



Kenya School of Government

Centre for Public Finance
and Audit

TRAINING FOR BOARDS
OF STATE AGENCIES

01 JULY
2022

30 JUNE
2023

Transforming the Public Service through Competency Development



Vision

Excellence in Public Service Capacity Development



Mission

To contribute to the transformation of the public service by inculcating national values and developing core skills and competencies for quality service delivery



Core Values

Responsiveness
Creativity and Innovation
Integrity
Commitment
Excellence
Inclusivity

A. About the Kenya School of Government

1. The Kenya School of Government is a public institution established to develop knowledge and competencies among public servants, leading to continuous improvement in the quality of services offered to citizens. The School offers capacity building programs on leadership and management related issues through:
 - a. Training that is designed to promote professional expertise and public service values;
 - b. Research to improve problem-solving ability and guide public policy;
 - c. Consultancy services to support organizational re-engineering of public institutions; and
 - d. Advisory services informed by real-time data to enhance effective implementation of policy and programs.

2. The capacity development programs and services that the School offers are geared to meet expectations of citizens in institutional performance by enabling Public Servants to:
 - a. Efficiently and promptly respond to citizen needs;
 - b. Make services readily available and accessible;
 - c. Discharge duties professionally;
 - d. Embrace corruption-free behavior;
 - e. Accommodate views of citizens in decision making; and
 - f. Demonstrate patriotism by prioritizing public interest above personal interest.

3. The School fully appreciates the important role that all Public officials play in order to realize Government goals and therefore offers competency development programs for all Public officers in Ministries, State Corporations, Counties and private sector.

B. About the Centre for Public Finance and Audit

1. The demands placed upon the School in providing high quality training, consultancy and research services to promote sustained national development, and transform the standards of competence and integrity in the public service at the national and county levels call for a highly focused Centre of Excellence on Public Finance and Audit.
2. The Centre for Public Finance and Audit is therefore, envisioned as a world class intellectual hub that complements, facilitates and augments the core competencies of the School and this will better position the School to deliver its national mandate.
3. The Centre provides learning and development of programs to
 - a. Build capacity for the public service;
 - b. Provide training, consultancy and policy research services that inform public policy;
 - c. Promote national development and instil high standards of competence and integrity in the public service;
 - d. Establish superior professional networks and linkages with renowned schools of government and international centres of learning across the world that will benefit the people of the Republic of Kenya;
 - e. Provide competency support to:
 - i. Board Members on matters of oversight, and good governance
 - ii. CEOs of State Corporations on matters of development and execution of long-term strategies and implementation of policies
 - iii. Staff of State Corporations on matters relating to prudent resource utilization, accountability, Public Service values and ethics

4. The Centre's programs are categorized into the following broad thematic areas:
 - a. Corporate Governance
 - b. Public Finance
 - c. Public Procurement
 - d. Public Investment

5. The Centre rolls out programs that facilitate better comprehension of leadership and pave the way for the uptake of appropriate interventions to improve governance standards which in turn help to improve delivery of public services to Kenyans.

6. Admission into some programs is subject to fulfilment of course prerequisites.

7. Training dates for all programs can be scheduled as per the client request and venue preference. Specific dates are available on the calendars.

Enrolment in all training programs is now open. For more information, you may get in touch with Jane Gichuki on publicfinance@ksg.ac.ke or jane.gichuki@ksg.ac.ke

C. Training Programs

1. PROGRAMS FOR BOARDS OF STATE AGENCIES

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
Board/Council Members						
1.	Induction Program for Public Sector Board	Board/Council Members	Mombasa	3 Days	3-5 August 2022	65,000
			Mombasa	3 Days	5-7 September 2022	65,000
			Mombasa	3 Days	7-9 November 2022	65,000
			Mombasa	3 Days	9-11 January 2023	65,000
			Mombasa	3 Days	6-8 March 2023	65,000
			Nairobi	3 Days	8-10 May 2023	65,000
			Mombasa	3 Days	19-21 June 2023	65,000
2.	Corporate Governance for Public Sector Board	Board/Council Members	Mombasa	5 Days	19-23 September 2022	100,000
			Mombasa	5 Days	17-21 October 2022	100,000
			Mombasa	5 Days	5-9 December 2022	100,000
			Mombasa	5 Days	6-10 February 2023	100,000
			Mombasa	5 Days	3-7 April 2023	100,000
			Mombasa	5 Days	5-9 June 2023	100,000
3.	Strategy and Transformative Leadership	Board/Council Members	Mombasa	5 Days	26-30 September 2022	100,000
			Nairobi	5 Days	17-21 April 2023	100,000
4.	Board Performance Management and Evaluation	Board/Council Members	Mombasa	5 Days	22-26 August 2022	100,000
			Nairobi	5 Days	12-16 June 2023	100,000

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
5.	Conduct of Board Meeting	Board/Council Members	Mombasa	3 Days	14-16 November 2022	65,000
			Mombasa	3 Days	22-24 May 2023	65,000
6.	Board Etiquette and Protocol	Board/Council Members	Mombasa	3 Days	28-30 November 2022	65,000
			Mombasa	3 Days	15-17 May 2023	65,000
Finance and Audit Committee						
7.	Public Procurement and Contract Management	Finance Committee	Mombasa	3 Days	29-31 August 2022	65,000
			Mombasa	3 Days	28-30 November 2022	65,000
			Nairobi	3 Days	10-12 April 2023	65,000
8.	Audit and Risk Oversight for Public Sector Board	Finance Committee	Mombasa	3 Days	12-14 September 2022	65,000
			Mombasa	3 Days	14-16 December 2022	65,000
			Nairobi	3 Days	29-31 May 2023	65,000
9.	Resource Mobilization and Financial Sustainability	Finance Committee	Mombasa	3 Days	12-14 October 2022	65,000
			Mombasa	3 Days	26-28 June 2023	65,000
10.	Finance for Non-Finance Leaders	Finance Committee	Mombasa	5 Days	29 Aug - 2 Sept 2022	100,000
			Nairobi	5 Days	24-28 October 2022	100,000
			Nairobi	5 Days	6-10 February 2023	100,000
11.	Public Investment Appraisal and Risk Analysis	Finance Committee	Mombasa	5 Days	21-25 November 2022	100,000
			Mombasa	5 Days	19-23 June 2023	100,000

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
Human Resource Committee						
12.	Strategic Human Resource for Peak Performance	HR Committee	Mombasa	5 Days	24-28 October 2022	100,000
13.	Interviewing, Selection and Recruitment skills	HR Committee	Mombasa	3 Days	26-30 June 2023	100,000
14.	Managing Diversity & Equality skills	HR Committee	Mombasa	3 Days	14-16 December 2022	65,000
15.	Labour Relations and Employment laws	HR Committee	Mombasa	3 Days	9-11 January 2023	65,000
16.	Performance Measurement and Productivity Management	HR Committee	Mombasa	3 Days	7-9 November 2022	65,000
17.	Management of Discipline in the Public Sector	HR Committee	Mombasa	3 Days	5-7 September 2022	65,000
Technical Committee						
18.	Innovative Leadership for Growth and Excellence	Technical Committee	Mombasa	5 Days	16-18 January 2023	100,000
19.	Result-Based Monitoring, Evaluation and Reporting	Technical Committee	Mombasa	5 Days	19-23 September 2022	100,000
					17-21 October 2022	100,000

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
20.	Strategy and Transformative Leadership	Technical Committee	Mombasa	3 Days	1-3 February 2023	6,5000
21.	Strategic Thinking & Institutional Branding	Technical Committee	Mombasa	3 Days	27-29 March 2023	65,000
Board/Council Secretariat						
22.	Induction Program for Company Secretaries	Board Secretariat	Mombasa	5 Days	26-30 September 2022	100,000
23.	Board Paper Writing Course	Board Secretariat	Mombasa	5 Days	3-7 October 2022	100,000
24.	Minute Writing	Board Secretariat	Mombasa	5 Days	5-9 December 2022	100,000

2. PROGRAMS FOR CEO'S/DIRECTOR GENERAL'S/VICE-CHANCELLORS

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
25.	Accounting Officers Program	CEO/DG/VC	Mombasa	5 Days	12-16 September 2022	175,000
			Matuga	5 Days	17-21 October 2022	175,000
			Nairobi	5 Days	21-25 November 2022	175,000
			Embu	5 Days	5-9 December 2022	175,000

S/No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
			Baringo	5 Days	23-27 January 2023	175,000
			Mombasa	5 Days	6-10 February 2023	175,000
			Mombasa	5 Days	13-17 March 2023	175,000
			Mombasa	5 Days	10-14 April 2023	175,000
26.	Corporate Governance for Public Sector Board	CEO/DG/VC	Mombasa	5 Days	3-7 October 2022	100,000
			Mombasa	5 Days	28 Nov - 2 Dec 2022	100,000
			Mombasa	5 Days	6-10 February 2023	100,000
			Mombasa	5 Days	5-9 June 2023	100,000
27.	Resource Mobilization and Financial Sustainability	CEO/DG/VC	Mombasa	3 Days	7-9 November 2022	65,000
28.	Public Procurement and Asset Disposal	CEO/DG/VC	Mombasa	3 Days	13-15 December 2022	65,000
29.	Contract Management	CEO/DG/VC	Mombasa	3 Days	23-25 January 2023	65,000
30.	Public Finance Management	CEO/DG/VC	Mombasa	3 Days	6-8 February 2023	65,000
31.	Audit and Risk Oversight for Public Sector Board	CEO/DG/VC	Mombasa	3 Days	14-16 December 2022	65,000
			Nairobi	3 Days	29-31 May 2023	65,000
32.	Result-Based Monitoring, Evaluation and Reporting	CEO/DG/VC	Mombasa	5 Days	17-21 October 2022	100,000

S/ No	Programs	Target Group	Venue	Duration	Date	Non-Residential Cost (exclusive of VAT)
33.	Finance for Non-Finance Leaders	CEO/DG/VC	Mombasa	5 Days	29 Aug-2 Sept 2022	100,000
			Nairobi	5 Days	24-28 October 2022	100,000
			Nairobi	5 Days	6-10 February 2023	100,000
34.	Economic Trends Analysis for Investment Planning	CEO/DG/VC	Mombasa	5 Days	6-10 February 2023	100,000
			Mombasa	5 Days	5-9 June 2023	100,000
35.	Post Crisis Recovery and Reconstruction	CEO/DG/VC	Mombasa	3 Days	7-9 November 2022	65,000
			Mombasa	3 Days	10-12 April 2023	65,000
36.	Disruptive Technologies	CEO/DG/VC	Mombasa	3 Days	5-7 December 2022	65,000
			Mombasa	3 Days	19-21 June 2023	65,000

NOTE:

- *Training programs may also be custom-made upon request to meet specialized requirements of individual public institutions*
- *Mode of delivery is in person training*

D. Consultancy Services

Institutions and or individuals are invited to seek our consultancy services whose portfolio spans across multiple disciplines including but not limited to:

Thematic Areas	Specific areas of Consultancy
Planning	<ol style="list-style-type: none"> 1. Development of Strategic Plan 2. Development of Business Continuity Plan 3. Development of Annual Corporate and Departmental Work Plans
Policies and Guidelines	<ol style="list-style-type: none"> 1. Development of: <ol style="list-style-type: none"> a. Finance Management Policy b. Audit Management Policy c. Risk Management Strategy d. Risk Management Policy e. Risk Register f. Supply Chain Management Policy 2. Development of Audit Charter 3. Development of Board/Council/ Committee Charter 4. Development of Resource Mobilization Strategy 5. Development or review of Asset Management Policy 6. Development of Debt Management Strategy and Policy
Governance, Legal and Compliance Audit	<ol style="list-style-type: none"> 1. Conduct Financial Governance, Legal and Compliance Audit
Performance Management & Evaluations	<ol style="list-style-type: none"> 1. Board Evaluation 2. CEO Evaluation
Assessment	<ol style="list-style-type: none"> 1. Independent Assessment of Internal Control System Work
Change Management	<ol style="list-style-type: none"> 1. Business Process Re-engineering of Finance Department 2. Staff Capacity Building on emerging issues in Public Sector Finance 3. Pre-Retirement Planning and Training
Executive Recruitment and Placement	<ol style="list-style-type: none"> 1. Support in recruitment and placement of staff, induction of staff



Contact Details

Director General

Kenya School of Government

Centre for Public Finance and Audit

Email: publicfinance@ksg.ac.ke
jane.gichuki@ksg.ac.ke