

Attachment B-3 Minutes of Progress and Information Sharing Meetings (National Level)

B-3-1 1st Progress and Information Sharing Meeting with MoH

Date	11 th March 2014	
Venue	Afya House 4 th floor	
Meeting Called By	JICA Project Team	
Type Of Meeting	Project Progress Meeting	
List Of Attendees	1. Dr. John G. Kariuki-MOH 2. Benjamin Murkomen-MOH 3. P.W Wanjohi-MOH 4. Dickson Kisoa-MOE&P 5. Hannington Gochi-REA	6. Dr. Dei –JET 7. Hidehito Wakabayashi-JET 8. Francis Mworira -JET Assistant 9. Ken Shimomukai –JET
Agenda	A. Project Progress B. Solar PV O&M cost financing	C. AOB

SUMMARY OF DISCUSSION

1. Introduction

Meeting started by a round of introduction of members.

2. Financial Analysis of the Charging

After a briefing of the project by Dr. Dei, JET financial expert Mr. wakabayashi took the meeting through the financial analysis of LOT 1 project sites.

- Ilkinyeti has a deficit of cash from the charging business due to poor customer turnout and high salary for the operator relative to income.
- In olkinyei there was also poor turnout of customers but the third analysis is yet to be done.

Mr. Wakabashi informed the meeting that charging business alone is not sufficient to sustain the operation and maintenance cost of the solar PV systems and therefore ministry of health need to come up with supplementary methods of financing.

Dr. Kariuki informed JET that the obligation of planning of the health budget was under the county government and not the central government and therefore it would be better if we address the issue to the county governments.

JET stressed that the electrified dispensary, MoH and County Office of Health are the owners of the system, so sustainable maintenance can only be done if arranged by the said parties.

Mr. Dickson mentioned that the problem of poor sustainability of solar PV system is existent in other projects carried out by MOE&P and REA.

3. Recommendations

- Operator of the PV system to be selected from the existing staff of the dispensary to avoid additional salary expenses.
- Establishment of a financial system to enable the reserve of electricity budget for dispensaries which can be used to replace the major components.
- The dispensary committee needs to apply for replacement cash from the county government.
- In the future, the replacement cost of a solar PV system is recommended to be budgeted in the health budget.
- MoH to support the request by the project.

4. AOB

- Mr. Murkomen to arrange a meeting between JET and H.S.S.F officials to discuss financing options for the solar PV operation and maintenance cost.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Progress and Information Sharing

Venue: Ministry of Health

Date: 14th March, 2014

Time: 2pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Dr. John A. Kaditu	MOH	DCPHO		
2	Benjamin Mwangi	MOH	SN. PITO		
3	Hidolito Wika	JICA JET	Finance		
4	P.W. Wangari	MOH	SAC PITO		
5	Dickson Vindya Kisoa	MOEST	IC4E		
6	Hanningtone Gichunge	REA	SN. Temba		
7	Francis Mogoba	JET	Assistant		
8	Ken Shimomukai	JET	Coordinator		
9	TS/OM/DSE	JIST	Team Leader		
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B-3-2 1st Progress and Information Sharing Meeting with MoEST

Date	14 th March 2014	
Venue	Jogoo House B.	
Meeting Called By	JICA Project Team	
Type Of Meeting	Information Sharing	
List Of Attendees	1. Hanningtone Mudegu – JET 2. Gilbert Gichunge – REA 3. John Temba – MOEST – ICT4E 4. Martin Kungania – MOEST – ICT4E	5. Ken Shimomukai – JET 6. Dickson Kisoa – MoE&P 7. Mogoba – MOEST – ICT4E
Agenda	a. Introduction b. Monitoring results for Lot 1 sites	c. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Introduction

MOEST officer (ICT4E) welcomed all the members to the meeting. The meeting commenced after a brief introduction.

b. Monitoring results for Lot 1 sites

JET took the members present through the monitoring report for Lot 1 sites. The following issues were raised during the discussion:

- There should be only one management committee to avoid conflicts like is the case at Olemoncho Primary School.
- The management committee should integrate solar management issues in their regular meetings (The Ministry of Education recommends that the Management Committee meets at least once per term though they can decide to call other meetings to discuss emergency occurrences).
- JET and the contractor should provide manuals/guidelines that will help the facilities know/understand how to

	<p>draft their own by laws (or guidelines) on the use/management of the solar PV systems installed at the facilities. These guidelines should be put at convenient places like notice boards so that everyone can easily access the information.</p> <ul style="list-style-type: none"> - The management committee of each facility can decide on how to save some money from the school budget for operation and maintenance, and future replacement of batteries (According to MOEST officers, schools usually re-allocate funds not utilized to other needy parts in their budget-this means that they may not be able to have accumulated funds on their accounts). - The parents can also contribute towards future replacement of batteries if they are well informed. During replacements, the management committee should be encouraged to buy maintenance free batteries-they last for more than 5 years and require no maintenance compared to flooded batteries that require regular checking and maintenance. - The management committee should decide on the mode of employing the operator. All the possible modes should be explained clearly and the MC will choose the best option out of the ones given. - The current laptop project will be like an eye opener to the government to see the need of increasing the Free Primary Education Fund. The MOEST made a request to increase the electricity vote head to Kshs. 500 per child but it has not been considered. - REA and the laptop project team should be able to include the component of maintenance of the solar PV systems in their budget. - The solar PV systems in schools in Lot 1 sites were not sized up to cater for the laptop project. REA will upscale the systems. <p>c. Any other Business (AoB)</p> <ul style="list-style-type: none"> - The MOEST - ICT4E will continue working with JET. The MOEST-Basic department will be invited whenever their input is required because they are the consumers of the output of the project. - All the members present agreed that information sharing is vital for the progress of the project.
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B-3-3 2nd Progress and Information Sharing Meeting with MoH

Date	19th January, 2015	
Venue	MoH – Afya House	
Meeting Called By	JICA Project Team and REA	
Type Of Meeting	Progress and Information Sharing	
List Of Attendees	<ol style="list-style-type: none"> 1. Dr. Kepha Ombacho 2. Samson Kasanga 3. Owen Chiaji 4. Kevin Tum 	<ol style="list-style-type: none"> 5. Dr. Tsutomu DEI – JET, Team Leader 6. Yoko KITAUCHI – JET, Expert 7. Ken Shimomukai – JET, Coordinator 8. Hannington Mudegu – JET, Team Assistan
Agenda	<ol style="list-style-type: none"> a. Introduction b. Information Sharing 	<ol style="list-style-type: none"> c. Any other Business (AoB)

SUMMARY OF DISCUSSION

a) Introduction

The meeting commenced after a brief introduction from the members.

b) Information Sharing

- i JET shared a handout with the Dr. Kepha showing some of the results of monitoring to Lot 2 and a model showing the responsibilities of key players for good PV system management/utilization.
- ii. Dr. Kepha emphasized the need to handover the PV systems to the end user-facility owners as they are the ultimate beneficiaries. He highlighted on the need of the facility owners committing themselves in writing that they would take care of the PV systems.
- iii. Dr. Kepha noted that the ongoing discussions for a memorandum should involve those at the county level; specifically the target facility. He advised the members present to seek the Attorney General’s direction in drafting the memorandum and make it available for signing.

c) Any other Business (AoB)

Dr. Kepha noted that he is aware of the progress of the Project and encouraged all the members present to work hard and ensure that the project en

Attendant List
Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Progress & Information Sharing Meeting with MoET
Venue: Afya House (at MoET Office) Date: 19th January 2015 Time: 13:30pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Owen Chijaji	REA	Comm Asst		
2	Kevin Tum	REA	COM Ass		
3	Samson Kasiga	MOEST	ADRE		
4	Ken Shimomukai	JET	Coordinator		
5	Yoko Kitauchi	JET	Community development monitor		
6	Tsutomu DEI	JET	Team Leader		
7	Hannington Mudegu	JET	Assistant		
8	Dr. WSKA ONDIA	MOET	DPH		
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B-3-4 2nd Progress and Information Sharing Meeting with MoEST

Date	19 th January, 2015	
Venue	MOEST – Jogoo House	
Meeting Called By	JICA Project Team and REA	
Type Of Meeting	Progress and Information sharing	
List Of Attendees	1. John Temba, MOEST-ICT4E 2. Mogoba Stephen, MOEST-ICT4E 3. Ng’ang’a Wainaina, MOEST-ICT4E 4. Samson Kasanga, MOE&P, ADRE 5. Owen Chijaji, REA, Assistant Communications	6. Kevin Tum, REA, Ass. Communications 7. Tsutomu DEI – JET, Team Leader 8. Yoko KITAUCHI – JET, Expert 9. Ken Shimomukai – JET, coordinator 10. Hannington Mudegu – JET, Team Assistant
Agenda	a. Introduction b. Information Sharing	c. Any other Business (AoB)

SUMMARY OF DISCUSSION

a) Introduction

The meeting commenced after a brief introduction from the members.

b) Information Sharing

1. JET informed the members present that the project will terminate in February 2015. JET noted that there exist challenges regarding operation and maintenance of the PV systems installed at the public facilities specifically: Replacement cost.
2. JET also highlighted to the members that the design of the PV systems to the four schools includes a charging service component that is meant to generate income for daily operation and maintenance of the PV systems. Itumtum Primary School, in Narok County for example, is able to raise an average of Kshs. 4,000 per month which can be used to buy distilled water, replace broken bulbs, etc. However, the money will not be enough for major replacements like batteries.
3. JET also shared a handout with the members showing some of the results of Lot 2 monitoring and a model showing the responsibilities of key players for good PV system management/utilization.
4. The MOEST noted that the Project was in line with the Ministry's plan for the Laptop Programme. In addition, the MOEST highlighted that in their previous meetings, they discussed about the budget for replacements. The treasury increased the funds for FPE (per child) to Kshs. 1,400; the electricity vote head increased by approximately Kshs. 5 per child. This new budget will be initiated in 2015/2016 financial year. More discussions with the MOE&P and REA are underway. According to the MOEST, the parents and other players such as churches and donors also have a responsibility to contribute towards maintaining such projects.
5. JET noted that in some areas, parents are not able to contribute because of their low income levels. The MOEST promised to use JET's report in their upcoming activities.
6. On the other hand, REA hinted that they have a plan for operation and maintenance for all the public schools with PV systems.
7. JET facilitated training at JKUAT to officers from MoEST and its County officers. However, the MOEST does not have a technical person who can be assigned for maintenance work for PV systems and therefore, it is difficult to have someone from the MOEST attending the training.

c) Any other Business (AoB)

1. JET wanted to know about the Laptop Programme given that three schools have been installed with a functional PV system for the laptops. In response, the MOEST noted that the process is still on though numerous court proceedings against the laptop project have delayed the process. However, the MOEST informed the members present that in case they receive a donation of computers, they will consider the three schools and even have a keen interest of learning on how the schools utilize the PV system and the computers.
2. The MOE&P noted that it would be difficult to implement a centralized operation and maintenance budget for all public facilities with solar PV systems. It is more likely that a particular budget will target a group of facilities such as primary schools for Laptop Programme.
3. According to the MOEST, all the stakeholders need to help in operation and maintenance of the PV systems installed at the public facilities.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Progress & Information Sharing Meeting with MOEST
 Venue: Jogen House (at MOEST Office) Date: 19th January 2015 Time: 9:30am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Samson Kasenge	MCEXP	AD RE		
2	Onyiah Onyiah	DEC	ADJ. Com		
3	Maria Tani	IREA	ASS. COM		
4	Hannington Mui dep	JET	Team Assista		
5	Ken Shimomura	JET	Coordinator		
6	Saku Kitawaki	JET	Community develop monitoring		
7	Tetsuo L. Doo	JRI	Team Leader		
8	Nganga Wainaina	MOEST	SADE-ICT4E		
9	Mogobu Stephen	MOEST	ADDA-ICT4E		
10	John Temba	MOEST	ADDA-ICT4E		
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Attachment B-4 Minutes of Progress and Information Sharing Meetings (County/Sub-County Level)

B-4-1 1st Progress and Information Sharing Meeting with MoH in Kajiado County

Date	13 th June, 2014	
Venue	Ministry of Health – Kajiado	
Meeting Called By	JICA Project Team, REA and MoE&P	
Type Of Meeting	Support to Solar PV Projects at Dispensaries	
List Of Attendees	<ol style="list-style-type: none"> 1. Lydia Mutisya – MoH, Administrator 2. Ken Shimomukai – JET, coordinator 3. Dickson V. Kisoa – MoEP, PREA 4. Tsutomu Dei – JET, Team Leader 5. Caroline Wambui – REA, Corporate Assistant 	<ol style="list-style-type: none"> 6. Benjamin M. Mwaura – MoH, County Nursing Office 7. Hanningtone Mudegu – JET, Team Assistant
Agenda	<ol style="list-style-type: none"> a. Introduction b. Information Sharing 	<ol style="list-style-type: none"> c. Any other Business (AoB)

SUMMARY OF DISCUSSION

1. Introduction

All the members present introduced themselves. The administrator – representing the County Director of Health, welcomed everyone.

2. Information Sharing

The results of the 1st, 2nd and 3rd monitoring were shared among the members present with specific reference to Ilkilnyeti Dispensary. The following issues were noted for Ilkilnyeti Dispensary:

- ✓ The PV system for the vaccine unit is not functioning well. An upgrading to the system (including a new vaccine refrigerator) will be done in July 2014.
- ✓ Initially, the management had some internal problems that affected PV system management. Currently, the issues were resolved and the committee is working well.
- ✓ By laws (guidelines) on Solar PV system use have been drafted
- ✓ The 4th monitoring has been done together with the county (MoH) counterpart. The results of the monitoring are being compiled.
- ✓ The charging service has realized some great improvement with an average sales of about Kshs. 5,000 per month compared to the previous of about Kshs. 2,000 per month

3. Any other Business (AoB)

- JET informed the members present that the vaccine refrigerator problem at Ilkilnyeti will be fixed in July 2014.
- According to the administrator, HSSF may be used for operation and maintenance of the PV system. In this case, the dispensaries need to include it in their budget and the county will approve. However, HSSF funds are usually very small.
- In their budget, Kajiado County did not include the component of PV system. The administrator informed the members present that they may include it in the next budget.
- There will be an advance PV training in August 2014 at JKUAT. The county will arrange to send someone for the training. Details of the training will be provided by JET to the county in advance.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy In Kenya

Meeting Title: Information sharing Meeting w/ County Health
Venue: MoH-Kajiado Date: 13/06/14 Time: 11am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Lydia Mutesya	MOH	Administrator		
2	Ken Shimomukai	JET	Coordinator		
3	Dickson V. Kisoa	MoEP	PREA		
4	Jesu COMU DE I	JET	Team Leader		
5	Caroline Wambui	REA	Corporate Assistant		
6	BENJAMIN N. MUDUGU	MoH	County Director of Health		
7	Hannington Mudegu	JET	Team Assistant		
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B-4-2 1st Progress and Information Sharing Meeting with MoH in Narok County

Date	16 th June, 2014		
Venue	County Health Office – Narok County		
Meeting Called By	JICA Project Team, REA and MoEP		
Type Of Meeting	Support to Solar PV Projects at Dispensaries		
List Of Attendees	1. Dr. Okoth Peter, MoH, County Director of Health 2. Daniel Sironka, MoH, CPHO 3. Caroline Wambui – REA, Ass. Corporate Planning	4. Ken Shimomukai – JET, coordinator 5. Dickson V. Kisoa – MoEP, PREA 6. Hannington Mudegu – JET, Team Assistant	
Agenda	a. Introduction b. Information Sharing	c. Any other Business (AoB)	

SUMMARY OF DISCUSSION

a) Introduction

The County Director of Health welcomed everyone to the meeting.

b) Information Sharing

The results of the 1st, 2nd and 3rd monitoring were shared among the members present with specific reference to Olkinyei Dispensary. The following issues were noted:

- ✓ Olkinyei Dispensary is performing poorly among all the pilot sites in lot 1.
- ✓ The management committee of Olkinyei Dispensary has had some internal problems that have affected PV system management. Initially, there were two committees: PV committee and Dispensary Management

Committee. The PV committee died a natural death-it never worked. The Dispensary Committee took over the management of the PV system but has never performed according to the expectations of JET. Guidelines on Solar PV system use have been drawn and approved by the third monitoring.

- ✓ The 4th monitoring has been done. The results of the monitoring are being compiled.
- ✓ The annual replacement cost is Kshs. 124,114 on average. The County (Health) will ensure that the facilities with

- ✓ PV systems have a sustainable PV system. Three fund sources have been reviewed: Income from charging service, saving from the Dispensary budget (electricity) and government budget.
- ✓ The minutes of the meeting on 11th March 2014 at Afya House were also reviewed.

c) Any other Business (AoB)

- Olkinyei will soon be connected to the National Grid but it will be better if they remain connected to the PV system to have an uninterrupted supply of power. They will also pay lesser bills compared to using the National Grid Power only.
- Monitoring will continue until October 2014.
- County Health Officers will arrange to visit Olkinyei Dispensary and learn about the existing PV system, advice the committee and ensure that there is proper PV system maintenance and charging services.
- JET notified the members present that the county needs to send somebody for the August 2014 Advanced PV training at JKUAT University. The Director suggested that the county can send someone from the Bio-medical engineering field though they have a limited budget. He requested JET to subsidize the cost of the training.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information Sharing Meeting w/ Narok Health
Venue: Narok County Regional Hospital **Date:** June 16th, 2014 **Time:** 12 noon

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	DR. OLETH PETOE	MOH-NAROK	C.D.H		
2	Ken				
3	Caroline Kambui	REA	Planning assistant		
4	Daniel Sranke	MOH	CPTD		
5	Dickson Kisiu	MOEP	PREO		
6	Ken Shimomukai	JICA Expert Team	Coordinator		
7	Hammington Muthiga	JICA Expert Team	Project Team Ass.		
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B-4-3 1st Progress and Information Sharing Meeting with MoEST in Narok County

Date	16 th June, 2014		
Venue	County Education Office – Narok County		
Meeting Called By	JICA Project Team, REA and MoE&P		
Type Of Meeting	Support to Solar PV Projects at Dispensaries		
List Of Attendees	1. Makori M. Anthony, CDE Office, ADE 2. Caroline Wambui – REA, Ass. Corporate Planning 3. Dickson Kisoa, MoE&P	4. Ken Shimomukai – JET, coordinator 5. Hannington Mudegu – JET, Team Assistant	
Agenda	a. Introduction b. Information Sharing	c. Any other Business (AoB)	

SUMMARY OF DISCUSSION**a) Introduction**

All the members present introduced themselves. The ADE – representing the County Director of Education, welcomed everyone.

b) Information Sharing

The results of the 1st, 2nd and 3rd monitoring for Lot 1 were shared among the members present with specific reference to Iltumtum and Olemoncho Primary Schools. The following issues were noted:

- ✓ Iltumtum was performing better than Olemoncho in terms of Operation and Maintenance of the PV systems, charging services and record keeping. Iltumtum has saved Kshs. 20,092 till the last monitoring in May while Olemoncho is yet to start saving.
- ✓ Initially, the management committee of Olemoncho Primary school had some internal problems that affected PV system management. The presence of two committees: PV committee and School Management Committee (SMC). Currently, there is only one committee (SMC). Mobile charging services have begun afresh on 19th May 2014 at Olemoncho Primary School.
- ✓ By laws (guidelines) on Solar PV system use has not been drafted till the 3rd monitoring activity.
- ✓ The 4th monitoring has been done together. The results of the monitoring are being compiled.
- ✓ The annual replacement cost is Kshs. 246,095 on average. The County (Education) will ensure that the facilities with PV systems have a sustainable PV system. Four fund sources have been reviewed: Income from charging service, saving from the school budget (electricity), contribution from parents and government budget.
- ✓ The minutes of the meeting on 14th March 2014 at Jogoo House B were also reviewed.

c) Any other Business (AoB)

- Olemoncho does not have PV system for a computer class. REA representative informed the members present that they will take care of that.
- Monitoring will continue until October 2014. Meanwhile, preparations for handing over will be done through the county office and the MoEST will also be notified.
- An Education Officer in the county can be a point of reference for all the sites.
- JET notified the members present that the county needs to send somebody for the August 2014 Advanced PV training at JKUAT University. The education office may not have the budget and the person readily available. However, JET can inform the National office so that they allocate funds for the person(s) who will attend the training.
- The CDE will be notified about the results of the discussion.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information Sharing Meeting with Narok Health
Venue: Narok County Education Office Date: June 16th, 2014 Time: 10am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Maxosi M. Anthony	CDE's Office	ADK		
2	Caroline Wambui	RURAL ELECTRIF	Assistant - Corporate Planning		
3	Dickson Kisoa	MOE & P	PREP		
4	Hannington Mudegu	JICA EXPERT TEAM	Project Team Assistant		
5	Ken Shimomukai	JET	Coordinator		
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B-4-4 1st Progress and Information Sharing Meeting with MoH in Samburu County

Date	19 th June, 2014		
Venue	Maralal – Samburu County Hospital		
Meeting Called By	JICA Project Team, REA and MoE&P		
Type Of Meeting	Support to Solar PV Projects at Dispensaries		
List Of Attendees	1. Dr. Martin Thuraira, MoH, CDH 2. Dr. Alex Mungai, MoH County Pharmacist 3. Nicholas Maundu, MoE&P, Engineer	4. Gilbert Gichunge, REA, Engineer 5. Ken Shimomukai – JET, coordinator 6. Hannington Mudegu – JET, Team Assistant	
Agenda	a. Introduction b. Information Sharing	c. Any other Business (AoB)	

SUMMARY OF DISCUSSION

- a) **Introduction**
The County Director of Health welcomed everyone to the meeting.
- b) **Information Sharing**

The results of the 1st, 2nd and 3rd monitoring were shared among the members present with specific reference to Olkinyei Dispensary-Narok County and Ilkilnyeti Dispensary-Kajiado County. The following issues were noted:

- ✓ Olkinyei Dispensary is performing poorly among all the pilot sites in lot 1.
- ✓ The management committee of Olkinyei Dispensary has had some internal problems that have affected PV system management. Initially, there were two committees: PV committee and Dispensary Management Committee. The PV committee died a natural death-it never worked. The Dispensary Committee took over the

- ✓ management of the PV system but has never performed according to the expectations of JET. Guidelines on Solar PV system use have been drawn and approved by the third monitoring.
- ✓ The PV system for the vaccine unit at Ilkilnyeti Dispensary-Kajiado is not functioning well. An upgrading to the system (including a new vaccine refrigerator) will be done in July 2014.
- ✓ Initially, the management of Ilkilnyeti Dispensary had some internal problems that affected PV system management. Currently, the issues have been resolved and the committee is working well.
- ✓ By laws (guidelines) on Solar PV system use have been drafted
- ✓ The 4th monitoring at Ilkilnyeti has been done together with the county (MoH) counterpart. The results of the monitoring are being compiled.
- ✓ The charging service for Ilkilnyeti has realized some great improvement with an average sales of about Kshs. 5,000 per month compared to the previous sales of about Kshs. 2,000 per month
- ✓ The annual replacement cost is Kshs. 124,114 on average. The County (Health) will ensure that the facilities with PV systems have a sustainable PV system. Three fund sources have been reviewed: Income from charging service, saving from the Dispensary budget (electricity) and government budget.
- ✓ The minutes of the meeting on 11th March 2014 at Afya House were also reviewed.

c) Any other Business (AoB)

- The county has just (April 2014) completed an analysis of the current status for all the dispensaries in Samburu County. A report will be available later.
- According to the Director, the county is in a position to continue monitoring activities at least once in every quarter. The county is also considering solar powered vaccine refrigerators for the dispensaries.
- Maintenance officers will help the county in ensuring good operation and maintenance of the PV systems installed at the dispensaries. During replacements, the county will take care of the deficit.
- The County Health Director will arrange to visit some of the dispensaries and learn about the existing PV system, advice the committee and ensure that there is proper PV system maintenance and charging services.
- The director requested JET to share with the county the monitoring and reporting tools. The county may adjust the tools to suit their needs soon after handing over the project.
- JET notified the members present that the county needs to send somebody for the August 2014 Advanced PV training at JKUAT University. The Director suggested that the county can send someone from the Bio-medical engineering field if communication is done in advance.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing meeting w/ Samburu Health
Venue: Maralal Date: June 19th 2014 Time: 4:40pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Dr Martin Thurania	MSTH	CDH		
2	DR ALEX MUNGAI	MoH	C.P		
3	Ken Shimomukai	JET	Coordinator		
4	Nicholas Mwaniki	MoEP	Engineer		
5	Gilbert Gichungo	REA	Engineer		
6	Hannington Mudegu	JICA EXPERT Team	Team Assistant		
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B-4-5 1st Progress and Information Sharing Meeting with MoEST in Samburu County

	19 th June, 2014	
Venue	County Education Office – Samburu County	
Meeting Called By	JICA Project Team, REA and MoE&P	
Type Of Meeting	Support to Solar PV Projects at Dispensaries	
List Of Attendees	1. George Njoroge- MOEST, Officer 2. Sarafino Samuel, DEO 3. Gilbert Gichunge, Engineer, REA	4. Caroline Wambui – REA, Ass. Corporate Planning 5. Ken Shimomukai – JET, coordinator 6. Hannington Mudegu – JET, Team Assistant
Agenda	a. Introduction b. Information Sharing	c. Any other Business (AoB)

SUMMARY OF DISCUSSION

a) Introduction

All the members present introduced themselves. The Zonal Officer – representing the County Director of Education, welcomed everyone.

b) Information Sharing

The results of the 1st, 2nd and 3rd monitoring for Lot 1 were shared among the members present with specific reference to Iltumtum and Olemoncho Primary Schools. The following issues were noted:

- ✓ Iltumtum was performing better than Olemoncho in terms of Operation and Maintenance of the PV systems, charging services and record keeping. Iltumtum has saved Kshs. 20,092 till the last monitoring in May while Olemoncho is yet to start saving.
- ✓ Initially, the management committee of Olemoncho Primary school had some internal problems that affected PV system management. The presence of two committees: PV committee and School Management Committee (SMC). Currently, there is only one committee (SMC). Mobile charging services have begun afresh on 19th May 2014 at Olemoncho Primary School.
- ✓ By laws (guidelines) on Solar PV system use has not been drafted till the 3rd monitoring activity.
- ✓ The 4th monitoring has been done together. The results of the monitoring are being compiled.
- ✓ The annual replacement cost is Kshs. 246,095 on average. The County (Education) will ensure that the facilities with PV systems have a sustainable PV system. Four fund sources have been reviewed: Income from charging service, saving from the school budget (electricity), contribution from parents and government budget.
- ✓ The minutes of the meeting on 14th March 2014 at Jogoo House B were also reviewed.

c) Any other Business (AoB)

- According to the Zonal Education Officer, the project is in line with the main objectives of the Laptop Project.
- Monitoring will continue until October 2014. Meanwhile, preparations for handing over will be done through the county office and the MoEST will also be notified.
- An Education Officer in the county can be a point of reference for all the sites.
- JET notified the members present that the county needs to send somebody for the August 2014 Advanced PV training at JKUAT University. However, the education office may not have the budget and the person readily available.
- The CDE will be notified about the results of the discussion.

Attendant List
Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information Sharing Meeting w/ Samburu Education
Venue: County Director's office (Education) **Date:** June 19th, 2014 **Time:** 2:30pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	George Njoroge	MOEST	Zonal Officer		
2	Hannington Mudega	JICA Expert Team	Team Assistant		
3	Ken Shimomukai	JICA	Coordinator		
4	Sabatino Patwa	DEB/RETA	DCO		
5	Gilbert Kichige	REA	ENGINEER		
6	Nicholas Mwanje	MOEST	ENGINEER		
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B-4-6 2nd Progress and Information Sharing Meeting with MoH in Kajiado County

Date	4 th November 2014	
Venue	Kajiado Health Office	
Meeting Called By	JET & REA	
Type Of Meeting	Information sharing	
List of Attendees	1. Dr. Ezekiel Kapkoni 2. Solonka Philip, CCO 3. Edwin Owiti, Eng. 1 MoE&P 4. Alex Makori – REA	5. Kioko M. – REA 6. Yoko Kitauchi - JET 7. Hannington Mudega – Assistant, JET
Agenda	a. Introduction b. Current status of the project c. MoU	d. Hand over process e. AoB

SUMMARY OF DISCUSSION

1. Introduction

The team was introduced to the new (temporary) offices for health at the Governor's offices. The meeting commenced after a brief introduction by all team members.

2. Current status of the project

JET announced that the project officially terminated in October 2014. JET further informed the Director for Health that the management committee of Ilkilnyeti received both financial and technical training and that they should be able to carry out operation and maintenance of the PV systems.

On the other hand, JET also reminded the Director that REA will prepare a budget for O&M and replacements and submit it to the county government. The officer who received solar PV training at JKUAT will be the most appropriate person to continue monitoring the PV systems. The Director noted that the county is ready to take care of the PV systems after being handed over to them. The income generated by the charging system should also be monitored.

3. MoU

JET informed the Director that they will support REA in exchanging MOU with the county health office.

4. Hand over process

Matters of ownership and hand over from REA to the ministries have not been fixed yet. After signing the MOU, the process of handover will be made known to the county officers.

5. AoB

The Director appreciated the fact that Solar PV systems at dispensaries bring about a great change and improvement to service delivery. He gave an example whereby facilities with PV systems are able to treat patients during the night. He assured the team that the county will ensure that these PV systems are working well.

The team was to leave to Ilkilnyeti with two officers: the accountant and the maintenance officer. Only the accountant was available. The Director informed the team that 2 officers would accompany JET to Ilkilnyeti on the next visit.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing
Venue: Kagirwa Health office Date: 04/11/14 Time: 11:50 am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hammington Mudozi	JICA Expert Team	Project Team Ass.		
2	ALEX M. MAMORI	REA OFFICER.	RENEWABLE ENERGY.		
3	KIROSU MACHO	REA	COMMUNIC.		
4	FINNIN OJWII	MIN OF ENERGY & PETROLEUM	ENG. I		
5	DR. EZEKIEL SIKORANI	CDH-KAGIRWA	CDH		
6	YACO KITAUCHI	JICA Expert Team	County development		
7	Solomon Pili	CCO/CDH	CCO		
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B-4-7 2nd Progress and Information Sharing Meeting with MoH in Narok County

Date	11 th November 2014		
Venue	Narok County – CDH Office		
Meeting Called By	JET & REA		
Type Of Meeting	Information sharing		
List of Attendees	1. Peter Kulel, Biomedical, MoH 2. Daniel Tubei, Biomedical, MoH 3. Daniel Sironka, County PHO, MoH 4. Okoth P. CDH, MoH	5. Edwin Owiti, Eng. 1 MoE&P 6. Yoko Kitauchi - JET 7. Hanningtone Mudegu – Assistant, JET	
Agenda	a. Introduction b. Current status of the project c. MoU	d. Hand over process e. AoB	

SUMMARY OF DISCUSSION	
1. Introduction	The team was introduced to the County Director of Health's office. The meeting commenced after a brief introduction from all members present.
2. Current status of the project	JET announced that the project officially terminated in October 2014. JET further informed the Director for Health that the management committee of Olkinyei Dispensary received both financial and technical training and that they should be able to carry out operation and maintenance of the PV systems. JET also reminded the Director that REA will prepare a budget for O&M and replacements and submit it to the county government. The officer who received solar PV training at JKUAT will be the most appropriate person to continue monitoring the PV systems. The Director noted that the county is ready to take care of the PV systems after being handed over to the County Government. The director informed the members present that the county has a budget for maintenance that can be utilized for O&M of the solar PV systems at the health facilities. The income generated by the charging system should also be monitored.
3. MoU	JET informed the Director that they will support REA in exchanging MOU with the County Health Office.
4. Hand over process	Matters of ownership and hand over from REA to the ministries have not been fixed yet. After signing the MOU, the process of handover will be made known to the county officers.
5. AoB	The Director appreciated the fact that Solar PV systems at dispensaries bring about a great change and improve service delivery. He assured the team that the county will ensure that these PV systems are working well. The Director further noted that the officer who received training at JKUAT will be dispatched to the field and ensure that monthly visits are done. In addition, he informed the members present that he and other team members visited Olkinyei to understand the situation. After Olkinyei are connected to the main grid, he said, they will emphasize the use of Solar PV system in order to save on the electricity cost/bills. He suggested that Olkinyei dispensary concentrate on hair clipping as an alternative use of the charging house in order to raise their income instead of relying on mobile phone charging. The Director noted that he was impressed by the project's ideas and highlighted on the need of the county to adopt the model and implement it in off grid areas.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing
Venue: Narok County-Heath Date: 11/11/14 Time: 9:30 AM

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hanningtone Mudegu	JICA Expert Team	Project Team Assistant		
2	Edwin Owiti	MIN OF ENERGY & PETROLEUM	ENG 1		
3	Peter Kido	(Transformer Substation)	Engineer		
4	Daniel Tubai	NAROK HOSP	PHO-AREA		
5	Daniel Siraika	MOH	COUNTY PHO		
6	OWIT P.T	MOEA	COE		
7	Yoko KITAUCHI	JICA Expert Team	Expert		
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B-4-8 2nd Progress and Information Sharing Meeting with MoEST in Narok County

Date	11 th November 2014		
Venue	Narok County – CDE Office		
Meeting Called By	JET & REA		
Type Of Meeting	Information sharing		
List of Attendees	1. Anthony Makori, DEO, MoEST 2. Abdi Hamid, CDE, MoEST 3. Edwin Owiti, Eng. 1 MoE&P	4. Yoko Kitauchi - JET 5. Hanningtone Mudegu – Assistant, JET	
Agenda	a. Introduction b. Current status of the project c. MoU	d. Hand over process e. AoB	

SUMMARY OF DISCUSSION

- 1. Introduction**
The team was introduced to the County Director of Education’s office. The meeting commenced after a brief introduction from all the members present.
- 2. Current status of the project**
JET announced that the project officially terminated in October 2014. JET further informed the Director that the management committee of all the two schools in Narok County: Iltumtum and Olemoncho received both financial and technical training and that they should be able to carry out operation and maintenance of the PV systems.
JET also reminded the Director that REA will prepare a budget for O&M and replacements and submit it to the Ministry of

Education, Science and Technology. The DEO notified the Director and members present that no officer received solar PV training at JKUAT. JET informed the members that no appropriate person was selected from the Education sector and moreover, no budget was provided by the Education department for such an officer. However, the health team sent an officer for the training.

It was noted that the county has no budget for O&M and replacements. This is because the Education sector is not devolved. REA and the Ministry of Education will have discussions on the budget for replacements. JET informed the Director that the income generated by the charging service should be monitored. The schools should submit a monthly report about the solar PV system and the income generated from the charging service.

3. **MoU**
JET informed the Director that they will support REA in exchanging MOU with the Ministry of Education, Science and Technology.
4. **Hand over process**
Matters of ownership and hand over from REA to the ministries have not been fixed yet. After signing the MOU, the process of handover will be made known to the county officers.
5. **AoB**
The Director appreciated the efforts of JET and REA to install solar PV systems at the primary schools. Though new (one month), the Director showed the interest of following up on the project's progress.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing

Venue: Narok County Education Date: 11/11/14

Time: 10:40 am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hamington Mudegi	JICA Expert Team	Project Team Assistant		
2	Edwin Owiti	Ministry of Education & P.T.A	Education		
3	Amos Makeni	CDE's office	PEO		
4	Toke KTAU CHI	JICA Expert Team	Expert		
5	Abelhamiel	Moest	CDE		
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B-4-9 3rd Progress and Information Sharing Meeting with MoH in Narok County

- No officers from REA attended the 2nd progress and information sharing meeting with MoH held in Narok. Thus, JET organized an additional meeting in January 2015.

Date	28 th January, 2015
Venue	County Health Office – Narok County

Meeting Called By	JICA Project Team and REA		
Type Of Meeting	Progress and Information Sharing		
List Of Attendees	1. Dr. Francis Kiio, MoH-Narok County, Acting CDH	4. Alex Makori, REA-REA officer	5. Yoko Kitauchi-JET
	2. Daniel Sironka, MoH-Narok, County Public Health Officer	6. Hannington Mudegu – JET, Team Assistant	
	3. Daniel Tubei, MoH-Narok, Bio-MED Technician		
Agenda	a. Introduction	c. Any other Business (AoB)	
	b. Information Sharing		

SUMMARY OF DISCUSSION

a) Introduction

All the members present introduced themselves. The acting County Director of Health (representing the County Director of Health) welcomed everyone to the meeting.

b) Information Sharing

- i. JET informed the members that the project is coming to its end.
- ii. There was only one target dispensary in Narok County-Olkinyei. The facility has submitted monthly reports regarding solar PV system as required by the project.ii.
- iii. However, there have been numerous management challenges. The charging business is not being fully utilized-the operator does not open the charging house frequently as required.
- iv. JET advised the Health office to ensure that Olkinyei Dispensary utilizes the solar PV systems installed at the facility even after grid has been extended.

c) Any other Business (AoB)

- JET informed the meeting that there will be a hand over ceremony at Iltumtum primary school on Wednesday 4th 2015. The health officers wanted to know if they will be invited to the function.
- The health officers commented JET and REA for carrying out the project. However, they wanted to know if the project will be replicated in other facilities and person who will be responsible. REA officer highlighted that they are the implementing agent and that they will work together with the county to connect the remaining facilities or install solar PV systems to remote facilities.
- JET and REA also pointed out that an MOU is being drafted. The county will be notified as soon as the document is ready for signing.
- JET asked the health officers to give the number of health facilities in the county. The acting CDH promised to give response to JET by 30th January, 2015

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Progress and Information sharing
Venue: Mott-Narok county Date: 28/01/15 Time: 10:

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hannington Mudegu	JICA EXPAT TEAM	Project Team Ass.		
2	Alex M. Makori	REA OFFICER	TECHNICAL		
3	Daniel Gwaka	MOH	County Public Health Officer		
4	Dr Francis Kio	MOH	Ag. CAO		
5	Daniel Tubet	BIO-MED	TECHNICAL		
6	Yoko Kitauchi	JET	County Education Officer		
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B-4-10 3rd Progress and Information Sharing Meeting with MoEST in Narok County

- No officers from REA attended the 2nd progress and information sharing meeting with MoH held in Narok. Thus, JET organized an additional meeting in January 2015.

Date	28 th January, 2015		
Venue	County Education Office – Narok County		
Meeting Called By	JICA Project Team and REA		
Type Of Meeting	Progress and Information Sharing		
List Of Attendees	7. William Osewe, MoEST-Narok, Quality Assurance & Standards	9. Alex M. Makori, REA-REA officer	10. Yoko Kitauchi-JET
	8. Ode P.C. Ogutu, MoEST-Narok, DQASO5	5. Hannington Mudegu – JET, Team Assistant	
Agenda	c. Introduction	e. Any other Business (AoB)	
	d. Information Sharing		

SUMMARY OF DISCUSSION

a) Introduction

All the members present introduced themselves. The County Quality Assurance & Standards officer (representing the County Director of Education) welcomed everyone to the meeting.

b) Information Sharing

- i. JET informed the members that the project is coming to its end. The two schools in Narok County: Iltumtum and Olemoncho primary were required to prepare a monthly report with the following contents: operation and maintenance of the PV systems and the financial status of the charging business. Iltumtum Primary has continuously prepared the report as required but Olemoncho primary has not (because of the numerous challenges of the MC).

- ii. JET advised the Education officers to help Olemoncho rise up to the same level as Iltumtum primary. JET, together with the head teacher for Olemoncho primary school, prepared the second operation and maintenance and Financial. The report was submitted to the Director of Education-Narok County office.
 - iii. The Education office promised to follow up on Olemoncho. They even suggested that they would advise the head teacher for Olemoncho primary school to visit Iltumtum and learn on good PV systems management. The officer noted that, with good management, the challenges at Olemoncho primary school can be easily addressed.
- c) **Any other Business (AoB)**
- JET informed the meeting that there will be a hand over ceremony at Iltumtum primary school on Wednesday 4th 2015. The County Education Office promised to send a representative to the event.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Progress and Information Sharing
 Venue: Education - Narok County Date: 28/10/15 Time: 2:20 PM

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hannington Mudegu	TEA Expert Team	Project Lead		
2	ALEX M. MAKORI	Rural Electrification Authority	REA OFFICER		
3	Yoko KITAU CHI	JICA Expert Team	County Director		
4	William O. Odiit	MOEST	County Director		
5	ODE P.C. Odiit	MOEST	Director		
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B-4-11 2nd Progress and Information Sharing Meeting with MoH in Samburu County

Date	14 th November 2014				
Venue	Samburu County – CoH Office				
Meeting Called By	JET & REA				
Type Of Meeting	Information sharing				
List of Attendees	1. Julius Leseeto, CoH, MoH		4. Yoko Kitauchi - JET		
	2. Alex Makori, REA officer		5. Hannington Mudegu – Assistant, JET		
	3. Edwin Owiti, Eng. 1 MoE&P				

Agenda	a. Introduction	d. Hand over process
	b. Current status of the project	e. AoB
	c. MoU	

SUMMARY OF DISCUSSION

1. Introduction

The team was introduced to the Chief officer of Health's (CoH) office. The meeting commenced after a brief introduction from all the members present.

2. Current status of the project

JET announced that the project officially terminated in October 2014. JET further informed the Chief officer of Health that the management committee of the target dispensaries: Angata Nanyokei, Latakweny and South Horr received both financial and technical training and that they should be able to carry out operation and maintenance of the PV systems.

JET also reminded the Chief officer of Health that REA will prepare a budget for O&M and replacements and submit it to the county government. The officer who received solar PV training at JKUAT will be the most appropriate person to continue monitoring the PV systems. The Chief officer of Health noted that the county is ready to take care of the PV systems after being handed over.

The officer informed the members present that the County Government of Samburu is ready to implement the model of JET and REA to dispensaries in off grid areas. The CoH noted the income generated by the charging service, though small, should be monitored.

The CoH appreciated the efforts of JET and REA. He pointed out that service delivery of the facilities had been boosted by the installation of PV systems at the dispensaries. In addition, he continued, the charging component gave the residents a chance to charge their mobile phones even though network coverage was poor in Samburu County (about 25% covered). He noted that LPG use for vaccine fridges was expensive and the option to use solar driven vaccine fridges was the best solution for off grid dispensaries.

3. MoU

JET informed the CoH that they will support REA in exchanging MOU with the County Health Office.

4. Hand over process

Matters of ownership and hand over from REA to the ministries have not been fixed yet. After signing the MOU, the process of handover will be made known to the county officers.

5. AoB

The CoH appreciated the fact that Solar PV systems at dispensaries bring about a great change and improve service delivery. He assured the team that the county will ensure that these PV systems are working well. He requested for JICA's technical assistance in case the County Government implements the model. JET notified him that such an arrangement can only be done under a formal request by the Kenyan Government.

The CoH further noted that the officer who received training at JKUAT will be dispatched to the field. Already, according to the CoH, the County Government has set aside a budget for the maintenance office.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing

Venue: Samburu - C.O.H office Date: 14/11/14

Time: 9:40am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hanningtone Mudegu	JICA Expert Team	Project Team Ass.		
2	ALEX N. MAKORI	REA OFFICER	REA OFFICER		
3	EDWIN OWITI	MIN OF ENERGY & PETROLEUM	ENGINEER		
4	JULIUS LESEETE	MOH SBU COUNTY COH			
5	Yoko KITAUCHI	JICA Expert Team	Project		
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B-4-12 2nd Progress and Information Sharing Meeting with MoEST in Samburu County

Date	14 th November 2014	
Venue	Samburu County – CDE Office	
Meeting Called By	JET & REA	
Type Of Meeting	Information sharing	
List of Attendees	1. Joel M. Murage, DEO, MoEST 2. Justine K. Cheboi, DSA, MoEST 3. Alex Makori, REA Officer	4. Edwin Owiti, Eng. 1 MoE&P 5. Yoko Kitauchi - JET 6. Hanningtone Mudegu – Assistant, JET
Agenda	a. Introduction b. Current status of the project c. MoU	d. Hand over process e. AoB

SUMMARY OF DISCUSSION

1. Introduction

The team was introduced to the County Director of Education's office (the Director was out on an official function). The meeting commenced after a brief introduction from all the members present.

2. Current status of the project

JET announced that the project officially terminated in October 2014. JET further informed the DSA and the DEO that the management committee of all the three schools in Samburu County: Marti, Tuum and Illaut received both financial and technical training and that they should be able to carry out operation and maintenance of the PV systems.

JET also reminded the education officers present that REA will prepare a budget for O&M and replacements and submit it to the Ministry of Education, Science and Technology. The DSA and the DEO notified the members present that no officer received

solar PV training at JKUAT.

JET informed the members that no appropriate person was selected from the Education sector and moreover, no budget was provided by the Education department for such an officer. However, the health team sent an officer for the training.

It was noted that the county has no budget for O&M and replacements. This is because the Education sector is not devolved. However, the FPE funds provided to schools have a vote head for O&M; according to the education officers present. Though it is small, it can still be used for O&M of the PV systems for example, buying distilled water. REA and the Ministry of Education will have discussions on the budget for replacements.

JET informed the education officers that the income generated by the charging service should be monitored. The schools should submit a monthly report about the solar PV system and the income generated from the charging service.

3. **MoU**

JET informed the education officers present that they will support REA in exchanging MOU with the Ministry of Education Science and Technology.

4. **Hand over process**

Matters of ownership and hand over from REA to the ministries have not been fixed yet. After signing the MOU, the process of handover will be made known to the County Education Officers.

5. **AoB**

The education officers present appreciated the efforts of JET and REA to install solar PV systems at the target primary schools.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Information sharing

Venue: Sombu - COE's office

Date: 14/11/14

Time: 10:50am

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hamington Mwendu	JICA EXPERT TEAM	Project Team Assistant		
2	Edw OJIA	MIN OF ENERGY & PETROLEUM	ES&ER		
3	Alex M. MAKORI	Rural Electrification Authority	REA OFFICER		
4	Joel M. Mwangi	Sub-county Edr office	ES&ER		
5	Justine K Chibei	COE's OFFICE	DSA IN CHARGE		
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Attachment B-5 Report and Minutes of Stakeholder Meetings

B-5-1 Minutes of 2nd Stakeholder Meeting in Lot 1 site

B-5-1-1 Ilkilnyeti Dispensary

Date	8 TH AUGUST 2013			
Venue	Ilkilnyeti Dispensary			
Participants				
1. Phillip O. Rukaine	Chairman	5. Angwinson Mbabu	Head Nurse/Secretary	
2. Josephine Patrick Selian	Operator	6. Katsuhiko Otaki	JICA team	
3. Patrick Mishiye	Community	7. Richard Njihia	JICA team	
4. William Letoire	Community	8. Mudegu Hanningtone	JICA team	

SUMMARY OF DISCUSSION

It was not easy to attract so many people to the meeting. A major funeral program was taking place at the time of the meeting. The deceased was trampled on by an elephant. This was a major funeral in the village attended by all leaders of the village and Kenya Wildlife officials. The team, however, was not able to postpone the meeting because of other programs in the other sites. The treasurer to the committee had also travelled to Mombasa for official duties.

The dispensary committee had also communicated to the JICA team not to hold meetings on Mondays and Fridays because they are market days. During market days, many villagers move out and it is usually difficult to have them at functions like meetings or even clinic days at the dispensary.

The team was able to discuss the agenda of the meeting with the few members who were available. The committee members present agreed to market the services of the charging house to the community. They also agreed to support the operator in carrying out her duties.

The committee and the two members appreciated the efforts of the JICA team and the government of Kenya in lighting up the facility. The nurse was also happy that there was light at his house and he was able to stay at the dispensary for longer and offer emergency services to patients who visited the dispensary during the night. The nurse will be going for leave soon in the month of August. The Ministry of health will find somebody to step in his position when he goes for leave.

The JICA team representatives encouraged the members present to bring more mobile phones, rechargeable lanterns and torches to the dispensary as a way of contributing towards the maintenance of the Solar PV system and the purchase of new batteries when the need arises. The team also emphasized to the committee the importance of taking good care of the system so that they can be able to continue enjoying light. Among the things discussed are: the maintenance of the battery, collection of money from the charging station, book-keeping and accountability on all committee members and the operator.

The two community members who were present sought to know whether the JICA team will supply rechargeable lanterns and torches to the charging station for sale to the community. Only a few samples were available during the meeting. The team recommended the use of rechargeable lanterns and torches and will in turn show the committee where to buy the torches and lanterns at a wholesale price. This can be an additional source of revenue to the dispensary in preparation for the replacement of batteries and the maintenance of the Solar PV system.

The JICA team checked the power consumption of the refrigerator and advised the nurse to switch to gas for the time being because the Solar PV system designed for the refrigerator did not have enough capacity to run the refrigerator.

B-5-1-2 Iltumtum Primary School

Date	5 TH AUGUST 2013			
Venue	Iltumtum Prima			
Participants				
1. Stephen Sankok	Head Teacher	17. Soipei Siololo	Community	
2. George Ngadi	Deputy Head teacher	18. Mama Kewua Soit	Community	
3. Francis Nangari	Treasurer	19. Damaris Ngosila	Community	
4. Vincent Kedoki	Committee Member	20. Kerempe Soit	Community	
5. Reuben Murunya	Operator	21. Namuatuni Kedoki	Community	
6. Timothy Nangari	Teacher	22. Manuel Kedoki	Community	
7. Francis Teeka	Teacher	23. Nooltubula Murunya	Community	
8. David Kotikot	Teacher	24. Konana Soit	Community	
9. Daniel Marite	Teacher	25. Susana Kedoki	Community	
10. Shadrack Nkongu	Teacher	26. Nawuasari Kedoki	Community	
11. Mr. Munyambu	Teacher	27. Sangok Kedoki	Community	
12. Mr. Oscar	Teacher	28. Noorkisieru Soit	Community	
13. David Rinyai	Teacher	29. Ngojie Ntidai	Community	
14. Nelson Kedoki	Community	30. Emily Ntidai	Community	
15. Ntetia Kedoki	Community	31. Maria Ngosila	Staff worker	
16. Norkakeny Kedoki	Community	32. Mudegu Hanningtone	JICA team	

SUMMARY OF DISCUSSION

The meeting was attended by all the pupils, parents, teachers, committee members and a large number of villagers. The Solar PV Project was officially declared for use by the JICA team. The pupils were happy because they will be having light during the night and they will also be able to study at night. The head girl and the head boy represented the pupils. They promised to improve their performance in the next examinations.

The parents were also happy that the Solar PV project will save them money spent on fuelling the generator. They also promised to bring more pupils to the school because lighting at night improved the security level of the school. The teachers appreciated the value of the project to the school. They said that they are now able to prepare for morning lessons during the night and also, they can teach and guide the pupils well during the night.

The villagers said they are happy because they can now charge their mobile phones at the school compared to the past time when they were forced to go to Narok town. This, according to them, is safer and cheaper compared to the charging places in Narok town. They promised to bring their mobile phones and their friends' to the charging station. However, they had requested the committee to **lower the charging fee from Kshs. 25 to 20**. The committee had already agreed to lower the rate by the date of this meeting. Hair cut services: Kshs. 40 for adults and Kshs. 20 for pupils, has also been appreciated by the local people.

The chairman of the school promised to work together with all the members of the committee in ensuring that the project runs successfully. The chairman also informed the meeting that the school will be building two more classes and an administration block as part of the development program of the school.

The head teacher, who is also the secretary to the committee, was happy that the installation was complete and the school is now bright during the night. He encouraged parents to bring more pupils to the school. He also encouraged the pupils to use the lights for reading but cautioned them against playing with switches, charging electric appliances or failing to report cases of vandalism to the system by the pupils.

The JICA team representative encouraged the villagers to bring more mobile phones, rechargeable lanterns and torches to the school as a way of contributing towards the maintenance of the Solar PV system and the purchase of new batteries when the need arises. He also emphasized to the committee the importance of taking good care of the system so that they can be able to continue enjoying light. Among the things discussed are: the maintenance of the battery, collection of money from the charging station, book-keeping and accountability on all the committee members.

The meeting came to an end after vote of thanks from a church representative.

B-5-1-3 Olkinyei Dispensary

Date	Venue	Participants	7 TH AUGUST 2013	Olkinyei Dispensary
		1. Moses Moonka	17. Sinkida Njapit	Farmer/Villager
		2. Nareah Omusula	18. Orompau Sengeny	Farmer/Villager
		3. Joram Letolo	19. Leshan Kipetu	Farmer/Villager
		4. James Yiaice	20. Paseyio Kipetu	Farmer/Villager
		5. Sylvia Koilel	21. William Ronko	Committee member
		6. Diana Kipetu	22. Philip Kibubuk	C.H.W
		7. Moses Sopia	23. Tajeu Minis	Solar PV Project Chairman
		8. Dan Kereto	24. Tipapa Letolo	Villager
		9. Moses Letoluo	25. Julius Somo Letoluo	Committee member
		10. Ordooyiey Sopia	26. Magdaline Kipetu	C.H.W
		11. Lenkoko Yiele	27. Nashiluni Loigero	Committee member
		12. Peter Nkoitiko	28. Michael Kantai	MoH (Driver) Narok
		13. Stephen Letoloo	29. Katsuhiko Otaki	JICA team
		14. Kikanae Letoloo	30. Richard Njihia	JICA team
		15. Santoi Letoloo	31. Mudegu Hanningtone	JICA team
		16. Oronkai Letoloo		Farmer/Villager

SUMMARY OF DISCUSSION

The meeting was attended by the Dispensary Committee members, the Solar PV Project Committee members, District Health officers, Olkinyei primary teacher and villagers. The Solar PV Project was officially declared for use by the JICA team.

The District health officers were very happy that Olkinyei was one of the beneficiaries of the solar PV project. They promised to assist the dispensary whenever it needed their input. However, they pointed out the need to construct a new unit for maternity because the one intended for use has been taken by the mobile charging unit.

They also noted with concern the need to intensify security of the solar PV systems even during the night. According to them, the dispensary should be fenced and a reliable guard employed to take care of the facilities at all times (especially during the night). In addition, they suggested that a new structure be put up for hair cutting services (A hair clipping machine has already been provided by the JICA team). Moreover, they stressed the need for the dispensary to acquire a computer and offer internet services to the community as a way of raising more revenue.

The teacher from Olkinyei appreciated the efforts of JICA team, REA and the Ministry of Energy towards electrifying the dispensary. He said that it was now easier for pupils from the school to get treatment even during the night. He, however, noted with great concern the need to have such a facility (electricity) at the school.

The new solar PV committee promised to manage the affairs of the project effectively and efficiently. They also promised to ensure that they encouraged the villagers to come and charge their mobile phones, rechargeable lanterns and torches at the dispensary charging unit.

The villagers said they are happy because they can now charge their mobile phones at the dispensary which is safer compared to the charging shops at the market. They assured the members present that they will bring their mobile phones and their friends' to the charging station. However, they had requested the committee to **lower the charging fee from Kshs. 30 to 20**. The committee promised to consider their concern by lowering the rate. The nurse of the dispensary promised to work together with all the members of the committee in ensuring that the project runs successfully.

The JICA team representatives encouraged the villagers to bring more mobile phones, rechargeable lanterns and torches to the dispensary as a way of contributing towards the maintenance of the Solar PV system and the replacement of batteries when the need arises.

They also emphasized to the committee the importance of taking good care of the system so that they can be able to continue enjoying light. Among the things discussed are: the maintenance of the battery, collection of money from the charging station, book-keeping and accountability on all committee members.

The team also encouraged the District Health officials to work closely with the dispensary committee and the new Solar PV project committee in ensuring that the system is continuously in a good working condition.

The meeting came to an end after vote of thanks from a committee member.

B-5-1-4 Olemoncho Primary School

Date	14 TH AUGUST 2013			
Venue	Olemoncho Primary School			
Participants				
1. Patiye Gilisho	SMC Treasure	30. Melua Gilisho	Community	
2. Kotoine Nkoitoi	SMC Chairman	31. Noosokon Nkoitoi	Community	
3. Wilson Nkoyo	SMC Secretary/Head teacher	32. Noolarami Mpoe	Community	
4. Nalutuesha	Operator	33. Naropil Nkoitoi	Community	
5. Maika Sairowua	Community	34. Nasuju Nkoitoi	Community	
6. Topoika Naimodu	Solar PV Project Chairman	35. William Sairowua	Community	
7. Lilian Karia	Teacher	36. Daniel Sitang	Community	
8. Lucy Obwoye	Teacher	37. Dennis Nkoitoi	Community	
9. Rose Okello	Teacher	38. Joseph Sairowua	Community	
10. Ngeno Wesley	Teacher	39. Mike Sairowua	Community	
11. Joseph Bundi	Teacher	40. Wilson Nkoitoi	Community	
12. Madam Dorothy	Teacher	41. Kasino Sairowua	Community	
13. Daniel Sang	Teacher	42. Dickson Nkoitoi	Pastor	
14. Eliza Nkoitoi	Teacher	43. James Mpoe	Community	
15. Masale Nkoitoi	Community	44. Amos Naimodu	Solar PV Project Secretary	
16. Terere Karia	Community	45. Sarua Karia	Community	
17. Dickson Nkoitoi	Community	46. Joshua Sairowua	Community	
18. Swakei Musukut	Community	47. Keswe Naimodu	Community	
19. Natayiang Musukut	Community	48. Leposo Pesi	Community	
20. Neene Pesi	Community	49. Arami Sairowua	Community	
21. Purity Nkoitoi	Community	50. William Nkoitoi	Community	
22. Joyce Karia	Community	51. Kasino Mpoe	Community	
23. Nooloretu Maletto	Community	52. Mzee Naimodu	Community	
24. Nasha Musukut	Community	53. Tonkoine Nkoito	Community	
25. Nesale Sairowua	Community	54. Kimaren Nkoitoi	Community	
26. Kibarisho Nkoitoi	Community	55. Jackson Barta	Community	
27. Kiteleki Naimodu	Community	56. Katsuhiko Otaki	JICA team	
28. Noormeshuki Nkoitoi	Community	57. Mudegu Hanningtone	JICA team	
29. Nawuai Pesi	Community	58. Caroline Kelly	gdREA	

SUMMARY OF DISCUSSION

The stakeholders' meeting coincided with the school's closing day. The head teacher had earlier requested the JICA team to reschedule the meeting to this date in order to avoid having two major meetings at close range.

Parents, teachers, SMC members, Solar PV project committee members, pupils and the community attended the meeting. At first, the school held its session of the closing ceremony before inviting the JICA team and REA to officially declare the system for use.

The teachers were very happy that they were able to examine the performance of the pupils even during the night and prepare their results in time. They actually equated the school to an urban setting that has enough lighting facilities. The teachers promised to work extra hard in order to improve the performance of the school.

The head teacher noted that within the past one week, he has been able to save money that was initially used on paraffin at his house. He also said that pupils were able to study at night at least for longer hours compared to the past time.

The parents also appreciated the efforts made by the Kenyan government and the JICA team towards electrifying the school. They promised to support the project by bringing their mobile phones for charging at the school.

The church leaders were also happy. One pastor (Dickson) promised to donate 700 posts to the school to ensure that the school was fenced in order to enhance the security of the school. He also promised, on behalf of the church, to support the Solar PV project.

The other members from the community were also happy that the school had finally received the Solar PV electrification system. They observed that the school had indeed transformed into a 'small town.' Wild animals could easily be scared away during the night by the security lighting around the school. The security of their children was therefore guaranteed.

The community also promised to take care of the system given that the school was now closing for August holiday. They would report any intention to vandalize the system and advise the school and the Solar PV committee to take appropriate action against any person suspected to have committed or intended to commit vandalism to the system. The members present promised to support the project by bringing their mobile phones for charging at the school. Hair cutting service is also provided at the charging house.

The solar PV management committee later inquired about the possibility of selling rechargeable lanterns and torches at the charging house. According to them, many community members were interested in buying and using solar products. The JICA team had initially test-marketed some samples to the community and they were satisfied with the quality of the products. Some arrangements will be made later by the JICA team to ensure that the torches and lanterns are available at the charging house as a way of raising extra revenue.

The meeting came to an end after vote of thanks from the head teacher.

B-5-2 Minutes of the 1st Stakeholder Meetings in Lot 2

B-5-2-1 Tuum Primary School

Date	22 nd January, 2014	
Venue	Tuum Primary School	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	1 st Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Letipila Gabriel – Head teacher 2. Samuel Lepiile – Deputy H/teacher 3. John Lemeede – Public Health Officer-Tuum 4. Christopher Lepulele – Chief 5. A.D. Lesimalele – Ass. Chief 6. Leimpian – Ass. Chief 7. Leresin M. – Chairman, SMC 8. Ledokoyo: Ass. Chief 9. Jackson: SMC member 10. Francis Juma: Senior Teacher 	<ol style="list-style-type: none"> 11. George Lekorio: Teacher 12. Alex Lesaale: Teacher 13. Fred Tonus: Teacher 14. Keretio Lerian: Parent 15. Chiaji Owen – Communications Assistant - REA 16. Paul Mabeya – REA 17. Erastus Sinoti – MoH-C.Public Health Officer 18. Kitauchi Yoko – JICA Expert Team 19. Mudegu Hanningtone – JET
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging Service e. Tentative schedule f. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee will employ one of its staffs as the operator (who will also be in charge of the daily activities of the charging service provision). JET and REA will give Technical and Financial Training to the committee and the Operator.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations.

The owners of the PV systems are the Ministry of Education and the Ministry of Health (when the project terminates in October 2014). The ministries have a responsibility of ensuring sustainable system use. However, the facilities should

prepare for daily operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.

e. Tentative Schedule

- REA and JET are under the bidding procedure/selection of contractor
- Installation of the PV system and Technical and Financial Training
- Monitoring after every two months up until October 2014. The items to be checked during monitoring will include:
 - ✓ Condition of the PV system
 - ✓ The work of the management committee
 - ✓ The Income and expenditure of the charging service
 - ✓ Book keeping
 - ✓ Supervision by local government

f. Any other Business (AoB)

Question: A committee member wanted to know if the PV system capacity will be increased if the government increases the number of laptops above 50 PCs.

Response: The design allows for 50 PCs. However, further clarification will be provided later.

Although the network coverage is poor, Safaricom Company is planning to construct a mast nearby (according to the head teacher's comment). This will hopefully increase network coverage and consequently increase the number of mobile phone holders/users in the area.

The head teacher confirmed that the school management committee will manage the PV system and he will act as the manager.

Question: A parent wanted to know what will happen if the system breaks down a few days just after installation

Response: The contractor will give details of the warrantee to the school. The institution will contact the contractor if the system breaks down or for advice in case they experience a problem.

B-5-2-2 South Horr Dispensary

Date	23 rd January, 2014	
Venue	South Horr Dispensary	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	1 st Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Irene Kimani – Nurse 2. Patrick Lekindi: Public Health Officer 3. Antipas Leisido – Committee chairman 4. Dominic Chepulelei – Chief 5. Lkuntees Lekenit – CHW 6. Mike Lekarato – CHW 7. Peter Lenaisimoi – CHW 8. Lawrence Lesamoja – CHW 9. Alex Lenkaitole – CHW 10. Lilian Lesas – CHW 11. Mporosi Lekenit – CHW 12. Rosaline Lenarop – CHW 13. Grace Lenarop – Casual worker 	<ol style="list-style-type: none"> 14. Malisho Lengurusa – CHW 15. Simila Lepatoye – CHW 16. Peter Lekenit – CHW 17. Hellen Lasido – CHW 18. Everline Lemoosa – CHW 19. Gabriel Lemarleni – CHW 20. Chiaji Owen – Communications Assistant - REA 21. Erastus Sinoti – MoH-C.Public Health Officer 22. Kitauchi Yoko – JICA Expert Team 23. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging Service e. Tentative schedule f. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains

Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.
<p>b. Outline of the Project</p> <p>There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.</p> <p>The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.</p>
<p>c. Management of the System</p> <p>The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee will employ one of its staffs as the operator (who will also be in charge of the daily activities of the charging service provision). JET and REA will give Technical and Financial Training to the committee and the Operator.</p> <p>The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations.</p> <p>The owners of the PV systems are the Ministry of Education and the Ministry of Health (when the project terminates in October 2014). The ministries have a responsibility of ensuring sustainable system use. However, the facilities should prepare for daily operation and maintenance cost and replacement costs.</p>
<p>d. Charging service</p> <p>The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.</p>
<p>e. Tentative Schedule</p> <ul style="list-style-type: none"> - REA and JET are under the bidding procedure/selection of contractor - Installation of the PV system and Technical and Financial Training - Monitoring after every two months up until October 2014. The items to be checked during monitoring will include: <ul style="list-style-type: none"> ✓ Condition of the PV system ✓ The work of the management committee ✓ The Income and expenditure of the charging service ✓ Book keeping ✓ Supervision by local government
<p>f. Any other Business (AoB)</p> <p>Currently, the dispensary has no vaccine refrigerator. The dispensary is expecting to get one (vaccine refrigerator) by the 1st week of February (according to the Chairman of the Dispensary Committee).</p> <p>The dispensary is considering reducing the mobile charging fee from the current market price of Kshs. 20 to Kshs. 15 as an introductory price (suggestion by the chairman of the committee supported by the community members present).</p> <p>The County Public Health Officer (Erastus Sinoti) reminded JET to pick an officer from the County Health Department every time there is an activity of the project at the dispensaries (for example, during trainings or meetings).</p> <p>Question: A community health worker wanted to know if the PV design at the dispensary includes an option for the vaccine refrigerator because the facility will be having a refrigerator soon.</p> <p>Response: The PV system design for the vaccine unit will be considered.</p> <p>The JET team was reminded that the PV system at the maternity wing is out of order. The JET team informed the members present that repair to the PV system will be taken care of during installation.</p> <p>The current mobile phone charging business does not meet the demand (according to the community health workers present). Installing a mobile phone charging house at the dispensary will be beneficial to the community. All the members present were grateful of the idea of the project.</p>

B-5-2-3 Illaut Primary School

Date	21 st January, 2014	
Venue	Illaut Primary School	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	1 st Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Holia Lesamachale – Head Teacher 2. Lemuntures L. Joseph – Deputy H/Teacher 3. Charles Leparsanti – Ass. Chief 4. George Loitopuny – SMC member 5. Chijai Owen – Communications Assistant - REA 	<ol style="list-style-type: none"> 6. Paul Mabeya – REA 7. Erastus Sinoti – MoH-C.Public Health Officer 8. Kitauchi Yoko – JICA Expert Team 9. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project 	<ol style="list-style-type: none"> d. Charging Service e. Tentative schedule

	c. Management of the PV System	f. Any other Business (AoB)
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SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are for operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.

e. Tentative Schedule

- REA and JET are under the bidding procedure/selection of contractor
- Installation of the PV system and Technical and Financial Training
- Monitoring after every two months up until October 2014. The items to be checked during monitoring will include:
 - ✓ Condition of the PV system
 - ✓ The work of the management committee
 - ✓ The Income and expenditure of the charging service
 - ✓ Book keeping
 - ✓ Supervision by local government

f. Any other Business (AoB)

Although the network coverage is poor, Safaricom Company is constructing a mast nearby (According to the head teacher's remarks). This will hopefully increase network coverage and consequently increase the number of mobile phone holders/users in the area.

The head teacher said that parents can assist in maintaining the PV system. The school management committee will inform parents about the project.

Question: A teacher informed the meeting that the girls' dormitory was on its way to completion and wanted to know from the JET team if the building will be installed with PV system (they expect the dormitory to be complete by the end of February 2014).

Response: PV installation will be done to the existing structures/buildings.

Illaut center have their market day as Tuesday. It is therefore not appropriate to hold meetings on this day (Tuesday) because most people go to the market to do a week's shopping. Any other day is appropriate for meetings as long as information about the meeting is done in advance.

B-5-2-4 Latakweny Dispensary

Date	13 th February, 2014																																							
Venue	Latakweny Dispensary																																							
Meeting Called By	JICA Project Team & REA																																							
Type Of Meeting	1st Stakeholders' Meeting																																							
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SUMMARY OF DISCUSSION**a. Purpose of the Project**

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee will employ one of its staffs as the operator (who will also be in charge of the daily activities of the charging service provision). JET and REA will give Technical and Financial Training to the committee and the Operator.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations.

The owners of the PV systems are the Ministry of Education and the Ministry of Health (when the project terminates in October 2014). The ministries have a responsibility of ensuring sustainable system use. However, the facilities should prepare for daily operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.

e. Tentative Schedule

- REA and JET are under the bidding procedure/selection of contractor
- Installation of the PV system and Technical and Financial Training
- Monitoring after every two months up until October 2014. The items to be checked during monitoring will include:
 - ✓ Condition of the PV system
 - ✓ The work of the management committee
 - ✓ The Income and expenditure of the charging service
 - ✓ Book keeping
 - ✓ Supervision by local government

f. Any other Business (AoB)

The head teacher appreciated the efforts of JICA team and the Kenyan Government to electrify the school using Solar PV systems. He was certain that the performance of the school would improve because pupils would have more time to study. He promised to work hard together with the SMC to ensure that the project runs successfully. Currently, the school has 180 boarding pupils.

The District Education Officer, Mr. Murage, informed the members present that the Ministry of Education-Samburu North was in discussion with Safaricom company to construct a network mask inside the school. The number of mobile phone users is also expected to increase because the area will be covered by Safaricom network. In addition, the government will provide 50 laptops to the school in the ongoing Laptop project for schools.

The DEO pointed out that the school is lucky to receive all these equipment: network mask, laptops and Solar PV systems and therefore the performance of the school and the general enrolment index should improve. The current Free Primary Education Fund is pegged on the number of pupils in a school. A school with few pupils will receive little funds but a school with a big number of pupils will receive more funds.

The DEO also encouraged the School Management Committee to take responsibility in managing the project. He assured the committee that he will be available for consultation.

The chief, on the other hand, promised to carry out awareness to the community about the project. He was sure that the project will provide light to the school (including security lighting). In addition, he encouraged the head teacher to ensure that the level of pupils' retention is high as compared to the present one where pupils drop out of school after a short time.

He encouraged the committee to be interactive and committed towards their duties. However, he challenged the DEO to assist the school in appointing a literate and vibrant committee that will carry out its duties properly and help the school acquire more teachers. He stressed the need to review the current School Management Committee.

The chief guaranteed the security of the materials for Solar PV installation. He said the school has two guard men (one during the day and the other one during the night). The head teacher will make arrangements on where the materials will be kept, and he will ensure they are safely kept.

Question: The chief and the former area councilor wanted to know whether the Solar PV will be extended to the Marti Market Center.

Response: The current project is aimed at public institutions: Primary schools and dispensaries. The Rural Electrification Authority (REA) can explain their plan to electrify rural areas once they are available or if contacted.

B-5-2-5 Marti Primary School

Date	12 th February, 2014	
Venue	Marti Primary School	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	1st Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Philip Lopusiye – Head Teacher 2. Petro Echuka – Chairman of SMC 3. Suzan Lokiringo – Treasurer 4. Robert Ezioy – Chief 5. Edung Erupe – Elder/Parent 6. Joseph Ekirie – Elder 7. Esimit Lokarach – Elder 8. Kapokor Kaplea – Elder 	<ol style="list-style-type: none"> 9. Lopeikiru Lokorio – Elder 10. Roselina Lowa – Elder 11. Nkuchana Neisians – Elder 12. Josphine Lokawa – Elder 13. Ngichue Lomunyin – SMC member 14. Joel Murage – DEO – Samburu North 15. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging Service e. Tentative schedule f. Any other Business (AoB)

SUMMARY OF DISCUSSION**a. Purpose of the Project**

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee will employ one of its staffs as the operator (who will also be in charge of the daily activities of the charging service provision). JET and REA will give Technical and Financial Training to the committee and the Operator.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations.

The owners of the PV systems are the Ministry of Education and the Ministry of Health (when the project terminates in October 2014). The ministries have a responsibility of ensuring sustainable system use. However, the facilities should prepare for daily operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.

e. Tentative Schedule

- REA and JET are under the bidding procedure/selection of contractor
- Installation of the PV system and Technical and Financial Training
- Monitoring after every two months up until October 2014. The items to be checked during monitoring will include:
 - ✓ Condition of the PV system
 - ✓ The work of the management committee
 - ✓ The Income and expenditure of the charging service
 - ✓ Book keeping
 - ✓ Supervision by local government

f. Any other Business (AoB)

The head teacher appreciated the efforts of JICA team and the Kenyan Government to electrify the school using Solar PV systems. He was certain that the performance of the school would improve because pupils would have more time to study. He promised to work hard together with the SMC to ensure that the project runs successfully. Currently, the school has 180 boarding pupils.

The District Education Officer, Mr. Murage, informed the members present that Ministry of Education-Samburu North was in discussion with Safaricom company to construct a network mask inside the school. The number of mobile phone users is also expected to increase because the area will be covered by Safaricom network. In addition, the government will provide 50 laptops to the school in the ongoing Laptop project for schools.

The DEO pointed out that the school is lucky to receive all these equipment: network mask, laptops and Solar PV systems and therefore the performance of the school and the general enrolment index should improve. The current Free Primary Education Fund is pegged on the number of pupils in a school. A school with few pupils will receive little funds but a school with a big number of pupils will receive more funds.

The DEO also encouraged the School Management Committee to take responsibility in managing the project. He assured the committee that he will be available for consultation.

The chief, on the other hand, promised to carry out awareness to the community about the project. He was sure that the project will provide light to the school (including security lighting). In addition, he encouraged the head teacher to ensure that the level of pupils' retention is high as compared to the present one where pupils drop out of school after a short time.

He encouraged the committee to be interactive and committed towards their duties. However, he challenged the DEO to assist the school in appointing a literate and vibrant committee that will carry out its duties properly and help the school acquire more teachers. He stressed the need to review the current School Management Committee.

The chief guaranteed the security of the materials for Solar PV installation. He said the school has two guard men (one during the day and the other one during the night). The head teacher will make arrangements on where the materials will be kept, and he will ensure they are safely kept.

Question: The chief and the former area councilor wanted to know whether the Solar PV will be extended to the Marti Market Center.

Response: The current project is aimed at public institutions: Primary schools and dispensaries. The Rural Electrification Authority (REA) can explain their plan to electrify rural areas once they are available or if contacted.

B-5-2-6 Angata Nanyokei Dispensary

Date	11 th February, 2014		
Venue	Angata Nanyokei Dispensary		
Meeting Called By	JICA Project Team & REA		
Type Of Meeting	1 st Stakeholders' Meeting		
List Of Attendees	1. Lonyiro Lolkumeni – Chairman	15. Ltakaruoya Lomoti	
	2. Salasi Lenolkulal – Secretary	16. Lewaa Lelani	
	3. Ltakaruan Lolmoti – Member of committee	17. Peresa Lomoti	
	4. Ntanoi Lentiipo – Member of committee	18. Nashuru Lenoseyan	
	5. Mperesu Lolnoti – Member of committee	19. Ngosingo Leshipiro	
	6. Lmayaga Lekerde – Member of committee	20. Lorugiro Lokumeni	

	7. Jesca Leleshep – Community Health Worker 8. William Lekasuyian – Member of committee 9. John Lemululio – Member of committee 10. Leshimpiro L. Geoffrey – CHW 11. Ljamasi Lentiipo 12. Jamani Leshipira 13. Mutesi Lepasaya 14. Ltapiyan Lekanai	21. Lesaman Lenaka 22. Leterewa Lenaseyan 23. Lkimesi Lentiipo 24. Lengire Letole 25. Ngereaini Lenoseyan 26. Mudegu Hanningtone – JICA Expert Team
Agenda	a. Purpose of the Project b. Outline of the Project c. Management of the PV System	d. Charging Service e. Tentative schedule f. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is underway.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee will employ one of its staffs as the operator (who will also be in charge of the daily activities of the charging service provision). JET and REA will give Technical and Financial Training to the committee and the Operator.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations.

The owners of the PV systems are the Ministry of Education and the Ministry of Health (when the project terminates in October 2014). The ministries have a responsibility of ensuring sustainable system use. However, the facilities should prepare for daily operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility.

e. Tentative Schedule

- REA and JET are under the bidding procedure/selection of contractor
- Installation of the PV system and Financial Training
- Monitoring after every two months up until October 2014. The items to be checked during monitoring will include:
 - ✓ Condition of the PV system
 - ✓ The work of the management committee
 - ✓ The Income and expenditure of the charging service
 - ✓ Book keeping
 - ✓ Supervision by local government

f. Any other Business (AoB)

The chairman was very appreciative and ready to receive the project. He emphasized the need of opening an account for the project (though the ministry of health does not allow the opening of an extra account).

In addition, the chairman stressed the need of offering hair cutting services. There is no network coverage in the area and therefore mobile phone charging services alone will generate very little income. However, Safaricom network may cover the area by the end of this year (2014).

According to the chairman, the community is always ready to support the dispensary. For example, the community was able to build a maternity ward using the local available materials. In addition, the community was able to fence the dispensary using their own resources. From these examples, the community will work together with the dispensary to ensure that the Solar PV systems continuously work as designed.

Question: A member of the community wanted to know how he would report a problem that may be seen by somebody who is not a member of the committee (and to whom the problem would be reported to).

Response: The committee of the dispensary has the powers to make decisions on how the Project will be carried out. However, they must report to the Ministry of Health at the county level. In case a community member identifies a problem, he/she will report it to the committee for action to be taken.

B-5-3 Minutes of the 2nd Stakeholder Meetings in Lot 2

B-5-3-1 Tuum Primary School

Date	20 th May, 2014	
Venue	Tuum Primary School	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	2 nd Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Samuel Lelaono – Head teacher 2. Lepulelei Raphael – Zonal TAC Tutor 3. Josphat Lepatoye – SMC chairman 4. Rosa Lolokuria – SMC treasurer 5. Parents 	<ol style="list-style-type: none"> 6. Teachers 7. Pupils 8. Village elders 9. Community members 10. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging service e. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of Tuum Primary School has identified **Jackson Lengaitai** as the operator of the installed system and the charging house.

Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish a good relationship with all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other items, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the Education office.

The owner of the PV systems is the Ministry of Education (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Jackson Lengaitai was selected by the Facility Management Committee as the solar PV system operator.**

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee
- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The management committee has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the committee will submit monthly reports to the county offices through their sub county officers.

The head teacher, on behalf of the members present, appreciated the efforts of the JICA team and the Kenyan

Government to electrify the school using Solar PV systems. They promised to ensure that the project runs successfully. The head teacher also informed the members present that evening study began immediately the school re-opened (Evening study is now compulsory for class 4 to 8). The SMC chairman confirmed that by laws had been drafted to protect the system and guide the users.

The chief also promised to work with the committee members to ensure that security is guaranteed for all the solar PV systems. He encouraged parents and the community to be vigilant and report any action that may cause damage to the PV system.

The Zonal TAC Tutor noted that the project was in line with the main objectives of the laptop project. As a result, he informed the members present that pupils' enrolment is likely going to increase, the environment will be conducive for learning and specifically, the performance of the school will improve.

JET member present advised the committee to: Use the system wisely, avoid misuse of the system and protect the system from malicious damage/theft and from access to strangers.

B-5-3-2 South Horr Dispensary

Date	15 th May, 2014	
Venue	South Horr Dispensary	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	2 nd Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Mike Lenkaak – Nurse in charge/Secretary 2. Antipas Leisido – Dispensary chairman 3. Peter L. Lekaite – MOH representative 4. Raphael Lesaana 5. George Isaac Lengewa – Catechist 6. Erick Koros – Watchman 	<ol style="list-style-type: none"> 7. Lkuntees Lekenu – CHW-Catholic 8. Lenkas Lekola 9. Pamela Lenkaak 10. Douglas Soita – JET Project Driver 11. Mudegu Hannington – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging service e. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of South Horr Dispensary has identified **Grace Lenaropi** as the operator of the installed system and the charging house.

Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish a good relationship with all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other items, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the County Health office.

The owner of the PV systems is the Ministry of Health (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile

phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Grace Lenaropi was selected by the Facility Management Committee as the solar PV system operator.**

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee
- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The management committee has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the committee will submit monthly reports to the county offices through their sub county officers.

The chairman, on behalf of the members present, appreciated the efforts of the JICA team and the Kenyan Government to electrify the dispensary using Solar PV systems. They promised to ensure that the project runs successfully. The nurse also promised to work with the committee members to ensure that the project runs successfully.

The treasurer informed the members present that they had managed to **collect Kshs. 790 in 14 days**. He assured the members present that the committee will ensure that they collect enough amount of money for operation and maintenance.

Members of the community present assured the members present that they will ensure that the PV systems are secure from any malicious damage or theft. The committee requested the county government to ensure that the facility is fenced to enhance security.

Question:

1. The committee members wanted to know whether the contractor will take care of the ants that are eating up the frames of the charging house. They feel the house may collapse.
2. Why was the dispensary not considered for a PV system with a vaccine refrigerator?

Response:

1. It will be in order if the facility management committee finds a solution immediately before the whole structure is eaten up by ants.
2. The MOH representative informed the committee members that the county government is working on the issue and soon most of the dispensaries will be upgraded to health centers (more facilities will be acquired for the Health Centers).

B-5-3-3 Illaut Primary School

Date	16 th May, 2014	
Venue	Illaut Primary School	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	2 nd Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. Holia Lesamachale – Head teacher 2. Lepulelei Raphael – Zonal TAC Tutor 3. Charles Leparsanti – Assistant Chief 4. Lekaidali Ali – Teacher 5. Simon Lalarau – Teacher 	<ol style="list-style-type: none"> 6. Samuel N. Lemedé – Senior teacher 7. Lemunturei L. Joseph – Teacher 8. Loiti Lochokwe – Business man 9. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging service e. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the

vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of Illaut Primary School has identified **Stephen Lemasayo** as the operator of the installed system and the charging house.

Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish a good relationship with all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other items, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the County Education office.

The owner of the PV systems is the Ministry of Education (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Stephen Lemasayo was selected by the Facility Management Committee as the solar PV system operator.** However, the operator is likely to be employed by the counter government. In this case, the school should prepare to hire another operator or utilize the services of one of their existing staff.

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee
- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The management committee has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the committee will submit monthly reports to the county offices through their sub county officers.

The head teacher, on behalf of the members present, appreciated the efforts of the JICA team and the Kenyan Government to electrify the school using Solar PV systems. They promised to ensure that the project runs successfully. The chief also promised to work with the committee members to ensure that security is guaranteed for all the solar PV systems.

The Zonal TAC Tutor noted that the project was in line with the main objectives of the laptop project. As a result, he informed the members present that pupils' enrolment is likely going to increase, the environment will be conducive for learning and specifically, the performance of the school will improve.

JET member present advised the committee to: Use the system wisely, avoid misuse of the system and protect the system from malicious damage/theft and from access to strangers.

Question:

If replacement of the current batteries is done by the contractor in June 2014, shall the community be able to buy the old batteries?

Response:

There is no exact answer at the moment. However, it will depend with the circumstances at that time (to sell or not to sell or whether the batteries have actually been replaced by June 2014 or not).

B-5-3-4 Latakweny Dispensary

Date	3 th May, 2014	
Venue	Latakweny Dispensary	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	2 nd Stakeholders' Meeting	
List Of Attendees	1. Josphat Harrison – Nurse in charge/Secretary 2. Robert Lepuloote – Chairman	7. Ntasai Lekaana – Parent 8. Lchuka Lepuloote – Watchman 9. William Lolouria – Ranger

	3. Zachary Leorto -Teacher 4. Daniel Lemasayo – Parent 5. Nyiwaosa Lolokuria – Latakweny Primary chairman 6. Lawrence L. – Parent–	10. Lpilsin Lekaana – Parent 11. Samuel Lempei – Teacher 12. Lpolis Lemasaiyo - Parent 13. Mudegu Hanningtone – JICA Expert Team
Agenda	a. Purpose of the Project b. Outline of the Project c. Management of the PV System	d. Charging service e. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of Latakweny Dispensary has identified **Johana Lenanyasagaram** as the operator of the installed system and the charging house. However, at the time of this meeting, the operator was suspended by the committee pending further action.

Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish partnership among all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other items, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the County Health office.

The owner of the PV systems is the Ministry of Health (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Johana Lenanyasagaram was selected by the Facility Management Committee as the solar PV system operator.**

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee
- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The management committee has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the committee will submit monthly reports to the county offices through their sub county officers.

The chairman, on behalf of the members present, appreciated the efforts of JICA team and the Kenyan Government to electrify the dispensary using Solar PV systems. They promised to ensure that the project runs successfully. The nurse promised to work with the committee members to ensure that the project runs successfully.

Question: The nurse wanted to know if it's possible to adjust the wall sockets at the charging house (they are too close to the edge of the shelf making it difficult to plug in).

Response: The contractor, through the technical team, will be notified to adjust the wall sockets.

Nurse in charge: Is there a possibility of the JICA team providing hair cutting machine?

Response: No. It is the responsibility of the management committee, as discussed during the financial training, to buy

all the materials needed for the charging service. For example: mobile phone chargers and hair shaving machine.

NB: JET member noted that a volunteer had provided a shaving machine but arrangements for terms of payment will be discussed later by the committee

B-5-3-5 Marti Primary School

Date	12 th May, 2014								
Venue	Marti Primary School								
Meeting Called By	JICA Project Team & REA								
Type Of Meeting	2 nd Stakeholders' Meeting								
List Of Attendees	<table border="0"> <tr> <td>1. Phillip Lopusiye – Head Teacher/Secretary</td> <td>5. Parents*²</td> </tr> <tr> <td>2. Thomas Lenaimadi – ECD*¹ District Supervisor –DEO's office</td> <td>6. George Ewotoi</td> </tr> <tr> <td>3. Robert Ewoi – Chief – Assistant Chief</td> <td>7. William Napei –Assistant Chief</td> </tr> <tr> <td>4. Simon Lenuko – Assistant Chief</td> <td>8. Mudegu Hanningtone – JICA Expert Team</td> </tr> </table>	1. Phillip Lopusiye – Head Teacher/Secretary	5. Parents* ²	2. Thomas Lenaimadi – ECD* ¹ District Supervisor –DEO's office	6. George Ewotoi	3. Robert Ewoi – Chief – Assistant Chief	7. William Napei –Assistant Chief	4. Simon Lenuko – Assistant Chief	8. Mudegu Hanningtone – JICA Expert Team
1. Phillip Lopusiye – Head Teacher/Secretary	5. Parents* ²								
2. Thomas Lenaimadi – ECD* ¹ District Supervisor –DEO's office	6. George Ewotoi								
3. Robert Ewoi – Chief – Assistant Chief	7. William Napei –Assistant Chief								
4. Simon Lenuko – Assistant Chief	8. Mudegu Hanningtone – JICA Expert Team								
Agenda	<table border="0"> <tr> <td>a. Purpose of the Project</td> <td>d. Charging service</td> </tr> <tr> <td>b. Outline of the Project</td> <td>e. Any other Business (AoB)</td> </tr> <tr> <td>c. Management of the PV System</td> <td></td> </tr> </table>	a. Purpose of the Project	d. Charging service	b. Outline of the Project	e. Any other Business (AoB)	c. Management of the PV System			
a. Purpose of the Project	d. Charging service								
b. Outline of the Project	e. Any other Business (AoB)								
c. Management of the PV System									

*¹ ECD – Early Childhood Development

*² Parents - See the pictures below

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of Marti has identified **Lucy Loyanae** as the operator of the installed system and the charging house. Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish partnership among all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the County Education office

The owner of the PV systems is the Ministry of Education (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance cost and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Lucy Loyanae was selected by the School Management Committee as the solar PV system operator.**

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee

- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The SMC has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the SMC will submit monthly reports to the county offices through their sub county officers.

The head teacher and the chairman appreciated the efforts of JICA team and the Kenyan Government to electrify the school using Solar PV systems. They promised to ensure that the project runs successfully. On the other hand the chief and the assistant chief were certain that the PV systems will remain secure from damage or theft. However, in case of theft, they promised to take action.

The District Education Officer representative encouraged the community to bring more children, especially the kindergarten age group, to school. He informed the community that the County government has employed nursery school teachers and the community should take advantage to bring more children to school. The former area counselor appreciated the effort of electrifying the school and suggested that REA should consider electrifying the center also.

Question: The chief and the former area councilor wanted to know whether the Solar PV will be extended to the Marti Market Center.

Response: The current project is aimed at public institutions: Primary schools and dispensaries. The Rural Electrification Authority (REA) can explain their plan to electrify rural areas once they are available or if contacted.

Head teacher: Some inverters to some buildings are not well fixed. When will they be fixed?

Response: The Technical team and the contractor are aware. The contractor will be contacted to fix the problem immediately.

B-5-3-6 Angata Nanyokei Dispensary

Date	26 th May, 2014	
Venue	Angata Nanyokei Dispensary	
Meeting Called By	JICA Project Team & REA	
Type Of Meeting	2 nd Stakeholders' Meeting	
List Of Attendees	<ol style="list-style-type: none"> 1. John Salasi – Nurse in charge/secretary 2. Longiro Lolkumeni – Chairman 3. Villagers/community people 4. Village elders 5. Area chief 	<ol style="list-style-type: none"> 6. Area Assistant chief 7. Ward representative 8. County Minister for Health 9. Area Member of Parliament 10. Mudegu Hanningtone – JICA Expert Team
Agenda	<ol style="list-style-type: none"> a. Purpose of the Project b. Outline of the Project c. Management of the PV System 	<ol style="list-style-type: none"> d. Charging service e. Any other Business (AoB)

SUMMARY OF DISCUSSION

a. Purpose of the Project

The project aims to Establish a Rural Electrification Model to Public facilities: Schools and Dispensaries in remote areas of Kenya. The public facilities will be able to generate electric power using Solar PV Systems. The project contains Construction of PV system and Capacity Building (System operation and maintenance, Institutional management and Financial management) to ensure sustainable system use.

b. Outline of the Project

There are ten sites (5 Boarding Primary School and 5 Dispensaries). The implementation is divided into Lot 1 and Lot 2 Sites. PV systems have already been installed at Lot 1 sites (Narok and Kajiado County). The process for Lot 2 installation is being completed for all sites. The remaining face of the project is: Monitoring and assessment.

The project aims to: Provide light for studying/treatment, cater for IT needs (Laptop Project) and provide power to the vaccine refrigerators at the public dispensaries.

c. Management of the PV System

The facility management committee is expected to manage the PV system and the charging service. The committee will ensure that funds are available for operation and maintenance of the PV system. The committee of Angata Nanyokei Dispensary has identified **Juliet Nasieku** as the operator of the installed system and the charging house.

Technical and Financial Training to the committee and the Operator has already been carried out. It is JICA Team's and REA's hope that the committee and the operator will carry out proper operation and maintenance of the installed systems, manage and commit to sustain the project.

The committee should also keep accounting records of the mobile charging activities and communicate with local people and government organizations. This will help to establish a good relationship with all the stakeholders.

In addition, the committee will prepare regular reports on the operation and maintenance of the Solar PV system and the charging house. This report will show, among other items, the condition of the PV system and the financial status of the charging business. A copy of this report will be handed over to the County/sub county Health office.

The owner of the PV systems is the Ministry of Health (when the project terminates in October 2014). The ministry has a responsibility of ensuring a sustainable system use. However, the facilities should prepare for daily operation and maintenance and replacement costs.

d. Charging service

The target facilities will start mobile charging service, recharge LED lanterns and provide hair cutting services. The management committee will set the unit charging price, advertise the charging service and collect enough money to cater for operation and maintenance of the facility. The committee is expected to buy a hair cutting machine and mobile phone chargers in order to begin charging services.

e. Any other Business (AoB)

Installation of the PV system, Technical and Financial Training have been conducted. **Juliet Nasieku was selected by the Facility Management Committee as the solar PV system operator.**

JET will carry out monitoring after every two months up until October 2014. The items to be checked during monitoring will include:

- ✓ Condition of the PV system
- ✓ The work of the management committee
- ✓ The Income and expenditure of the charging service
- ✓ Book keeping
- ✓ Supervision by local government.

The management committee has the sole responsibility of taking care of all the systems, managing the charging service, collecting cash and allocating expenditure and book keeping. In addition, the committee will submit monthly reports to the county offices through their sub county officers.

The nurse in charge, on behalf of the members present, appreciated the efforts of the JICA team and the Kenyan Government to electrify the dispensary using Solar PV systems. However, he noted that the vaccine refrigerator is not yet connected to the installed PV system-An appropriate wall socket is needed. JET member present informed the technical team about the problem. The nurse emphasized the need to fence the compound of the dispensary as one way of enhancing security.

The area assistant chief, chief, Minister for County Health and Member of Parliament appreciated the efforts of JET and REA to upgrade the PV systems at the dispensary. They promised to assist the dispensary to grow up. For example, the area Member of Parliament and the Minister for County Health will give funding (CDF) and County Government Allocations to build a maternity ward and fence the dispensary's compound. The Member of Parliament informed the members present that he had spoken to REA CEO about the need to extend the main grid to Marti. He promised to follow up on the matter.

JET member present advised the committee to: Use the system wisely, avoid misuse of the system and protect the system from malicious damage/theft and from access to strangers.

Attachment B-6 Minutes of Evaluation Meeting with Facility Staff and Management Committee Members

B-6-1 Evaluation Meeting in Kajiado County

Date	6 th November 2014	
Venue	Ilkilnyeti Dispensary	
Meeting Called By	JET & REA	
Type Of Meeting	Evaluation Workshop	
List of Attendees	1. Odupoi Rukaine, Chairperson 2. Rodah Ntawuasa, Treasurer 3. Timothy, member of committee 4. Esther Siamito, operator/member of committee 5. Kennedy S. Muhia, MoH Medical tech. 6. Grace Mwelu, MoH Accountant	7. Edwin Owiti, Eng. 1 MoE&P 8. Alex Makori – REA 9. Kioko M. – REA 10. Yoko Kitauchi - JET 11. Hanningtone Mudegu – Assistant, JET
Agenda	a. Introduction b. Termination of the pilot project c. Self evaluation	d. Responsibility and tasks of the facilities e. Management of the Solar PV system f. AoB

SUMMARY OF DISCUSSION

1. Introduction

There was a brief introduction from the team members. The new nurse for the dispensary had not reported. All rooms were accessed except the vaccine unit room and the staff quarters. The chairman came later during the meeting.

2. Termination of the pilot project

JET and REA members declared the termination of the project. JET and REA further explained that the responsibility for operation and maintenance of the PV systems remains the task of the management committee.

3. Self evaluation

The treasurer, the operator and the chairman showed their continued commitment for proper PV system use. In addition, the committee continues to market the charging service in order to generate income for operation and maintenance of the PV system. As at the date of the workshop, the committee had collected: Kshs.5860 in September 2014 and Kshs. 5680 in October 2014.

4. Responsibility and tasks of the facilities

JET explained that the management committee be carrying out periodical system check, management of charging service, reporting of financial status and system condition and e-waste management. The management committee should also prepare and submit monthly reports on the PV system and income collected for the charging service.

On the other hand, the county officers for health will prepare for future replacement of batteries, inverters and controllers. The county office will identify problems mentioned in the reports, carry out inspection on the condition of the PV systems and address issues raised by the management committee.

5. AoB

The handover for the PV systems will be organized by REA to the relevant ministry after signing of the MoU. REA will give information about this exercise later.

In addition, the management committee should understand how to treat equipment after their lifetime (e-waste) according to the regulation of Kenya. The committee will request the supplier to take away used equipment like batteries while carrying out replacements.

The supplier will then remit the proceeds from the sales of the used equipment, through M-pesa, to the facility. The facility will then keep the cash received as revenue. However, for proper transportation and treatment, the e-waste manifest system will be introduced in the e-waste disposal system.

A member of the committee wanted to know whether REA will continue monitoring the PV system. In response, REA emphasized that they will continue their program for Rural Electrification through the county offices. Any concern raised by the management committee will be addressed through the county offices.

In conclusion, the chairman appreciated the efforts of the JET and REA and requested the county office for health to ensure that the new nurse reports urgently so that the committee can give orientation to him/her about the PV systems at the dispensary and at the same time enable the dispensary to continue offering health services to the community who are in urgent need of the services of a nurse.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Evaluation Workshop

Venue: Nakoyeti Subonyari

Date: 06/11/14

Time: 3:00pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hanningtone Mudegu	JICA Impact Team	Project Team Assistant		
2	Felix Ombi	Min of Energy & Petroleum	Engineer J		
3	Kennedy S. Njuki	Min of Health	Med. Tech.		
4	Kivoko Anathya	REA	Comms Officer		
5	ALEX M. MUKORI	REA	RENEWABLE ENERGY		
6	GRACE MWELU	Ministry of Health	Accountant		
7	RODNEY NJUMUNU	M. H	Treasurer		
8	ILMUTY	MEMBER	MEMBER		
9	ESTER SIAMBO	MEMBER	OPERATOR		
10	Yoko Kitauchi	JET	Expert		
11	EDUPOI RUKAMU	Chairperson	Chairman		
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B-6-2 Evaluation Meeting in Narok County

Date	11 th November 2014				
Venue	Narok County – Park Villa Hotel				
Meeting Called By	JET & REA				
Type Of Meeting	Evaluation Workshop				
List of Attendees	1. Daniel Tubei, Biomedical, MoH	8. Daniel Sironka, CPHO, MoH	9. John Malit, Chairman – Iltumtum	10. Mary Kimani, H/Teacher – Iltumtum	11. Edwin Owiti, Eng. 1 MoE&P
	2. Peter Kilel, Biomedical, MoH	12. Yoko Kitauchi - JET	13. Hanningtone Mudegu – Assistant, JET		
	3. Joseph K. Ngaruthi, H/Teacher, Olemoncho				
	4. Patiye Gilisho, Treasurer, Olemoncho				
	5. Raphael Letoluo, member – Olkinyei				
	6. Nereah Omusula, Nurse – Olkinyei				
	7. Moses Moonka, Chairman – Olkinyei				
Agenda	a. Introduction	d. Responsibility and tasks of the facilities	e. Management of the Solar PV system	f. AoB	
	b. Termination of the pilot project				
	c. Self evaluation				

SUMMARY OF DISCUSSION

1. Introduction

There was a brief introduction from the team members. JET apologized for rescheduling the meeting twice. All the three sites in Narok County were represented.

2. Termination of the pilot project

JET and REA members declared the termination of the project. JET and REA further explained that the responsibility for

operation and maintenance of the PV systems remains the task of the management committee of every facility.

3. Self evaluation

The Secretaries and the chairpersons of all the facilities showed their continued commitment for proper PV system use. Olkinyei dispensary, for example, have drafted by laws to guide the use of solar PV system (according to the nurse) and have deposited Kshs. 2,900 to the account. However, the nurse pointed out that they are facing challenges with regards to the current competition of mobile phone charging. According to the chairman and the nurse, M-Kopa - an initiative by Safaricom and other partners to provide lanterns, has enabled numerous households to have access to mobile phone charging devices which reduces the number of customers for the dispensary charging service.

However, the nurse is positive that the charging house can still be used for hair clipping. The management committee, according to the nurse, is making arrangements to ensure that hair cutting takes place.

The chairman and the nurse of Olkinyei noted that there is improvement in service delivery at the dispensary. According to them, security has improved and night delivery services can easily be carried out.

On the other hand, Olemoncho Primary school has been facing challenges regarding O&M and charging services. The head teacher informed the members present that they have been able to hire a support staff (although she cannot read and write well, she records the daily sales) to act as an operator and as a supportive staff to the school. The school pays her salary.

Regarding broken panels noticed by JET, the head teacher informed the members that the committee is considering replacing/buying new panels. The head teacher further noted that a conservancy group was giving out solar PV systems and this has affected the charging business just as is the case with Olkinyei dispensary. The school has not submitted monthly reports of the PV system.

In spite of the challenges faced, the head teacher confirmed that the PV systems have changed the life style of the school. For example, more teachers are willing to stay longer at the school as opposed to the past time. Evening study is conducted by the pupils and security during the night has improved.

Ilutum Primary school has implemented almost all the ideas according to JET's plan. For example, they have opened a bank account and deposit cash sales on a regular basis. In addition, the management committee constantly meets and checks the records of the charging business.

According to the head teacher, the achievements realized are more than the obstacles. For example, the number of boarding pupils has increased, pupils shave frequently and thus remain clean, fuel usage has reduced, evening study is frequent and reliable and the retention of teachers in the school is high.

According to the head teacher of Ilutum Primary School, the following challenges have been noted: regular breakdowns/replacement of bulbs, lack of a technical person for consultation and the anticipated cost for battery replacement is very high. However, the head teacher is confident that the school can operator and maintain the PV system for up to two years without asking for assistance from anywhere. The head teacher knows that the school will be connected to the main grid but she assured the members that she will insist on the school to use solar PV system all the time and the main grid when the PV systems are down.

4. Responsibility and tasks of the facilities

JET explained that the management committee of every facility should be carrying out periodical system check, management of charging service, reporting of financial status and system condition and e-waste management. The management committee should also prepare and submit monthly reports on the PV system and income collected for the charging service.

On the other hand, the county officers for health will prepare for future replacement of batteries, inverters and controllers. The county office will identify problems mentioned in the reports, carry out inspection on the condition of the PV systems and address issues raised by the management committee. The schools, however, will have to wait for the results of the discussion between REA and the Ministry of Education, Science and Technology. Meanwhile, the schools need to continue saving for any repairs or minor replacements to the PV systems.

5. AoB

The handover for the PV systems will be organized by REA to the relevant ministry after signing of the MoU. REA will give information about this exercise later.

In addition, the management committee should understand how to treat equipment after their lifetime (e-waste) according to the regulation of the Kenyan government. The committee will request the supplier to take away used equipment like batteries while carrying out replacements.

The supplier will then remit the proceeds from the sales of the used equipment, through M-pesa, to the facility. The facility will then keep the cash received as revenue. However, for proper transportation and treatment, the e-waste manifest system will be introduced in the e-waste disposal system.

The health officer noted that earlier, some installations were carried out to facilities without training and the PV systems only lasted for a while. JET encouraged all the facilities to utilize the services of the officer trained at JKUAT. The schools may need to make a formal request to the health department in case they need technical assistance/advice on PV system operation and maintenance. JET also encouraged all the members present to develop a good relationship with all the stakeholders e.g. REA to ensure a sustainable PV system use.

To conclude, the head teacher of Ilutum Primary School gave a vote of thanks.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Evaluation Meeting
 Venue: Narak County-park villa Hotel Date: 11/11/14 Time: 2:20pm

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hannington Mudegu	JICA Expert Team	Project Team Assistant		
2	Edwin Owiti	Min of Energy & Petroleum	ENGINEER		
3	Daniel Tureki	Narvik Hospital	Bio-MED		
4	Peter Kilel	TRANSWARD HOSPITAL	BIOMED		
5	JOSEPH N. NGAUWAH	OLEMUNCHIO P.R.I-SCHOOL	HP Teacher		
6	Patricia Galeshi	OLEMUNCHIO P.R.I-SCHOOL	School-treasurer		
7	Raphael Letuna	OLKARIA JET	PUBLIC HEALTH MEMBER		
8	MEREAH OMBUW	OLKARIA DISP	NURSE		
9	Moses Mooka	OLKARIA DISP	Chairman		
10	Daniel Smaaka	MOH	CDP EPHO		
11	Yoko Kitauchi	JET	expert		
12	John Makori	Llunium	Chairman		
13	Moses Kimani	Llunium	HFI		
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B-6-3 Evaluation Meeting in Samburu County

Date	14 th November 2014	
Venue	Samburu County – Seasons Hotel	
Meeting Called By	JET & REA	
Type Of Meeting	Evaluation Workshop	
List of Attendees	1. Antipas Leisido, Chairman, S/Horr Dispensary 2. Raphael Lesaana, Treasurer, S/Horr Dispensary 3. dPaul Lemoosa, Member, S/Horr Dispensary 4. Letungan Lengusuranga, Chairman, Illaut Primary 5. Lelikina Sakakin, Member, Illaut Primary 6. Loitupuny Leparsanti, Treasurer, Illaut Primary 7. John Ekiro, Chairman, Marti Primary 8. Philip Lopusiye, H/Teacher, Marti Primary 9. Robert Lepuloote, Chairman, Latakweny Disp. 10. Josphat Harrison, Nurse, Latakweny Dispensary 11. Julius Leseeto, CoH Samburu County, MoH 12. Salasi Lenolkulal, Nurse, Angata Dispensary 13. Jescah Leleshep, Treasurer, Angata N. Dispensary	14. Joel M. Murage, DEO, MoEST 15. Lelaono Samuel, H/Teacher, Tuum Primary 16. Holia Samachale, H/Teacher, Illaut Primary 17. Leparkiras Raphael, Chairman, Tuum Primary 18. Justine Cheboi, DSA, MoEST 19. Alex Makori, REA Officer 20. Edwin Owiti, Eng. 1 MoE&P 21. Yoko Kitauchi - JET 22. Hannington Mudegu – Assistant, JET
Agenda	a. Introduction b. Termination of the pilot project c. Self -evaluation	d. Responsibility and tasks of the facilities e. Management of the Solar PV system f. AoB

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SUMMARY OF DISCUSSION

1. Introduction

There was a brief introduction from all the members who were present.

2. Termination of the pilot project

JET and REA members declared the termination of the project. JET and REA further explained that the responsibility for operation and maintenance of the PV systems remains the task of the management committee of every facility.

3. Self -evaluation

The Secretaries and the chairpersons of all the facilities showed their continued commitment for proper solar PV system use.

a) Tuum Primary School

The head teacher and the chairman noted that the school's performance had improved since installation of the PV systems. In addition, evening and morning study is now possible because there is enough light at the school.

However, they noted some challenges including the following: the operator who was trained quitted. Since then, it has been difficult to get a new and reliable operator. The acting operator is a teacher with numerous responsibilities (there is also an assistant operator who does not know how to read and write).

According to the head teacher, Kshs. 540 was raised in October 2014. The school has a bank account exclusively for the charging business. The charging house however, remains closed until a reliable operator is found. Another major challenge is that the head teacher fears that the school may not be able to pay for the anticipated cost of replacement.

b) South Horr Dispensary

The chairman and the treasurer noted the following achievements/advantages of the PV system: Security at night enhanced by the security lights, delivery at the maternity can now be conducted at night, the staff house is now in use, phone charging price has reduced and the use of fuel/torch for lighting has reduced.

The committee members highlighted on the challenges they are facing. This includes: lack of a fence around the dispensary, PV system problem at the maternity wing and leakage at the staff house. In addition, the committee members think that the operator needs some extra training (both financial and technical).

Furthermore, the committee noted that they are not able to pay the salary of the operator and requested for assistance from the county government. The shaving machine broke down and can't be repaired any further. The committee will have to buy a new one soon.

The committee also pointed out that they are faced with competition from the M-Kopa solar PV products that are being sold to the households. The systems have the capacity to charge mobile phones. The committee, however, meets quarterly to discuss dispensary matters (including solar PV systems).

c) Illaut Primary School

The head teacher recognized the importance of the solar PV systems at the school. He pointed out that the performance of the school is likely to improve. In addition, according to the head teacher, the teachers can adequately prepare for lessons.

The following are some of the challenges noted by the head teacher: the trained operator got employment elsewhere, the second operator was hired but he is not honest. The management committee met and has decided that they will fire the operator and hire a new one.

However, the income from the charging house remains low due to unavailability of network, broken shaving machine and the fact that the charging house is away from the market center (customers have to pass the market center then come to Illaut Primary which is a bit far). The committee plans to acquire a new shaving machine later in January 2015.

d) Latakweny Dispensary

The committee has deposited Kshs. 3500 by November 14, 2014. They are still using one account (HSSF account). The charging house is usually busy only during market days at Latakweny market Center.

The management committee thinks that the current operator needs to be replaced because he is elusive. The committee finds it difficult to work with him because they feel that he is not honest – he does not declare all the income collected at the charging house. Moreover, he will be going to school next year (2015).

Apart from the challenge of the operator, the committee noticed some leakages around the solar PV systems and corrected. The shaving machine has broken down and this, according to the nurse, has reduced the income of the charging business; Hair cutting forms a great part of the income for the charging business.

The nurse pointed out that his committee members have relaxed and they are not helping him to run the dispensary. According to the nurse, this may be the reason why it is difficult to get hold of the operator and calculate the total income realized every day.

e) Marti Primary school

The head teacher is positive about the use of the solar PV systems. He confirmed that the challenges realized are few

compared to the advantages. According to the figures given by the head teacher, the committee has been able to deposit Kshs. 13,300 (Kshs. 1,635 was contributed by the committee members to boost the charging income). The following are the advantages highlighted by the head teacher:

- i. The mode of learning has improved
- ii. The Solar PV systems have created employment – operator hired
- iii. The management committee and the operator have acquired new skills on operation and maintenance of a PV system, book keeping and the general management of an income generating project
- iv. The committee is able to transfer knowledge and skills to other people in the community
- v. The security lights at night have discouraged the movement of people with suspicious motives during the night - initially, people sneaked through the school while carrying out raids to steal animals (cattle, sheep and goats) from the neighboring villages.

The head teacher and the chairman noted the following challenges:

- Installation of PV systems at Marti center has resulted in stiff completion for customers - shaving and mobile charging
- During persistent drought, people at Marti move out and this reduces the number of customers for the charging business.
- The charging house is away from the market center
- The charging house is not well equipped to be able to compete well with others at Marti market center.

The head teacher and the chairman proposed the following actions to improve mobile phone charging business and the management of solar PV systems at Marti primary school:

- ✓ Increase the time the operator spends at the charging house
- ✓ During school holidays, operate a video show to increase the income from charging
- ✓ Write a proposal to the county government and others for PV system funding
- ✓ Expand the charging house to operate as a canteen
- ✓ Organize raffle days to collect more money for the solar PV system use
- ✓ The management committee will pay the salary of the operator and assign her more duties
- ✓ Implement the rules and regulations drafted to guide the use of the solar PV system and enhance security of the solar PV systems.

f) Angata Nanyokei Dispensary

The nurse and the treasurer appreciated the efforts of JET and REA to install solar PV systems at the dispensary. They noted the following achievements since installation of the solar PV systems:

- i. The dispensary can run even during the night making it possible to conduct night deliveries
- ii. Security has improved at night. Snake bites around the dispensary have reduced.
- iii. The community around the dispensary can now charge their mobile phones. Angata Nanyokei Dispensary is the only charging point in the community. Despite the M-kopa systems bought by some community members, the charging facility, according to the nurse, faces no competition. The committee has deposited Kshs. 5,050 up until the date of the Evaluation Meeting. The dispensary operates one bank account both for the HSSF and charging business.
- iv. The Community Health Worker functions as the operator and is paid by the facility. She is also paid 50% of the income she raises from shaving.

Apart from the advantages, the dispensary also faces the following challenges:

- The shaving machine broke down
- The dispensary has a new maternity wing that needs lighting but the committee does not have funds to install new solar PV systems to the new building.
- The vaccine fridge temperatures are usually too low. According to the nurse, the fridge should be having a problem.

The committee members, however, are appreciative that they have a facility that is installed with Solar PV systems.

g) Comments from the Chief officer of Health

- South Horr Dispensary requires fencing and it will be done by the county government
- HSSF funds can be used for O&M of the PV systems
- Performance Based Financing can be a source of income to the dispensary. The plan is that the dispensary is given a certain amount of money depending on the number of patients or deliveries made.
- Only one Bank account is required for the dispensaries. However, a special request can be made by the management committee of the dispensary through the CoH, to the County Executive Committee (CEC) and the opening of a new account can be legalized.
- The operators for all facilities should be given terms of reference (T.o.R) so that they work within a certain limit and should respect the terms given by the management committee. On the other hand, the

management committee should be able to monitor the activities of their operators.

- The County Government of Samburu has set aside a budget for the maintenance officer. The officer is to begin working in December 2014. He will go round all the dispensaries and carry out replacements and repair to the solar PV systems.
- Emergency cases regarding PV systems can be handled by the County Government.
- Facilities should also be able to pay for the usage of the PV systems just as they would pay for electricity bills.
- PV systems are contributing towards performance of the facilities and therefore, it is necessary that the communities are mobilized to use the charging service.
- The CoH requested JICA to consider working even more with the County Government of Samburu to help develop the county, which according to the CoH, is marginalized.

h) Comments from the DEO

- PV systems have more advantages than disadvantages
- Facilities should own the solar PV systems. Solution for challenges faced by the committee members should come from within and not outside. For example, a support staff could be assigned the responsibility of an operator in addition to the existing tasks he/she holds.
- Charging income is public money and reporting is necessary to help manage the income and for accountability purposes.
- Each facility should seek better ways of marketing the charging service
- Boarding schools like Marti can use funds for boarding to maintain and operate the PV system
- The management committee of every facility should ensure sustainability of their solar PV systems.

i. Comments from the DSA

- The management committee of every facility is able to handle O&M of the solar PV systems. The committee should try to own the project.
- The charging business is an income generating project. The income realized should be used for O&M of the solar PV systems. Sustainability of the project is therefore possible.
- The management committee should ensure good record keeping by maintaining simple records. The committee should ensure that the solar PV systems are well maintained.
- The DSA recommends a longer period for evaluation. He encouraged the facilities to take solar PV system usage positively.

j. Comments from REA officer

- The facilities should not fear competition: Competition is healthy.
- The facilities should market the charging services and continue to maintain the facility solar PV systems.
- If operators disobey the management committee, it is a demand for change; they should be replaced.
-

4. Responsibility and tasks of the facilities

JET explained that the management committee of every facility should be carrying out periodical system check, management of charging service, reporting of financial status and system condition and e-waste management. The management committee should also prepare and submit monthly reports on the solar PV systems and income collected for the charging service.

On the other hand, the county officers for health will prepare for future replacement of batteries, inverters and controllers. The county office will identify problems mentioned in the reports, carry out inspection on the condition of the solar PV systems and address issues raised by the management committee. The schools, however, will have to wait for the results of the discussion between REA and the Ministry of Education, Science and Technology. Meanwhile, the schools need to continue saving for any repairs or minor replacements to the solar PV systems.

5. AoB

The handover for the PV systems will be organized by REA to the relevant ministry after signing of the MoU. REA will give information about this exercise later.

In addition, the management committee should understand how to treat equipment after their lifetime (e-waste) according to the regulation of the Kenyan government. The committee will request the supplier to take away used equipment like batteries while carrying out replacements.

The supplier will then remit the proceeds from the sales of the used equipment, through M-pesa, to the facility. The facility will keep the cash received as revenue. However, for proper transportation and treatment, the e-waste manifest system will be introduced in the e-waste disposal system.

JET encouraged all the facilities to utilize the services of the officer trained at JKUAT. The schools may need to make a formal request to the health department in case they need technical assistance/advice on solar PV system operation and maintenance. JET also encouraged all the members present to develop a good relationship with all the stakeholders e.g. REA to ensure a sustainable solar PV system use.

To conclude, the head teacher of Marti Primary School gave a vote of thanks.

Attendant List

Project for Establishment of Rural Electrification Model using Renewable Energy in Kenya

Meeting Title: Evaluation Meeting

Venue: Marabel - Seasons Hotel Date: 14/11/14

Time: 2:20 PM

SN	Name	Organization	Title	Mobile or E-mail	Signature
1	Hammington MULOLO	JICA Expert Team	Project Team Assistant		
2	EMIL OCHI	MIN OF ENERGY & PETROLEUM	ENGINEER		
3	ANTIPAS LEISIDE	G.O.K. D.A.S.H	Chairman		
4	RACHAEL KESAWA	G.O.K. D.A.S.H	TREASURER		
5	ALEX KENYISA	MOIC	COMMITTEE		
6	LETINDIAN MAMISA	SCHOOL COMMITTEE	Chairman		
7	LELIKINA DATAKIN	SCHOOL COMMITTEE	Committee		
8	HOTI PUNY LEPAMUSTI	S.M.C ILLAUT	TREASURER		
9	SCHIN EKIRI	M.P.R.I P.R.Y.S.C.H	CHAIRPERSON		
10	PHILIP LOPUSIYE	M.P.R.I P.R.Y.S.C.H	H.TEACHER		
11	ROBERT LEPUKOTE	LATAKWIENI D.A	CHAIRMAN		
12	JOSPHAT MADWINI	LATAKWIENI	N.O.		
13	JULIUS LESEETO	MOH	CHIEF OFFICE HEALTH		
14	SARASI KENYUKA	MOH	NURSE		
15	Jessca Kelaoko	Treasure House	Treasurer		
16	Yoko KITAOCHI	JICA Expert Team	Expert		
17	Hammington MULOLO	JICA Expert Team	Project Team Assistant		
18	ALEX M. MAKORI	Rural Electrification Agency	REA OFFICER		
19	Joel M. Mwangi	MOEST	JCD		
20	Kelaoko Samuel	TUUM P.R.Y	HT		
21	Holi Samachale	ILLAUT P.R.Y	HPT		
22	LEPAMUSTI RACHAEL	TUUM P.R.Y	CHAIRMAN		
23	JUSTINE CHERBI	MOEST	DIS F.		
24					
25					

name of teacher

Name