

CS. COLLINS F. OMONDI

Position: Ag. Chief Legal Officer

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ACADEMIC BACKGROUND

CS. Collins F. OMONDI has a master degree in international trade and investments law from the University of Nairobi, earned his bachelor of laws degree in 2003 from Makerere University, Postgraduate Diploma in Legal Practice in 2006 from Kenya School of Law and Certificate of Secretarial practice, Governance Auditor in 2012 and diploma in industrial relations from United States International University –Africa and Federation of Kenya Employers.

He is presently studying for postgraduate leading to the award of Doctor of Philosophy in Environmental Law in the Centre for Advanced Studies in Environmental Law and Policy

WORK EXPERIENCE

CS. OMONDI is a distinguished legal and governance practitioner, trade, investments & financial analysts with professional demeanor and presence in delivering results and agreed performance targets.

He is accompanied by progressive discharge of set goals; objectives, white collar and regulatory defense practice & certified secretary in good professional standing and demonstrable client satisfaction acumen. He is admitted to the bar in Kenya and was the pioneer Legal Counsel at the National Council for Persons with Disabilities. He has attended and earned several professional training course in labor relations, policy and legislative formulation and drafting , contract management , and human resource management etc.

He has worked expansively on matters of trade, investments and disabilities and was instrumental in the review and amendments of the Persons with Disabilities Act 2003 in 2016 and domestication of the Convention of the Rights of Persons with Disabilities in Kenya. He has also participated

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in conceptualizing and drafting of inclusive policies and legislation geared towards realization of the Constitution of Kenya 2010 so that the constitutional gains are better shared as widely as possible across Kenyan society.

| Overall responsibilities and functions of Chief Legal Officer | |
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| Catalyst: | <ul style="list-style-type: none"> • Provides competitive legal and governance guidance & innovative solution that drive the university forward and set catalyst function at the top, drive stakeholders satisfaction and experience with legal-governance as value added services and develop solutions. |
| Strategist: | <ul style="list-style-type: none"> • Aligns legal functions & objectives of the university to enable value creation and achievements for the University vision , mission and core values. • Overseeing representation of the University before courts and tribunal and Managing the litigation function of the university; • Initiate and manage development of legal strategies for management of disputes, implementation of legal risk mitigation measures and updating of the departmental risk register. • Managing implementation of Departmental deliverables in realization of the University's Strategic Plan and Performance Contract. |

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| Guardian: | <ul style="list-style-type: none">• Provides expert and strategic legal and governance advice to council and management.• Advises and provides Secretarial services and Corporate Governance to the organization;• Develops and implements Capacity building programmes for the Council;• Custodian of Council documents as, Council minute Books, Council policy documents, Council register of Conflict interest and register of Council attendance;• Facilitating Induction of Council members, annual Council evaluation and Governance audit;• Guides legal, regulatory, governance & corporate secretarial matters with in-house legal team for the University, protects the university brand and reputation, while mitigating risks. |
| Operator: | <ul style="list-style-type: none">• Optimizes legal & governance efficiency and effectiveness to the best service to the University and stakeholders.• Focus on how to build a strong legal operations function, optimizing the capabilities, talent, service levels, costs, and legal structure required to best serve of the University and stakeholders. |

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| | <ul style="list-style-type: none"> • Develops and implements key performance metrics for the university legal function and its external counsels. • Align legal priorities and resources with University's corporate strategy. • Optimize the legal operating model and structure. • Coordinating legal support in preparation of legal documents, contracts, leases and other related documents. • Developing Departmental work plans and budgets. |
| Compliance: | <ul style="list-style-type: none"> • Drives corporate law & accountability functions to meet university's objectives of compliance and ethics programme. |
| General responsibilities: | <ul style="list-style-type: none"> • Attracts, develops, directs, motivates and drives performance from legal team • Drafts agreements that minimize risks and maximize legal rights • Meet legal objectives • Deal with complex, significant matters that cut across legal and related areas • Counseling experience in business and higher education environment (corporate law, litigations, labor law, etc). |

