATHER WITH WOODEN ARMS	6/16/2014	2	20,000.00	40,000.00
6	3PC SOFA SET	LEATHER WITH WOODEN ARM RESTS	6/16/2014	1	250,000.00	250,000.00
7	FAN		6/16/2014	1	3,000.00	3,000.00
8	OFFICE CABINET	3 DOOR GLASS/ WOODEN CABINET	6/16/2014	1	35,505.00	35,505.00
9	COAT HANGER	WOODEN	6/16/2014	1	6,200.00	6,200.00
	SECRETARY - VICE CHAIR					
1	OFFICE DESK	WOODEN WITH DRAWERS	6/16/2014	1	50,153.00	50,153.00
2	SIDE DESK	ATTACHED TO THE EXECUTIVE DESK	6/16/2014	1		-
3	VISITORS WOODEN CHAIR	LEATHER WITH WOODEN ARM REST	6/16/2014	1	20,000.00	20,000.00
4	OFFICE SEAT		6/16/2014	1	28,125.00	28,125.00
5	METAL CABINET	4 DRAWER	MINISTRY	1	19,013.00	19,013.00
6	EXECUTIVE SECRETARIAL SEAT	LOW BACK	6/16/2017	1	24,360.00	24,360.00
7	OFFICE SEAT	MEDIUM UPHOLSTERY	7/27/2016	1	5,000.00	5,000.00
8	OFFICE DESK	WOODEN WITH DRAWERS	6/12/2014	1	50,153.00	50,153.00
9	READER'S DESK	3 (TWO) LINKED WOODEN DESKS	6/12/2014	6	5,000.00	30,000.00
10	READER'S SEATS	LEATHER METALLIC SEATS	6/12/2014	6	3,000.00	18,000.00
11	OFFICE SHELVES	5 WOODEN SHELVES DIFFERENT SIZES	6/12/2014	4	12,500.00	50,000.00
12	OFFICE CABINET	3 DOOR WOODEN	6/12/2014	1	35,505.00	35,505.00
13	WATER DISPENSER	HOT AND COLD, 18.9 LITRES	1/29/2020	1	21,080.00	21,080.00
	RESOURCE CENTRE					
1	SINGLE ENTRY BOOK SHELF	METALLIC	24/06/2021	1	25,150.00	25,150.00
2	DOUBLE ENTRY BOOK SHELVES	METALLIC	24/06/2021		28,660.00	57,320.00
	ASSISTANT DIRECTOR - FINANCE AND ACCOUNTS DIVISION					
1	METAL CABINET	4 DRAWER	29/06/2021	2	16,195.00	32,390.00
	BRANCH OFFICES - KISUMU BRANCH					
1	EXECUTIVE OFFICE DESK	1.8 M WITH SIDE RETURN	4/4/2013	1	105,053.00	105,053.00
2	EXECUTIVE SEAT	HIGH BACK	4/4/2013	1	71,550.00	71,550.00
3	VISITORS CHAIRS	IN LEATHER	4/4/2013	2	19,800.00	39,600.00
4	ROUND MEETING TABLE	WOODEN	4/4/2013	1	19,452.00	19,452.00
5	OFFICE CHAIRS	MEDIUM BACK LEATHER	4/4/2013	4	7,032.00	28,128.00
6	METAL CABINET	4 DRAWER	4/4/2013	1	19,013.00	19,013.00
7	FILE CABINET	HALF GLASS WOODEN DOOR	4/4/2013	1	35,505.00	35,505.00
8	OFFICE DESK	1.6M WITH FIXED DRAWERS	4/4/2013	1	50,153.00	50,153.00
9	OFFICE CHAIRS	MEDIUM BACK LEATHER	4/4/2013	1	28,125.00	28,125.00
10	VISITORS CHAIRS	IN LEATHER	4/4/2013	2	4,455.00	8,910.00
11	CABINET	HALF GLASS WOODEN DOOR	4/4/2013	1	35,505.00	35,505.00
12	4 WAY WORK STATION	L - SHAPED	4/4/2013	2	122,215.00	244,430.00
13	CHAIRS	MEDIUM BACK LEATHER	4/4/2013	8	3,516.00	28,128.00
14	CHAIRS VISITORS		4/4/2013	2	3,263.00	6,526.00
15	METAL CABINET	4 DRAWER	4/4/2013	2	19,013.00	38,026.00
16	EXECUTIVE CONFERENCE TABLE	2.4M WOODEN	4/4/2013	1	95,918.00	95,918.00
17	BOARD ROOM CHAIRS	MEDIUM BACK LEATHER	4/4/2013	10	2,813.00	28,130.00
18	WORK STATION	L SHAPED 4 WAY	4/4/2013	1	244,429.00	244,429.00
19	CHAIR	MEDIUM BACK LEATHER	4/4/2013	4	7,032.00	28,128.00
20	CABINET	INBUILT FITTING	4/4/2013	1	1,000,000.00	1,000,000.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
21	EXECUTIVE RECEPTION DESK	1.8 M	4/4/2013	1	120,713.00	120,713.00
22	SECRETARIAL CHAIR	HIGH BACK	4/4/2013	1	19,575.00	19,575.00
23	VISITORS CHAIRS	LEATHER, 3 SEATER SET	4/4/2013	1	140,486.00	140,486.00
24	VISITORS CHAIRS	LEATHER, 1 SEATER SET	4/4/2013	1	46,828.50	46,828.50
25	VISTORS CHAIR		4/4/2013	2	3,263.00	6,526.00
26	WATER DISPENSER	PART NO. AD1200737	4/4/2013	1	10,000.00	10,000.00
	MOMBASA BRANCH OFFICE					
1	OFFICE DESK	WOODEN WITH SIDE TABLE	6/27/2016	1	50,153.00	50,153.00
2	EXECUTIVE CHAIR	LEATHER WITH HIGH BACK CHAIR		1	71,550.00	71,550.00
3	VISTORS SEAT	LEATHER WITH WOODEN ARM REST	MINISTRY	2	20,000.00	40,000.00
4	EXECUTIVE CHAIR	LEATHER HIGH BACK CHAIR	MINISTRY	1	71,550.00	71,550.00
5	VISTORS SEAT	LEATHER WITH WOODEN ARM REST	MINISTRY	1	20,000.00	20,000.00
6	INCOMPLETE EXECUTIVE DESK	1.6M EXECUTIVE DESK WITH SIDE TABLE	MINISTRY	1	105,000.00	105,000.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
7	EXECUTIVE SEAT	LEATHER WITH WOODEN ARM REST	6/27/2016	1	35,235.00	35,235.00
8	SECRETARIAL SEAT	UPHOLSTERY HIGH BACK	MINISTRY	2	3,000.00	6,000.00
9	OFFICE DESK	WOODEN WITH DRAWERS	MINISTRY	1	50,153.00	50,153.00
10	SECRETARIAL SEAT	MEDIUM UPHOLSTERY	MINISTRY	1	6,000.00	6,000.00
11	WATER DISPENSER		6/27/2016	1	10,000.00	10,000.00
12	WALL CLOCK			1	1,000.00	1,000.00
13	VISITORS SEAT	BLUE VISITORS SEAT AND WOODEN SEAT	6/27/2016	4	20,000.00	80,000.00
14	METAL CABINETS	4 DRAWER METAL CABINETS	MINISTRY	2	19,013.00	38,026.00
15	KITCHEN TABLE	WOODEN		1	10,000.00	10,000.00
16	VISITORS 3 LINKED SEATER		6/27/2016	1	20,000.00	20,000.00
	ISIOLO BRANCH					
1	4 WAY WORK STATION	WOODEN	6/27/2016	1	86,000.00	86,000.00
2	EXECUTIVE DESK		6/21/2017	1	60,385.00	60,385.00
3	EXECUTIVE SEAT	LEATHER	6/27/2016	1	23,700.00	23,700.00
4	LEATHER SEATS		6/16/2014	3	23,700.00	71,100.00
5	VISITORS CHAIRS		6/12/2014	4	12,000.00	48,000.00
6	WOODEN CHAIRS		6/16/2014	2	19,800.00	39,600.00
7	OFFICE DESK		MINISTRY	1	15,000.00	15,000.00
8	CABINET	METALLIC	MINISTRY	1	13,000.00	13,000.00
9	FAN			1	10,000.00	10,000.00
	ELDORET BRANCH OFFICE					
1	WORK STATION	4 WAY WORK STATION	MINISTRY	1	35,000.00	35,000.00
2	VISITORS CHAIR	3 LINKED	6/27/2016	1	20,000.00	20,000.00
3	ORHTOPEDIC SEAT		6/27/2016	1	24,360.00	24,360.00
4	CABINET	METALLIC	6/11/2016	1	29,900.00	29,900.00
5	MICROWAVE		6/27/2016	1	27,500.00	27,500.00
6	VISITORS CHAIR	BLUE	MINISTRY	6	36,000.00	216,000.00
7	WATER DISPENSER		2/18/2016	1	18,500.00	18,500.00
8	MOBILE OFFICE CABINETS	WOODEN	28/09/2020	1	47,980.00	47,980.00
9	EXECUTIVE OFFICE DESK		19/11/2020	1	54,989.00	54,989.00
10	COAT HANGER	WOODEN	15/02/2021	1	4,500.00	4,500.00
	OFFICE EQUIPMENT AND COMPUTERS					
	DESKTOP COMPUTERS					
1	DESKTOP COMPUTER- MICRO TOWER	WITH CPU,MONITOR, KEY BOARD	MINISTRY	13		
2	DELL OPTIPLEX 7010	WITH CPU,MONITOR, KEY BOARD	2/27/2013	33	88,900.00	2,933,700.00
3	DELL OPTIPLEX 755	WITH CPU,MONITOR, KEY BOARD	2/27/2013	23	70,000.00	1,610,000.00
4	HP ELITE DESK	WITH CPU,MONITOR, KEY BOARD	6/23/2016	1	88,900.00	88,900.00
5	HP COMPAQ PRO 6300	WITH CPU,MONITOR, KEY BOARD	6/23/2016	7	80,000.00	560,000.00
6	HP CORE i3	WITH CPU,MONITOR, KEY BOARD	4/16/2018	2	78,600.00	157,200.00
7	DELL POWER EDGE 2950 RACK SERVER	RACK MOUNTED SERVER	6/28/2016	2	600,000.00	1,200,000.00
8	HP CZC1089I55	WITH CPU,MONITOR, KEY BOARD	18/6/2021	1		
9	HP CZ1089L6V	WITH CPU,MONITOR, KEY BOARD	18/6/2021	1		
10	HP CZC1089L2H	WITH CPU,MONITOR, KEY BOARD	18/6/2021	1		
	LAPTOPS					
1	A1466 LAPTOP	S/N C17NVCZDG085	3/27/2014	1	132,714.00	132,714.00
2	HP PROBOOK 4340S	S/N. 2CE3201TMZ	3/27/2014	1	132,714.00	132,714.00
3	HP PROBOOK 450 G2	S/N. 2CE33806PO	3/27/2014	1	114,749.00	114,749.00
4	HP 350 G1	S/N. 5CG411D064	3/27/2014	1	132,714.00	132,714.00
5	HP ELITEBOOK 2570p	S/N. 5CG4	3/25/2014	1	132,714.00	132,714.00
6	HP PROBOOK 4340S	S/N. 2CE3081XSJ	3/27/2014	1	132,714.00	132,714.00
7	HP ELITE BOOK 2570P	S/N. CNU3144936M	6/14/2013	1	132,714.00	132,714.00
8	HP 350 G1		3/27/2014	1	132,714.00	132,714.00
9	HP PROBOOK 4340S	S/N. 2CE 3081XRS	2/28/2013	1	132,714.00	132,714.00
10	HP 350 G1	S/N. 5CG410DHPT	3/25/2014	1	132,714.00	132,714.00
11	HP 240	S/N. 5CB424095R	6/20/2016	1	100,000.00	100,000.00
12	HP 440	S/N. 8CG424065F	6/20/2016	1	100,000.00	100,000.00
13	HP 850	S/N. CNU40193F4	3/27/2014	1	100,000.00	100,000.00
14	HP PROBOOK		8/28/2002	1	133,500.00	133,500.00
15	DELL	S/NO. BQQD3G3 - (Sallie Computer Services)	12/20/2021	1	167,900.00	167,900.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	PRINTERS, PROJECTORS, TV SETS					
1	RICOH AFICIO MPC2551	S/N. V9833800079 - **Tag No. CAJ1758**	1/28/2013	1	550,000.00	550,000.00
2	RICOH MP 2001 SP	S/N. E323M320495 - **Tag No. CAJ0543**	1/28/2013	1	550,000.00	550,000.00
5	KYOCERA FS- C2026MFP	S/N. NN52Y06900 - **Tag No. CAJ0030**	MINISTRY	1	210,000.00	210,000.00
6	KYOCERA FS- C2026MFP	S/N. NN53912384	MINISTRY	1	210,000.00	210,000.00
	HP LASER JET PRO 400 MFP M475 dn	S/N. CND8F5B2TV - **Tag No. CAJ1031**	MINISTRY	1	210,000.00	210,000.00
12	KYOCERA FS 4000DN	S/N. XLP7918761 - **Tag No. CAJ0414**	MINISTRY	1	210,000.00	210,000.00
13	KYOCERA FS 4000DN	S/N. XLP7617201-**Tag No. CAJ0630**	MINISTRY	1	210,000.00	210,000.00
	RICOH MP 2001 SP	S/NO E323M320464 - **Tag No. CAJ0083**	28/01/2013	1	550,000.00	550,000.00
14	MPC 5503 - FIRST FLOOR	S/N. E186J200429 - **Tag No. CAJ0414**	3/17/2017	1	1,185,000.00	1,185,000.00
15	LCD TV SET (SONY BRAVIA 26BX310)	S/N. 2041861 - **Tag No. CAJ0440**	8/1/2014	1	184,200.00	184,200.00
16	PVR DECORDER (DSTV HDPVR 2P)	-	8/1/2014	6	10,000.00	60,000.00
17	SONY CD/DVD PLAYER - CHAIR	S/N. 7027834 - **Tag No. CAJ0934**	8/1/2014	1	5,000.00	5,000.00
19	60KVA UPS BACK UP Liebert	**Tag No. CAJ1279**	3/15/2016	1	1,000,000.00	1,000,000.00
23	DELL PROJECTOR	CN-0N8278-S0081-834-0120	8/1/2014	1	100,000.00	100,000.00
24	DELL PROJECTOR	CN-0N8278-S0081-834-0123	8/1/2014	1	100,000.00	100,000.00
26	HP COLOUR LASERJET CP 3525dn	S/N. CNCTC2P166	2/27/2013	1	550,000.00	550,000.00
27	MFP RICOH 3504SP - WING A	S/N. G706J900005- **Tag No. CAJ1088**	6/28/2016	1	850,000.00	850,000.00
28	SAMSUNG 48 INCH TV - VICE CHAIR	S/N. 0AXQ3DDF90004H - **Tag No. CAJ0378**	8/1/2014	1	117,500.00	117,500.00
29	SAMSUNG 48 INCH TV - CMMR	S/N. 0AXQ3DDF90045D - **Tag No. CAJ0344**	8/1/2014	1	117,500.00	117,500.00
30	SAMSUNG 48 INCH TV - CEO/CS	S/N. 0AKM3D6FA00397H - **Tag No. CAJ1000**	8/1/2014	1	117,500.00	117,500.00
31	MFP KYOCERA TASKALFA 3251Ci - WING B	S/N. W2S7Y341472 - **Tag No. CAJ0779**	5/23/2018	1	800,500.00	800,500.00
32	Television - PEACCC	(Samsung) S/No. 05VW3K3W500423X **Tag No. CAJ1441**		1		
33	Television - CHAIR	S/N. OAXQ3DDF9000019E **(Samsung)tag No.; - CAJ0932**		1		
34	Television - RECEPTION	Model No. UA55H6400AR (samsang) **tag No.; CAJ0794**		1		
	SWITCHES					
1	HUAWEI AR2204XE, 60W AC	S/N. 2102351HLE10K2000054 - **Tag No. CAJ1973**	4/24/2019	1	217,363.31	217,363.31
2	HUAWEI S5720 48 PORT SWITCH	S/N. 2102311BXVHVJA003060 - **Tag No. CAJ1239**	4/24/2019	1	267,199.69	267,199.69
	SERVER					
1	SERVER	S/NO. CZ203908J2 - **Tag No. CAJ0599** (Sallie Computer Services)	12/20/2021	1	1,100,100.00	1,100,100.00
	ADDITIONAL INVENTORY, STORE					
1	VISITORS' CHAIRS	WOODEN	19/11/2021	2	14,955.00	29,910.00
2	COFFEE TABLES	GLASSTOP	15/02/2021	2	21,500.00	43,000.00
3	COAT HANGERS	WOODEN	15/2/2021	1	4,500.00	4,500.00
	ADDITIONAL INVENTORY FEB - APRIL 2019					
1	ORTHOPEDIC SEAT	HIGH BACK - WING A	2/25/2019	4	22,000.00	88,000.00
2	ORTHOPEDIC SEAT	HIGH BACK - WING C	2/25/2019	9	22,000.00	198,000.00
3	ORTHOPEDIC SEAT	HIGH BACK - STORE	2/25/2019	2	22,000.00	44,000.00
4	WORK STATIONS	4 WAY - WING C	2/25/2019	1	140,000.00	140,000.00
5	WORK STATIONS	4 WAY - WING A	2/25/2019	3	140,000.00	420,000.00
6	ORTHOPEDIC SEAT	HIGH BACK	11/9/2020	1	23,950.00	23,950.00
7	MOBILE OFFICE CABINETS	WOODEN	28,09/2020	1	47,980.00	47,980.00
	ADDITIONAL INVENTORY MAR-DEC 2019					-
1	BOARDROOM CHAIRS	LOW BACK	6/20/2019	12	19,200.00	230,400.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
2	ORTHOPEDIC SEATS	HIGH BACK	6/24/2019	10	37,100.00	371,000.00
3	CURTAIN SHEERS	FOR THE ELDORET OFFICE	6/26/2019	1	168,800.00	168,800.00
4	EXECUTIVE ORTHOPEDIC SEATS	HIGH BACK	10/28/2019	2	108,900.00	217,800.00
5	EXECUTIVE OFFICE DESK	WOODEN FOR THE CHIEF ICT OFFICER	1/7/2020	1	74,000.00	74,000.00
6	OTHOPEDIC SEATS	HIGH BACK	1/7/2020	10	90,000.00	900,000.00
7	FIRE PROOF SAFE	FOUR DRAWER FIRE RESISTANT SAFE- CHIEF ICT	2/25/2020	1	135,000.00	135,000.00
8	STORAGE RACKS	6ft by 3ft STORAGE RACKS FOR THE STORE	3/9/2020	4	18,700.00	74,800.00
9	4WAY WORK STATION	WOODEN, AT RECORDS AND WING C	3/18/2020	2	146,000.00	292,000.00
10	ORTHOPEDIC SEATS	FOR RECORDS OFFICE	6/8/2020	4	24,000.00	96,000.00
11	3 LINK VISITOR'S LOUNGE		28/09/2020	1	22,300.00	22,300.00
	ANNEX					-
	DESK TOP COMPUTERS	**S/NO**				-
1	C.P.U DELL OPTILEX 7010	CDK4WS1 - **Tag No. CAJ1480**	2/27/2013	1	88,900.00	88,900.00
2	C.P.U DELL OPTILEX 7010	CW9Z102 - **Tag No. CAJ0268**	2/27/2013	1	88,900.00	88,900.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
3	C.P.U DELL OPTILEX 7010	SERVICE TAG:2G9Z102 - **Tag No. CAJ0460**	2/27/2013	1	88,900.00	88,900.00
4	C.P.U DELL OPTILEX 7010	SERVICE TAG: F51Z102- **Tag No. CAJ0464**	2/27/2013	1	88,900.00	88,900.00
5	C.P.U DELL OPTILEX 7010	SERVICE TAG: 3W82102 - **Tag No. CAJ0263**	2/27/2013	1	88,900.00	88,900.00
6	C.P.U DELL OPTILEX 7010	SERVICE TAG: B4SOWS1 - **Tag No. CAJ0333**	2/27/2013	1	88,900.00	88,900.00
7	C.P.U DELL OPTILEX 7010	SERVICE TAG: 82BZ102 - **Tag No. CAJ1443**	2/27/2013	1	88,900.00	88,900.00
8	C.P.U DELL OPTILEX 7010	SERVICE TAG: B5S0WS1 - **Tag No. CAJ0596**	2/27/2013	1	88,900.00	88,900.00
9	C.P.U DELL OPTILEX 7010	SERVICE TAG: 91BZ102 - **Tag No. CAJ0555**	2/27/2013	1	88,900.00	88,900.00
10	C.P.U DELL OPTILEX 7010	SERVICE TAG: 2DG8WS1 - **Tag No. CAJ0597**	2/27/2013	1	88,900.00	88,900.00
11	C.P.U DELL OPTILEX 7010	SERVICE TAG: DPS1WS1- **Tag No. CAJ0732**	2/27/2013	1	88,900.00	88,900.00
12	C.P.U DELL OPTILEX 7010	SERVICE TAG: C21Z102 - **Tag No. CAJ0501**	2/27/2013	1	88,900.00	88,900.00
13	C.P.U DELL OPTILEX 7010	SERVICE TAG: CT8Z102 - **Tag No. CAJ0962**	2/27/2013	1	88,900.00	88,900.00
14	C.P.U DELL OPTILEX 7010	SERVICE TAG: J90Z102 - **Tag No. CAJ0953**	2/27/2013	1	88,900.00	88,900.00
15	C.P.U DELL OPTILEX 7010	SERVICE TAG: 67RH25J- **Tag No. CAJ0882**	2/27/2013	1	88,900.00	88,900.00
16	C.P.U DELL OPTILEX 755	SERVICE TAG:45KKL3J - **Tag No. CAJ0534**	6/23/2016	1	70,000.00	70,000.00
17	C.P.U DELL OPTILEX 755	SERVICE TAG: 96KKL3J - **Tag No. CAJ0881**	6/23/2016	1	70,000.00	70,000.00
18	C.P.U DELL OPTILEX 755	SERVICE TAG: 66KKL3J - **Tag No. CAJ0894**	6/23/2016	1	70,000.00	70,000.00
19	C.P.U DELL OPTILEX 755	SERVICE TAG: G5KKL3J - **Tag No. CAJ0278**	6/23/2016	1	70,000.00	70,000.00
20	C.P.U DELL OPTILEX 755	SERVICE TAG: 56KKL3J - **Tag No. CAJ0735**	6/23/2016	1	70,000.00	70,000.00
21	C.P.U DELL OPTILEX 755	SERVICE TAG: D4KKL3J - **Tag No. CAJ0179**	6/23/2016	1	70,000.00	70,000.00
22	C.P.U DELL OPTILEX 755	SERVICE TAG: J5KKL3J - **Tag No. CAJ0009**	6/23/2016	1	70,000.00	70,000.00
23	C.P.U DELL OPTILEX 755	SERVICE TAG: J4KKL3J - **Tag No. CAJ0472**	6/23/2016	1	70,000.00	70,000.00
						-
	DESK TOP COMPUTERS- MICRO TOWER	**CPU & MONITOR S/NO.**				-
1	CZC84184YW - **Tag No. CAJ0490**	3CQ8162060 - **Tag No. CAJ0722**	2/20/2019	1	MINISTRY	-
2	CZC84185HP - **Tag No. CAJ0369**	-	2/20/2019	1	MINISTRY	-
3	CZC8407R7 - **Tag No. CAJ1063**	-	2/20/2019	1	MINISTRY	-
4	CZC84185FN - **Tag No. CAJ0891**	3CQ8192MZV- **Tag No. CAJ1095**	2/20/2019	1	MINISTRY	-
5	CZC841857B - **Tag No. CAJ0823**	-	2/20/2019	1	MINISTRY	-
6	CZC841852H- **Tag No. CAJ0810**	-	2/20/2019	1	MINISTRY	-
7	CZC84185FQ - **Tag No. CAJ1074**	3CQ8192KJT- **Tag No. CAJ0866**	2/20/2019	1	MINISTRY	-
8	CZC84185GN - **Tag No. CAJ0702**	3CQ8162VVD - **Tag No. CAJ0808**	2/20/2019	1	MINISTRY	-
9	CZC84185GS - **Tag No. CAJ0743**	-	2/20/2019	1	MINISTRY	-
10	CZC84185OD - **Tag No. CAJ1282**	-	2/20/2019	1	MINISTRY	-
11	CZC841853N - **Tag No. CAJ0724**	-	2/20/2019	1	MINISTRY	-
12	-	3CQ8192KW9 - **Tag No. CAJ1071**	2/20/2019	1	MINISTRY	-
13	HP COMPAQ PRO 6300	S/NO. 6CR41033B0 - **Tag No. CAJ1999**	2/27/2013	1	70,000.00	70,000.00
14	HP COMPAQ PRO 6300	S/NO. 6CR410334K - **Tag No. CAJ0605**	2/27/2013	1	70,000.00	70,000.00
15	HP COMPAQ PRO 6300	S/N: 6CR4103301 - **Tag No. CAJ0277**	2/27/2013	1	70,000.00	70,000.00
16	HP COMPAQ PRO 6300	S/N: 6CR4103333 - **Tag No. CAJ0034**	2/27/2013	1	70,000.00	70,000.00
17	HP COMPAQ PRO 6300	S/N: 6CR41032ZC - **Tag No. CAJ0745**	2/27/2013	1	70,000.00	70,000.00
18	HP CORE i3	4CE7331ZLK - **Tag No. CAJ0583**	4/16/2018	1	78,600.00	78,600.00
	ADDITIONAL INVENTORY JAN-JUNE 2022					
1	Orthopaedic seats	Smart mesh high back chair with ADJ arms - (Fast Choice Limited)	1/20/2022	10	28,050.00	280,500.00
2	Filling Cabinets	Metal 4 drawer - (Victoria Furnitures Ltd)	2/3/2022	6	18,328.00	109,968.00
3	Tub Chair with tub desk	Tub Chair with tub desk (Lactation room) - (Victoria Furnitures Ltd)	2/3/2022	2	44,254.00	88,508.00
4	Mobile reception drawer	Wooden reception drawer (reception) - (Victoria Furnitures Ltd)	2/3/2022	2	17,264.00	35,264.00
5	Glass Shield	Glass Shiels (recption desk) - (Victoria Furnitures Ltd)	2/3/2022	1	80,968.00	80,968.00
6	Reception desk	Reception desk (reception) - (Victoria Furnitures Ltd)	2/3/2022	1	381,524.00	381,524.00
7	Bookshelves	wooden mahogany finish - (Fast Choice Limited)	25/11/2021	2	35,500.00	71,000.00
8	Executive seats	orthopaedic seats - (Fast Choice Limited)	25/11/2021	10	23,000.00	230,000.00
9	Executive office desks	Wooden (Nyahururu) - (Fast Choice Limited)	25/11/2021	2	63,500.00	127,000.00
11	External Hard disk	External harddisk (2TB) - Records - (Print rite Media)	3/18/2022	1	10,350.00	10,350.00
12	Steel Paper Trays	Steel paper trays (records) - (Print rite Media)	3/18/2022	15	1,200.00	18,000.00
13	Work Stations	4-way work stations - (Fast Choice Limited)	1/26/2022	2	140,000.00	280,000.00
14	Water Dispensers	Mika- dispensers - (Namwoya enterprises)	4/20/2022	6	35,040.00	210,240.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	ADDITIONAL INVENTORY JULY 2022 -JUNE 2023					
1	Arm Chairs High Back	Adjustable headrest lumber support seat (Busnet systems)	2/10/2023	4	28,000.00	112,000.00
2	Laptop Computer - Tag No.Tag No. CAJ1591	S/No CND2113GYW - **Tag No.Tag No. CAJ1591** (Floreki Enterprises)	3/10/2023	1	156,000.00	156,000.00
3	MFP Printer	S/No. VE92Z17207 - (MFI Document Solutions)	4/24/2023	1	81,379.31	81,379.31
4	MFP Printer	S/No. VE92Z17205 - (MFI Document Solutions)	4/24/2023	1	81,379.31	81,379.31
5	MFP Printer	S/No. VE92Z17146 - (MFI Document Solutions)	4/24/2023	1	81,379.31	81,379.31
6	Filing Cabinet	4 Drawer (Metal) - (Gee Designs Ltd)	2/15/2023	2	21,724.14	43,448.28
7	Orthopedic Chair	Medium - (Gee Designs Ltd)	2/15/2023	1	22,612.06	22,612.06
8	Evecutive coat hanger	wooden - (Gee Designs Ltd)	2/15/2023	1	6,373.28	6,373.28
9	Executive Office Desk	wooden - (Gee Designs Ltd)	2/15/2023	1	58,724.14	58,724.14
	CPU S/No.	**Monitors S/No.**				
10	4CE145CXBX **-Tag No. CAJ1376**	1CR1200C9D-**Tag No. CAJ1350 -** (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
11	4CE218BG5Y	1CR1250QX7 -**Tag No. CAJ1981**(Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
12	**Tag No. CAJ1387**	CN42173W1V- **Tag No. CAJ1387** (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
13	4CE210C4RD**Tag No. CAJ1378**	1CR11118RZ - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
14	4CE149BYW6**Tag No. CAJ1450**	1CR2021716 - **Tag No. CAJ 1469** (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
15	8CG1151HLB-**Tag No. CAJ1677**	1CR20216YZ - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
16	8CG1151QK9-**Tag No. CAJ1219**	1CR20219LM - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
17	8CG0286894-**Tag No. CAJ1314**	1CR20216XL - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
18	1N110801RM	1CR20216K6 - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
19	4CE149BX33-**Tag No. CAJ1208**	1CR1270PWP - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
20	8CG1151HLW-**Tag No. CAJ1891**	1CR1200CKQ- **Tag No. CAJ1460** - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
21	1N12050BG9-**Tag No. CAJ1381**	CN42161955 - **Tag No. CAJ1397** - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
22	CND18D2010-**Tag No. CAJ1482**	1CR1360KYF - (Spacex Solutions)	5/19/2023	1	129,900.00	129,900.00
23	4CE307B9NQ **-Tag No. CAJ1178**	3CQ30104MN - (Print rite Media Ltd)	6/12/2023	1	109,850.00	109,850.00
24	4CE306CPHQ	3CQ3020KYQ - **Tag No. CAJ1294-** (Print rite Media Ltd)	6/12/2023	1	109,850.00	109,850.00
25	4CE149BX30	3CQ30104M9- (Print rite Media Ltd)	6/12/2023	1	109,850.00	109,850.00
26	4CE247CY00-**Tag No. CAJ1772**	3CQ247020P- **Tag No. CAJ1770-** (Print rite Media Ltd)	6/12/2023	1	109,850.00	109,850.00
27	4CE307B9KR-**Tag No. CAJ1407**	3CQ30104MS-**Tag No. CAJ1406** (Print rite Media Ltd)	6/12/2023	1	109,850.00	109,850.00
28	Orthopedic Chairs	Black - (Fast Choice Ltd)	6/29/2023	5	19,800.00	19,800.00
29	Executive Office Desk	wooden - (Fast Choice Ltd)	6/29/2023	4	49,375.00	197,500.00
30	Screening Desk	wooden - (Fast Choice Ltd)	6/29/2023	2	17,800.00	35,600.00
31	Executive Conference Table	wooden - (Fast Choice Ltd)	6/29/2023	1	77,000.00	77,000.00
32	Office Coffee Table	wooden - (Fast Choice Ltd)	6/29/2023	1	12,320.00	12,320.00
33	Work Stations 2 way	2 Way - (Fast Choice Ltd)	6/29/2023	5	61,000.00	305,000.00
34	Screen Guards	Plastic - (Fast Choice Ltd)	6/29/2023	2	10,000.00	10,000.00
35	Mettalic Cabinet	4 Drawers - (Sky Pride Enterprises)	6/7/2023	6	29,500.00	177,000.00
36	3 Linked Visitors chairs	Padded - (Sky Pride Enterprises)	6/7/2023	1	30,000.00	30,000.00
37	Reception Desk	V Shaped conference table with walnut finish with a powder coated frame medium - (burton Agencies)	6/19/2023	1	116,200.00	116,200.00
38	Fire Extinguisher Co2	5Kg Co2- (Jolemac Fire Protection Ltd)	6/22/2023	12	7,000.00	84,000.00
39	Fire Extinguisher Dry Powder	2Kg Dry Powder - (Jolemac Fire Protection Ltd)	6/22/2023	7	2,500.00	17,500.00
40	Fire Extinguisher Foam	9Lts Foam - (Jolemac Fire Protection Ltd)	6/22/2023	7	5,000.00	35,000.00
41	Fire Extinguisher Water	9Lts Water - (Jolemac Fire Protection Ltd)	6/22/2023	7	4,000.00	28,000.00
42	Fire Assembly Points Sinage	Assembly points sinage - (Jolemac Fire Protection Ltd)	6/22/2023	7	3,000.00	21,000.00
43	Magnetic White Board	Whiteboards - (Jolemac Fire Protection Ltd)	6/22/2023	8	4,000.00	32,000.00
44	Integrated service router	S/No. FD02631MOMF (Posh IT Ltd)	6/16/2023	1	261,684.00	261,684.00
45	Electic room heater	Electric (carrefour)	11/10/2022	1	6,995.00	6,995.00
46	Microwave	VON VSKT380YX 4.1 Lts - (Naivas Ltd)	4/28/2023	1	4,795.00	4,795.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
47	Microwave	VOB Microwave solo VAMS 20MAS Silver - (Naivas Ltd)	4/28/2023	1	10,995.00	10,995.00
48	UPS (Back Ups)	1000VA - (Starwest Services)	5/3/2023	3	9,500.00	28,500.00
49	Water Dispenser	MIKA MWD2206/GBL - (Naivas Ltd)	5/4/2023	1	10,995.00	10,995.00
50	Graphics Card	Radem R7430 - (Brayson Group Ltd)	4/26/2023	1	18,500.00	18,500.00
51	Computer Monitor	Dell S/No. 27FHDS273HN - (Brayson Group Ltd)	4/26/2023	1	30,000.00	30,000.00
52	D/Spiral Cooker	Ramtons - (Naivas Ltd)	11/1/2022	1	8,000.00	8,000.00
53	Microwave	Von - (Naivas Ltd)	11/1/2022	1	10,995.00	10,995.00
54	GSM Disk phone	Model FWP 6588 - (Oraco Solutions)	11/29/2022	2	5,000.00	10,000.00
55	First Aid Kit	Large White - (Nairobi Safety Shop)	12/6/2022	1	9,300.00	9,300.00
56	UPS 650VA (Back Ups)	Crown Micro (Oraco Solutions)	12/15/2022	6	5,000.00	30,000.00
57	UPS 850VA (Back Ups)	Crown Micro (Oraco Solutions)	1/13/2023	1	5,000.00	5,000.00
58	GSM Disk phone	Phone 6588 - (Oraco Solutions)	1/13/2023	1	5,000.00	5,000.00
59	Telephone Crone Box	(Starwest Services)	2/3/2023	1	15,000.00	15,000.00
60	Office Chair	Office Chair High Back (Dignity Furniture)	2/3/2023	2	14,500.00	29,000.00
61	Tea Urns	(Twinsley Enterprises)	2/14/2023	2	3,600.00	7,200.00
62	Cooker	Hot Point T/Top Cooker - (Naivas Ltd)	2/14/2023	1	5,495.00	5,495.00
63	Cooker	Hot Point T/Top Cooker - (Naivas Ltd)	2/14/2023	1	8,495.00	8,495.00
64	GSM Desktop phone	(Starwest)	2/10/2023	1	5,000.00	5,000.00
65	UPS 850VA (Back Ups)	Brown Micro (Phits Enterprises)	6/7/2023	4	6,500.00	26,000.00
66	UPS 1000VA (Back Ups)	Crown - (Starwest)	6/7/2023	1	9,500.00	9,500.00
67	Samsung 32" Smart TV	S/No. 05VW3K3W500423 - (Citymart Ltd)	6/29/2023	1	29,985.00	29,985.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
	ADDITIONAL INVENTORY NOVEMBER 2023					
	LAPTOPS	HP - (Computerways Ltd)	11/17/2023	11		
1	S/No. CND3240S05	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
2	S/No. CND3240RQO	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
3	S/No. CND3240RMD	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
4	S/No. CND3172R60	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
5	S/No. CND3240S51	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
7	S/No. CND3240RTV	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
8	S/No. CND3240S4V	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
9	S/No. CND3240S78	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
10	S/No. CND3240QP5	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
11	S/No. CND3240RVH	HP - (Computerways Ltd)	11/17/2023	1	271,440.00	271,440.00
	ADDITIONAL INVENTORY JANUARY - JUNE, 2024					
	DESKTOP COMPUTERS	CRIMSON COMPUTER SERVICES	31/01/2024	36	106,800.00	3,844,800.00
	S/No. &Tag No. (CPU)	S/No. &Tag No. (Monitor)				
1	4CE329BPKR -Tag No. CAJ1300	CNK325OLBZ -Tag No. CAJ1211	31/01/2024	1	106,800.00	106,800.00
2	4CE331B79C - Tag No. CAJ1256	CNK3300224 - Tag No. CAJ1236	31/01/2024	1	106,800.00	106,800.00
3	4CE331B764 - Tag No. CAJ1278	CNK3300221 - Tag No. CAJ1268	31/01/2024	1	106,800.00	106,800.00
4	4CE331B7B5 - Tag No. CAJ1261	CNK33003GT - Tag No. CAJ1262	31/01/2024	1	106,800.00	106,800.00
5	4CE331B76Q - Tag No. CAJ1252	CNK33003GK - Tag No. CAJ1215	31/01/2024	1	106,800.00	106,800.00
6	4CE329BZS3 - Tag No. CAJ1210	CNK32401F7 - Tag No. CAJ1216	31/01/2024	1	106,800.00	106,800.00
7	4CE329C054 - Tag No. CAJ1267	CNK3240D4Y -Tag No. CAJ1209	31/01/2024	1	106,800.00	106,800.00
8	4CE329BQ14 - Tag No. CAJ1185	CNK3240D67 -Tag No. CAJ1191	31/01/2024	1	106,800.00	106,800.00
9	4CE329BZH1 - Tag No. CAJ1186	CNK3240D8D - Tag No. CAJ1187	31/01/2024	1	106,800.00	106,800.00
10	4CE331B76D - Tag No. CAJ1166	CNK33003GM - Tag No. CAJ1165	31/01/2024	1	106,800.00	106,800.00
11	4CE331B78S - Tag No. CAJ1190	CNK33003GH - Tag No. CAJ1188	31/01/2024	1	106,800.00	106,800.00
12	4CE331B75S - Tag No. CAJ1197	CNK3300225 - Tag No. CAJ1189	31/01/2024	1	106,800.00	106,800.00
13	4CE331B75Z - Tag No. CAJ1199	CNK33003GL - Tag No. CAJ1198	31/01/2024	1	106,800.00	106,800.00
14	4CE329BZRM - Tag No. CAJ1195	CNK32401L1 - Tag No. CAJ1717	31/01/2024	1	106,800.00	106,800.00
15	4CE331B758 - Tag No. CAJ1702	CNK33003GN - Tag No. CAJ1716	31/01/2024	1	106,800.00	106,800.00
16	4CE331B799 - Tag No. CAJ1705	CNK33003QQ - Tag No. CAJ1703	31/01/2024	1	106,800.00	106,800.00
17	4CE331B76R - Tag No. CAJ1714	CNK33003GJ - Tag No. CAJ1712	31/01/2024	1	106,800.00	106,800.00
18	4CE329BZPQ - Tag No. CAJ1706	CNK3240DFH - Tag No. CAJ1701	31/01/2024	1	106,800.00	106,800.00
19	4CE331B75W - Tag No. CAJ1709	CNK330022F - Tag No. CAJ1711	31/01/2024	1	106,800.00	106,800.00
20	4CE331B79N - Tag No. CAJ1719	CNK33003DK - Tag No. CAJ1718	31/01/2024	1	106,800.00	106,800.00
21	4CE331B761 - Tag No. CAJ1723	CNK33003GG - Tag No. CAJ1722	31/01/2024	1	106,800.00	106,800.00
22	4CE331B767 - Tag No. CAJ1726	CNK33003H8 - Tag No. CAJ1725	31/01/2024	1	106,800.00	106,800.00
23	4CE331B78K - Tag No. CAJ1734	CNK33003GV - Tag No. CAJ1733	31/01/2024	1	106,800.00	106,800.00
24	4CE329C055 - Tag No. CAJ1732	CNK3240D5D - Tag No. CAJ1731	31/01/2024	1	106,800.00	106,800.00
25	4CE331B756 - Tag No. CAJ1728	CNK33003HB - Tag No. CAJ1727	31/01/2024	1	106,800.00	106,800.00
26	4CE331B791 - Tag No. CAJ1741	CNK3300226 - Tag No. CAJ1736	31/01/2024	1	106,800.00	106,800.00
27	4CE331B76F - Tag No. CAJ1737	CNK33003GY - Tag No. CAJ1743	31/01/2024	1	106,800.00	106,800.00
28	4CE331B792 - Tag No. CAJ1745	CNK33003D5 - Tag No. CAJ1738	31/01/2024	1	106,800.00	106,800.00
29	4CE329C035 - Tag No. CAJ1747	CNK32408WC - Tag No. CAJ1746	31/01/2024	1	106,800.00	106,800.00
30	4CE331B760 - Tag No. CAJ1751	CNK33003GP - Tag No. CAJ1740	31/01/2024	1	106,800.00	106,800.00
31	4CE331B76V - Tag No. CAJ1754	CNK33003FY - Tag No. CAJ1753	31/01/2024	1	106,800.00	106,800.00
32	4CE331B79F - Tag No. CAJ1799	CNK3300220 - Tag No. CAJ1750	31/01/2024	1	106,800.00	106,800.00
33	4CE329BQ9B - Tag No. CAJ1785	CNK32508XJ - Tag No. CAJ1793	31/01/2024	1	106,800.00	106,800.00
34	4CE331B75T - Tag No. CAJ1787	CNK330021M - Tag No. CAJ1786	31/01/2024	1	106,800.00	106,800.00
35	4CE331B75H - Tag No. CAJ1790	CNK33003GQ - Tag No. CAJ1789	31/01/2024	1	106,800.00	106,800.00
36	4CE331B78R - Tag No. CAJ1791	CNK33003G4 - Tag No. CAJ1800	31/01/2024	1	106,800.00	106,800.00
1	Bulk filer	Fastchoice Ltd	28/03/2024	1	353,800.00	353.800.00
2	Executive Cabinet with glass doors	3 door with glass doors - (Busnet Systems)	2/4/2024	1	35,000.00	35,000.00
3	EXecutive Leasther Visitors Seats	Fast Choice Limited	11/4/2024	4	14,390.00	57,560.00
4	Executive Desk	1.8m with lockable safe drawer - Mahogany- (Fast Choice)	11/4/2004	1	64,500.00	64,500.00
5	Orthopaedic High Back Seats	Meshed - (Fast Choice)	11/4/2024	20	15,400.00	308,000.00
6	Reception Chair	Furninture Dynamics EA Limited	26/03/2024	1	14,995.00	14,995.00
7	Fireproof Cabinet	Furninture Dynamics EA Limited	26/03/2024	1	275,000.00	275,000.00
8	3-Link reception chairs	Furninture Dynamics EA Limited	26/03/2024	2	25,000.00	25,000.00
9	2-Way Work Stations	Furninture Dynamics EA Limited	26/03/2024	6	55,000.00	330,000.00
10	Steel Cabinets - 4-Drawer	Mt Kenya Office Mart Limited	21/03/2024	5	27,300.00	136,500.00
11	Orthopaedic Seats	Furninture Dynamics EA Limited	2/5/2024	20	20,500.00	20,500.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
12	Computer Server - ERP	Linmack Technologies	29/04/2024	1	1,082,187.20	1,082,187.20
	DESKTOP COMPUTERS	COMPUTERWAYS LIMITED	20/05/2024	14	103,000.00	**1,442,000.00**
	S/No. &Tag No.	**S/No. &Tag No.**				
1	4CE346CBH7 – **Tag No. CAJ1614**	CNK34511HB - **Tag No. CAJ1615**	20/05/2024	1	103,000.00	103,000.00
2	4CE346CBY7 - **Tag No. CAJ1635**	CNK34511KD - **Tag No. CAJ1638**	20/05/2024	1	103,000.00	103,000.00
3	4CE346CBGD - **Tag No. CAJ1634**	CNK34511HG - **Tag No. CAJ1637**	20/05/2024	1	103,000.00	103,000.00
4	4CE346CBY4 - **Tag No. CAJ1611**	CNK34511KC - **Tag No. CAJ1610**	20/05/2024	1	103,000.00	103,000.00
5	4CE346CBGR - **Tag No. CAJ 1643**	CNK34511FV - **Tag No. CAJ1645**	20/05/2024	1	103,000.00	103,000.00
6	4CE346CBY9 - **Tag No. CAJ1622**	CNK34511KH - **Tag No. CAJ1623**	20/05/2024	1	103,000.00	103,000.00
7	4CE346CBH9 - **Tag No. CAJ1642**	CNK34511HV - **Tag No. CAJ1640**	20/05/2024	1	103,000.00	103,000.00
8	4CE346CBH8 - **Tag No. CAJ1646**	CNK34511HL - **Tag No. CAJ1647**	20/05/2024	1	103,000.00	103,000.00
9	4CE346CBY3 - **Tag No. CAJ1631**	CNK34511K2 - **Tag No. CAJ1632**	20/05/2024	1	103,000.00	103,000.00
10	4CE346CBGJ - **Tag No. CAJ1619**	CNK34511HS - **Tag No. CAJ1620**	20/05/2024	1	103,000.00	103,000.00
11	4CE346CBGN - **Tag No. CAJ1616**	CNK345131T - **Tag No. CAJ1618**	20/05/2024	1	103,000.00	103,000.00
12	4CE346CBGM - **Tag No. CAJ1628**	CNK3410Q0D - **Tag No. CAJ1630**	20/05/2024	1	103,000.00	103,000.00
13	4CE346CBGQ - **Tag No. CAJ1650**	CNK34511G6 - **Tag No. CAJ1651**	20/05/2024	1	103,000.00	103,000.00
14	4CE346CBGH - **Tag No. CAJ1626**	CNK34511HN - **Tag No. CAJ1625**	20/05/2024	1	103,000.00	103,000.00
	LAPTOPS	Newzy Enterprises Limited	20/05/2024	9	274,600.00	**2,471,400.00**
	S/No. &Tag No.					
1	8CG4043T49 - **Tag No. CAJ1601**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
2	8CG4043T70 - **Tag No. CAJ1602**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
3	8CG4043P9T- **Tag No. CAJ1603**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
4	8CG40316FQ - **Tag No. CAJ1604**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
5	8CG4043P4C - **Tag No. CAJ1605**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
6	8CG4043P98 - **Tag No. CAJ1606**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
7	8CG40507LN - **Tag No. CAJ1607**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
8	8CG3501CGT - **Tag No. CAJ1608**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
9	8CG40316F6 - **Tag No. CAJ1609**	Newzy Enterprises Limited	20/05/2024	1	274,600.00	274,600.00
1	Microwave S/No. 309-0304	Model No. VAMS-20mas **Tag No. CAJ1600**	27/03/2024	1	12,495.00	12,495.00
2	Mini Fridge (Ramtons) - **Tag No. CAJ1590**	S/N0 5100220062812311100184 (Skypride Enterprises)	11/6/2024	1	37,500.00	37,500.00
3	Trolley - **Tag No. CAJ1515**	(Skypride Enterprises)	11/6/2024	1	35,000.00	35,000.00
4	Executive Desk 1.8m (Mahogany) **Tag No. CAJ 1580,Tag No. CAJ1654,Tag No. CAJ1655**	Side Desk **Tag No. CAJ1579,Tag No. CAJ1653,Tag No. CAJ1656** - Movable 3 Drawer Cabinet **Tag No. CAJ1652, Tag No. CAJ1567,Tag No. CAJ1568** (Furniture Dynamics)	26/06/2024	3	64,495.00	193,485.00
5	Visitors Chair - Wooden Arms	Leather Seats **Tag No. CAJ1577, Tag No. CAJ1578** (Furniture Dynamics)	26/06/2024	2	16,500.00	33,000.00
6	Reception Desk with mobile drawer - **Tag No. CAJ1569, Tag No. CAJ1570**	Movable 3 drawer cabinet **Tag No. CAJ1571, Tag No. CAJ1572** (Fast Choice Ltd)	27/06/2024	2	41,000.00	82,000.00
7	Book Shelf **Tag No. CAJ1574, Tag No. CAJ1575, Tag No. CAJ1586**	3 Door High Glass Cabinet (Fast Choice Ltd)	27/06/2024	3	43,500.00	130,500.00
8	2 - Way Work Station **Tag No. CAJ1561, Tag No. CAJ1562**	Movable 3 drawer cabinet **Tag No. CAJ1539,Tag No. CAJ1560,Tag No. CAJ1563,Tag No. CAJ1564** (Gee Design Limited)	30/06/2024	2	56,896.55	113,793.10
9	Steel Cabinets	**Tag No. CAJ1565, Tag No. CAJ1566** (Gee Designs Limited)	30/06/2024	2	24,913.80	49,827.60
	Conference Table	**Tag No. CAJ1573** (Fast Choice Ltd)	29/06/2024	1	23,000.00	23,000.00
11	WoodeN Stand In and Out Tray	**Tag No. CAJ1659** (Fast Choice Ltd)	29/06/2024	1	13,800.00	13,800.00
12	Executive Coat Hangers	Mahoganh Finish **Tag No. 1567, Tag No. 1568** (Fast Choice Ltd)	29/06/2024	2	6,300.00	12,600.00
13	HP DL 380 GEN 10 SERVER (CMIS/PASHA SERVER)	GIZ	5/1/2024	0	-	-
	ADDITIONAL INVENTORY JANUARY - FEBRUARY 2025					
1	Projector - EPSON - EB - X49 **S/NO. X8B54601142**	Model: H982B; PRODUCT NO. V11H982040; **Tag No. CAJ1663**: Motorized Electric Screen (120x120)inches; **Tag No. CAJ1664**	8/1/2025	1	216,853.00	216,853.00
2	Tea urn (10Ltrs)	Stainless steel thermos pot Electric; Model/ batch No. RWB810;**Tag No. CAJ1666** & Model No. RWB810; Batch No. 190824; **Tag No. CAJ1668**	13/01/2025	2	12,500.00	29,900.00
3	Graphics Computer **S/No. K9DX4D7XDD**	Apple imac 24-inch, 8-core/10 core GPU, 8 gb unified memory 512gb ssd; - **Tag No. CAJ1667**	27/01/2025	1	457,272.00	457,272.00

COMMISSION ON ADMINISTRATIVE JUSTICE
ASSET REGISTER
16TH DECEMBER, 2025

ANNEX 4

	ITEM	ITEM DESCRIPTION	YEAR OF PURCHASE	QUANTITY	UNIT PRICE	TOTAL COST
4	Tablet/Ipad **S/No. R52XA0D2PFM**	GalaxyTab S10+ 5G (SM-X826B) 12 GB RAM, 256GB Storage (Samsung); - **Tag No. CAJ1660**	27/01/2025	1	229,894.00	229,894.00
5	Printer; **S/No. H564623972; H564624031**	KYOCERA TASKalfa 2554ci **S/No H564623972- Tag No. 1915; S/No H564624031 - Tag No. 1911,**	24/02/2025	2	560,344.83	1,120,689.66
6	Printer; **S/No. R7R3834914; R7R3835183**	KYOCERA ECOSYS FS-1025MFP S/No;R7R3834914 - Tag No. CAJ1919; S/No R7R3835183 - S/No.Tag No. CAJ1913	24/02/2025	2	70,000.00	140,000.00
7	Laptop hp Spectra	S/No. 5CD5126698 - **Tag No. CAJ1932**	28/05/2025	1	286,000.00	286,000.00
8	Tablet	Ipad Air 11" S/No. K4HYPWOFKP - **Tag No. CAJ1971**	18/06/2025	1	274,456.00	274,456.00
9	Tablet	Ipad Air 11" S/No. LWNQ7XWC2N - **Tag No. CAJ1901**	18/06/2025	1	274,456.00	274,456.00
10	Tablet	Ipad Air 11" S/No. HQ2XNL970X - **Tag No. CAJ1966**	18/06/2025	1	274,456.00	274,456.00
11	Laptop hp Probook	S/no. 5CD452D5W8 - **Tag No. CAJ1960**	23/06/2025	1	184,850.00	184,850.00
12	Desktop Computers	S/No. 4CE5121C6MX - **Tag No. CAJ1964**	23/06/2025	1	145,000.00	145,000.00
13	Desktop Computers	S/No. 4CE501CCDC - **Tag No. CAJ1968**	23/06/2025	1	145,000.00	145,000.00
14	Desktop Computers	S/No. 4CE512C6NT - **Tag No. CAJ1967**	23/06/2025	1	145,000.00	145,000.00
15	Desktop Computers	S/No. 4CE512C6NN - **Tag No. CAJ1934**	23/06/2025	1	145,000.00	145,000.00
16	Desktop Computers	S/No. 4CE513D5CH - **Tag No. CAJ1923**	23/06/2025	1	145,000.00	145,000.00
17	Desktop Computers	S/No. 4CE512C6N8 - **Tag No. CAJ1673**	23/06/2025	1	145,000.00	145,000.00
18	Printer Kyocera	S/No. 1B35100637 - **Tag No. CAJ1998**	23/06/2025	1	145,000.00	145,000.00
19	Printer Kyocera	S/No. 1B34Y00151 - **Tag No. CAJ1972**	23/06/2025	1	145,000.00	145,000.00
20	Printer Kyocera	S/No. 1B35100638 - **Tag No. CAJ1661**	23/06/2025	1	145,000.00	145,000.00
	ADDITIONAL INVENTORY JULY - DECEMBER, 2025					
1	Spiral cooker (Ramtons)	S/No. 07228/45020		1	8,920.00	8,920.00
2	Spiral cooker (Ramtons)	S/No. 07161/44652		1	8,920.00	8,920.00
3	Water dispenser (Mika)	S/No. AQ20240805568, Model No. MWD2306BS		1	10,850.00	10,850.00
	INTANGIBLE ASSETS					
1	**CMIS (GIZ)**	Complaint reporting (Public), Case Tracking, Archival Module, M&E, ATI, Investigations, MDA Portal: -CMIS System for receipt and management of public complaints.	2015	1	4,500,000.00	4,500,000.00
2	**CMIS SYSTEM Phase I (GoK)**	HR & Admin functions, Payroll Management, Employee Self Service Portal, M&E module: – Payroll management, Organization establishment & Employee Management, Recruitment management	1/6/2024	1	2,700,000.00	2,700,000.00
3	**ATI MERL SYSTEM (IDLO)**	User management module Administration, Information Access Officer (IAO) Module, Reports Submission, ATI Dashboard, Monitoring, Analysis and feedback management, System audit module: – Monitoring, evaluation, learning and reporting (MERL) system for Access to Information (ATI) Dept that is intended to; facilitate counties to report on ATI, share information regarding ATI and information on climate change action plan.	01/01/2025	1	-	-
	UPDATED BY	MARTIN WAMBAYA				
	DESIGNATION	SUPPLY CHAIN MANAGEMENT OFFICER				
	SIGNATURE					
	DATE	16th December 2025				