


INTERNAL MEMO

To : All Staff

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From : US/AO 

Date : 9th September 2024

**Subject: RENOVATION OF FINANCE BUILDING,
TREASURY BUILDING AND THE PERIMETER
WALL**

The Ministry contracted M/s Roko Construction Ltd to carry out renovation of Finance building, Treasury building and the perimeter wall. The contractor has mobilised for the works and permission to proceed with the works has been granted by KCCA. The renovation works will begin on 23rd September 2024 and is expected to be completed within 12 months.

The scope of the works will be limited to the following;

- i. External wall washing and painting
- ii. Internal wall painting
- iii. Replacement of internal wall paper
- iv. Floor tiling.
- v. Replacement of sanitary facilities
- vi. Ceiling repairs
- vii. Minor electrical repairs

During the renovation period, parking will be interrupted with and therefore, staff with private vehicles are requested to find alternative parking until construction of the new office building is completed.

The purpose of this memo is to inform you of the above development and request you to bear with the inconveniences that shall be experienced.