



CHUNA SAVINGS AND CREDIT CO-OPERATIVE SOCIETY LTD.

Mobile 0733809421/0705951672 VOIP 3633

chunasacco@yahoo.com/chunasacco@uonbi.ac.ke

DELEGATES APPLICATION/VETTING FORM

Serial No.....

Instructions to Candidates

1. Fill **PART A** of the form in full where applicable. Any blank space shall render the application to be considered incomplete.
2. Attach the following documents;
 - I. Copy of National Identity Card.
 - II. Copy of the latest payslip
 - III. Copy of National Identity cards for the Proposer and Seconder.
 - IV. Copy of Secondary Education Certificate.
 - V. KRA PIN.
 - VI. Two (2) colour passport photos.
 - VII. Letter confirming workstation from supervisor.
3. You can only represent a Campus/Electoral zone where you are currently based, or for purposes of representation CHUNA considers as part of another campus/electoral zone due to merging with another. Your Proposer and Seconder **MUST** be from that same Campus/Electoral zone.
4. The Form **MUST have no alteration whatsoever**. In case the form is spoilt download a new one from CHUNA website.
5. The duly filled Form should be submitted back to CHUNA office **by 3.00p.m, 4/03/2022 or via email at chunasacco@uonbi.ac.ke.**
6. Feedback of vetting results will be communicated on **9th March 2022**.
7. Submission of appeals to the Director of Co-operatives through Chuna offices will be received on **10th and 11th march 2022**.
8. Feedback of the appeals results will be communicated to concerned parties on **15th march 2022**.

PART A: APPLICANTS PARTICULARS.

NAME..... CHUNA NO..... PF NO.....

ID NO..... CAMPUS:DUTY STATION.....

DATE OF BIRTH.....EXPECTED DATE OF RETIREMENT.....

NAME OF PROPOSER.....CHUNA NO.....

NAME OF SECONDER.....CHUNA NO.....



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NO	SECTION	APPLICANT USE		VERIFICATION (OFFICIAL USE)	
		YES	NO	YES	NO
1.	Do you have minimum Non-withdrawable Deposits of Ksh 100,000.00 not achieved via boosting?				
2.	Do you have minimum Share Capital of Ksh 41,500.00?				
3.	Do you possess a minimum Secondary Education? (Attach relevant Certificate)				
4.	Do you have active FOSA account with at least minimum balance of Ksh 5,000.00 for the last three months to the elections?				
5.	Have you been a member for 24 months consecutively (without a break)?				
6.	Have you been adversely named in the following reports endorsed by an Annual or Special General/Delegates Meeting: a) 2016 SASRA Inspection Report. b) 2018 Commissioners Inquiry report. c) 2021 Forensic Audit report				
7.	Have you ever been charged of any offence involving Dishonesty, a crime involving fraud, perjury or breach of contract of a licensed financial institution.				
8.	Do you have any delinquent any loan with the SACCO for more than 90 days within 2 years prior to elections?				
9.	Are you under twenty-one years of age?				
10.	Are you a Board member of another existing SACCO Society licensed under the Act? If yes kindly state				
11.	Are you an official of or hold any political office at any level? If yes state.				
12.	Have you been removed from a public office on disciplinary action?				
13.	Do you own a business that deals with money lending?				
14.	Do you hold any money belonging to the society other than a loan at the end of the financial year.? Any other unsettled amount from; 1. 2016 SASRA Inspection Report. 2. 2018 Commissioners Inquiry report. 3. 2021 Forensic Audit report				
15.	Do you conform to minimum qualification standards in accordance with the applicable law?				
16.	Have you been declared bankrupt?				

DECLARATION

I declare that the information I have given above is true to the best of my knowledge.

Name.....Signature.....Date.....



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PART B: VETTING AND VERIFICATION OF REQUIRED DOCUMENTS (FOR OFFICIAL USE)

	DOCUMENT	ATTAC HED	NOT ATTAC HED	VERIFICATION
	National Identity Card of Applicant			
	National Identity Card of Proposer			
	National Identity Card of Seconder			
	KRA PIN Certificate			
	Highest Academic Certificate			
	Professional qualifications certificates			
	A letter confirming your current workstation from your supervisor			
	Two copies of latest passport photos			

PART C: VETTING AND VERIFICATION OF REQUIRED DOCUMENTS (OFFICIAL USE ONLY)

NO	SECTION	YES	NO	VERIFICATION NOTES
	Has provided all the information required in Part A. Proposer and Seconders particulars match as per ID			
	Proposer's and Seconder's come from the same electoral zone as the applicant			
	Applicant indicated the position he/she is applying for According to information provided a Kenyan or a foreigner?			
	Any matter noted which might require clarification from the Applicant?			

FOR OFFICIAL USE ONLY (VETTING COMMITTEE)

REMARKS

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Approved to contest



NOT approved to Contest





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REASONS FOR DISQUALIFICATION (IF NOT APPROVED)

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NAME:.....TITLE.....SIGNATURE.....DATE.....

NAME:.....TITLE.....SIGNATURE.....DATE.....

NAME:.....TITLE.....SIGNATURE.....DATE.....

NAME:.....TITLE.....SIGNATURE.....DATE.....

