

From: "Managing Director" <director@kephis.org>
To: <info@ombudsman.go.ke>
Cc: "Kellen Karuti" <kkaruti@kephis.org>
Date: 29/04/2025 08:18 AM
Subject: RE: APPOINTMENT OF INFORMATION ACCESS OFFICERS

Dear Sir/Madam

We acknowledge receipt of the above mail.

KEPHIS has nominated the following officer (copied Herein) to be the contact person.

Name. Kellen Karuti
Designation: Deputy Director - Corporate Communications
Email: kkaruti@kephis.org
Telephone: 0728486170

Kind regards

PROF. THEOPHILUS M. MUTUI, PHD
MANAGING DIRECTOR
KENYA PLANT HEALTH INSPECTORATE SERVICE (KEPHIS), P.O. BOX 49592- 00100 GPO, NAIROBI, KENYA
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**KENYA PLANT HEALTH INSPECTORATE SERVICE (KEPHIS)
HEADQUARTERS – Ololua Ridge, Karen**

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Our Ref: KEPHIS/HQ/3/1/Vol.25/48

Date: 07th November 2024

Dr. Paul Rono, PhD
Principal Secretary
State Department for Agriculture
Ministry of Agriculture and Livestock Development
P.O. Box 30028 -00100
NAIROBI

*Approved
and signed
with budget
11/11/24*

Dear Sir,

**RE: REQUEST FOR PERMISSION TO PROCURE PROMOTIONAL
MERCHANDISE**

Kenya Plant Health Inspectorate Service (KEPHIS) is a state corporation mandated to assure quality of agricultural produce and products, while also preventing the introduction and spread of pests and diseases. As part of our strategic plan, we strive to enhance our visibility and raise public awareness about our regulatory mandate.

We acknowledge the Executive Office of the President's circular Ref. No. EOP/CAB.26/4AVOL.III/ (141) which has suspended the procurement, printing and production of corporate wear and promotional merchandise by state corporations.

As an organization with a critical regulatory role, KEPHIS has relied on branded merchandise as an effective tool for promoting our mandate and engaging with the public. This includes the production of calendars, diaries, writing pads, pens, and corporate wear. These materials are also essential for our staff, who regularly represent the organization at trade shows, exhibitions, and conferences, where such branded items serve as key instruments for outreach and engagement.

In light of the above, we request for an exemption from the referenced circular, allowing us to procure the following branded merchandise as part of our public awareness and engagement efforts:

- i. 300 Year 2025 calendars
- ii. 300 Year 2025 diaries