

To: GM, Corporate Affairs
From: CCM Section Heads
Date: Date: 20th July 2015
Ref: GDC/HQ/MD/CA/001/CL/CCM Section Heads

SUBJECT: CCM DEPARTMENT MEETING

Staff within the Corporate Communication and Marketing department (CCM) have had many challenges in dealing with the Manager with special regard to:

- Condescending behavior in communication to staff;
- High handedness in execution of duties in addition to paranoia with regard to feeling staff are trying to sabotage her;
- Procurement of a PR agency disregarding and de-valuing the professionals capacity of CCM staff, without discussing or informing staff;
- Creation of disunity in the department causing hatred and malice;
- Unfair promotion reviews, training and development

This is a new era in development of a positive corporate culture in GDC to ensure the company is a world class organization that employees are proud to be part of.

The purpose of this memo is to request your availability at the earliest to meet with the CCM section heads and staff (as a team) at your earliest convenience to amicably and conclusively address the concerns raised.

Kind Regards,

1.	Caroline Achieng (Section Head)	<i>Amahala</i>
2.	Godfrey Olali (Section Head)	<i>[Signature]</i>
3.	Nancy Juma (Section Head)	<i>[Signature]</i>
4.	Nelly Ngari (Section Head)	<i>[Signature]</i>
5.	Pauline Sheghu (Section Head)	<i>[Signature]</i>
6.	Anne Wanyoike	<i>[Signature]</i>
7.	Duncan Wachira	<i>[Signature]</i>
8.	Evans Mutai	<i>[Signature]</i>
9.	Christopher Ngolo	<i>[Signature]</i>
10.	Valentine Jebet	<i>[Signature]</i>
11.	Maureen Rop	<i>for [Signature]</i>
12.	Enock Ngome	<i>Ngome</i>
13.	Fouby Akinyi	<i>[Signature]</i>
14.	Gideon Chebon	<i>[Signature]</i>
15.	Jedida Ojwang	<i>[Signature]</i>
16.	Joel Nasike	<i>for Joel Nasike</i>
17.	Margaret Sakura	<i>[Signature]</i>
18.	Maryam Sapalan	<i>[Signature]</i>
19.	Wendy Amondi	<i>[Signature]</i>
20.	Victoria Mwaisakenyi	<i>for V.M</i>
21.	Amina Yakub	<i>for A.K</i>
22.	Debby Kalei	
23.	Rose Njau	<i>[Signature]</i>
24.	Charles Dola	<i>for [Signature]</i>

CC:

Manager CCM

Deputy Manager CCM