



POWERS AND DUTIES OF BUSINESS REGISTRATION SERVICE EMPLOYEES

No.	Designation	Job Grade	Duties
1.	CEO/Director General	BRS 1	The Director General is the overall head of BRS and responsible to the Board of Directors for the day to day affairs of the Service.
2.	Director/Registrar/Official Receiver	BRS 2	The Directors/Registrar/Official Receiver are answerable to the DG and offer Strategic Leadership in the achievement of directorate's objective and goals and supervise the Deputy Directors/Senior Officers under the respective Divisions/Units.
3.	Deputy Director/Deputy Registrar/Deputy Official Receiver	BRS 3	The Deputy Directors are answerable to their respective Directors and Heads the respective divisions in the Service. They are responsible for achievement of strategic objectives as stipulated in the Service Mandate and Plans.
4.	Senior Officer/Snr. Assistant Registrar/Senior Assistant Official Receiver/Senior Assistant Director	BRS 4	The Senior Officers are answerable to the respective Directors/Deputy Directors and heads the respective Units in the Service. They are in charge of their respective Units and are responsible for achievement of strategic objectives as stipulated in the Performance Contracts.
5.	Officers/Assistants	BRS 5 - 10	The officers and assistants are answerable to the respective Senior Officers. They offer technical support in the implementation of the Service activities aimed at achieving of the Service Mandate.

SHERIA HOUSE,

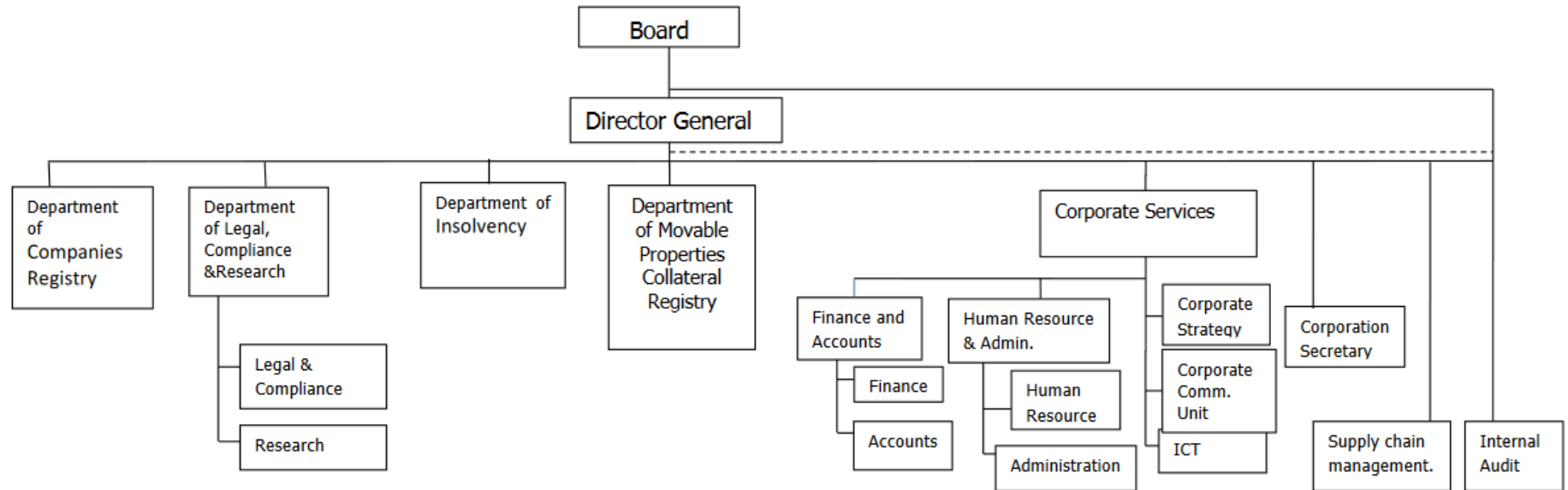
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