

**REPORT OF THE CONSTITUTION OF
KENYA REVIEW COMMISSION**

VOLUME THREE

**THE COMMISSION'S
METHOD OF WORK**

TABLE OF CONTENTS

LIST OF TABLES
LIST OF APPENDICES
PREFACE

Page

PART I - THE PERIOD PRECEDING THE NATIONAL CONSTITUTIONAL CONFERENCE

CHAPTER ONE 1 **BACKGROUND TO THE REVIEW PROCESS**

- 1.1 Introduction 1
- 1.2 Background to the Constitutional Review Process in Kenya 2
 - 1.2.1 The Period Preceding the Constitution Review Commission 3

CHAPTER TWO 8 **THE LEGISLATIVE FRAMEWORK AND PREPARATORY ACTIVITIES OF THE REVIEW PROCESS**

- 2.1 Negotiating the Legislative Framework of the Review Process 8
- 2.2 Establishment of the Organs of the Review Process 10
 - 2.2.1 The Constitution of Kenya Review Commission 10
 - 2.2.2 Constituency Constitutional Forum 11
 - 2.2.3 The National Constitutional Conference 12
 - 2.2.4 The Referendum 12
 - 2.2.5 The National Assembly 12
- 2.3 Philosophy, Values and Principles of the Review Process 12
- 2.4 Objects of the Review Process 13
- 2.5 Preparing and Setting the Ground for the Review Process 14
 - 2.5.1 Provincial Administration Seminars 14
 - 2.5.2 District Visits 15
 - 2.5.3 District Coordinators Seminars 15

CHAPTER THREE 17 **STRUCTURE AND ORGANIZATION OF THE COMMISSION AND ITS PROGRAM OF WORK**

- 3.1 Mandate 17
- 3.2 Statutory Functions of the Commission 17
- 3.3 Principles Guiding the Work of the Commission 19
- 3.4 The Commission's Method of Work 20
 - 3.4.1 Methodological Process 21
- 3.5 Structure and Organization of the Commission's Work 23
 - 3.5.1 Standing Committees of the Commission 23

3.5.2 The Secretariat	24
3.6 The Commission’s Strategic Plan and Program of Work	31
3.6.1 Review of the Commission’s Program of Work	32
3.7 Conclusion	33
CHAPTER FOUR	34
ADMINISTRATIVE ARRANGEMENTS AND PROCESS	
4.1 Mandate	34
4.2 Human Resource Management	34
4.2.1 Recruitment and Selection Process for Contracted Employees	34
4.2.2 Termination of Appointment	36
4.2.3 Certificate of Service	36
4.2.4 Staff Terms and Conditions of Service	36
4.3 Allowances	39
4.3.1 Annual Leave Allowance	39
4.3.2 Special Accommodation	39
4.3.3 Subsistence Allowance when Traveling on Duty Outside Kenya	39
4.3.4 Acting Allowance	39
4.3.5 Gratuity	40
4.3.6 Group Personal Accident (Staff) Cover	40
4.3.7 Baggage Insurance	40
4.3.8 Medical Scheme	40
4.4 Staff Funeral Expenses	41
4.4.1 Discipline	41
4.4.2 Liability for Loss of Damages	42
4.4.3 Motivation ad Rewards System	42
4.4.4 Capacity Building and Training of Staff	43
4.4.5 Secondment of Staff to CKRC	43
4.4.6 Determination and Selection of Consultants and Experts	43
4.4.7 Involvement/Participant in the Decision and Policy Making Process	43
4.4.8 Partnership and Collaboration with other organizations on the areas of policy and personnel development	44
4.4.9 Promotion Policy and Procedure	44
4.4.10 Downsizing and Dismissals of Staff	44
4.5 Monitoring ad Evaluation Process	44
4.6 Transport Management	45
4.6.1 Commission’s Vehicles and Management	45
4.6.2 Mileage Claim Allowance	45
4.6.3 Travel	46
4.7 Tendering and Procurement Process	46
4.8 Commission Infrastructure	47
4.8.1 Plant, Equipment and Furniture	47
4.8.2 Disposal of Plant and Equipment	48
4.8.3 Challenge of Administration	48

CHAPTER FIVE **50**
CIVIC EDUCATION PROCESS, PRESS AND PUBLIC RELATIONS

5.1 Mandate	50
5.2 Civic Education Structure and Organization	50
5.2.1 Civic Education Providers	52
5.3 Civic Education Approach and Delivery System	53
5.3.1 Public Debates/Forums	53
5.3.2 Civic Education Seminars /Workshops	53
5.3.3 Civic Education Institutions	54
5.3.4 Civic Education in the Print and Electronic Media	54
5.3.5 Civic Education by Commissioners	55
5.3.6 Civic Education for Special Needs/Disability, Prisons, Marginalized Areas	55
5.4 Phases in Civic Education Process	
5.4.1 Sensitization of Wananchi on Constitutional Review Process	55
5.4.2 Preparation of Wananchi for Constituency Hearings	56
5.4.3 Dissemination of Draft Report/Draft Bill	56
5.4.4. Preparation of Delegates for National Constitutional Conference	56
5.4.5 Civic Education for the National Referendum	56
5.4.6 Dissemination of Final Bill	57
5.5 Strategies and Modalities for Delivering Civic Education	57
5.5.1 Development of Civic Education Policy Programme	57
5.5.2 Development of the Curriculum for Civic Education	
5.5.3 Induction Training for Civic Education Providers, Constituency Constitutional Committees and District Coordinators	58
5.5.4 Civic Education through the District Documentation Centers	59
5.5.5 Funding for Civic Education Programme	59
5.6 Development and Distribution of Civic Education Materials	59
5.7 Press and Public Relations	60
5.7.1 Negotiating for Mass Media Coverage	61
5.7.2 The Commission’s Media Policy and Strategy	63
5.7.3 Media Events	65
5.7.4 The Major Media Outlets Used By the Commission	67
5.8 Challenges, Lessons And Conclusion	70
5.9 Conclusion	71

CHAPTER SIX **73**
MOBILIZATION AND OUTREACH REPORT

6.1 Mandate	73
6.2 The Role Of Mobilization And Outreach	73
6.3 Structure and Organization of Mobilization and Outreach	74
6.3.1 Appointments of the Constituency Constitutional Committees	76
6.4 Countrywide Mobilization and Outreach Processes	76

6.4.1 Provincial Visits	76
6.4.2 Districts Visits- CEPs and CCCs Induction and Briefing	77
6.4.3 Provincial Women’s Consultative Workshop	77
6.4.4 District Coordinators Seminars	77
6.4.5 Public Hearings	78
6.4.6 Constituency Hearing	80
6.4.7 Meetings with Special Groups	80
6.4.8 Workshops and Seminars	81
6.4.9 Constituency Dissemination of the Report and the Draft Bill	81
6.5 Organizing The National Constitutional Conference	81
6.5.1 District Delegates	81
6.5.2 Nomination of the Civil Society Representatives	82
6.6 Pre- Conference Activities	82
6.7 National Referendum	83
6.8 Conclusion	83
CHAPTER SEVEN	84
THE RESEARCH PROCESS	
7.1 Mandate	84
7.2 The Commission’s Research Agenda	84
7.2.1 Research Purpose	85
7.2.2 The Specific Research Objectives	85
7.3 Structure and Organization of the Research Process	87
7.3.1 Thematic Task Forces	88
7.4 Research Approach	89
7.4.1 Collaborative Approach	89
7.4.2 Methods of Information Gathering	89
7.4.3 Instruments of Information Collection	90
7.4.4 Quality Control	90
7.5 Scope of the Research	90
7.5.1 Checklist of Research Issues and Areas	90
7.6 Commissioned Studies	92
7.7 Framework Of Analysis	92
7.7.1 Contextual Analysis	92
7.7.2 Situational, Conceptual and Comparative Analysis	92
7.7.3 Collation, Analysis and Interpretation of the Views of Kenyans	92
7.7.4 Commission’s Conclusions and Recommendations	93
7.8 Challenges and Lessons	93
7.9 Conclusions	94
CHAPTER EIGHT	96
EXPERTS CONSULTATIONS AND SEMINARS	
8.1 Mandate	96
8.2 Organization and Program of Seminars	96

8.3 Peer Review of the Draft Bill	110
8.4 Conclusion	113

CHAPTER NINE **114**
PUBLIC HEARINGS AND COLLECTION OF VIEWS

9.1 Mandate	114
9.2 The Purpose Of Public Hearings	114
9.3 Issues and Questions for Public Hearings	114
9.4 Pilot Hearings	115
9.4.1 Importance of Pilot Hearings	116
9.5 Organization of the Public Hearings	117
9.6 Drawing up Panel and Progress for Public Hearings	118
9.6.1 Paneling	118
9.6.2 Selection of the Venues	119
9.6.3 Program for Public Hearings	119
9.4 Analysis of the Characteristics of Public Hearings	121
9.4.1 Form of Submission	122
9.4.2 Type of Presenter	122
9.4.3 Education Level of Presenter (Percentage Distribution)	123
9.4.4 Occupation of the Presenter (Percentage Distribution)	124
9.4.5 Sex of the Presenter (Percentage Distribution)	124
9.4.6 Presenters of Organizes Groups (Percentage Distribution)	124
9.4.7 Age of Presenters (Percentage Distribution)	125
9.7 Provincial Round Ups	126
9.8 Direct Presentations	127
9.8.1 Boardroom Hearings	127
9.8.2 Workshops and Seminars	128
9.9 Emerging Issues from the Public Hearings	130
9.10 Challenges and Lessons	130
9.10.1 Challenges	130
9.10.2 Lessons	131
9.10.3 Lived Experiences of Public Hearings by Commissioner and the Staff in the Field	132
9.11 Conclusion	134

CHAPTER TEN **135**
COLLATION AND ANALYSIS OF VIEWS

10.1 Mandate	135
10.2 Organisation of the Data Analysis Process	135
10.3 The Cycle of and Framework for Collation and Analysis of Views	136
10.3.1 Coding of Written and Oral Submissions	136
10.3.2 Data Collection and Analysis Matrices	137
10.4 Preparation of Data Analysis Software	142
10.5 Data Collation Process	142

10.6 Analysis of Collated Views	144
10.7 Conclusion	144
CHAPTER ELEVEN	146
11.1 Mandate and Justification	146
11.2 Purpose and Objectives of the Foreign Consultative Meetings	147
11.3 Approach to Foreign Visits	147
11.4 Organisation and Approach	148
11.5 Program and Panels for the Visits	148
11.5.1 Program and Panels for Visits to African Countries	148
11.5.2 African Countries	150
11.5.3 Other Countries	153
11.5.4 Asia Pacific	155
11.5.5 Latin America	157
11.6 Lessons Learnt	158
11.7 Conclusion	159
CHAPTER TWELVE	161
REGISTRY, DATA STORAGE AND ARCHIVING	
12.1 Mandate	161
12.2 Storage Centers and Storage of Materials	161
12.3 Recording and Custodial Function	161
12.4 Establishment of the Registry and Archiving Mechanisms	162
12.4.1 The Registry Process	162
12.4.2 Filing in the Registry	163
12.4.3 Archiving	164
12.5 Task Force on the Finalisation of the Data Base	165
12.6 Conclusion	165
CHAPTER THIRTEEN	167
THE REPORT WRITING PROCESS	
13.1 Mandate	167
13.2 Preparatory Issues	167
13.3 Establishment of Technical Task Forces	167
13.4 Establishment of Thematic Task Forces	168
13.5 Guidelines	170
13.5.1 Method of Work	170
13.5.2 Outline of Reports	170
CHAPTER FOURTEEN	172
THE DRAFTING PROCESS	
14.1 Mandate	172

14.2 The Drafting Process	172
14.2.1 Pre-Draft Bill and Routine/Other Departmental Drafting	172
14.2.2 Preparation of the Draft Bill	173
14.3.3 Drafting during the NCC	174
14.3 Drafting Approaches and Protocols	178
14.4 Legislative Drafting Techniques	178
14.5 Challenges and Constraints	179

CHAPTER FIFTEEN **181**
CIRCULATION AND DISSEMINATION OF THE NATIONAL REPORT AND DRAFT BILL

15.1 Mandate	181
15.2 Rationale for the Dissemination	181
15.3 Organisation and Programme of Dissemination of the Report and Bill	182
15.4 Multimedia Approach to Dissemination of the Report and Draft Bill	183
15.5 Constituency Level Dissemination	183
15.6 Community Level Dissemination	184
15.7 Special Talks, Lectures and Invitations	185
15.8 Role of Civic Society Organizations in Dissemination	185
15.9 Pre-Conference Dissemination	186
15.10 Reaction to the Report and Draft Bill	187
15.11 Analysis and Compilation of Public Feedback	189
15.12 Challenges During Dissemination	189
15.13 Conclusion	190

PART II – THE NATIONAL CONSTITUTIONAL CONFERENCE

CHAPTER SIXTEEN **192**
THE NATIONAL CONSTITUTIONAL CONFERENCE

16.1 Mandate	192
16.2 Membership	192
16.3 Distribution of Representation Among the Civil Society Categories	192
16.4 Decision Making	193

CHAPTER SEVENTEEN **194**
RESEARCH, DRAFTING AND TECHNICAL SUPPORT COMMITTEE

17.1 Mandate	194
17.2 Organization of Work	194
17.3 Technical Documents and Materials	194
17.4 Research and Reporting	194
17.4.1 Plenary Reporting	194

17.4.2 Technical Working Committee Reporting	195
17.4.3 Report from Convenors Meetings and Workshops	195
17.4.4 Special Committee, Group, Taskforce and Workshop Reports	195
17.4.5 Rapporteur General's Report	195
17.4.6 Final Report of the Commission	195
17.4.7 Hansard Recording of Proceedings	195
17.5 Documentation and Data Backstopping	196
17.6 Library	196
17.7 Registry and Archive	196
17.8 General Technical Support	198
17.8.1 Swearing in of Delegates	198
17.8.2 Votes and Proceedings	198
17.8.3 Motions	198
17.8.4 Preparation of Order Papers	198
17.8.5 Interpretation of Rules and Motions	198
17.9 Achievements	198
17.9.1 Reporting	198
17.10 Verbatim Recording	199
17.11 Documentation and Data Analysis	199
17.12 Library Reference	200
17.12.1 Mandate	200
17.12.2 Organisation of Library Services	201
17.12.3 Collection Development	201
17.12.4 Other Materials	201
17.12.5 Facilities	202
17.12.6 The National Constitutional Conference	202
17.12.7 Readership	202
17.12.8 Drafting	203
17.13 Staffing	203
17.13.1 Bomas I	203
17.13.2 Bomas II	205
17.13.3 Bomas III	206

CHAPTER EIGHTEEN **210**
RESOURCE DEVELOPMENT AND BUDGETING COMMITTEE

18.1 Introduction	210
18.2 NCC Phase I	210
18.3 NCC Phase II	211
18.4 Mission Statement	211
18.5 Responsibilities and Role During NCC	211
18.6 Advance Preparations	212
18.6.1 Budgeting for NCC	212
18.6.2 Venue Preparation	212
18.7 Procurement of Goods and Services	213
18.8 Delegates and Staff Accommodation	213

18.9 Transport	214
18.10 Catering	214
18.11 Delegates Welfare	215
18.12 Security	215
18.13 Payment of Staff and Delegates	216
18.13.1 Delegates Budgets	216
18.13.2 Conference Staff and Other Workers Budget	216
18.14 Finance and Administration Secretariat	217
18.14 Committee Meetings	219
18.15 Settling of Bills	219
18.16 Monitoring and Evaluation of Income and Expenditure	219
18.16.1 Income	219
18.16.2 Expenditure	219
18.16.3 Liaison with other Committees	220
18.17 Internal Audit of Financial Activities of NCC	220
18.18 Constraints and Challenges	220
18.19 Achievements	222
18.20 Finance and Administration Department Responsibilities	222
18.21 Responsibilities NCC III	223
18.22 Advance Preparations	224
18.22.1 Budgeting for NCC	224
18.22.2 Venue Preparation	224
18.22.3 Procurement of Goods and Services	224
18.23 Delegates and Staff Accommodation	225
18.24 Catering	226
18.25 Delegates Welfare	226
18.26 Security	226
18.27 Payment of Delegates and Staff	227
18.27.1 Delegates Budget	227
18.27.2 Conference Staff and Other Workers Budgets	227
18.28 Budgeting and Expenditure for NCC III	228
18.30 Secretariat	228
18.31 Committee Meetings	230
18.32 Settling of Bills	230
18.33 Monitoring and Evaluation	230
18.33.1 Income	230
18.33.2 Expenditure	230
18.34 Liaison with other Committees	231
18.35 Internal Audit of Financial Activities of NCC	231
18.36 Constraints and Challenges	232
18.37 Achievements	232

CHAPTER NINETEEN **233**
MOBILISATION AND OUTREACH COMMITTEE

19.1 Mandate	233
--------------	-----

19.2 Introduction	233
19.3 Responsibilities	235
19.4 Advance Preparations for NCC	235
19.4.1 Choice and Preparation of Venue	235
19.4.2 Routine Pre-Conference Preparations	236
19.4.3 Setting up of Conference Facilities	236
19.4.4 Notification of delegates	237
19.5 Other Activities	237
19.5.1 Transport	238
19.5.2 Construction of Additional Office Accommodation	238
19.6 Accreditation and Registration of Delegates and Observers	238
19.6.1 Accreditation Committee	238
19.6.2 Accreditation of Delegates	239
19.6.3 Vacancies in the Delegates List at end of NCC III	240
19.6.4 Accreditation of Observers	240
19.6.5 Registration of Delegates	241
19.6.6 Registration of Observers	242
19.7 Delegates Accommodation	242
19.7.1 Hotels Contracted to Offer Accommodation	242
19.7.2 Hotel Rates	243
19.7.3 Resident Delegates	243
19.7.4 Accessibility and Transport	244
19.7.5 Resident Officers	244
19.7.6 Langata Rented House	244
19.7.7 Hotel Payments	244
19.8 Transport	245
19.8.1 Transport During the Conference	245
19.9 Catering	246
19.9.1 Provision of Catering Services	246
19.9.2 Catering Staff	247
19.10 Conference Programmes	247
19.10.1 Programme sub-Committee	247
19.10.2 Working Programme	248
19.10.3 Conference Consensus Building Group	249
19.10.4 Steering Committee Logistics	250
19.10.5 Privileges, Discipline and Welfare Committee	251
19.11 TWC's and Plenary Hall Management and Equipment	251
19.11.2 Plenary Hall Management	252
19.11.3 Additional Equipment	253
19.12 Security	254
19.12.1 Overview	254
19.12.2 Security Officer	255
19.13 Secretariat Registration and Badges	255
19.13.1 Conference Secretariat Staff	255
19.13.2 Staff Registration and Preparation of the Budget	256
19.14 Delegate's Budget	256

19.15 Assistance to Persons with Special Needs	257
19.16 Challenges and Constraints	258
19.16.1 Effects of Various Breaks During the Conference	258
19.16.2 Challenges and Constraints	258
19.17 Achievements and Lessons Learnt	263
19.18 Conclusion	264

CHAPTER TWENTY **266**

CEPIC

20.1 Introduction	266
20.2 CEPIC Structure at NCC	266
20.2.1 Composition of CEPIC at NCC	266
20.3 Information Technology	269
20.3.1 Mandate	269
20.3.2 Work Accomplished	269
20.4 Press and Press Center	271
20.4.1 NCC I – Press Centre	272
20.4.2 NCC II – Press Centre	274
20.4.3 NCC III – Press Centre	277
20.4.4 Press Gallery	282
20.4.5 Information Centre	285
20.5 Cultural Arrangements	287
20.5.1 Mandate	287
20.5.2 Work Completed	287
20.6 Dissemination/Distribution of Materials	287
20.6.1 NCC I	287
20.6.2 NCC II	289
20.6.3 NCC III	290
20.7 Challenges and Constraints	291
20.7.2 Evaluation of the National Constitutional Conference	291
20.7.3 Evaluation of the Media during the NCC	294
20.7.4 Delegates weekend excursions organized by CEPIC	296
20.7.6 How Tasks were Completed	297
20.7.7 Why Projected Targets were not met	297
20.8 Challenges and Constraints	297
20.9 Achievements	309
20.10 Special Abilities	297

PART III – THE PERIOD AFTER THE NATIONAL CONSTITUTIONAL CONFERENCE

CHAPTER TWENTY-ONE **301**

CEPIC

21.1 Civic Education for the Referendum	301
21.1.2 The Objective of Civic Education for the Referendum	301
21.1.3 Historical Background	301
21.2 Preparation for Civic Education for the Referendum	303
21.2.1 The Civic Education Strategic Plan	303
21.2.2 The Development of Civic Education Materials	303
21.2.3 Pre-Testing and Peer Review of Materials	304
21.2.4 Distribution and Circulation of Civic Education Materials	304
21.2.5 Recruitment and Training of Civic Education Providers	305
21.3 Civic Education for the Referendum	306
21.3.1 Civic Education Providers	306
21.3.2 Management Structure for CEPs	308
21.3.3 Functions and Responsibilities	309
21.3.4 Consultative Meetings	313
21.3.5 Media Mapping for Civic Education	312
21.3.6 Seminars and Workshops for Consensus Building	312
21.3.7 Workshops in Preparation for the Referendum	312
21.4 Conduct and National Launch of Civic Education	313
21.4.1 Provincial Launch of Civic Education	313
21.4.2 Training of Civic Education Providers	313
21.4.3 Civic Education at Constituency Level	313
21.4.4 Civic Education for the Referendum through Media	313
21.5 Challenges of Civic Education for the Referendum	315
21.5.1 Legal Framework	315
21.5.2 Political Challenges	316
21.5.3 Shortage of Time and Funds	316
21.5.4 Public Apathy	316
21.5.5 Media Challenges	316
21.5.6 Information Technology Challenges	317
21.6 Evaluation and Monitoring Instruments and Resources	317
21.7 Lessons Learnt	317
21.8 Conclusion and Way Forward	317

CHAPTER TWENTY-TWO **319**

MOBILISATION AND OUTREACH COMMITTEE

22.1 Preparations for Referendum	319
22.2 Consultative Workshops with Stakeholders	320
22.2.1 Civil Society Organisations	320
22.2.2 Women’s Organisations Workshops	320
22.2.3 Muslim Leaders Workshop	321
22.2.4 Other Workshops	321
22.4 Workshops in Preparation for the National Referendum	321
22.4.1 Capacity Building Workshops for District Coordinators	322
22.5 Re-establishing District Offices and Documentation Centres	323
22.6 Reconstituting and Training CCC’s	323

22.7 Re-establishing Linkage with Provincial Administration	323
22.8 Mobilising Commissioners for Conduct of Civic Education	324
22.9 Mobilising Kenyans for Civic Education	324
22.10 The Campaigns and National Referendum	325
22.11 Monitoring of the National Referendum	325
22.12 Winding up the Commission	326

CHAPTER TWENTY-THREE 327
RESEARCH, DRAFTING AND TECHNICAL SUPPORT COMMITTEE

23.1 Mandate	327
23.2 Verification of the Draft Bill Adopted by the NCC	327
23.3 The Popular Version of the Proposed New Constitution	328
23.4 Volume VI – Voices of the People	330
23.5 Civic Education for the Referendum	333
23.6 The Referendum	333
23.6.1 Consultations between ECK and CKRC	333
23.6.2 Training of Secretariat Staff	334
23.6.3 Monitoring the referendum	335
23.7 Winding up Activities	335
23.8 Other Routine Activities	335

CHAPTER TWENTY-FOUR 337
RESOURCE DEVELOPMENT AND BUDGETING COMMITTEE

24.1 Mandate	337
24.2 Human Resource Management	337
24.2.1 Recruitment and Selection Process for Employees	337
24.2.2 Appointments	337
24.2.3 Contract Appointments	338
24.2.4 Temporary Appointments	338
24.2.5 Termination of Appointments	338
24.3 Salary Structures	338
24.5 Transport Management	339
24.6 Tendering and Procurement Procedure	339
24.7 Disposal of Plant and Equipment	339

LIST OF APPENDICES

- Appendix 1 – Staff of the Commission
- Appendix 2 – Full List of NCC Staff
- Appendix 3 – Overall Accommodation List of Delegates
- Appendix 4 – Payments to Hotels/Institutions
- Appendix 5 – Delegates Allowances – NCC I
- Appendix 6 – Delegates Allowances – NCC II
- Appendix 7 – Payments to Delegates – NCC III
- Appendix 8 – Payments to Secretariat – NCC I
- Appendix 9 – Payments to Secretariat – NCC II
- Appendix 10 – Payments to Secretariat – NCC III
- Appendix 11 – NCC Accredited Delegates List
- Appendix 12 – List of Delegates during the NCC
- Appendix 13 – List of Observers
- Appendix 14 – Delegates Attendance List
- Appendix 15 – Delegates Attendance
- Appendix 16 – NCC Observers Attendance Analysis
- Appendix 17 – Delegates Accommodation during NCC
- Appendix 18 – Non-Resident Delegates
- Appendix 19 – Hire of Vehicles, Meals etc.
- Appendix 20 – Programme for NCC I
- Appendix 21 – Programme for NCC II
- Appendix 22 – Programme and Sequence of Activities at NCC Phase III
- Appendix 23 – Members of the CCBG Phase I
- Appendix 24 – Members of the CCBG Phase II
- Appendix 25 – Politicians who made Submissions to the CCBG
- Appendix 26 – Members of the NCC Steering Committee
- Appendix 27 – Delegates Allocation to Technical Working Committees
- Appendix 28 – Auditorium Sitting Arrangements
- Appendix 29 – Number of Staff per Department at NCC

LIST OF TABLES

Table 1	– Composition of Thematic Task Forces
Table 2	– Summary of the Workshops, Seminars and/Public Organized by the Commission
Table 3	– Internal Peer/Expert Review of the Draft Bill
Table 4	– Summary Program of Provincial Public Hearings held from November to December 2001
Table 5	– Program for Constituency Hearings by Province
Table 6	– Distribution of Submissions by Source
Table 7	– Forms of Submission
Table 8	– Types of Presenters
Table 9	– Education Level of Presenters
Table 10	– Occupation of Presenters
Table 11	– Distribution of Presenters by Sex
Table 12	– Presenters of Organized Groups
Table 13	– Presenters by Age
Table 14	– Breakdown of Collated Views in Matrix B by Issues
Table 15	– Provincial Breakdown Submissions Received Recorded in the Registry
Table 16	– Summary of Materials Distributed for Civic Education for the Referendum
Table 17	– Summary of Materials Received and Issued as at 25 th November 2005
Table 18	– Braille Productions Report

FOREWORD

We, the Commissioners of the Constitution of Kenya Review Commission are pleased to present Volume 3 – the Constitution of Kenya Review Commission’s Method of Work, on the work we were mandated to do as part of the constitution making process.

Under the direction of the Research, Drafting and Technical Support Committee, chaired by Commissioner. Prof. H.W.O. Okoth-Ogendo, the Method of Work Task Force was mandated to accurately document the historical, practical and procedural dimensions of the Constitution of Kenya Review Commission’s method of work throughout the review process.

The corpus of the foregoing information, though vast, is contained in this report in an effort to make the work of the Commission conveniently available to members of the public.

Part One of the Volume documents the inception of the review process through the period immediately preceding the National Constitutional Conference.

Part Two of the Volume documents the method of work employed during the National Constitutional Conference.

Part Three of the Volume is the post script, and contains a record of all interim and antecedent events during and after the National Constitutional Conference.

The Commission would like to acknowledge and thank the Commission Chairperson, Comm. Mrs. Abida Ali- Aroni, the Chairperson of the Research, Drafting and Technical Support Committee, Comm. Prof. H.W.O. Okoth-Ogendo and the members of the Task Force:

- | | | |
|------------------------------------|---|-------------|
| • Comm. Prof. Ahmed I. Salim | - | Co-convenor |
| • Comm. Ms. Kavetsa Adagala | - | Co-convenor |
| • Comm. Dr. Andronico O. Adede | - | Member |
| • Comm. Hon. Dr. Phoebe M. Asiyo | - | Member |
| • Comm. Dr. Abdirizak A. Nunow | - | Member |
| • Comm. Mr. Domiziano M. Ratanya | - | Member |
| • Comm. Dr. Mohamed A. Swazuri | - | Member |
| • Comm. Mr. Abubakar Zein Abubakar | - | Member |
| • Comm. Pastor Zablon F. Ayonga | - | Member |

- Comm. Dr. K. Mosonik arap Korir - Member
- Comm. Ms. Salome Muigai - Member
- Comm. Mr. John M. Kangu - Member

The Task Force was assisted by the following members of the secretariat-

- Ms Pauline Nyamweya, Deputy Secretary, Research and Drafting
- Ms. Achieng' Olende
- Ms. Eunice Gichangi
- Mr. Charles Oyaya

The Commission would also like to acknowledge and thank the following members of the Secretariat who contributed to the writing, compilation and completion of the volume-

From the Mobilisation and Outreach Department: Col (Rtd) J. Gichuhi, Deputy Secretary, Mr. John Watibini and Mr. Collins Mukewa; from the Civic Education, Publicity, Information and Communication Department: Ms. Irene Masit, Deputy Secretary, Ms. Triza Apondi, Mr. Irungu Ndirangu, Mr. Samuel Wanjohi, Mr. Anthony Mwamunga, Mr. Kibisu Kabatesi, and Mr. Solomon Mukenion ; from the Finance and Administration Department: Mr. Edward Karisa, Deputy Secretary, Ms. Anne Chivatsi; from the Research & Drafting Department: Ms. Pauline Nyamweya, Deputy Secretary, Mr. Charles Oyaya, Mr. Jeremiah Nyegenye, Ms. Eunice Gichangi and Mr. Dan Juma.

Mrs. Abida Ali-Aroni
Chairperson, CKRC