COUNTY GOVERNMENT OF NANDI

Telephone 0781848494
Email: cpsb@nandi.go.ke
Website: www.ncpsb.go.ke

Nandi County Public Service Board
P.O Box 802 – 30300
Kapsabet

COUNTY PUBLIC SERVICE BOARD

OUR REF: NCPSB/NOTICE/005/2026 **17th September, 2026**

To: All Universal Health Coverage (UHC) Staff
Nandi County

REF: INVITATION TO APPEAR BEFORE THE NANDI COUNTY PUBLIC SERVICE BOARD FOR DOCUMENT VERIFICATION

Following the resolutions of the Intergovernmental Budget and Economic Council on the transition and absorption of Universal Health Coverage (UHC) workers into permanent and pensionable establishment, the Nandi County Public Service Board hereby invites all current UHC staff working within the county for a mandatory document verification exercise.

This verification is a crucial step towards formal confirmation, issuance of permanent and pensionable appointment letters and integration into Nandi County payroll.

You are hereby required to appear before the Nandi County Public Service Board **IN PERSON** at the Board's offices as per the schedule dates indicated below.

S.No.	Cadre	Date	Time
1.	Registered Nurses	23/09/2026	Morning
2.	Enrolled Nurses	23/09/2026	Morning
3.	Assistant Public Health Officers	23/09/2026	Morning
4.	Assistant Occupational Therapists	23/09/2026	Morning
5.	Registered Clinical Officer	24/09/2026	Morning
6.	Radiographers	24/09/2026	Morning
7.	Pharmaceutical Technologists	24/09/2026	Morning
8.	Medical Laboratory Technologists	24/09/2026	Morning
9.	Assistant Health Records Officers	24/09/2026	Morning
10.	Health Records & Information Management Assistants	24/09/2026	Morning
11.	Community Health Assistants	24/09/2026	Morning
12.	Community Oral Health Officers	24/09/2026	Morning
13.	Nutrition & Dietetics Technologists	24/09/2026	Morning
14.	Nutrition & Dietetics Technicians	24/09/2026	Morning
15.	Orthopaedic Trauma Technicians	24/09/2026	Morning

Mandatory Documents to Bring:

You must bring original and copies of the following documents:

1. National Identity Card (ID) or Passport.
2. Academic certificates (Primary, Secondary, College/University).
3. Professional certificates and transcripts.
4. Valid professional practicing license (where applicable).
5. Registration certificate from the relevant regulatory body.
6. Current UHC employment letter and last three (3) months' pay slips.

Failure to appear for the verification exercise on the specified date and time will amount to forfeiture of the absorption process. Your cooperation in this matter is strongly advised.

Yours faithfully,

CS Jerusa Nancy
Secretary/ Chief Executive Officer
Cc

1. County Secretary/ Head of County Public Service
2. Chief Officer – Health and Sanitation