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TABLED BY: (FIFTH SESSION)	Hon. Ezekiel Machogu Chair Person
CLERK-AT THE-TABLE:	Mariyah W.

REPORT OF THE SELECT COMMITTEE ON MEMBERS' SERVICES AND  
FACILITIES

ON

ESTABLISHMENT OF A PARLIAMENTARY HEALTH SERVICES UNIT

Office of the Director, Audit, Appropriations & Other Select Committees  
National Assembly  
Parliament Buildings  
NAIROBI

AUGUST 2021

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## FOREWARD

The Parliamentary Service Commission is established under Article 127 of the Constitution of Kenya (2010). Article 127(6) (a) confers on the Commission the responsibility of providing services and facilities to ensure efficient and effective functioning of Parliament. Further, Article 127(6) (e) (I) bestows upon the Commission the duty of performing functions that are necessary for the well-being of the Members and Staff of Parliament.

It is against this backdrop that the National Assembly Standing Order No. 212B established the Select Committee on Members' Services and Facilities which is charged with the mandate of receiving and considering views of Members of the National Assembly on the services and facilities provided to them by the Commission for their benefit and well-being. The Committee is also charged with advising and reporting on all matters connected to these services and facilities. The Committee is therefore, the forum through which the Members of the National Assembly channel views regarding their welfare to the Commission.

Following the advent of the COVID-19 pandemic in March 2019, the Committee has considered several matters that relate to the health and wellbeing of Members of Parliament. From our experience, it is apparent that COVID-19 and other communicable diseases are not going anywhere soon and Honorable Members need to be equipped with coping strategies. It is therefore, the intention of this Report to urge the House to impress upon the Parliamentary Service Commission to establish a Health and Wellness Unit to be known as the Parliamentary Health Services.

This report explores the possibility of such an outcome and makes far reaching recommendations on the same. May I take this opportunity to thank all Members of the Committee for their input and valuable contributions during the deliberations and writing of this report. The Committee also takes this opportunity to thank the Offices of the Speaker and of the Clerk of the National Assembly for the logistical support provided. It is indeed, my pleasant duty and privilege, on behalf of the Select Committee on Members' Services and Facilities, to present this Report to the House for consideration.

Signature: .....

.....11.8.2021.....

The Hon. Ezekiel Machogu Ombaki, MP  
**Chairperson, Select Committee on Members' Services and Facilities**

Date



## 1.0 ESTABLISHMENT AND MANDATE OF THE COMMITTEE

The Select Committee on Members' Services and Facilities is established under the National Assembly Standing Order No. 212B and charged with the mandate of receiving and considering views of Members of the National Assembly on the services and facilities provided to them by the Commission. The Committee is also charged with advising and reporting on all matters connected to these services and facilities. It is therefore the forum through which the Members of the National Assembly channel their views regarding their welfare to the Commission. It was constituted by the House on Thursday, December 14, 2017, reconstituted on February 21, 2018 and further re-constituted on February 17, 2021. Currently, the Committee comprises of the following:-

Name of the Member	Party	Constituency
The Hon. Ezekiel Machogu Ombaki, MP, <b>Chairperson</b>	NAPK Party	Nyaribari Masaba
The Hon. (Dr.) Swarup Mishra, MP – <i>Vice Chairperson</i>	Jubilee Party	Kessess
The Hon. Samwel Chumel Moroto, MP	KANU Party	Kapenguria
The Hon. Hon. Kimani Ichung'wa, CBS, MP	Jubilee	Kikuyu
The Hon. Beatrice Nkatha, MP	Jubilee Party	Tharaka Nithi County
The Hon. Rigathi Gachagua, MP	Jubilee Party	Mathira
The Hon. (Eng.) Nzambia Thuddeus Kithua, MP	Wiper Democratic Movement-K Party	Kilome
The Hon. Hon. Bernard Otieno, MP, MP	Orange Democratic Movement Party	Kibra
The Hon. Walter Owino, MP	Orange Democratic Movement Party	Awendo
The Hon. Charity Kathambi Chepkwony, MP	Jubilee Party	Njoro
The Hon. Generalli Nixon Korir, MP	Jubilee Party	Langata
The Hon. Christopher Wangaya Aseka, MP	ANC Party	Khwisero
The Hon. Elisha Ocheing Odhiambo, MP	Orange Democratic Movement Party	Gem
The Hon. Elsie Busihile Muhanda, MP	Orange Democratic Movement Party	Kakamega County
The Hon. Rehema Hassan, MP	Orange Democratic Movement Party	Tana River County



## **SECRETARIAT OF THE COMMITTEE**

Mr. John N. Mutege, Principal Clerk Assistant I

Dr. Kefa Omoti Misuko, Principal Research Officer

Ms. Christine Odhiambo, Legal Counsel I

Ms. Winnie Kiziah, Media Relations Officer

Ms. Zainabu Wario, Serjeant-At-Arms

## 1.0 BACKGROUND

1. The Parliamentary Service Commission is established under Article 127 of the Constitution. Article 127(6) (a) confers on the Commission the responsibility of providing services and facilities to ensure the efficient and effective functioning of Parliament. Article 127(6) (e) (I) of the Constitution further bestows upon the Commission the constitutional duty of performing functions that are necessary for the well-being of the Members and Staff of Parliament.
  2. Parliament has a wide range of Members' facilities including but not limited to: buildings, parking bays, gymnasium, office equipment (such as computers and photocopying facilities), office furniture and fittings, committee rooms, and mortgage & car loan facilities. Pursuant to the provisions of Article 127 of the Constitution, the Commission is mandated to extend an array of services to Members such as cleaning services, telephone services, printing services, medical services, catering services, security services, information services, library services and catering services.
  3. The National Assembly Standing Order No. 212B establishes the Select Committee on Members' Services and Facilities which is charged with the responsibility of receiving and considering views of Members of the National Assembly on the services and facilities provided to them by the Commission for their benefit and well-being. The Committee is also charged with advising and reporting on all matters connected to these services and facilities. The Committee is therefore the forum through which the Members of the National Assembly channel views regarding their welfare to the Commission.
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4. The main reason for the establishment of the Committee in the National Assembly was to allow for a mechanism for handling of matters which were otherwise handled under the *Speaker's Kamukunji*, an informal gathering of all Members chaired by the Speaker. This therefore, formalizes deliberations of the said informal meetings and provides a channel through which the said issues can find their way to the House by way of a Report.
  5. The Committee recognizes that, for Members to be effective and efficient in their constitutional obligations, they must be sufficiently provided with the necessary facilities and services as enunciated under Article 127 (6) of the Constitution.



6. Following the declaration of COVID-19 as a pandemic in the country and the various Speaker's Guidelines regarding containment measures within Parliament, working in Parliament necessitated some staff to work from home thereby necessitating use of technologies. Contrary to popular belief that working from home reduces the working hours, studies have shown that, Members and Staff spend a great deal of time on the assignments, and thereby spending more time executing their duties at the expense of free time for a balance physical health.
7. Virtual meetings conducted with the help of gadgets such as modems, laptops, cellular phones, voice and emails continue to blur the work-life boundary, further cutting down on the amount of time that a typical individual is able to devote to wellness pursuits.
8. It is worth noting that in complying with the Government directives on containment measures of the Corona Virus, the Parliamentary Service Commission (PSC) at its meeting held on 16<sup>th</sup> March 2020 resolved; among others issues; to suspend the operations of the Catering Unit and Health Club services until further notice. The services at the Health Club remain suspended to date.
9. To realize Vision 2030 which is premised on three pillars namely; economic, social, and political, the Government of Kenya is more committed to shifting the bias of the national health approaches from curative to preventive health to improve the quality of life of all Kenyans. Similarly, the Parliamentary Service Commission's Strategic Plan (2019-2030) aligned its vision to Vision 2030 and the subsequent Big Four Agenda. Notably, some of the Strategic Objectives support the wellness of Members and staff of Parliament. Moreover, the Plan envisions to create an enabling environment to facilitate Members of Parliament to effectively and efficiently discharge their constitutional mandate as provided for in the following Strategic Objectives:
  - (a) Strategic Objective 10 - Excellence in service delivery which considers the wellness of Members and staff of Parliament for efficient service delivery;
  - (b) Strategic Objective 17 - Embrace green compliant Parliament which envisions adopting and implementing modern waste recycling technologies in Parliament.

(c) Strategic Objective 18 - Create a parliamentary square of modern facilities and secure working environment to provide adequate facilities and securities for Members and staff of Parliament.

10. In view of the above, it is proposed that a comprehensive one-stop preventive Health Unit be established within Parliament to offer early detection and referrals services and plan the coordination of current and future emergency health events.

## **2.0 PROPOSAL FOR ESTABLISHMENT OF A PARLIAMENTARY HEALTH SERVICES UNIT**

11. The Committee recommends the creation of a Health and Wellness Unit to be referred as the Parliamentary Health Services Unit. Broadly, the idea entails establishment of a Health Unit within Parliament and re-engineering the services provided by the current Health Club Department which would fall under the Wellness facet.

12. Although Parliamentary Service Commission (PSC) is committed to the welfare of the Members and staff as demonstrated through provision of a comprehensive medical scheme, there is significant evidence regarding the burden of disease attributable to the environment and Non-Communicable Diseases (NCDs). The poor health habits of many workers, growing rates of chronic disease and the rising cost of health services necessitate creation of wellness programs to cater for health-risk assessments and screenings.

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13. It is imperative to put more emphasis on health programs that seek to improve the quality of life of its Members and staff of Parliament while at the same time reduce the rising costs for its employees' health care. Indeed, studies have also shown that corporate wellness or wellness programs are successful in helping workers make positive health changes due to several factors such as convenience, environmental support, and coworker or social acceptance.

14. The deployment of a Public Health Specialist from the Ministry of Health to Parliament was not only well timed just before the outbreak of COVID-19 pandemic but also a great milestone in the realization of mitigation measures. The Commission could consider guaranteeing the gains by



establishing a fully-fledged Health and wellness Unit within its control. Urgent matters such as Issues of COVID-19 Tests and vaccination would be efficiently and effectively handled from within.

### **2.1 Justification of Establishing Parliamentary Health Services Unit**

15. The proposal to establish a Health Unit is informed by the gaps identified in practice and when addressed will inform the effective implementation of the PSC Strategic Plan 2019-2030. There is inadequate coordination of health functions due to lack of technical health expertise in wellness, food safety and quality control, sanitation, environment/waste management, health promotion and education/empowerment, vector vermin control/pest control, emergency response during public health events, health risk assessments, among others.

### **2.2 Objectives of the Parliamentary Health Services Unit**

16. Through the wellness program, the aim is to enhance the health of Members and Staff of Parliament which will ultimately increase productivity. Specific Objectives of the Parliamentary Health Services Unit:
  - a) Provide a healthy and safe work environment that will support employee's health and wellbeing;
  - b) Enhance professional knowledge and skills of employees for improved productivity and retention;
  - c) Build the knowledge, skill, and ability of staff to take control over their wellbeing by helping individuals become actively involved in activities that improve their personal health;
  - d) Reduce or eliminate unnecessary stress caused by the work environment;
  - e) Ensure HIV/AIDS, nutrition and lifestyle awareness, prevention, non-discrimination, and health support.

### **2.3 Benefits of the Parliamentary Health Services Unit**

17. The wellness program is a health promotion tool and a great investment for the organization. Through this program, employees would be motivated to perform well in their optimal physical

and psychological health. Employees are also more likely to be attracted to continue serving the organization. Indeed, wellness Programs are critical to improving the health of individuals as most adults spend more of their waking hours at work, making it a great venue for promoting healthful habits. The worksite organizational culture and environment are therefore powerful influences on behavior and this needs to be put to use as a means of helping workers to adopt a healthier lifestyle.

## **2.4 Components of the Parliamentary Health Services Unit**

18. Below are provisions that enable achievement of the wellness program as envisaged.

## **2.5 Health Risk Assessment**

19. The Wellness and Health Program would ensure:

- i. The workplace is free from hazards that jeopardize employee health, safety, and well-being;
- ii. All employees shall receive annual safety training and information on fire emergencies and first aid;
- iii. Ergonomic evaluations shall be conducted periodically and recommended changes to the workstation shall be considered;
- iv. Procedures that encourage employees to report accidents without fear of penalty shall be developed so that corrective actions can be taken;
- v. Any employee who has contracted a contagious illness such as chickenpox, measles, and mumps, COVID-19, etc. shall not report to work in order to protect his/her colleagues from being exposed to the infection;
- vi. Necessary adult vaccination.

## **2.6 Skills Development & Retention**

20. The Wellness and Health Program will ensure:

- i. Relevant training shall be provided to staff members to enable them to attain the competencies required for effective performance on the job in order to achieve organizational goals;



- ii. Salary surveys shall be carried out periodically to ensure we remain competitive in the job market.

## **2.7 Health Education and Promotion**

- 21. The wellness team shall organize and promote health education sessions that focus on skills development, lifestyle behavior change, information dissemination, and awareness building tailored to employees' interests and needs.

## **2.8 Physical Activity and Weight Management**

- 22. The Wellness and Health Program will ensure:
  - i. Worksite exercise facilities that support the adoption of a physically active lifestyle;
  - ii. The wellness team may offer a safe and effective weight management program that encourages employees to follow a sensible eating plan and engage in regular physical activity;
  - iii. Physiotherapy services.

## **2.9 Nutrition**

- 23. The Wellness & Health Program will ensure that:
  - i. General nutrition education and healthy eating information will be provided to the employees;
  - ii. Healthy food choices during functions and meetings will be encouraged.

## **2.10 Stress Reduction and Management**

- 24. The Parliamentary Health Services Unit will ensure that:
  - i. There is facilitation of education on stress management;
  - ii. A reward for long working hours shall be provided in line with the human resources manual, but employees will be encouraged to work regular hours as much as possible;

- iii. The management will ensure that employees are receiving adequate lunch and break time and encourage them to take these breaks;
- iv. Regular social events that allow informal interactions between staff at all levels of the organization will be hosted.

### **2.11 Alcohol, Tobacco and Drug use**

25. The Wellness & Health Program would ensure:

- i. Alcohol, tobacco, and drug use are prohibited at the workplace;
- ii. Employees will be provided access and referrals to substance abuse treatment centers;
- iii. The organization will participate in community efforts to prevent substance abuse;
- iv. Worksite alcohol and drug policies will be enforced as per the Human Resource manual.

### **2.12 Medical insurance, Accident and life Policy**

26. The management shall: -

- i. Provide a group health plan cover for employees and their dependents;
  - ii. Provide accident and life programs for employees;
  - iii. Encourage employees to take annual wellness checks through the medical insurance company.
-

### **3.0 EXPERIENCE FROM COMPARABLE INSTITUTIONS**

#### **3.1 SAFARICOM IN-HOUSE STAFF CLINIC**

27. The Safaricom company operates a staff clinic that posts the following features:

- a) Fully equipped examination rooms with sufficient privacy equivalent to private hospital room;
- b) Fully equipped laboratory equipment and qualified staff for sample collection, analysis and recommendation;
- c) In-house pharmacy complete with qualified staff;
- d) Specialized clinics to manage dental, optical, ENT, reproductive and mental health with escalation matrix for specialized care in other facilities;
- e) Resident and on-call specialist to attend to urgent cases.

28. Members of staff access the in-house clinic from their work station for medical care. This includes random check up like blood pressure, sugar levels. Other services include in-house prescription for medications collected from the pharmacy which allows staffers to get back to work sooner. When necessary, lab samples are collected analysed and sent via SMS or email to patients. This service also includes Public health engineering programs such as prevention infection control (IPC), environmental sanitation and food quality control and all other components to reduce morbidity and mortalities in the organisation.

29. This model allows early detection and management of chronic ailments within the confines of the work place. It is equally reputed to facilitate accurate follow up for treatment completion and support on chronic illness treatment and care. The in-house facility also enables collection and collation of statistics on work-related illness leading to a global solution approach. Safaricom Staffers therefore enjoy mobilization of regular health clinics for annual medical checkups leading general wellness.



### **3.2 THE CENTRAL BANK OF KENYA CLINIC**

30. The Central Bank of Kenya runs a dispensary located within Starehe Sub-county of Nairobi County for the benefit of its Members. The dispensary is run as a state corporation licensed by Members of the Kenya Medical Practitioners and Dentist Board (KMPDB).

### **3.3 KENYA PIPELINE STAFF CLINIC**

31. The Kenya Pipeline Staff Clinic is a Level 2 Medical Clinic regulated by Kenya Medical Practitioners and Dentist Board (KMPDB) in Viwandani ward, Nairobi City County.

#### 4.0 THE HEALTH CLUB IMPROVEMENT

32. In a meeting with the Committee on 22<sup>nd</sup> July, 2021, the Health Club Manager informed the Committee that the followings actions need to be undertaken to conform with the Covid-19 pandemic protocols before resumption of health club services-

#### 4.1 Renovations and Refurbishments

33. The Health Club is in dire need for renovation and refurbishment. In light of the COVID-19 compliance requirements, the following areas require attention

	AREA	WORKS TO BE DONE
1.	Reception/Waiting area	<ul style="list-style-type: none"> <li>• Removal of Key Racks</li> <li>• Hand washing unit</li> <li>• Sanitization unit</li> <li>• Foot sanitization unit</li> <li>• Internet connectivity</li> <li>• Electronically controlled door</li> <li>• Health Check unit</li> </ul>
2.	Sump pit flange areas	<ul style="list-style-type: none"> <li>• Seal leakages in the sump pit area</li> <li>• Replace the manhole cover in the sump pit hole</li> <li>• Tile sump pit area/Exchange room for staff</li> </ul>
3.	Massage rooms	<ul style="list-style-type: none"> <li>• Remove cupboards to create space and avoid clutter</li> <li>• Remove the partition in the lady's area to enable air circulation</li> <li>• Paint the room with washable paint</li> </ul>
4.	Bathrooms and Toilets	<ul style="list-style-type: none"> <li>• Replace the gypsum</li> <li>• Replace the shower heads</li> <li>• Replace ceiling and seal leakages</li> <li>• Make toilets Muslim friendly</li> <li>• Replace door with waterproof material</li> </ul>

		<ul style="list-style-type: none"> <li>• Paint all areas with washable paint</li> <li>• Repair leakages at urinals</li> <li>• Enhance water heating capacity</li> </ul>
5.	Changing areas	<ul style="list-style-type: none"> <li>• Remove all lockers and maintain 10 at gents and 5 at ladies</li> <li>• Construct rails for purpose of hanging personal clothes and towels</li> <li>• Remove wooden chair and replace with plastic and washable</li> </ul>
6.	Steam-bath and Saunas	<ul style="list-style-type: none"> <li>• Install the latest model of the steam generating system in the Gents and Ladies steam bath</li> <li>• Replace the walls and sittings of the three saunas</li> <li>• Improve on the heat generating system of the three saunas</li> <li>• Create drainage system at the leaking points of the steam generators</li> </ul>
7.	Rest areas	<ul style="list-style-type: none"> <li>• Convert gents rest area into a manicure, pedicure and reflexology station</li> <li>• Convert the ladies rest area into a reflexology station</li> <li>• Remove all easy chairs that may encourage idling</li> </ul>
8.	Barber and Salon areas	<ul style="list-style-type: none"> <li>• Remove the partition at gent's area and create additional working station</li> <li>• Create hair washing point at ladies</li> <li>• Repair and unblock the blocked drainage system</li> <li>• Tile and paint the area with washable paint</li> <li>• Install working stations at gents and ladies' salon/barbershops</li> </ul>
9.	Gymnasium area	<ul style="list-style-type: none"> <li>• Replace worn out floor rubber with modern, durable and washable floor</li> </ul>



		<ul style="list-style-type: none"> <li>Remove all the unnecessary partition at the gym to improve circulation of fresh air</li> </ul>
10	General Works	
11	<p>Paintings</p> <p>Air-Condition System</p> <p>Electrical Systems</p> <p>Firefighting equipment</p> <p>Maintenance and service contracts</p>	<ul style="list-style-type: none"> <li>Painting of all the areas of the Health Club with washable paint</li> <li>Installation of a new air-conditioning system (AC) with hyper filters</li> <li>Maintenance and service contract for the installed AC system</li> <li>Assessment and repair of all electrical faults and installation of loose sockets</li> <li>Installation of bright but low heat bulbs</li> <li>Assessing, servicing and installation of firefighting equipment</li> <li>Clearance, lighting, labeling of emergency escape routes</li> <li>Maintenance and service contracts for gym equipment</li> <li>Maintenance and service contract for steam baths and saunas and general areas of the Health Club</li> <li>Maintenance and service contracts for firefighting equipment</li> </ul>

#### 4.2 Formulation of Standard Operation Procedures/Guidelines for the Health Club

34. The Standard Operating Procedures would guide the operations of the Health Club to comply with the protocols prescribed by the Ministry of Sports to prevent the spread of Covid-19 in a health club set-up.

	Guidelines	Action
1.	Opening hours based on session plan	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Session - 6. 30a.m -8. 00a.m</li> <li>• 2<sup>nd</sup> Session- 9.00 a.m-11. 00a.m</li> <li>• 3<sup>rd</sup> Session -11. 30a.m -1.30 a.m.</li> <li>• 4<sup>th</sup> Session -2. 00p.m -4.00 p.m.</li> <li>• 5<sup>th</sup> Session - 4.30 p.m. – 6.30 p.m.</li> <li>• 6<sup>th</sup> Session – 7.00 p.m. – 9.00 p.m.</li> <li>• 9.00 pm -10.00 p.m. –sanitization and closing</li> </ul> <p>Note: The half hour (30mins) break between sessions is for cleaning and sanitization</p>
2.	<p>Hygiene and cleanliness</p> <p>a) Cleaning, disinfection and sanitization</p> <p>b) Sanitizer station</p>	<ul style="list-style-type: none"> <li>• 6.00 am</li> <li>• 8.30 a.m. to 9.00 a.m.</li> <li>• 11.00 am -11.30 a.m.</li> <li>• 4.00 p.m. – 4.30 p.m.</li> <li>• 6.30 p.m. – 7.00 p.m.</li> <li>• 9.00 p.m. -10.00 p.m.</li> </ul> <ul style="list-style-type: none"> <li>• Sanitizers placed at the</li> <li>• Reception</li> <li>• Massage rooms</li> <li>• Barber/Salon area</li> <li>• Reflexology Station</li> <li>• Gym area</li> <li>• Toilets</li> </ul>
	<p>c) Hand washing water station</p> <p>d) Uniforms and gym wear</p>	<ul style="list-style-type: none"> <li>• to be stationed at the entrance of the Health Club for washing</li> <li>• Clients will bring and carry away their gym wear</li> <li>• All staff working in high risk areas to put on protective clothing</li> <li>• The staff uniforms must be clean at all times</li> </ul>

	e) Current health status	<ul style="list-style-type: none"> <li>• Face masks is a must to enter the Health Club</li> <li>• Face mask is compulsory for those working in high risk areas</li> <li>• Normal temperature</li> <li>• Normal Oxygen level</li> <li>• Covid-19 Negative</li> <li>• Vaccine compliance certificate</li> </ul>
3.	Client entry into the Gym based on session plan	<ul style="list-style-type: none"> <li>• Gym area-4</li> <li>• Massage Area -2</li> <li>• Reflexology area -2</li> <li>• Hair care area -2</li> <li>• Manicure/Pedicure -1</li> </ul>
4.	Staff compliment at the gym based on shift plan  a) 1st shift – 6.00 a.m. -11.00 a.m.  b) 2nd Shift – 11.00 p.m. – 4.00 p.m.  c) 3rd Shift – 4.00 p.m. – 9.00 p.m.	<ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> <li>• 3 office assistants</li> </ul> <ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> <li>• 3 office assistants</li> </ul> <ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> <li>• 3 office assistants</li> </ul>



### 4.3 Procurement of Modern Gymnasium Equipment

35. In order to comply with the MOH guidelines and protocols in dealing with the COVID-19 the Health Club needs the following items and equipment needs to be purchased:

	Item	Justification
1.	Covid-19 response products	<ul style="list-style-type: none"> <li>• Hands free hand washing station</li> <li>• Hands free sanitizer dispenser station</li> <li>• Trolley with disposable polythene bag to store waste for disposal</li> <li>• Adequate supply of face shields 3 ply and N95 face masks and sanitizer</li> <li>• Oximeter for measuring oxygen levels</li> </ul>
2.	Basic Health Check Equipment	<ul style="list-style-type: none"> <li>• Blood pressure unit and accessories</li> <li>• Blood sugar unit and accessories</li> <li>• Weight and height monitoring machine</li> </ul>
3.	Staff uniforms, linens and accessories	<ul style="list-style-type: none"> <li>• Adequate staff uniforms to mitigate against infections</li> <li>• Protective accessories (dust coats, drapers, aprons, gloves, gumboots, sandal etc.)</li> <li>• Clients gowns-to be sanitized and put on during the same</li> </ul>
4.	Cleaning and hygiene equipment	<ul style="list-style-type: none"> <li>• Floor Hooving machine</li> <li>• Floor Scrubbing machine</li> </ul>
5.	Working tools/items	<ul style="list-style-type: none"> <li>• Hand towel sanitizer boxes</li> <li>• Lockable trollies for each therapist for hygiene and control</li> </ul>

### 4.4 Administrative intervention for compliance

36. The proposed Standard Operating Procedures requires administrative intervention and support for the Health Club to comply with the WHO and MOH protocols on COVID-19

	Issue for Consideration	Justification
1.	Receptionists	Receptionist or a security officer attached to the Health Club reception to ensure compliance with the Covid-19 protocols and open the door for clients since the door will be electronic

2.	Cleaners	Due to the intensity of cleanliness which will be undertaken, there is need for more cleaners at the Health Club To ensure compliance with Covid-19 protocols
3.	Office space for staff	Since the Health Club will operate with specific number of staffs in each shift, there is need to acquire a holding office space for staff preferable at the Ground floor continental house
4.	Adequate staffing levels at the Health Club	The Health Club is currently under staffed and there is need to fill the vacant posts as per the staff establishment. This will cater for the engagement of the hairdressers and reflexologist whose contract has expired

## 5.0 OBSERVATIONS OF THE COMMITTEE

37. The Committee made the following made the following observations-

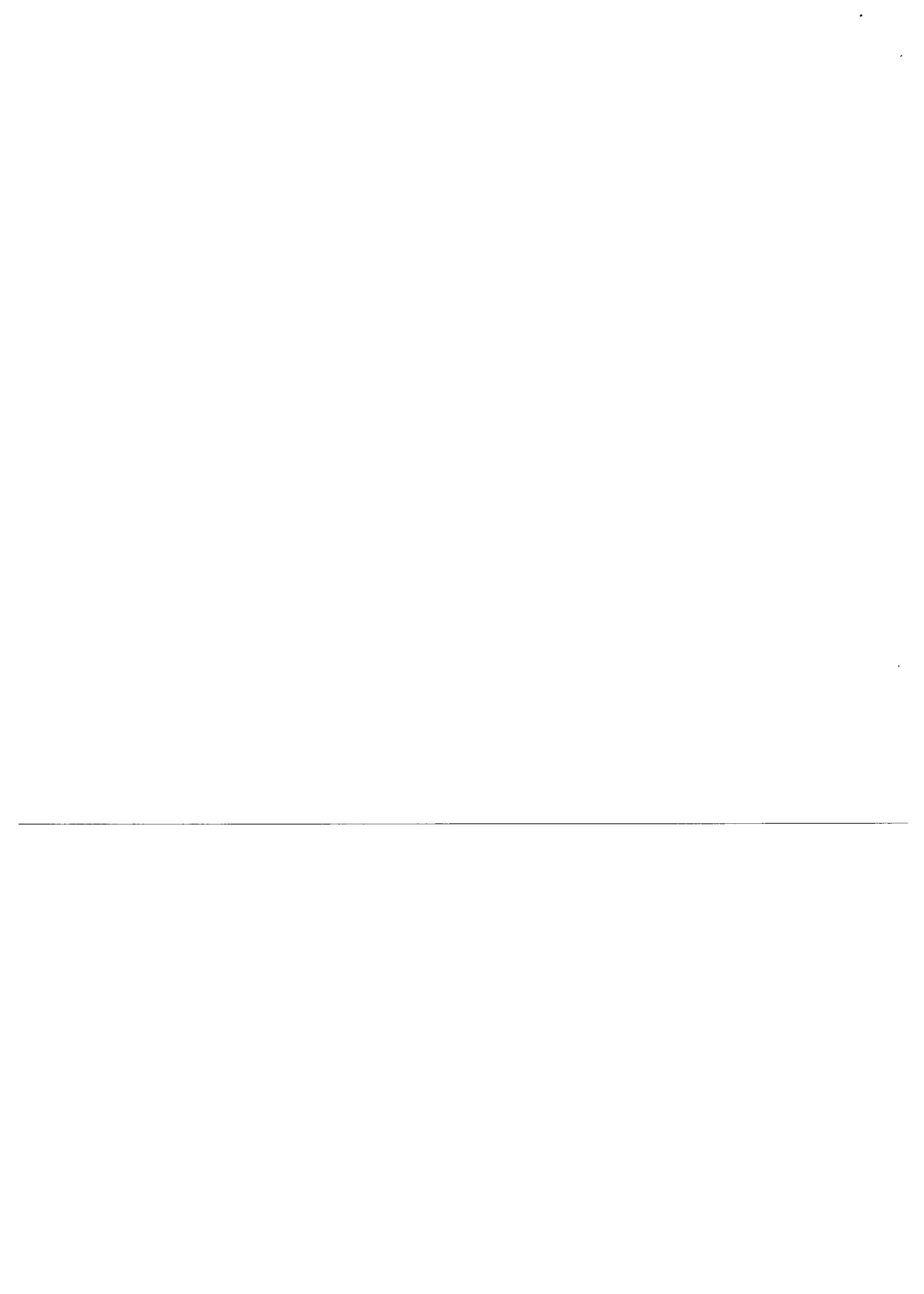
- 1) For effective and efficient execution of the constitutional duties bestowed upon Members Parliament, their safety and wellness is of paramount importance.
  - 2) The proposed Parliamentary Health Services (Health and Wellness) Unit could contain two sub-units namely; a Health section that deals with clinical and public health issues and a Wellness section that deals with physical well-being.
  - 3) For effective resumption of the Health Club services, the proposed renovations and refurbishments should be completed. The Parliamentary Service Commission should refurbish the current Health Club in compliance with the protocols and guidelines issued by the Ministry of Health on containment of COVID-19. The Parliamentary Service Commission should reallocate the budget meant for outsourcing health club services towards setting up the Health and Wellness Unit. This notwithstanding, the Commission should expedite the completion of the Multistory Building to provide a lasting solution on the issue of a Parliamentary Health Services (Health and Wellness) Unit.
  - 4) Regarding Health club staffers such as masseurs and reflexologists, the committee notes the preference of members for skilled youthful staffers that are also able to adapt with change in knowledge and technology. The Commission should consider putting reflexologists and masseurs on 5 year contracts renewable on satisfactory performance in line with the Parliamentary Service Act;
- 
- 5) The Committee observed that Honourable Members are generally reluctant to patronize the outsourced Health Clubs and the budget for the same should therefore, be channeled to set up the Health and Wellness Unit.
  - 6) Regarding protection of Members within the parliamentary square, the Committee lauds the efficient services offered by the officers contracted from the NYS. Security officers seconded from the National Youth Service have already attained invaluable experience in the protection of Members and property of Parliament in the past 5 years and observed that the NYS officers should be considered for permanent engagement within the Parliamentary Service Commission to have them more accountable to the Commission.



## **6.0 COMMITTEE RECOMMENDATIONS**

38. At its sitting held on Thursday, 5<sup>th</sup> August, 2021, the Committee made the following recommendation to the House:

- (1) The Parliamentary Service Commission should establish a “Parliamentary Health Services Unit” within Parliament with a clinical and public health sections; and a health club.**
- (2) The Parliamentary Service Commission should facilitate the refurbishment and renovation of the current Health Club in compliance with the protocols and guidelines issued by the Ministry of Health on containment of COVID-19 and that the budget which was meant for outsourcing health club services be channeled towards the setting up the Health and Wellness Unit.**
- (3) Paragraph (2) notwithstanding, the Commission should expedite the completion of the Multistorey Building to provide a lasting solution on the issue of Parliamentary Health Services (Health and Wellness) Unit.**
- (4) The Parliamentary Service Commission should consider putting the staff deployed to the current Health Club dealing with massage, reflexology on a five year term contract, renewable once upon satisfactory performance.**
- (5) The Parliamentary Service Commission should facilitate the transfer of service of the forty-seven security officers seconded from the National Youth Service with a view to engage them on permanent and pensionable terms and make them fully accountable to the Commission.**



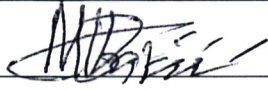

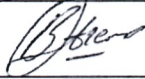

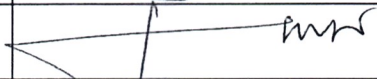

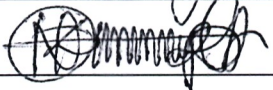

THE NATIONAL ASSEMBLY

SELECT COMMITTEE ON MEMBERS' SERVICES AND FACILITIES

ATTENDANCE LIST

DATE: 05/AUG/2021 TIME: 12:00 PM VENUE: COMMITTEE ROOM 07

AGENDA: CONSIDERATION & ADOPTION OF THE REPORT ON ESTABLISHMENT OF A PARLIAMENTARY SERVICES UNIT HEALTH

	Member	Signature
1.	The Hon. Ezekiel Machogu Ombaki, M.P. – <b>Chairperson</b>	
2.	The Hon. Swarup Ranjan Mishra, M.P. <b>Vice/Chairperson</b>	x
3.	The Hon. Samwel Moroto Chumel, M.P.	x
4.	The Hon. Kimani Ichung'wah, M.P.	
5.	The Hon. Beatrice Nkatha Nyaga, M.P. HSC.	x 
6.	The Hon. Benard Otieno Okoth, MP	x 
7.	The Hon. Charity Kathambi Chepkwony, M.P.	x
8.	The Hon. Christopher Wangaya Aseka, MP	
9.	The Hon. Elisha Odhiambo, MP	
10.	The Hon. Elsie Muhanda, MP	
11.	The Hon. Generali Nixon Kiprotich Korir, M.P.	x 
12.	The Hon. Rehema Hassan, M.P.	
13.	The Hon. Rigathi Gachagua, M.P.	
14.	The Hon. (Eng). Nzambia Thuddeus Kithua, MP	
15.	The Hon. Walter Owino, MP	x

SIGN: 

JN Mutega – Principal Clerk Assistant I

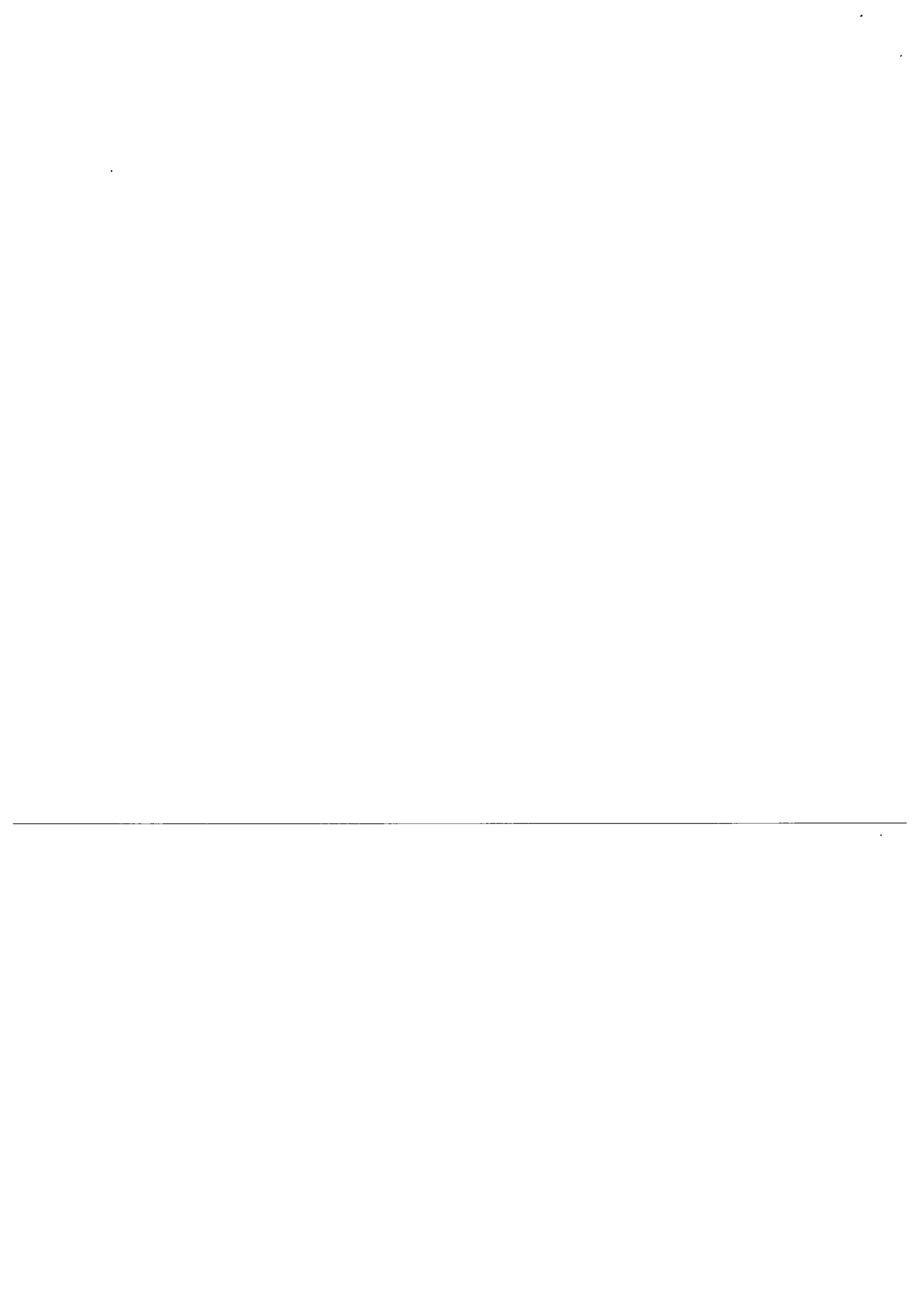
DATE: 5th/AUG/2021

SIGN: .....

Director, Committee Services

DATE: .....







**MINUTES OF THE 22<sup>ND</sup> SITTING OF THE SELECT COMMITTEE ON MEMBERS SERVICES AND FACILITIES HELD IN THE COMMITTEE ROOM 7, MAIN PARLIAMENT BUILDINGS, ON THURSDAY, 5<sup>TH</sup> AUGUST, 2021 AT 12.00PM**

**PRESENT**

1. The Hon. Ezekiel Machogu Ombaki, MP – *Chairperson*
2. The Hon. (Dr.) Swarup Mishra, MP – *Vice Chairperson*
3. The Hon. Christopher Wangaya Aseka, MP
4. The Hon. Elisha Odhiambo, MP
5. The Hon. Elsie Muhanda, MP
6. The Hon. (Eng.) Thuddeus K. Nzambia, MP
7. The Hon. Walter Owino, MP
8. The Hon. Generali Nixon Korir, M.P.
9. The Hon. Bernard Otieno, MP
10. The Hon. Samwel Moroto Chumel, MP
11. The Hon. Beatrice Nkatha, MP
12. The Hon. Bernard Otieno, MP

**APOLOGY**

1. The Hon. Rigathi Gachagua, MP
2. The Hon. Charity Kathambi Chepkwony, MP
3. The Hon. Rehema Hassan, MP
4. The Hon. Kimani Ichung'wa, CBS, MP

**IN ATTENDANCE**

1. Mr. John N. Mutega
2. Dr. Kefa Omoti
3. Ms. Zainabu Wario

**NATIONAL ASSEMBLY**

- Principal Clerk Assistant I
- Principal Research Officer
- Serjeant-At-Arms

**IN ATTENDANCE**

1. Ms. Joan Awinja
2. Ms. Leah Kamweru

**PARLIAMENTARY JOINT SERVICES**

- Deputy Director. Administrative Services (*Representing the Director-General, PJS*)
- Public Health specialist

**MIN. NO. NA/DCS/MSF/2021/ 066      PRELIMINARIES**

The meeting was called to order at 12.10 p.m. and commenced with a word of prayer from the Chair.

**MIN. NO. NA/DCS/MSF/2021/ 067**

**CONFIRMATION OF THE MINUTES OF THE PREVIOUS SITTING**

The minutes of the sitting of 3<sup>rd</sup> August 2021 were confirmed as true records of proceedings of that meeting and signed by the Chairperson after being proposed by Hon. (Eng.) Thaddeus Nzambia, MP and seconded by the Hon. Elsie Muhanda, MP.

**MIN. NO. NA/DCS/MSF/2021/ 068: MATTERS ARISING FROM THE PREVIOUS MINUTES THEREOF**

On consideration of the measures taken by the office of the Director-General and the Clerk of the National Assembly, towards reducing the effects of COVID 19, it was reported that the Deputy Director responsible for Administrative Services would be making a substantive report on the same.

**MIN. NO. NA/DCS/MSF/2021/ 069; UPDATE ON THE COVID-19 CONTAINMENT MEASURES WITHIN PARLIAMENT (HYBRID)**

The meeting was taken through a report on measures taken by the COVID 19 task force and observed that:

- (a) Regarding vaccination of Honourable members and Staff of Parliament, the Ministry of Health had been contacted to schedule a vaccination exercise from 10<sup>th</sup> to 12<sup>th</sup> of August 2021, within the parliamentary precincts.
- (b) The meeting was also informed that the same services were available at the Mbagathi and Nairobi Hospitals and those Members who were not vaccinated previously could visit the said hospitals.
- (c) Regarding the request for another round of testing of Honourable members and staff for COVID 19, the meeting was informed that the Ministry of Health had prioritized testing on need basis and therefore Members could take the tests at hospitals of choice under the Parliamentary Service Commission Medical Cover.
- (d) Concerning social distancing and other containment measures, the meeting was informed that the Speaker would be issuing a Communication with respect to upholding the MOH protocols on COVI-19.
- (e) Regarding issuance of sanitation supplies at the committee rooms, it was reported that the Committee rooms get regularly fumigated and sanitized for the comfort of members. It was therefore not necessary to keep spraying the hand-held sanitizers during meetings

Arising from the above presentation, the meeting resolved that-

- (a) Following the previous round of vaccination, the effect of COVID 19 on Members and staff was minimal and therefore, there was no need to suspend physical sittings of Parliament.
- (b) The Commission should continue engaging the Ministry of Health to have all Members and Staff of Parliament vaccinated fully together with their dependents.



A Report on the above was presented. The report noted that the Covid-19 pandemic and communicable diseases are not likely to be vanquished soon and Hon members therefore require being equipped with coping strategies. It is therefore, the wish of the Committee to request the National Assembly to impress upon the Parliamentary Service Commission to establish a unit to be known as the Parliamentary Health Services.

Arising from deliberations of the previous sittings, the Committee made the following recommendations-

- (1) The Parliamentary Service Commission should establish a “Wellness and Health Unit” within Parliament with a clinical and public health sections; and a health club section.**
- (2) The Parliamentary Service Commission should facilitate the refurbishment and renovation of the current Health Club in compliance with the protocols and guidelines issued by the Ministry of Health on containment of COVID-19 and that the budget which was meant for outsourcing health club services be channeled towards the setting up the Health and Wellness Unit.**
- (3) Paragraph (2) notwithstanding, the Commission should expedite the completion of the Multistorey Building to provide a lasting solution on the issue of Health and Wellness Unit.**
- (4) The Parliamentary Service Commission should consider putting the staff deployed to the current Health Club dealing with massage, reflexology on a five year term contract, renewable once upon satisfactory performance.**
- (5) The Parliamentary Service Commission should facilitate the transfer of service of the forty-seven security officers seconded from the National Youth Service with a view to engage them on permanent and pensionable terms and make them fully accountable to the Commission.**

Members presented unanimously adopted the Committee Report on “*Establishment of a Parliamentary Health Services Unit Within Parliament*” after the adoption of the report was proposed by the Hon. (Eng.) Nzambia Kithua, MP and seconded by the Hon. Elisha Odhiambo,




MP. The Committee requested to facilitate the tabling of the Report in the House on Thursday, 12<sup>th</sup> August, 2021.

**MIN. NO. NA/DCS/MSF/2021/072: ADJOURNMENT AND DATE OF NEXT MEETING**

The meeting adjourned 2.00 p.m.

The next meeting was scheduled for Thursday, 12<sup>th</sup> August, 2021 at 12.00pm with the Constituency Liaison Office.

SIGNED.....  
(CHAIRPERSON)

DATE.....11.8.2021.....



**MINUTES OF THE 21<sup>ST</sup> SITTING OF THE SELECT COMMITTEE ON MEMBERS SERVICES AND FACILITIES VIRTUAL MEETING HELD ON TUESDAY 3<sup>RD</sup> AUGUST, 2021 AT 9.00AM**

**PRESENT**

1. The Hon. Ezekiel Machogu Ombaki, MP – *Chairperson*
2. The Hon. Christopher Wangaya Aseka, MP
3. The Hon. Elisha Odhiambo, MP
4. The Hon. Elsie Muhanda, MP
5. The Hon. Walter Owino, MP
6. The Hon. Bernard Otieno, MP
7. The Hon. Rehema Hassan, MP

**APOLOGY**

1. The Hon. (Dr.) Swarup Mishra, MP – *Vice Chairperson*
2. The Hon. Samwel Moroto Chumel, MP
3. The Hon. Kimani Ichung'wa, CBS, MP
4. The Hon. Beatrice Nkatha, MP
5. The Hon. (Eng.) Thuddeus K. Nzambia, MP
6. The Hon. Rigathi Gachagua, MP
7. The Hon. Charity Kathambi Chepkwony, MP
8. The Hon. Generali Nixon Korir, M.P.

**IN ATTENDANCE**

1. Mr. John N. Mutega
2. Dr. Kefa Omoti
3. Ms. Zainabu Wario
4. Ms. Leah Kamweru

**NATIONAL ASSEMBLY**

- Principal Clerk Assistant I
- Principal Research Officer
- Serjeant-At-Arms
- Public Health specialist

**MIN. NO. NA/DCS/MSF/2021/062**

**PRELIMINARIES**

The meeting was called to order at 9.20 a.m. and commenced with a word of prayer from the Chair.

**MIN. NO. NA/DCS/MSF/2021/ 063;**

**COVID-19 CONTAINMENT MEASURES WITHIN PARLIAMENT**

The meeting deliberated on commendable mitigation measures to obviate the spread of the new COVID-19 variant commonly referred to as Delta Variant within parliament and observed that, the parliamentary leadership needed to re-evaluate the measures in place.

Following the deliberations, the Committee recommended that:

- (1) The Parliamentary Leadership should ensure that Members of Parliament and their dependents are fully vaccinated (the two doses). Albeit the fact that, the Committee deals with Members' services and facilities, the Committee observed there was need to ensure that, similarly, that the Staff of Parliament and their dependents are similarly vaccinated.
- (2) The Parliamentary Leadership should institute mechanism to have regular testing for MPS and Staff of Parliament within Parliament preferably at the Nursing Unit (*Creche'-Red Cross Building*).
- (3) The Clerk of the National Assembly in consultation with the Speaker of the National Assembly upon the advice of the Task-Force on COVID-19 should ensure and enforce the recommended social distancing within the National Assembly Chamber among other protocols.
- (4) The Clerk of the National Assembly in consultation with the Parliamentary Catering Fund Committee should ensure social distancing in the Catering section and strict adherence of the all the COVID-19 protocols within the Restaurant.
- (5) The Clerk of the National Assembly should consult with the Task-Force on COVID-19 and advise the Speaker of the National Assembly on issuance of more guidelines to enforce measure that could mitigate further spread of the Delta variant within Parliament.

The Committee further resolved to invite the Office of the Clerk of the National Assembly and that of the Director General, PJS to apprise them on actions/measure being taken regarding the above recommendations among other by the Task-Force on COVID-19 of the Commission.

**MIN. NO. NA/DCS/MSF/2021/ 064**

**CONSIDERATION OF THE REPORT ON  
ESTABLISHING HEALTH AND WELLNESS  
UNIT WITHIN PARLIAMENT**

The Committee resolved that it would consider and adopt the Draft Report of the Committee on "*Establishment of a Parliamentary Health Services Unit within Parliament*" on Thursday, 5<sup>th</sup> August, 2021.

**MIN. NO. NA/DCS/MSF/2021/ 065**

**ADJOURNMENTS AND DATE OF NEXT  
MEETING**

The meeting adjourned 10.00 a.m.

The next meeting was scheduled for Thursday, 5<sup>th</sup> August, 2021 at 12 Noon with the Office of the Clerk of the National Assembly and Director-General, Parliamentary Joint Services.

SIGNED.....  
(CHAIRPERSON)

DATE.....11-8-2021.....





**MINUTES OF THE 2<sup>ND</sup> SITTING OF THE SUB-COMMITTEE ON HEALTH CLUB OF THE SELECT COMMITTEE ON MEMBERS' SERVICES AND FACILITIES HELD PHYSICALLY/VIRTUALLY AT THE TRADEMARK HOTEL ON THURSDAY 22<sup>ND</sup> JULY, 2021 AT 10.00AM**

**PRESENT**

1. The Hon. Elisha Odhiambo, MP - **(Chairing)**
2. The Hon. (Dr.) Swarup Ranjan Mishra, M.P. - **Vice Chairperson**
3. The Hon. Samwel Moroto Chumel, M.P.
4. The Hon. Charity Kathambi Chepkwony, M.P.
5. The Hon. Christopher Wangaya Aseka, MP
6. The Hon. Elsie Muhanda, MP
7. The Hon. Beatrice Nkatha Nyagah, MP, MP
8. The Hon. Eng. Nzambia Thuddeus Kithua, MP
9. The Hon. Walter Owino, MP
10. The Hon. Benard Otieno Okoth, MP

**APOLOGY**

1. The Hon. Ezekiel Machogu Ombaki, M.P. - **Chairperson**
2. The Hon. Rehema Hassan, M.P.
3. The Hon. Rigathi Gachagua, M.P.
4. The Hon. Generali Nixon Kiprotich Korir, M.P.
5. The Hon. Kimani Ichung'wah, M.P.

**IN ATTENDANCE: NATIONAL ASSEMBLY**

- |                          |   |                                  |
|--------------------------|---|----------------------------------|
| 1. Mr. John Mutega       | - | Principal Clerk Assistant I      |
| 2. Dr. Kefa Omoti        | - | Principal Researcher (virtually) |
| 3. Mr. Sylvester Ocholla | - | Health Club Manager              |
| 4. Ms. Zainabu Wario     | - | Serjeant-At-Arms                 |
| 5. Mr. Douglas Katho     | - | Clerk Assistant II               |
| 6. Ms. Mary Mariru       | - | Intern                           |

**MIN. NO. NA/DCS/MSF/SUB/2021/ 004: PRELIMINARIES**

The meeting was called to order at 2.50 pm and prayers were said by the Session Chair, the Hon. Elisha Odhiambo, MP



**MIN. NO. NA/DCS/MSF/SUB/2021/ 005: SUBMISSIONS BY THE HEALTH CLUB MANAGER REGARDING THE HEALTH CLUB IMPROVEMENT.**

Mr. Sylvester Ochola, the Health Club Manager appeared before the Committee on the 22<sup>nd</sup> July, 2021 on behalf of the Director General for Parliamentary Joint Services and submitted to the Committee that the following actions ought to be undertaken to conform to COvid-19 pandemic protocols before resumption of health club services-

**a. Renovations and Refurbishments**

The Health Club is in dire need for renovation and refurbishment. In light of the COVID-19 compliance requirements, the following areas require attention

	<b>AREA</b>	<b>WORKS TO BE DONE</b>
1.	Reception/ Waiting area	Removal of Key Racks; Hand washing unit; Sanitization unit; Foot sanitization unit; Internet connectivity; Electronically controlled door; Health Check unit.
2.	Sump pit flange areas	Seal leakages in the sump pit area; Replace the manhole cover in the sump pit hole; Tile sump pit area/Exchange room for staff
3.	Massage rooms	Remove cupboards to create space and avoid clutter; Remove the partition in the lady's area to enable air circulation; Paint the room with washable paint
4.	Bathrooms and Toilets	Replace the gypsum; Replace the shower heads; Replace ceiling and seal leakages; Make toilets Muslim friendly; Replace door with waterproof material; Paint all areas with washable paint; Repair leakages at urinals; Enhance water heating capacity
5.	Changing areas	Remove all lockers and maintain 10 at gents and 5 at ladies; Construct rails for purpose of hanging personal clothes and towels; Remove wooden chair and replace with plastic and washable
6.	Steam-bath and Saunas	Install the latest model of the steam generating system in the Gents and Ladies steam bath; Replace the walls and sittings of the three saunas; Improve on the heat generating system of the three saunas; Create drainage system at the leaking points of the steam generators
7.	Rest areas	Convert gents rest area into a manicure, pedicure and reflexology station; Convert the ladies rest area into a reflexology station; Remove all easy chairs that may encourage idling
8.	Barber and Salon areas	Remove the partition at gent's area and create additional working station; Create hair washing point at ladies; Repair and unblock the blocked drainage system; Tile and paint the area with washable paint; Install working stations at gents and ladies' salon/barbershops
9.	Gymnasium area	Replace worn out floor rubber with modern, durable and washable floor; Remove all the unnecessary partition at the gym to improve circulation of fresh air;
10	Paintings	Painting of all the areas of the Health Club with washable paint;

Air-Condition System	Installation of a new air-conditioning system (AC) with hyper filters; Maintenance and service contract for the installed AC system
Electrical Systems	Assessment and repair of all electrical faults and installation of loose sockets; Installation of bright but low heat bulbs; Assessing, servicing and installation of firefighting equipment
Firefighting equipment	Clearance, lighting, labeling of emergency escape routes; Maintenance and service contracts for gym equipment
Maintenance and service contracts	Maintenance and service contract for steam baths and saunas and general areas of the Health Club; Maintenance and service contracts for firefighting equipment

#### **b. Formulation of Standard Operation Procedures/Guidelines for the Health Club**

The Standard Operating Procedures would guide the operations of the Health Club to comply with the protocols prescribed by the Ministry of Sports to prevent the spread of Covid-19 in a health club set-up.

	<b>Guidelines</b>	<b>Action</b>
1.	Opening hours based on session plan	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Session - 6. 30a.m -8. 00a.m</li> <li>• 2<sup>nd</sup> Session- 9.00 a.m-11. 00a.m</li> <li>• 3<sup>rd</sup> Session -11. 30a.m -1.30 a.m.</li> <li>• 4<sup>th</sup> Session -2. 00p.m -4.00 p.m.</li> <li>• 5<sup>th</sup> Session - 4.30 p.m. – 6.30 p.m.</li> <li>• 6<sup>th</sup> Session – 7.00 p.m. – 9.00 p.m.</li> <li>• 9.00 pm -10.00 p.m. –sanitization and closing</li> </ul> <p>Note: The half hour (30mins) break between sessions is for cleaning and sanitization</p>
2.	Hygiene and cleanliness a) Cleaning, disinfection and sanitization	<ul style="list-style-type: none"> <li>• 6.00 am</li> <li>• 8.30 a.m. to 9.00 a.m.</li> <li>• 11.00 am -11.30 a.m.</li> <li>• 4.00 p.m. – 4.30 p.m.</li> <li>• 6.30 p.m. – 7.00 p.m.</li> <li>• 9.00 p.m. -10.00 p.m.</li> </ul> <p>Sanitizers placed at the; Reception; Massage rooms Barber/Salon area; Reflexology Station; Gym area; Toilets; to be</p>



	<p>b) Sanitizer station</p> <p>c) Hand washing water station</p> <p>d) Uniforms and gym wear</p> <p>e) Current health status</p>	<p>stationed at the entrance of the Health Club for washing; Clients will bring and carry away their gym wear; all staff working in high risk areas to put on protective clothing; the staff uniforms must be clean at all times; face masks is a must to enter the Health Club, face mask is compulsory for those working in high risk areas</p> <ul style="list-style-type: none"> <li>• Normal temperature</li> <li>• Normal Oxygen level</li> <li>• Covid-19 Negative</li> <li>• Vaccine compliance certificate</li> </ul>
3.	Client entry into the Gym based on session plan	Gym area-4; Massage Area -2; Reflexology area -2; Hair care area -2; Manicure/Pedicure -1
4.	<p>Staff compliment at the gym based on shift plan</p> <p>a) 1st shift – 6.00 a.m. -11.00 a.m.</p> <p>b)</p>	<ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> <li>• 3 office assistants</li> </ul> <ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> <li>• 3 office assistants</li> </ul> <ul style="list-style-type: none"> <li>• 1 receptionist</li> <li>• 1 fitness instructor</li> <li>• 2 massage therapists</li> <li>• 2 hair dressers</li> </ul> <p>c) 3 office assistants</p> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> or Shift – 11.00 p.m. – 4.00 p.m.</li> <li>• 3rd Shift – 4.00 p.m. – 9.00 p.m.</li> </ul>

### c. Procurement of Modern Gymnasium Equipment

In order to comply with the MOH guidelines and protocols in dealing with the COVID-19 the Health Club needs the following items and equipment needs to be purchased:

	<b>Item</b>	<b>Justification</b>
1.	Covid-19 response products	<ul style="list-style-type: none"> <li>• Hands free hand washing station</li> <li>• Hands free sanitizer dispenser station</li> <li>• Trolley with disposable polythene bag to store waste for disposal</li> <li>• Adequate supply of face shields 3 ply and N95 face masks and sanitizer</li> <li>• Oximeter for measuring oxygen levels</li> </ul>
2.	Basic Health Check Equipment	<ul style="list-style-type: none"> <li>• Blood pressure unit and accessories</li> <li>• Blood sugar unit and accessories</li> <li>• Weight and height monitoring machine</li> </ul>
3.	Staff uniforms, linens and accessories	<ul style="list-style-type: none"> <li>• Adequate staff uniforms to mitigate against infections</li> <li>• Protective accessories (dust coats, drapers, aprons, gloves, gumboots, sandal etc.)</li> <li>• Clients gowns-to be sanitized and put on during the same</li> </ul>
4.	Cleaning and hygiene equipment	<ul style="list-style-type: none"> <li>• Floor Hooving machine</li> <li>• Floor Scrubbing machine</li> </ul>
5.	Working tools/items	<ul style="list-style-type: none"> <li>• Hand towel sanitizer boxes</li> <li>• Lockable trollies for each therapist for hygiene and control</li> </ul>

#### **d. Administrative intervention for compliance**

The proposed Standard Operating Procedures requires administrative intervention and support for the Health Club to comply with the WHO and MOH protocols on COVID-19

	<b>Issue for Consideration</b>	<b>Justification</b>
1.	Receptionists	Receptionist or a security officer attached to the Health Club reception to ensure compliance with the Covid-19 protocols and open the door for clients since the door will be electronic
2.	Cleaners	Due to the intensity of cleanliness which will be undertaken, there is need for more cleaners at the Health Club To ensure compliance with Covid-19 protocols
3.	Office space for staff	Since the Health Club will operate with specific number of staffs in each shift, there is need to acquire a holding office space for staff preferable at the Ground floor continental house
4.	Adequate staffing levels at the Health Club	The Health Club is currently under staffed and there is need to fill the vacant posts as per the staff establishment. This will cater for the engagement of the hairdressers and reflexologist whose contract has expired



**MIN. NO. NA/DCS/MSF/SUB/2021/ 006:**

There being no other business meeting was adjourned at 17.17 pm. The next meeting was schedule to be held on notice

SIGNED.....  
(CHAIRPERSON)

DATE..... 11 / 8 / 2021 .....



**MINUTES OF THE 1<sup>ST</sup> SITTING OF THE SUB-COMMITTEE ON HEALTH CLUB OF THE SELECT COMMITTEE ON MEMBERS' SERVICES AND FACILITIES HELD PHYSICALLY/VIRTUALLY AT THE TRADEMARK HOTEL ON THURSDAY 22<sup>ND</sup> JULY, 2021 AT 10.00AM**

**PRESENT**

1. The Hon. Elisha Odhiambo, MP - **(Chairing)**
2. The Hon. (Dr.) Swarup Ranjan Mishra, M.P. - **Vice Chairperson**
3. The Hon. Samwel Moroto Chumel, M.P.
4. The Hon. Charity Kathambi Chepkwony, M.P.
5. The Hon. Christopher Wangaya Aseka, MP
6. The Hon. Elsie Muhanda, MP
7. The Hon. Beatrice Nkatha Nyagah, MP, MP
8. The Hon. Eng. Nzambia Thuddeus Kithua, MP
9. The Hon. Walter Owino, MP
10. The Hon. Benard Otieno Okoth, MP

**APOLOGY**

1. The Hon. Ezekiel Machogu Ombaki, M.P. - **Chairperson**
2. The Hon. Rehema Hassan, M.P.
3. The Hon. Rigathi Gachagua, M.P.
4. The Hon. Generali Nixon Kiprotich Korir, M.P.
5. The Hon. Kimani Ichung'wah, M.P.

**IN ATTENDANCE: NATIONAL ASSEMBLY**

- |                          |   |                                  |
|--------------------------|---|----------------------------------|
| 1. Mr. John Mutega       | - | Principal Clerk Assistant I      |
| 2. Dr. Kefa Omoti        | - | Principal Researcher (virtually) |
| 3. Mr. Sylvester Ocholla | - | Health Club Manager              |
| 4. Ms. Zainabu Wario     | - | Serjeant-At-Arms                 |
| 5. Mr. Douglas Katho     | - | Clerk Assistant II               |
| 6. Ms. Mary Mariru       | - | Intern                           |

**MIN. NO. NA/DCS/MSF/SUB/2021/ 001: PRELIMINARIES**

The meeting was called to order at 10.10 am and prayers were said by the Session Chair, the Hon. Elisha Odhiambo, MP

**MIN. NO. NA/DCS/MSF/SUB/2021/ 002: SUBMISSIONS BY THE HEALTH CLUB MANAGER REGARDING THE RESUMPTION OF THE ACTIVITIES AT THE HEALTH CLUB.**

Mr. Sylvester Ochola, the Health Club Manager appeared before the Committee on behalf of the Director General for Parliamentary Joint Services and submitted as follows-

That following the onset of corona virus (Covid-19 pandemic) in march 2020; The Parliamentary Service Commission (PSC) at its meeting held on 16th march 2020 considered a paper No 1264 "Covid-19 pandemic, towards a comprehensive, harmonized and coordinated approach," and resolved among others vide memo PSC/RES/1287/2020 dated 16th march 2020 that the Catering and Health Club services be suspended forthwith until further notice of which the services at the Health Club remain suspended from 16th march 2020 to date.

That at the National level and in response to the Covid-19 pandemic; the Government came up with far reaching measures to contain and flatten the curve. These measures included - performance of essential services; cessation of unnecessary movements; imposition of nationwide curfew; and lockdown of Covid-19 hotspots such as Nairobi and Mombasa amongst others. The concept of working from home became the new normal. The Ministry of Sports, Culture and Heritage followed suit and called for a cessation of Sports competition and group sports activities in the country on March 2020. These activities included Health Club Services.

That due to the hard economic conditions occasioned by the cessation of movements and lockdowns the pressure by the various sectors to open the economy took center stage. The Ministry of Health (MOH) following the World Health Organization (WHO) protocols came up with various measures to prevent and combat the spread of Covid-19 pandemic. Consequently, the Minister in charge of Sports appointed an Advisory Committee to draw up protocols for the resumption of sporting activities in Kenya. The key brief of the Advisory Committee was to- Engage with all stakeholders; analyze the Covid-19 situation in the country; and to learn from other jurisdictions and offer advice on the best way forward before resumption of all sporting activities in the country.

That in August 2020, The Ministry of Sports, Culture and Heritage launched the guidelines for the Resumption of sporting activities during Covid-19 pandemic. The main emphasis on the guidelines was the strict adherence to the laid down protocols for the safety and well-being of all participants. The operations at the Health Club falls under three categories namely the non-contact services at the gymnasium; the contact high risk services such as massage, reflexology, beauty therapy and hair care; and the outdoor non-contact and contact Sports activities.

That the Parliamentary Health Club on 10th September 2020, submitted a paper on the proposal for the resumption of the services and the Health Club for consideration by the Parliamentary Service Commission; and that the paper highlighted the areas to be considered for action to



conform with the Covid-19 pandemic protocols before resumption of services such as areas of renovations and refurbishments; standard operation guidelines; administrative intervention and compliance and the equipment's and items for purchase

**Committee observations and findings**

- During the submissions by the Health club Manager, its was observed that the safety and wellness of the Members of Parliament and the staff of the Health Club is of utmost importance. A detailed protocol and guideline to demonstrate how risks are managed are detailed in this report must be adhered to.
- The following therefore needs to be addressed before the Health Club officially resumes operations which are the an outstanding renovations and refurbishments to be completed; the proposed items and equipment be purchased; the proposed guidelines to be adopted and an operational manual be developed;
- The staff at the Health Club to undertake training on best practices of handling clients during Covid-19 and that the budget meant for this service be rechanneled to improve the Parliamentary Health Club being that the embers are reluctant to patronize the outsourced Health Clubs.

**MIN. NO. NA/DCS/MSF/SUB/2021/ 003:**

There being no other business meeting was adjourned at 12.17 pm. The next meeting was schedule to be held in the afternoon.

SIGNED.....  
(CHAIRPERSON)

DATE..... 11/8/2021



