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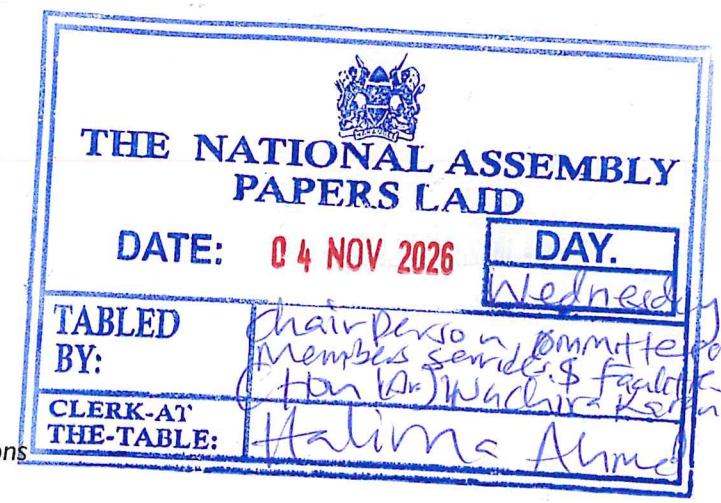
REPUBLIC OF KENYA

THE NATIONAL ASSEMBLY

THIRTEENTH PARLIAMENT – FIFTH SESSION – 2026

THE COMMITTEE ON MEMBERS' SERVICES AND FACILITIES

REPORT ON INSPECTION VISITS TO CONSTITUENCY OFFICES IN MIGORI AND HOMA BAY COUNTIES



The Directorate of Audit, Appropriations
& General-Purpose Committees
National Assembly
Parliament Buildings
NAIROBI

November 2026



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LIST OF ABBREVIATIONS AND ACRONYMS

CPST	- Centre for Parliamentary Studies and Training
CWR	- County Woman Representative
MP	- Member of Parliament
MSF	- Members' Services and Facilities
NA	- National Assembly
NSSF	- National Social Security Fund
PSC	- Parliamentary Service Commission
SHA	- Social Health Authority

CHAIRPERSON'S FOREWORD

The Parliamentary Service Commission is established under Article 127 of the Constitution of Kenya (2010). The Article mandates the Commission to provide services and facilities to ensure the efficient and effective functioning of Parliament. Further, Article 127 (6) (e) confers on the Commission the duty to carry out activities that are necessary for the well-being of the Members of Parliament both in their Nairobi and constituency offices.

The National Assembly Standing Order 212B established the Committee on Members' Services and Facilities, one of the sessional Committees of the House, responsible for receiving and considering Members' views on the services and facilities provided for their benefit and well-being. The Committee is also required to advise and report on all matters relating to the services and facilities provided for Members.

The Committee undertook inspection visits to selected constituency offices in Migori and Homa Bay Counties on Friday, 12th June, 2026 and Saturday, 13th June, 2026. The objective of the visits was to assess the quality of services and facilities provided by the Commission to serving Members of Parliament and their constituents.

The Committee observed that the disbursement of staff salaries to the constituency offices has generally improved, with most offices reporting timely receipt of salaries. However, some offices experienced occasional delays that affected staff's ability to service their loans and meet their personal obligations on time.

The Committee recommends that the Constituency Liaison Office should ensure that staff salaries are disbursed to the constituency offices on or before the 5th of every month. The Committee also recommends that the Parliamentary Service Commission, through the Constituency Liaison Office, engage the Social Health Authority to enhance the medical benefits extended to constituency office staff and to address occasional SHA system failures experienced by staff and challenges in outpatient services.

I would like to thank all Members of the Committee for their contributions and input during the deliberations and writing of this report. The Committee also wishes to thank the offices of the Speaker and the Clerk of the National Assembly for the logistical support provided during the inspection visits.

It is now my pleasant duty and privilege, on behalf of the Committee on Members' Services and Facilities, to present this report to the House, pursuant to Standing Order 199, for consideration.

Hon. (Dr.) Wachira Karani, CBS, MP

Chairperson, Committee on Members' Services and Facilities

1.0 PREFACE

1.1 Committee Mandate

1. Article 127 (6) of the Constitution of Kenya mandates the Parliamentary Service Commission to, among other things, provide services and facilities to ensure the efficient and effective functioning of Parliament. Further, Article 124 of the Constitution empowers Parliament to establish committees.
2. The Committee on Members' Services and Facilities is established under Standing Order 212B and is responsible for:
   (i) receiving and considering the views of Members on the services and facilities provided for their benefit and well-being; and
   (ii) advising and reporting on all matters connected to the services and facilities provided for Members.
3. The oversight role over the facilities for use by Members and staff of the National Assembly is therefore within the mandate of the Committee.
4. The Committee executes its mandate through:
   (i) benchmarking visits to other jurisdictions to establish new ideas and practices;
   (ii) undertaking inspection visits to the constituency and county offices of Members; and
   (iii) direct contact with Members of Parliament to receive their concerns and complaints.

1.2 Committee Membership

5. The Committee on Members' Services and Facilities comprises the following Members:

Chairperson
Hon. (Dr.) Wachira Karani, CBS, MP
Laikipia West Constituency
United Democratic Alliance

Vice Chairperson
Hon. Robert Ngui Basil, MP
Yatta Constituency
Wiper Democratic Movement

Members

Hon. Aramat Lemanken, CBS, MP
Narok East Constituency
United Democratic Alliance

Hon. Brighton Leonard Yegon, CBS, MP
Konoin Constituency
United Democratic Alliance

Hon. Elisha Ochieng' Odhiambo, MP
Gem Constituency
Orange Democratic Movement

Hon. Elsie Busihile Muhanda, MP
Kakamega County Women Representative
Orange Democratic Movement

Hon Feisal Bader Salim, MP
Msambweni Constituency
United Democratic Alliance

Hon. John Mukunji Gitonga, MP
Manyatta Constituency
United Democratic Alliance

Hon. Jayne Kihara Njeri, MP
Naivasha Constituency
United Democratic Alliance

Hon. Jerusha Momanyi Mongina, MP
Nyamira County Women Representative
Jubilee Party

Hon. Paul Odalo Abuor, MP
Rongo Constituency
Orange Democratic Movement

Hon. Augustine Kamande Mwafrika, MP
Roysambu Constituency
United Democratic Alliance

Hon. George Gachagua, MP
Ndaragwa Constituency
United Democratic Alliance

Hon. Peter Kalerwa Salasya, MP
Mumias East Constituency
Democratic Action Party-Kenya

Hon. Ruth Adhiambo Odinga, MP
Kisumu County Women Representative
Orange Democratic Movement

1.3 Committee Secretariat

6. The following secretariat supported the Committee during the inspection visits:

Mr. Abdirahman G. Hassan

Senior Clerk Assistant / Head of Secretariat

Mr. Morintat Letaya

Clerk Assistant II

Ms. Nancy Chepkemoi

Legal Counsel I

Mr. Edwin Gichane

Research Officer II

Mr. Winnie Kizia

Media Relations Officer

Ms. Esther Mbatha

Public Communications Assistant

Mr. Rahab Chepkilim

Audio Officer

Ms. Yasmin Hassan

Assistant Sergeant-at-Arms

2.0 BACKGROUND

7. The Parliamentary Service Commission is one of the constitutional commissions established under Article 127 of the Constitution of Kenya and is responsible for providing services and facilities to ensure the effective and efficient operation of Parliament and other functions necessary for the well-being of its Members and staff.

8. The Commission offers a range of services to its Members, including medical, insurance, security and library and information services.

9. The National Assembly Standing Order 212B establishes the Committee on Members' Services and Facilities, which is mandated to receive and consider the views of Members of the National Assembly on the services and facilities extended to them by the Commission for their benefit and well-being, and to advise and report on all matters relating to those services and facilities. The Committee therefore serves as the forum through which Members of the National Assembly channel their views and concerns regarding the welfare provided by the Commission.

10. The Committee oversees the facilities available to Members, including the constituency and county offices of Members of the National Assembly, and works proactively to ensure that the offices meet Members' needs and expectations.

11. The Committee also ensures that the emoluments of Members of Parliament and staff, both in the Nairobi and constituency offices, are processed on time.

12. Pursuant to its mandate, the Committee undertook inspection visits to selected constituency offices in Migori and Homa Bay Counties on Friday, 12th June, 2026 and Saturday, 13th June, 2026. The objective of the inspection visits was to:

    (i) collect views and assess the quality of services and facilities and the status of office infrastructure;

    (ii) assess the status of constituency and county staff salary disbursement by the Parliamentary Service Commission and adherence to statutory remittances;

    (iii) provide an opportunity for the staff to apprise the Committee on the challenges they experience while executing their roles; and

    (iv) identify possible solutions that the Commission should provide for effective and efficient service delivery by Members.

13. The constituency offices visited were:

    (i) Office of the Member of Parliament for Rongo Constituency;

    (ii) Office of the Member of Parliament for Awendo Constituency;

    (iii) Office of the Member of Parliament for Uriri Constituency;

    (iv) Office of the Member of Parliament for Suna East Constituency;

    (v) Office of the Member of Parliament for Homa Bay Town Constituency;

    (vi) Office of the Homa Bay County Woman Member of Parliament;

    (vii) Office of the Member of Parliament for Rangwe Constituency; and

    (viii) Office of the Member of Parliament for Ndhiwa Constituency.

3.0 INSPECTION VISITS TO CONSTITUENCY AND COUNTY OFFICES IN MIGORI AND HOMA BAY COUNTIES

14. The Committee conducted inspection visits to constituency offices in Migori and Homa Bay Counties on Friday, 12th June, 2026 and Saturday, 13th June, 2026.

15. In Migori County, the Committee visited the offices of the Members of Parliament for Rongo, Awendo, Uriri and Suna East Constituencies while in Homa Bay County, the Committee visited the offices of the Members of Parliament for Homa Bay Town, Rangwe and Ndhiwa Constituencies, and the office of the Homa Bay County Woman Member of Parliament.

3.1 Rongo Constituency

16. The Committee visited the office of the Member of Parliament for Rongo Constituency, Hon. Paul Abuor, MP, who is also a member of the Committee, on Friday, 12th June, 2026 at 11:00 a.m. The following officers were present during the meeting:

(i) Mr. John Ochieng Oyoko	–	Constituency Office Manager
(ii) Mr. Wycliff Okoth Anyona	–	Director, Communications
(iii) Mr. Peter M. Ogweno	–	Constituency Coordinator
(iv) Mr. Francis Ooko Olero	–	Researcher
(v) Mr. Omingo Gerald Omondi	–	Accountant
(vi) Mr. George Obuya Owuor	–	Personal Assistant
(vii) Ms. Janet Akinyi	–	Office Assistant

17. The Chairperson briefed the constituency office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency Office Manager, Mr. John Ochieng Oyoko, accompanied by other constituency staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of twenty (20) employees.

(ii) The office reported inconsistency in the disbursement of salaries, which affected the ability of the staff to manage their loans.

(iii) The officers requested the enhancement of the operations funds to alleviate the financial strain of providing services to the constituents.

(iv) The officers also requested that the Social Health Authority (SHA) benefits be enhanced to match their level of contributions, similar to the benefits extended to civil servants.

(v) The Constituency had outstanding KRA and NSSF arrears arising from late filing of statutory deductions, and the Manager agreed on a payment plan with the relevant institutions.

(vi) The officers further requested that staff salaries be reviewed from time to time in line with the rising cost of living.

Committee Observations

(i) Rongo Constituency office had cleared the outstanding arrears and was currently compliant with the filing of statutory returns.

(ii) The Committee committed to engage the PSC and the Social Health Authority to consider the medical benefits extended to the constituency office staff.

3.2 Awendo Constituency

18. The Committee visited the office of the Member of Parliament for Awendo Constituency on Friday, 12th June, 2026. The following officers were present during the meeting:

(i)	Mr. Rexford Odundo Guche	–	Constituency Office Manager
(ii)	Mr. Kenneth Otieno	–	Personal Assistant
(iii)	Mr. Austin Ochieng Odundo	–	Constituency Coordinator
(iv)	Ms. Nice Aoko	–	Constituency Coordinator
(v)	Mr. Alex Ochieng Osodo	–	Ward Coordinator
(vi)	Ms. Millicent Achieng Osati	–	Ward Coordinator
(vii)	Mr. Noah Odondi	–	Youth Officer
(viii)	Mr. Lawrence Marwa	–	Assistant Youth Officer
(ix)	Ms. Beryl Atieno Ochieng	–	Secretary
(x)	Ms. Julia Orodo	–	Assistant Secretary
(xi)	Ms. Elizabeth Atieno Onyango	–	Assistant Secretary
(xii)	Mr. Peter Pims	–	Office Assistant
(xiii)	Mr. Johana Onyango	–	Office Assistant
(xiv)	Mr. Oguta Nicholas Odhiambo	-	Security Officer
(xv)	Mr. Opiyo Ochieng Fredrick	–	Assistant Security Officer

19. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency Office Manager, Mr. Rexford Odundo Guche, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of twenty-four (24) employees across the constituency.

(ii) The office reported that salaries were received on time, which enabled the office to remit statutory deductions on time.

(iii) The office reported delays and inconsistent disbursement of the operations funds by the Constituency Liaison Office and requested improvements on the same.

(iv) The Office Manager reported that the gratuity for the late Jacob Ochieng, who was the Constituency Office Manager between 2013 and 2017, was yet to be paid.

(v) The office staff requested joint training and team-building activities to be organized by the PSC for all constituency staff.

(vi) The officers also requested enhancement of the social health insurance scheme commensurate with their contributions and the cost of treatment. The officers lamented that the scheme does not cover outpatient services.

Committee Observations

(i) The Committee observed that the constituency office was compliant with the filing of statutory returns.

(ii) The Committee also observed that the social health insurance scheme provided to the constituency office staff was not commensurate with their contributions and the cost of treatment, hence the need to review the medical scheme with a view to enhancing the benefits for the staff.

3.3 Uriri Constituency

20. The Committee visited the office of the Member of Parliament for Uriri Constituency on Friday, 12th June, 2026 at 2:00 p.m. The following officers were present during the meeting:

(i) Mr. Albert Onyango	–	Constituency Office Manager
(ii) Mr. William Mbeche	–	Deputy Constituency Manager
(iii) Mr. Peter O. Otieno	–	Ward Manager
(iv) Mr. Kennedy Otieno Wasonga	–	Constituency Coordinator
(v) Mr. Gabriel Ochieng	–	Ward Coordinator
(vi) Mr. Nicholas Ouma Ayugi	–	Ward Coordinator
(vii) Ms. Monica Achieng Ouma	–	Ward Coordinator
(viii) Ms. Agesa Elger	–	Ward Coordinator
(ix) Mr. Charles Odhiambo Akeyo	–	Ward Coordinator
(x) Ms. Jenifa Anyango Anam	–	Ward Coordinator
(xi) Mr. David Owaka	–	Public Relations Officer
(xii) Ms. Josephine Mahuhi	–	Secretary

21. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency Office Manager, Mr. Albert Onyango, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of thirty-one (31) employees across the Constituency, including the Nairobi office.

(ii) The office reported improvement in the disbursement of salaries, which enabled the staff to meet their needs on time.

(iii) The officers requested prompt payment of gratuity allowances upon the expiry of the term of the Member of Parliament.

(iv) The officers also requested that the SHA benefits be enhanced to match their level of contributions, like the benefits extended to civil servants.

Committee Observations

(i) The Committee observed that Uriri Constituency office was compliant with the remittance of statutory deductions.

(ii) The Committee resolved to engage the PSC and the SHA to enhance the medical insurance benefits extended to the constituency office staff.

3.4 Suna East Constituency

22. The Committee visited the office of the Member of Parliament for Suna East Constituency on Friday, 12th June, 2026. The following officers were present during the meeting:

(i) Mr. Tom Onyango	–	Constituency Coordinator
(ii) Mr. Nahashon Okinyi	–	Ward Coordinator
(iii) Mr. Samuel Omboga	–	Ward Coordinator
(iv) Ms. Valerie Akinyi Otieno	–	Ward Coordinator
(v) Mr. Francis Ambiza Ndegwa	–	Ward Coordinator
(vi) Mr. Philip Amboko	–	Ward Coordinator
(vii) Mr. Charles Omido	–	Records Officer
(viii) Mr. Nicholas Ouma Ogada	–	Clerk
(ix) Mr. Joseph Odhiambo Okuru	–	Security Officer
(x) Mr. Zedekia Opendo Otieno	–	Security Officer
(xi) Ms. Grace Akinyi Oleeche	–	Cleaner

23. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency Coordinator, Mr. Tom Onyango, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of twenty-four (24) employees across the Constituency.

(ii) The officers reported occasional delays in the disbursement of salaries.

(iii) The officers requested that the SHA benefits be enhanced to match their level of contributions, like the benefits extended to civil servants.

(iv) The officers also requested prompt payment of gratuity allowances upon the expiry of the term of the Member of Parliament.

(v) The officers further reported delays in the payment of the 2025/2026 financial year leave allowances for the constituency office staff.

Committee Observations

(i) The Committee observed that the constituency office was compliant with the remittance of statutory deductions.

(ii) The Committee also observed that the social health insurance scheme provided to the constituency office staff was not commensurate with their contributions and the cost of treatment.

(iii)The Committee further observed that the pending leave allowances to the constituency office staff were paid by the Constituency Liaison Office on 15th June, 2026.

3.5 Homa Bay Town Constituency

24. The Committee visited the office of the Member of Parliament for Homa Bay Town Constituency on Saturday, 13th June, 2026 at 11:15 a.m. The following officers were present during the meeting:

(i) Mr. Isaac Alex Omolo	–	Constituency Office Manager
(ii) Mr. George Ochieng Ogalo	–	Field Officer
(iii) Mr. John Onyango Ogweno	–	Field Officer
(iv) Mr. Isiah Owalo Nyadiero	–	Field Officer
(v) Mr. Shem Orina	–	Field Officer
(vi) Ms. Careen Atieno Odiyo	–	Field Officer
(vii) Mr. Felix O. Otieno	–	Research Assistant
(viii) Ms. Pamela Adhiambo Miyare	–	Office Assistant
(ix) Ms. Wilkister A. Odhiambo	–	Office Assistant

25. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency Office Manager, Mr. Isaac Alex Omolo, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The Constituency office had a staff establishment of ten (10) employees.

(ii) The Manager reported that the constituency office receives salaries by the 5th of every month and appreciated the improvement in the disbursement of salaries.

(iii)The officers also reported that the constituency filed its statutory remittances on time and had no outstanding arrears.

(iv)The staff requested an increase in the operations funds to enhance constituency office operations.

(v) The officers further reported delays in processing gratuity for the constituency staff at the end of their contract.

Committee Observations

(i) The Committee observed that Homa Bay Town Constituency office was compliant with the remittance of statutory deductions.

(ii) The Committee resolved to liaise with the Constituency Liaison Office so as to streamline the disbursement of gratuity to staff after the end of the term of Parliament.

3.6 Homa Bay County Woman Member of Parliament

26. The Committee visited the office of the Homa Bay County Woman Member of Parliament on Saturday, 13th June, 2026. The following officers were present during the meeting:

(i) Mr. Edwin Ogot	–	Office Manager
(ii) Ms. Sheila Sharon	–	Office Administrator
(iii) Ms. Janet A. Onyango	–	County Field Officer
(iv) Ms. Selly Opiyo	–	Field Officer
(v) Mr. Joshua Ogol	–	Field Officer
(vi) Ms. Loice Anyango	–	Field Officer
(vii) Ms. Dursilah Odegu	–	Field Officer
(viii) Ms. Rhoda A. Okumu	–	Welfare Officer
(ix) Mr. Hillary Omondi	–	Office Messenger
(x) Mr. Livingstone Adongo	–	Office Messenger
(xi) Mr. Samuel Nyamburi	–	Security Officer

27. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Office Manager, Mr. Edwin Ogot, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

    (i) The office reported that there were no delays in the disbursement of salaries.

    (ii) The staff requested that the SHA benefits be enhanced to match their level of contributions, like the benefits extended to civil servants.

    (iii) The office had outstanding NSSF liabilities amounting to Ksh. 136,764 for June, 2016.

Committee Observations

(i) The Committee observed that the social health insurance scheme provided to the constituency office staff was not commensurate with their contributions and the cost of treatment.

(ii) The Committee also observed that the office Manager had cleared the outstanding NSSF liabilities and the constituency office was now compliant with the remittances of statutory deductions.

3.7 Rangwe Constituency

28. The Committee visited the office of the Member of Parliament for Rangwe Constituency on Saturday, 13th June 2026 at 2:30 p.m. The following officers were present during the meeting:

(i) Mr. Dancan O. Otieno	–	Constituency Office Manager
(ii) Mr. Peter M. Otieno	–	Constituency Clerk
(iii) Mr. Daniel Oketch	–	Driver

29. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Constituency

Office Manager, Mr. Dancan Otieno, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of twenty-seven (27) employees across the Constituency.

(ii) The office reported improvement in the disbursement of salaries, which enabled the staff to meet their needs on time.

(iii) The Manager reported that the constituency office staff were not paid their leave allowances for the 2025/2026 Financial Year.

Committee Observations

(i) The Committee observed that Rangwe Constituency office was currently compliant with the filing of statutory remittances.

(ii) The Committee also observed that the Constituency Liaison Office had processed and paid the pending leave allowances for the constituency office on 23rd June, 2026.

3.8 Ndhiwa Constituency

30. The Committee visited the office of the Member of Parliament for Ndhiwa Constituency on Saturday, 13th June, 2026. The following officers were present during the meeting:

(i) Mr. Washington Nyamuga	–	Constituency Office Manager
(ii) Ms. Grace Akell	–	Field Officer
(iii) Ms. Phoebe Atieno	–	Office Assistant
(iv) Ms. Clarice Owino	–	Security Officer

31. The Chairperson briefed the office staff on the mandate of the Committee as stipulated under Standing Order 212B and outlined the objective of the inspection visit. The Office Manager, Mr. Washington Nyamuga, accompanied by other office staff, thanked the delegation for the visit and informed the Committee of the following:

(i) The office had a staff establishment of nine (9) employees across the constituency.

(ii) The officers reported that the Constituency Office Manager files office returns on time and that officers receive their monthly salaries by the 5th of every month.

(iii) The constituency office had adequate office space and proper furniture.

(iv) The staff lamented that the Social Health Insurance scheme was not sufficient to address their medical needs and requested a comprehensive medical insurance scheme for the constituency office.

Committee Observations

(i) The Committee observed that the constituency office was compliant with the filing of statutory returns.

(ii) The Committee also observed that the social health insurance scheme provided to the constituency office staff was not commensurate with their contributions and the cost of treatment.

4.0 COMMITTEE GENERAL OBSERVATIONS

32. The Committee made the following general observations; THAT:

(1) The Parliamentary Service Commission reviewed salaries for the constituency offices in July, 2025 and July, 2026, although the amounts were still insufficient given the rising cost of living and statutory deductions. Salary disbursement to constituency offices has also generally improved, with most offices reporting receipt of salaries by the 5th of every month. However, a few offices still experienced occasional delays that affected the remittance of statutory deductions.

(2) The constituency offices visited were compliant with the remittance of statutory deductions and were issued with compliance certificates.

(3) The processing of gratuity was slow, and there were delays in processing gratuity to the constituency office staff at the end of their contract.

(4) The operations funds were released quarterly and not monthly, and there were delays in the disbursement of operations funds in some instances that hampered operations and affected service delivery to the constituency offices. The fund was also insufficient to support constituency offices, especially in constituencies with large geographic areas.

(5) The constituency office staff lacked adequate training to enhance their skills and competencies. Currently, only the Office Managers and Personal Assistants to the Members of Parliament benefit from training organized by the Constituency Liaison Office and not the entire constituency office staff.

5.0 COMMITTEE RECOMMENDATIONS

33. The Committee made the following recommendations; THAT:

(1) The Parliamentary Service Commission should review the emoluments of staff working at the constituency offices from time to time in line with the rising cost of living. The Constituency Liaison Office should ensure that staff salaries are disbursed to the constituency offices on or before the 5th of every month.

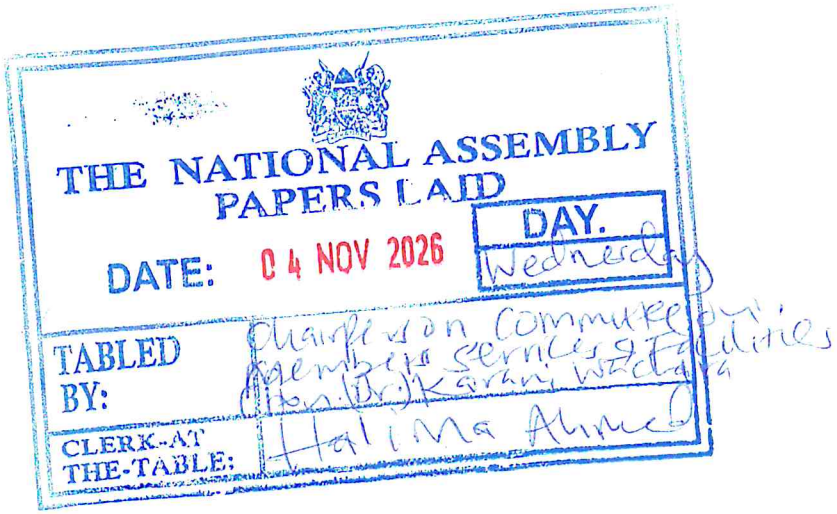
(2) The Parliamentary Service Commission, through the Constituency Liaison Office, should expedite the payment of the pending gratuity of the deceased former Awendo Constituency Office Manager, and streamline the processing of gratuity to staff upon the end of their contract.

(3) The Parliamentary Service Commission should increase the operations funds to the constituency offices to enhance office operations and improve service delivery.

(4) The Parliamentary Service Commission, through the Centre for Parliamentary Studies and Training, should organize training and capacity-building programmes for all the constituency office staff.

SIGNATURE: ..... **DATE:** 04/11/2026

HON. (DR.) WACHIRA KARANI, CBS, MP
CHAIRPERSON
COMMITTEE ON MEMBERS' SERVICES AND FACILITIES



MINUTES OF THE 23RD SITTING OF THE COMMITTEE ON MEMBERS' SERVICES AND FACILITIES HELD ON WEDNESDAY, 16TH SEPTEMBER, 2026 IN MADUNGUNI CONFERENCE HALL, PRIDE INN PARADISE BEACH RESORT, MOMBASA AT 9:00 A.M.

PRESENT

1. Hon. (Dr.) Wachira Karani, CBS, MP- Chairperson
2. Hon. Robert Ngui Basil, MP - Vice Chairperson
3. Hon. Aramat Lemanken, CBS, MP
4. Hon. Feisal Bader Salim, MP
5. Hon. Elisha Ochieng Odhiambo, MP
6. Hon. Jayne Kihara Wanjiru Njeri, MP
7. Hon. Augustine Kamande Mwafrika, MP
8. Hon. George Gachagua, MP
9. Hon. Peter Kalerwa Salasya, MP

APOLOGIES

1. Hon. Brighton Leonard Yegon, CBS, MP
2. Hon. Elsie Busihile Muhanda, MP
3. Hon. Ruth Adhiambo Odinga, MP
4. Hon. Mwaniki John Gitonga Mukunji, MP
5. Hon. Jerusha Momanyi Mongina, MP
6. Hon. Paul Abuor, MP

IN-ATTENDANCE

COMMITTEE SECRETARIAT

1. Mr. Abdirahman G. Hassan - Clerk Assistant I/Lead Clerk
2. Mr. Morintat Letaya - Clerk Assistant III
3. Mr. Edwin Gichane - Research Officer III
4. Ms. Winnie Kizia - Media Relations Officer
5. Ms. Rahab Chepkilim - Audio Officer II
6. Ms. Esther Mbatha - Public Communications Assistant
7. Ms. Sharon Choge - Constituency Liaison Officer

MIN.NO.NA/DAA&GPC/CMSF/2026/124 PRELIMINARIES

The Chairperson called the meeting to order at ten minutes past nine o'clock (9:10 a.m.) and said a word of prayer.

MIN.NO.NA/DAA&GPC/CMSF/2026/125 ADOPTION OF THE AGENDA

The agenda of the meeting was adopted as proposed by the Hon. George Gachagua, MP and seconded by the Hon. Jayne Njeri Kihara, MP.

MIN.NO.NA/DAA&GPC/CMSF/2026/126 CONFIRMATION OF MINUTES OF PREVIOUS SITTINGS

The agenda item was deferred to the next sitting.

MIN.NO.NA/DAA&GPC/CMSF/2026/127 ADOPTION OF THE REPORT ON INSPECTION VISITS TO CONSTITUENCY OFFICES IN HOMA BAY AND MIGORI COUNTIES

The Committee Members present unanimously adopted the report on inspection visits to constituency offices in Homa Bay and Migori counties, as proposed by the Hon. Robert Basil, MP, Vice Chairperson and seconded by the Hon. Augustine Mwafrika, MP, with the following observations and recommendations: -

Committee Observations

The Committee made the following general observations; THAT:

(1) The Parliamentary Service Commission reviewed salaries for the constituency offices in July, 2025 and July, 2026, although the amounts were still insufficient given the rising cost of living and statutory deductions. Salary disbursement to constituency offices has also generally improved, with most offices reporting receipt of salaries by the 5th of every month. However, a few offices still experienced occasional delays that affected the remittance of statutory deductions.

(2) The constituency offices visited were compliant with the remittance of statutory deductions and were issued with compliance certificates.

(3) The processing of gratuity was slow, and there were delays in processing gratuity to the constituency office staff at the end of their contract.

(4) The operations funds were released quarterly and not monthly, and there were delays in the disbursement of operations funds in some instances that hampered operations and affected service delivery to the constituency offices. The fund was also insufficient to support constituency offices, especially in constituencies with large geographic areas.

(5) The constituency office staff lacked adequate training to enhance their skills and competencies. Currently, only the Office Managers and Personal Assistants to the Members of Parliament benefit from training organized by the Constituency Liaison Office and not the entire constituency office staff.

Committee Recommendations

The Committee made the following recommendations; THAT:

(1) The Parliamentary Service Commission should review the emoluments of staff working at the constituency offices from time to time in line with the rising cost of living. The Constituency Liaison Office should ensure that staff salaries are disbursed to the constituency offices on or before the 5th of every month.

(2) The Parliamentary Service Commission, through the Constituency Liaison Office, should expedite the payment of the pending gratuity of the deceased former Awendo Constituency Office Manager, and streamline the processing of gratuity to staff upon the end of their contract.

(3) The Parliamentary Service Commission should increase the operations funds to the constituency offices to enhance office operations and improve service delivery.

(4) The Parliamentary Service Commission, through the Centre for Parliamentary Studies and Training, should organize training and capacity-building programmes for all the constituency office staff.

MIN.NO.NA/DAA&GPC/CMSF/2026/128 ADJOURNMENT

There being no other business, the meeting was adjourned at half past twelve (12:30 p.m.).

Signed: ..... **Date:** 04/11/2026

Hon. (Dr.) Wachira Karani, CBS, MP

(Chairperson)

Morning

THE NATIONAL ASSEMBLY
13TH PARLIAMENT – FIFTH SESSION (2026)

DIRECTORATE OF AUDIT, APPROPRIATIONS AND GENERAL PURPOSE COMMITTEES
COMMITTEE ON MEMBERS' SERVICES AND FACILITIES

ADOPTION LIST

We, the Members of the Committee on Members' Services and Facilities, pursuant to Standing Order 199, hereby adopt the report on inspection visits to constituency offices in Homabay and Migori Counties. We affix our signatures to affirm our approval and confirm its accuracy, validity and authenticity.

Date: 16/9/2026 **Venue:** Private Inn Paradise Hotel, Migori

Time: 9.00 a.m.

S/NO.	HON. MEMBER	SIGNATURE
1.	The Hon. (Dr.) Stephen Wachira Karani, CBS, MP - Chairperson	
2.	The Hon. Robert Ngui Basil, MP - Vice Chairperson	
3.	The Hon. Feisal Bader Salim, MP	
4.	The Hon. Aramat Lemanken, CBS, MP	
5.	The Hon. Brighton Leonard Yegon, CBS, MP	

S/NO.	HON. MEMBER	SIGNATURE
6.	The Hon. Elisha Ochieng Odhiambo, MP	
7.	The Hon. Elsie Busihile Muhanda, MP	
8.	The Hon. Mwaniki John Gitonga Mukunji, MP	
9.	The Hon. Jayne Kihara, MP	
10.	The Hon. Jerusha Momanyi Mongina, MP	
11.	The Hon. Paul Abuor, MP	
12.	The Hon. Ruth Adhiambo Odinga, MP	
13.	The Hon. Augustine Kamande Mwafrika, MP	
14.	The Hon. George Gachagua, MP	
15.	The Hon. Peter Kalerwa Salasya, MP	

Submitted by: A. G. Hassan. Signature:
Committee Clerk

Date: 31/7/2026

Approved by: Namulanda Oscar Date: 09/10/2026
DIRECTOR – AUDIT, APPROPRIATIONS
& GENERAL PURPOSE COMMITTEES