

CPST TRAINING CALENDAR 2016/17 FINANCIAL YEAR

REGIONAL TRAINING

Course Code	Course	Dates	Duration	Target Group	Venue	Program Coordinator
CPST/LPM/R/200/08/16	CPST/AWEPA Basic Legislative Drafting NEW!	29th Aug., - 9 Sept., 2016	2 Weeks	PSC legal drafters, Clerks and drafters from County Assemblies and other regional parliaments	Mombasa	Mr. Ali Abdulmajid: 0732 666 673 ghurabah76@gmail.com
CPST/PFM/R/400/11/16	Revenue Forecasting NEW!	7th - 11th Nov., 2016	5 Days	Fiscal Analysts & Budget Officers in the County Assemblies and other regional parliaments	Mombasa	Dr. Martin Mbewa: 0712 313 215 dr.mbewa@eudoramail.com
CPST/LPM/R/200/01/17	CPST/AWEPA Intermediate Legislative Drafting NEW!	Jan 23, - Feb 3, 2017	2 Weeks	PSC legal drafters, Clerks and drafters from County Assemblies and other regional parliaments	Mombasa	Mr. Ali Abdulmajid: 0732 666 673 ghurabah76@gmail.com
CPST/IPPC/R/300/01/17	Multi-Methods Policy Research & Analysis NEW!	Jan. 30 - Feb. 10, 2017	2 Weeks	PSC Research Officers, Fiscal Analysts; County Assembly Research Officers, Fiscal Analysts and Clerks	Naivasha	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/LPM/R/200/02/17	Law Making, Parliamentary Practice and Procedures	6th - 10th Feb., 2017	5 Days	Procedural Clerks, Committee Clerks, Researchers and Hansard, Technical and Audio Officers, Serjeant At Arms	Kisumu	Mr. Joseph Gusino: 0717 241 718 jgmugeni@gmail.com
CPST/PFM/R/400/03/17	Budget Analysis, Bills Costing, Macro Economic Analysis and Financial Management	13th - 17th Mar., 2017	5 Days	Accountants and Finance Officers, Researchers, Fiscal Analysts & Budget Officers in the County Assemblies and other regional parliaments	Kisumu	Dr. Martin Mbewa: 0712 313 215 dr.mbewa@eudoramail.com
CPST/IPPC/R/300/04/17	Intermediate Hansard NEW!	3rd - 7th Apr., 2017	5 Days	Hansard Reporters and Editors; and Technical (Audio) officers in the County Assemblies and other regional parliaments	Naivasha	Mr. Ali Abdulmajid: 0732 666 673 ghurabah76@gmail.com
CPST/LPM/R/200/06/17	CPST/AWEPA Advanced Legislative Drafting NEW!	5th - 16 June, 2017	2 Weeks	PSC legal drafters, Clerks and drafters from County Assemblies and other regional parliaments	Naivasha	Mr. Ali Abdulmajid: 0732 666 673 ghurabah76@gmail.com

PSC RESOLUTION TRAININGS (MEMBERS & STAFF)

CPST/HRM/P/500/07/16	CPST/UNITAR TOT (Online)	7th July, 2016	3 Months	CPST Board Members, BoSM	Online	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/IPPC/P/300/08/16	Media relations, Public Relations, Etiquette, and Protocol training Open to County Assemblies!	29th Aug., - 2nd Sept., 2016	5 Days	PSC Media relation officers, Researchers, Protocol Officers, Catering Staff, Media and Public Relations Officers from County Assemblies and other regional parliaments	Naivasha	Mr. Joseph Gusino: 0717 241 718 jgmugeni@gmail.com
CPST/IPPC/P/300/08/16	Report and Minute Writing Open to County Assemblies!	29th Aug., - 2nd Sept., 2016	5 Days	PSC Clerks Assistants	Naivasha	Dr. Martin Mbewa: 0712 313 215 dr.mbewa@eudoramail.com
CPST/CCI/P/600/08/16	Customer care, Confidentiality and Handling VIPs Open to County Assemblies!	29th Aug., - 2nd Sept., 2016	5 Days	Office Attendants servicing Committees, Catering Staff	Naivasha	Mr. Anthony Ngugi: 0720 885 196 tony.ngugi@gmail.com
CPST/CCI/Pm/600/09/16	CPST/IPU Gender Mainstreaming	7th - 9th Sept., 2016	3 Days	Members of Parliament	Mombasa	Ms. Linet Misati: 0721 451 199 linetbb@yahoo.com
CPST/HRM/P/500/09/16	CPST/UNITAR Training of Trainers Face to Face Training (TOT)	19th - 23rd Sept., 2016	5 Days	PSC Staff and other regional parliaments who completed the CPST/UNITAR TOT (Online)	Ethiopia	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/LPM/Pm/200/11/16	Enhancing Regional Integration and Corporation through Harmonization of Labor Laws and Regulations	2nd - 4th Nov., 2016	3 Days	Members of Labor and Social Welfare Committee	Mombasa	Mr. Mudii Aradi: 0728 466 593 aradimudii@gmail.com
CPST/HRM/P/200/11/16	Legislative Supervisory Course Examinable Course! - Open to County Assemblies!	November, 2016	3 weeks	PSC scale 7 - 8, County Assembly staff scale 6 - 8, other regional parliamentary officers	CPST - Karen	Dr. Martin Mbewa: 0712 313 215 dr.mbewa@eudoramail.com
CPST/HRM/P/200/11/16	Foundations of Legislative Practice and Administration Examinable Course! - Open to County Assemblies!	November, 2016	2 weeks	PSC Scale 5 - 6, county assembly staff scale 4-5, other regional parliamentary officers	CPST - Karen	Mr. Ali Abdulmajid: 0732 666 673 ghurabah76@gmail.com
CPST/HRM/P/200/11/16	Introduction to Administration & Customer Care Services Examinable Course! - Open to County Assemblies!	November, 2016	2 weeks	PSC Scale 3 - 4, county assembly staff scale 2-3, other regional parliamentary officers	CPST - Karen	Mr. Joseph Gusino: 0717 241 718 jgmugeni@gmail.com
CPST/CCI/Pm/600/12/16	CPST/UNITAR High Level Panel Seminar on National Security	7th - 9th Dec., 2016	3 Days	Members of the Committee on National Security and Foreign Relations for both houses	Mombasa	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/CCI/Pm/600/12/16	Seminar for Sustainable Development Goals (SDG's)	7th - 9th Dec., 2016	3 Days	Members of Parliament	Mombasa	Mr. Anthony Ngugi: 0720 885 196 tony.ngugi@gmail.com
CPST/HRM/P/500/01/17	CPST Training of Trainers (TOT)	Jan. 30th - 3rd Feb., 2017	5 Days	PSC Staff other regional parliaments	Machakos	Mr. Anthony Ngugi: 0720 885 196 tony.ngugi@gmail.com
CPST/HRM/P/200/02/17	Senior Legislative Management Course Examinable Course! - Open to County Assemblies!	February, 2017	4 weeks	PSC Officers Scale 9 - 10 and an equivalent scale for County Assembly Staff & other regional parliamentary officers	CPST - Karen	Ms. Linet Misati: 0721 451 199 linetbb@yahoo.com
CPST/PFM/P/400/03/17	Personal Financial Management	Mid Mar. 2017	5 Days	PSC Staff below 40 years	Machakos	Mr. Shem Obaigwa: 0721 268 748 sobaigwa@yahoo.co.uk

COUNTY ASSEMBLIES TRAINING

CPST/CCI/C/600/08/16	Security Management in the Legislative Setting. Open to PSC Staff!	22nd - 26th Aug., 2016	5 Days	Security Officers, Serjeant At Arms, Commissionaires	CPST - Karen	Mr. Joseph Gusino: 0717 241 718 jgmugeni@gmail.com
CPST/PFM/C/400/09/16	Contemporary Public Finance and Public Procurement Management for Legislatures	5th - 9th Sept., 2016	5 Days	Clerks, Deputy Clerks, Principal Clerks, Finance Officers, Accountants, Procurement Officers	CPST - Karen	Mr. Shem Obaigwa: 0721 268 748 sobaigwa@yahoo.co.uk
CPST/HRM/C/500/09/16	Registry Management & Records Management Open to PSC Staff!	5th - 9th Sept., 2016	5 Days	Clerical Officers, Registry Staff & Secretaries, ICT Officers	CPST - Karen	Mrs. Margaret Kanyuku: 0722 775 423 mkanyuku@yahoo.com
CPST/IPPC/C/300/10/16	Monitoring and Evaluation for Legislative Work NEW: Open to PSC Staff!	24th - 28th Oct., 2016	5 Days	Research Officers	Kisumu	Mr. Joseph Gusino: 0717 241 718 jgmugeni@gmail.com
CPST/HRM/C/500/12/16	Corporate Governance	5th - 9th Dec., 2016	5 Days	CASB Members	Naivasha	Ms. Linet Misati: 0721 451 199 linetbb@yahoo.com
CPST/IPPC/Cm/300/03/17	Parliamentary Outreach and Public Participation	15th - 19th May, 2017	5 Days	Public Communication, Public Relations and Media officers	CPST - Karen	Mr. Shem Obaigwa: 0721 268 748 sobaigwa@yahoo.co.uk
CPST/HRM/C/500/5/17	Performance Management & Appraisal Systems Open to PSC Staff!	15th - 19th May 2017	5 Days	Human Resource Directors and Heads of Departments	CPST - Karen	Ms. Linet Misati: 0721 451 199 linetbb@yahoo.com

RESEARCH ACTIVITIES & CONFERENCES

Research with McGill on Parliamentary Oversight: The Case of Kenya	May - Dec., 2016	8 Months	PIC & PAC Members	Nairobi	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/IPPC/AHADI/11/16: County Assembly Staff Conference	November, 2016	3 Days	Staff	Nairobi	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com
CPST/McGill/Worlbank/CPA: Parliamentary Training Institutes (PTI) Symposium	May, 2017	3 Days	Staff working in parliamentary Institutes	Nairobi	Dr. Philip Buchere: 0724 434 129 ipssbuchere@gmail.com

• All staff to process their requests through their respective Training Committees

• Interested Members to process their requests through their respective Clerks