ASSESSMENT OF PUBLIC WORKS PROJECTS IN KENYA

INCEPTION REPORT

OCTOBER 26, 2008

Client

Deputy Resident Representative
UNDP Kenya
P. O. Box 30218-00100
Nairobi, Kenya

Consultant

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LIST OF ABBREVIATIONS AND ACRONYMS

CDF : Constituency Development Fund
UNDP : United Nations Development Programme
MOYAS : Ministry of Youth and Sports
MOR : Ministry of Roads
NGO : Non Governmental Organization
GOK : Government of Kenya
ILO : International Labour Organization
EIPP : Employment Intensive Investment Programme
KRK : Kenya Roads Board
TOR : Terms of Reference
KENSUP : Kenya Slum Upgrading Project
KTC : Kisii Training Centre
KIHBT : Kenya Institute of Highways and Building Technology
KYEP : Kenya Youth Empowerment Project
IDA : International Development Association
WB : World Bank
R2000 : Roads 2000
1.0 STUDY BACKGROUND AND RATIONALE

1.1 General

The Government of Kenya, through the Ministry of Youth and Sports is currently preparing a youth project to generate employment for disadvantaged youth in selected slum areas, through a youth public works program. The project will also provide program beneficiaries with hands-on business skills, inculcate entrepreneurship and impart technical skills where necessary to better prepare them for insertion to the labour market. Labour-intensive public works programs have been executed in Kenya by various government departments and donors from time to time. Examples of such programs include Rural Access Roads Program, Roads 2000 Program, KENSUP, Trees for Jobs program, and several other programs undertaken by NGOs and donors. Notwithstanding such a rich experience with public works programs, there has not been a synthetic analysis of the effectiveness of these various public works interventions. To learn from past experience and draw from lessons learned to guide the design of the youth public works program, there is therefore a need to conduct a review of previous and ongoing public works programs in Kenya.

1.2 Aim and Objective

The main objective of this study is to make an assessment of public works programs implemented in the country by various actors (government departments, NGOs, donors) during the past five (5) years. This assessment will make a comparative analysis of these programs from various perspectives such as intended objectives of programs (which may differ from one public works to another), targeting effectiveness, cost effectiveness, impact on employment, wages offered and modes of payment, labour intensity, methods of project selection and related design features, and implementation modalities.

1.3 The Main Tasks

The main tasks of the study include but not necessarily limited to the following:

- **Task 1: Data Collection**: Collection of detailed information of selected public works programmes implemented in the country during the past 5 years.
- **Task 2: Data Analysis and Desk Review**: Analysis and desk review of the data collected in Task 1.
- **Task 3: Presentation and Discussion of Draft Report and Compilation of Final Report**
1.4 **Expected Outputs**

It is expected that the final output of this consultancy will fill critical knowledge gaps in the area of public works employment creation in Kenya, provide detailed information on various aspects of interventions at the project level including information on institutional delivery mechanisms, wage setting, payment procedures and related implementation modalities.

1.5 **Commencement of Services**

The Contract for Professional Consulting Services for the Assessment of Public Works Projects in Kenya was signed on 13th October, 2008. The commencement date for the assignment was given as 13th October, 2008.

1.6 **Report Overview**

This Inception Report is presented in compliance with the terms of the Agreement. In the Agreement, the Schedule of Deliverables shows that the Inception Report should be submitted within ten (10) days after commencement. The report has been prepared on the basis of initial document review and preliminary discussions with the WB KYEP team, MOYAS KYEP Secretariat and UNDP, KYEP team.
2.0 COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE

I have carefully studied the Terms of Reference (ToR) and consider them comprehensive, and therefore anticipate no difficulty in meeting the requirements set out in the ToR. I however, would like to highlight certain aspects which are important for the successful execution of this assignment.

2.1 Comments

2.1.1 Expected challenges

The Survey Guidelines are comprehensively detailed. I however anticipate the following constraints:

- The lack of baseline data particularly with regard to socio-economic aspects.
- Poor record keeping by most implementing agencies.
- The process of accessing basic project data and information from various agencies suffers greatly from bureaucracy and made worse by deep mistrust amongst the key actors, particularly in the NGO sector.

2.2 Suggestions

2.2.1 Commencement of the Assignment

A letter introducing the consultant to the intended interviewees which is necessary to facilitate initial contacts with the intended agencies was received on 22\textsuperscript{nd} October, 2008.

2.2.2 Checklist and Questionnaire

In order to facilitate collection of basic project data and to ensure that the data items are the same or similar to allow factual comparison between projects, we have developed a simple checklist to guide interviewers. In addition we have also included a questionnaire to be administered to skilled and/or technical staff. The sample checklist and questionnaire are presented in ANNEX A.
2.2.3 Field Data Collection

In order to expedite the process of field data collection, I intend to employ the services of assistant data collectors on a short-term basis at no extra cost to the client.

2.2.4 Projects to be Assessed

The selection of projects to be assessed is a critical stage in the execution of this study. The consultant intends to get the clients formal approval before commencing on detailed data collection and interviews. In order to cover a wide spectrum of employment intensive works projects, it is suggest that all key sectors are included and the focus be on projects that have performed well in achieving overall objectives in both the rural and urban environments.

Rural projects will include but not be limited to:

- Roads 2000 Project
- Trees for Jobs Program
- Water and Soil Conservation Programs
- CDF Projects

Urban projects will include but not be limited to:

- Roads and Storm Water Drainage Maintenance Projects
- Kenya Slum Upgrading Project
- Pamoja Trust Housing Project
- Mathare 4A Slum Upgrading Project
3.0 APPROACH AND METHODOLOGY

The study will target selected employment intensive works projects in both the rural and urban areas. The approach and detailed methodology for carrying out the assignment will be as follows:

3.1 Task 1: Data Collection

Aim

The primary aim of this task is to collect detailed information on the public works programmes implemented in the country during the past 5 years (closed as well as ongoing).

Method

This activity will be the responsibility of the consultant assisted by one graduate engineer whenever necessary.

The consultant will liaise closely with the concerned officials in the respective implementing Agencies including line-ministries and NGOs and Development support partners to first identify and agree on the target projects to be covered under the assignment.

Once the target projects to be assessed have been identified and the client’s approval to proceed has been granted, the consultant will liaise closely with the concerned officials in the respective implementing Agencies including line-ministries and NGOs and Development support partners and obtain relevant project records including but not limited to:

- Contract documents
- Design Reports
- Project Completion Reports
- Project Management Document

The consultant will also hold one-on-one discussions with selected beneficiaries and other stakeholders (including those employed on ongoing project) where necessary to obtain specific information relating to the project under assessment. A dedicated checklist for basic project data and a questionnaire for technical staff (Refer to ANNEX A) have been developed for this purpose.

Output

The expected outputs will be the following information:
Consultancy for the Assessment of Public Works Projects: Inception Report

a) **General features**, of the project including duration of the works; implementing agencies; project objectives; intervention zones; coverage; funding Agency/ies; budget (broken down by types of costs including wage (disaggregated by skilled and unskilled), material and other costs including administrative/managerial costs), and physical outputs.

b) **Maintenance of assets** created, including the responsible agency and frequency of maintenance and/or repair operations.

c) **Ultimate beneficiaries** of the completed projects: e.g.; if a road everyone using the road will benefit. Note key advantages to income generation; e.g. provide access road for provision of services (specify), minimize cost of transport for marketing milk etc; if an irrigation structure is repaired, only those using that structure will benefit (who may be rich or poor). Information on the other end users of completed project will help assess the distributional outcomes of completed projects.

d) **Design features**, including: wage rate (for skilled and unskilled labor); minimum and prevailing wages; payment methods; timing and seasonality; labor intensity; types of works; targeting methods.

e) **Institutional arrangements**, including actors involved in project proposal, selection, and approval; the executing agency also specifying how it is and/or was selected.

f) **Engagement of participants**: information on whether participants were engaged in some in form of work prior to joining any public works project and if so, how much work (person days/income) they have forgone to join the public works project.

g) **Targeted outcomes**. Including: participants income before and after joining the public works project, and the gender distribution of beneficiaries and incomes.

h) **Cost effectiveness** (cost per beneficiary and/or job created). Include all costs including material costs, managerial and administrative costs, to generate one person day of employment (disaggregated information on costs need to be collected).

i) **Monitoring** : information on how the project inputs, outputs and outcomes are monitored, including the agency responsible to monitor and evaluate the projects; performance indicators continuously monitored.

The consultant will submit all the information and data collected to the client.

### 3.2 Task 2: Data Analysis and Desk Review

**Aim**

The primary aim of this task is to carry out data analysis and desk review of all information and relevant documentation obtained under Task 1.

**Method**

This activity will be the responsibility of the consultant assisted by one graduate engineer where necessary.

The consultant will first prepare a draft reporting outline for review and approval by the client. Once the client has approved the reporting format the consultant will carry out a comprehensive analysis of the data and information collected with specific focus on the following aspects:
a) **Wage setting policies** in relation to prevailing market wages for labor (analyze separately skilled and unskilled labor, both program wages and market wages)
b) **Duration of employment** and potential addition to household incomes.
c) **Seasonality** of employment and contribution to consumption-smoothing.
d) **Implementation modalities** (who financed the program, who designed the program, who implemented the program - the agencies involved and their relative styles of implementation).
e) **Overall effectiveness:**
   - Have program objectives been realized?
   - How effective has been targeting of the program to poor households? Several questions need to be addressed. Was low wage used as a self targeting instrument? Compare public works program wage with the ruling market wage for unskilled labor. (Task 1 above would have collected the needed information for such analysis.) If the program is over-subscribed, how have individuals been selected from a pool of potential participants? Were communities involved in the selection of participants? Was an appeals mechanism/process set up? Has there been some gender parity, and have there been any special measures taken to enlist more female participants to the program?
   - What were the labor-capital ratios for various projects? How labor-intensive has been the projects implemented?
   - Compute the cost (wage+non-wage) per one person day of employment. How cost effective have the various programs been? Why have some projects/programs been less or more cost effective than others?
   - Compare and contrast the institutional/implementation arrangements across programs? Which particular arrangements proved more effective in accomplishing the objectives of the program, and in targeting effectiveness and cost-effectiveness?
   - Finally, has there been a monitoring system in place? Across various programs, compare and contrast the monitoring mechanisms and point out which of them proved more effective.

**Output**

The expected output will be the Draft Report 1st Draft) which will be submitted to the client for review and comment.
3.3 Task 3: Presentation of Draft Report and Final Report

*Aim*

The primary aim of this task is to discuss the findings of the study as presented in the Draft Report, receive comments and suggestions made by the client team and development partners, and finalize the report.

*Method*

This activity will be the responsibility of the consultant.

The consultant will first update the 1st Draft Report to incorporate comments and suggestions received from the client team and development partners under Task 2.

This updated draft report will then be submitted to the client team and development partners in “hard” and “soft” copy formats for review. A *Power Point* presentation of the key findings will also be presented to the team.

This will be an open forum through which the consultant will identify any gaps in the draft report and receive comments and suggestions on the same.

*Output*

The expected output will be the Final Report that will be submitted to the client in both “hard” and “soft” copy formats.
4.0 WORK PLAN AND COMPLETION TIME

4.1 Work Plan

The proposed work plan for completing the assignment is presented in bar chart format below and covers the period between 13th October, 2008 and 28th November, 2008. The key tasks and estimated duration is as follows:

**Commencement date:** 13th October, 2008

**Actual Commencement date:** 24th October, 2008

**TASK 1**

Collection of General Project Information 12days

- Interviews/Discussions
- Development Support Agencies 12days (concurrent)
- Implementing Agency 12days (concurrent)

**TASK 2**

Analysis of Data/Document Review 13days

Submit Draft Assessment Report 0days

**TASK 3**

Present Draft Final Assessment Report 1day

Final Assessment Report 4days

**Intended Completion date:** 21st November, 2008

**Revised Completion date:** 28th November, 2008
4.2 Completion Date

In the circumstances, we request that the Client considers granting an extension of time equivalent to six (6) calendar days so that the revised completion date is 28th November, 2008. The Extension of Time will be at no extra cost to the Client.
### PROPOSED WORK PLAN FOR THE ASSESSMENT OF PUBLIC WORKS PROJECTS IN KENYA

<table>
<thead>
<tr>
<th>Activity</th>
<th>Start</th>
<th>13-Oct-08</th>
<th>End</th>
<th>21-Nov-08</th>
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<tbody>
<tr>
<td><strong>Submit Inception Report</strong></td>
<td></td>
<td>24-Oct-08</td>
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<td>28-Nov-08</td>
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<tr>
<td><strong>TASK 1: DATA COLLECTION</strong></td>
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<td>General Project Information/Field Interviews</td>
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<td>Development Support Agencies</td>
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<td>Implementing Agency</td>
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<td><strong>TASK 2: DATA ANALYSIS</strong></td>
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<tr>
<td>Data Analysis/Document Review</td>
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<tr>
<td>Submit Draft Final Survey Report</td>
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<td><strong>TASK 3: REPORT PRESENTATION</strong></td>
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<td>Present Draft Final Report</td>
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<td>Submit Final Survey Report</td>
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5.0 LIST OF INTENDED INTERVIEWS

5.1 Development Support Agency

The intended interviews with Development Support Agencies/NGOs are as follows:

- ILO ASIST
- Action Aid, Kenya/ApproTEC
- Catholic Relief Services
- World Vision
- Technoserve
- ITDG/Practical Action
- Green Belt Movement

5.2 Implementing Agency

The intended interviews with GoK Implementing Agencies are as follows:

- Ministry of Roads; R2000 (SIDA R2000; Kuria and Kisii Central District)\(^1\)
- Ministry of Local Government, Urban Development Department
- Ministry of Water and Irrigation
- Ministry of Agriculture\(^2\)
- City Council of Nairobi
- Kenya Institute of Highways and Building Technology (KIHBT/KTC)
- Kenya Roads Board
- Kenya Slum Upgrading Project, Nairobi
- Community Development Fund\(^3\)

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\(^1\) The implementation of the R2000 Programme using labour-intensive methods in these two districts has continued to achieve good results with good participation by women.

\(^2\) A number of Development Support Partners are now phasing out of direct infrastructure support to the Agricultural sector.

\(^3\) An attempt will be made to interview a representative of one CDF committee.
6.0 ANNEX A: CHECKLIST FOR GENERAL PROJECT DATA
CHECKLIST FOR GENERAL PROJECT INFORMATION

This Checklist is to assist you in collecting essential project data and to ensure that the data items are the same or similar to allow factual comparison between projects.

Establish for each project a separate data sheet.

→ When preparing the report, keep this part short and factual. For each item mentioned below list the facts in a bulleted list or a small table.

1. **Project Name**
2. **Type of Project:**
   → Roads, community water supply, storm water drainage etc
   → Show situation change (increase/decrease) when project started and now,
3. **Implementing Agency:**
   • Government department (or other) charged with the responsibility to implement the project. Add details like address, person in charge, etc.
   • Institutional set-up/establishment for managing the project/programme; e.g. separate branch / unit / department dealing with rural roads; or integrated set-up within an established road department; other form of institutional arrangement
   → Additional information on institutional establishment and development to be collected using "Questionnaire for Implementing Agency"
4. **Development Support Agency(s):**
   • Name of donor and/or financing agency(s),
   • Address, contact person,
   • Type and degree of involvement; e.g. co-financing, basket funding, technical assistance, loan or grant, etc.
   → Information to be collected using separate "Checklist for Interview with Development Support Agency"
5. **Project Objectives and Expected Outputs:**
   • List the development goal, immediate project objectives and the expected outputs (results) of the project e.g. kilometres of roads improved/maintained, number of contractors trained, number of jobs created, etc.
6. **Duration and Phases:**
   • Start and end date of the project including phases, e.g. appraisal, approval and negotiation, preparation, pilot, full implementation, handing over/transition, post evaluation, etc.
7. **Implementation Details:**
- Implementation arrangements; e.g. through consulting firms, ILO, NGO, others, or self (government department),
- Support arrangements; e.g. TA, SME loans for contractors,
- Range of activities; e.g. development of road identification procedures, integrated rural accessibility planning, road master planning, contract documentation and procedures, labour-based work methods, contract supervision procedures, maintenance management system, etc. etc.,
- Support/development activities and arrangements; loans for contractors, training programme (details in following separate section), equipment and vehicles for supervisory staff, etc.

8. **Training Programme:**
- Short description of training programme including type and number of trainees; e.g. contractors and their technical staff, local consultants, personnel from implementing departments, etc.
- Training arrangements; who carried out the training programme (e.g. training department, consultant), training development arrangements (any support from outside), training financing arrangements (who paid for it, contributions by contractors), others.
- Pattern of training process/interventions; e.g. selection of trainees, formal classroom training, practical training, trial contract), trial contract arrangements, transition to competitive bidding, mentorship programme.
- Major outputs/results/achievements and failures.

9. **Financial Details:**
- Total project costs.
- Co-funding arrangements e.g. contributions from the project partners,
- Cost distribution e.g. percentage for main items like labour, material, equipment, support, etc.

10. **Project Milestones:**
- Important events with dates, e.g. start of project, preparation phase, start of contractor selection, start of first training course/trial contract etc., contractors’ graduation, opening of first improved road, policy change, stoppage of project due to external factors, etc. etc.

11. **Any other relevant base data**
- The above list is by no means exhaustive and there could be other facts and data that are relevant and important.
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Support to Ministry of Youth Affairs and Sports in the Preparation of a Youth Public Works Program
Assessment of Employment Intensive Works Projects in Kenya

QUESTIONNAIRE FOR SKILLED/TECHNICAL STAFF

Note for the Data Collection Assistant:
- To collect general project data use “Checklist General Project Information”.
- This questionnaire is meant to collect data from skilled/technical staff at different levels, e.g. Project Manager, District Engineers, Site Supervisors, Overseers, Foremen.
- Try to trace also some former staff, especially Site Supervisors who no longer work for the implementing agency to find out about their career development and employability.

Country:          Project Title(s):

Development Support Agency:

Implementation Agency:

Interview Partner (Name, Position):

Contact Details (Address, Phone, E-mail):

Note for the Interview Partner:
Use of data: This questionnaire is used to collect important data to find out the development progress of labour-based contracting in your country and the impact that it might have had to the sector. The collected data will be analysed and summarised in a general evaluation country report.
Confidentiality: Your information will not be used for any other purpose than for this study and your name will not be revealed in connection with this interview.
Part 1; Career Development

1.1 What was your position when you first joined the project/programme?

What is your current position?

1.2 What was the main reason for your promotion to a higher position?

☐ normal promotional procedure based on merit (proven ability)
☐ improved capacity due to acknowledged training
☐ any other → specify ………………………………………………………………………………………………………………………

1.3 What was your monthly/daily income when you first joined the project/programme?

What is your current monthly/daily income?

1.4 What is/was the value of participating in the project/programme?

☐ it is/was an advantage for my career development
   specify why: ………………………………………………………………………………………………………………………

☐ it is/was a disadvantage for my career development
   specify why: ………………………………………………………………………………………………………………………
## Part 2: Training

### 2.1 Did you receive any form of training since you joined the project/programme?
- [ ] yes  [ ] no

If yes, continue with the following questions.
If no, specify why not: ...............................................................

### 2.2 Specify the training you have attended:
- [ ] theory basic technical subjects → e.g. design for rural roads, LRB work methods, environmental protection measures, etc. specify:
  - ...........................................................................................................
  - ...........................................................................................................
  - ...........................................................................................................

- [ ] theory contract management → tender preparation, contract award, contract supervision
- [ ] practical training on site
- [ ] project/programme management
- [ ] social issues → community participation, health and safety, gender, conflict management
- [ ] on-the-job training → advisory services by specialist, e.g. use of PME, others
- [ ] any other training: ...............................................................
  - ...........................................................................................................
  - ...........................................................................................................

### 2.3 How would you rate the quality and usefulness of the training received to carry out your job today?
- [ ] **very useful**, can apply in our daily work most of what I and my staff learned
- [ ] **mostly useful**, can apply in our daily work some of what I and my staff learned
- [ ] **not really useful**, can apply only little in our daily work of what I and my staff learned
- [ ] **not at all useful**, cannot apply anything in our daily work of what I and my staff learned

If you rated “not really useful” or “not at all useful”, can you please specify the reasons:
- ...........................................................................................................
- ...........................................................................................................
- ...........................................................................................................
- ...........................................................................................................
Part 3; Barriers for Better Performance and Development

3.1 What do you consider were the main barriers (obstacles) for you and your work team to perform better and for you to develop your career?  
(tick as appropriate)

☐ Important policies and work strategies not in place or not implemented  
☐ Management systems not in place or poor  
☐ Understaffing  
☐ Insufficient support from superiors  
☐ Training not acknowledged / accredited  
☐ Training not linked to promotional scheme  
☐ Human resource plan does not exist or are not implemented  
☐ Lack of recognition when working in the LRB unit/section/department  
☐ Corruption, fraud  
☐ Any other, specify ……………………………………………………………………………………………………………………………
  
☐ Any other, specify ……………………………………………………………………………………………………………………………
  
☐ Any other, specify ……………………………………………………………………………………………………………………………

3.2 Which of the obstacles that you have mentioned in the above list do you consider as the three major problems, starting with number 1 as the most prominent?

1. …………………………………………………………………………………………………………………………………………………

2. …………………………………………………………………………………………………………………………………………………

3. …………………………………………………………………………………………………………………………………………………
Part 4; Prospects for the Future and Expected Challenges

4.1 How do you rate your future employability?

- [ ] very positive; the experience from this job gives me a lot of opportunities to either join other projects or the private sector
- [ ] positive, much of the experience from this job gives me opportunities to either join other projects or the private sector
- [ ] fair, some of the experience from this job gives me probably some opportunities to either join other projects or the private sector
- [ ] poor, there seems to be little opportunities to either join other projects or the private sector
- [ ] very poor, there are nearly no opportunities to either join other projects or the private sector and I will most likely be jobless.

4.2 If you have chosen “very positive, positive or fair” from the list 4.1, what do you consider are the main reasons for further and probably better employment?

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4.3 If you have chosen “poor or very poor” from the list 4.1, what do you consider are the main reasons not getting any further employment?

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4.4 Do you think that any further training would increase your employability?

- [ ] yes
- [ ] no

If yes, please specify what kind of training would be the most useful:

…………………………………………………………………………………………………………………………………………………………
…………………………………………………………………………………………………………………………………………………………

4.5 What will be the three biggest challenges that you will face when seeking new employment?

1. …………………………………………………………………………………………………………………………………………………
2. …………………………………………………………………………………………………………………………………………………
3. …………………………………………………………………………………………………………………………………………………
Part 5; Lessons Learnt

5.1 Describe briefly the most important lesson that you have learnt since you started your work with the project:

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5.2 What would you do different if you could start again:

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!We thank you very much for your cooperation!
UNITED NATIONS DEVELOPMENT PROGRAMME
Support to Ministry of Youth Affairs and Sports in the Preparation of a Youth Public Works Program
Assessment of Employment Intensive Works Projects in Kenya
QUESTIONNAIRE FOR UNSKILLED STAFF

Note for the Data Collection Assistant:
• To collect general project data use "Checklist General Project Information".
• This questionnaire is meant to collect data from unskilled labourers.

1. Basic information about the labourer

1.1 What is your age? ................................................................. (M/F)
1.2 What is your family status (Married/Single/Widowed/Orphaned)? How many children? ................
1.3 What is your highest level of formal education? .................................................................
1.4 What do you normally do to make a living?
1.5 When were you last employed? ................ Name of Employer: ........................................
1.6 What was the duration of your employment? .............. Daily/Monthly Wage? ....................

2. Information about employment conditions on this project

2.1 When were you employed on this project? .................................................................
2.2 How was the recruitment of workers on this project done? .................................................................
2.3 Were men/women given preferential treatment during recruitment? .................................................................
2.4 How long have you worked on this project? .............. What is the project duration? ..............
2.5 How did you learn about this project/programme? .................................................................
2.6 What is/are the daily task(s) assigned to you? How long does it take to complete

.................................................................
2.7 What is the minimum daily wage earned? .............. How often are you paid? ..............
2.8 What are your thoughts about the working conditions?

.................................................................
3. Information about past and present training and obstacles to access labour market

3.1 Have you received any form of training in the past?

3.2 Yes/no Specify...................................................................................................................................................................................

3.3 Have you received any form of training since you joined this project/programme?

(Y/N) specify........................................................................................................................................................................................................

3.4 What other form of training do you think will best prepare you for future employment?

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3.5 What in your opinion is the biggest obstacle to your future development?

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3.6 Any other comment/suggestion ..........................................................................................................................................................................

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7.0 ANNEX B: HIGHLIGHTS OF CONSULTATIVE MEETINGS
Consultative Meeting Held on 22nd October, 2008 at World Bank Offices, Hill Park, Nairobi

Ms. Emma Sorennson : Program Officer, World Bank, Nairobi
Mr. Marc van Imschoot : ILO Consultant, KYEP
Mr. Boniface Kitili : UNDP-Kenya, Expanded Opportunities Unit
Ms. Alice Githinji : MOYAS, KYEP Secretariat
Mr. Johnstone Kiverenge : MOYAS, KYEP Secretariat
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Keys Issues Discussed and Agreed

1. Selection of Target Projects

   This activity is critical and needs to be addressed urgently to pave way for document reviews, field data collection and interviews.

   It was noted that in Kenya, as in most developing countries, most employment intensive investments tend to be located in the rural areas. However the Consultant will focus on both rural and urban projects.

   Candidate rural projects will include but not be limited to:
   - Roads 2000 Project
   - Trees for Jobs Program
   - Water and Soil Conservation Programs
   - CDF Projects

   Candidate urban projects will include but not be limited to:
   - Roads and Storm Water Drainage Maintenance Projects
   - Kenya Slum Upgrading Project
   - Pamoja Trust Housing Project
   - Mathare 4A Slum Upgrading Project

2. Checklist and Questionnaire

   The consultant to develop a simple checklist for gathering basic project data and a questionnaire to be administered to skilled and/or technical staff on ongoing projects.

   Other information to be sought during interviews to include details on training, income generation, women participation, among others.

3. Title of the Assignment

   It was suggested that the title of the assignment be changed from “…. Public Works Projects” to give it a sector-wide outlook. Employment Intensive Works Programs/Employment Rich Investments were suggested replacements.