



PIPELINE WAYLEAVE MANAGER, GRADE KPC 3 - Job Ref No. KPC/ADVT/1/2024 (1 post)

a) Job Description

- i. Provide Oversight on matters pertaining to the Pipeline Wayleave
- ii. Liaise with Regional Administration to address issues of encroachment/informal settlement along the Pipeline Wayleave.
- iii. Clearing and availing the Pipeline Wayleave to KPC's appointed Contractor from time to time whenever there are any developments on the wayleave.
- iv. Liaise with Legal Department in registration of Easement Agreements.
- v. Liaise with Foundation and Corporate Communication Departments in sensitizing Communities along the Pipeline Wayleave on issues of safety, rights, and obligations as per the Easement Agreement.
- vi. Addressing all enquiries related to Pipeline Wayleave i.e., Pipeline Wayleave route, land subdivisions, width of the Pipeline Wayleave, damage to crops and claims of non-compensation.
- vii. Liaise with relevant Heads of Department/Sections (i.e. Security, Civil, Corrosion Control, Mechanical, Airwing) in developing Action Plans with clear Key Performance Indicators for the maintenance and operational activities.
- viii. Monitor and evaluate activities/action plans of the Pipeline Wayleave and thereafter prepare and present to Management status Reports.
- ix. Develop and review Pipeline Wayleave Policies and Procedures Manuals.
- x. Prepare and submit for approval all Budgetary requirements regarding the Pipeline Wayleave and monitor the use of the resources for effectiveness and ease of co-ordination.
- xi. Coordinate Pipeline Wayleave civil maintenance works including hydraulic protection, bush clearing, and demarcation works (boundary marking).
- xii. Carrying out regular ground and aerial patrols to identify un-authorized activities and encroachments.
- xiii. Reviewing and granting of third-party requests to cross the Pipeline Wayleave with services (water, power, fiber optic cables etc.).
- xiv. Keeping an updated inventory of wayleave status.
- xv. Reviewing designs for Pipeline Wayleave crossings by others to ensure adequate pipe protection and provision for future developments.
- xvi. Co-ordination of Pipeline Wayleave activities by other KPC departments (Legal, Maintenance, Corporate Communication, Foundation, Administration, Security, and any other department of interest). These include:
 - Resolution of all outstanding compensation claims
 - Acquisition of new
 - Liaison with regional administration to address issues of encroachment/informal settlement along the right of way.
 - Sensitization of communities along the Pipeline Wayleave on issues of rights, safety, and obligations as per the easement agreements.
 - Building and sustaining harmonious relationships with communities along the Pipeline Wayleave.
 - Identification of unregistered easement agreements and facilitate their registration.
- xvii. Surveillance of the Pipeline Wayleave to deter intrusion of the pipeline.
- xviii. Carry out any other duties as assigned from time to time.

b) Person Specifications

- i. Bachelor's degree in any of the Social Science and/or Engineering field
- ii. Minimum eight (10) years' relevant work experience five (5) of which should have been at Senior Management level
- iii. Experience in Wayleave Management operations.
- iv. Membership to a relevant professional body
- v. Proficiency in computer applications
- vi. Demonstrated competence in work performance

c) Key Skills and Competencies

- i. Excellent leadership skills including effective interpersonal, communication, influencing and negotiation skills.
- ii. Considerable knowledge of wayleave policies, systems, and procedures.
- iii. Good planning and organizational skills.
- iv. Good time management skills and the ability to prioritize tasks.
- v. Ability to maintain professional status and keep abreast of evolving trends in relevant field through continuing professional education programmes.