

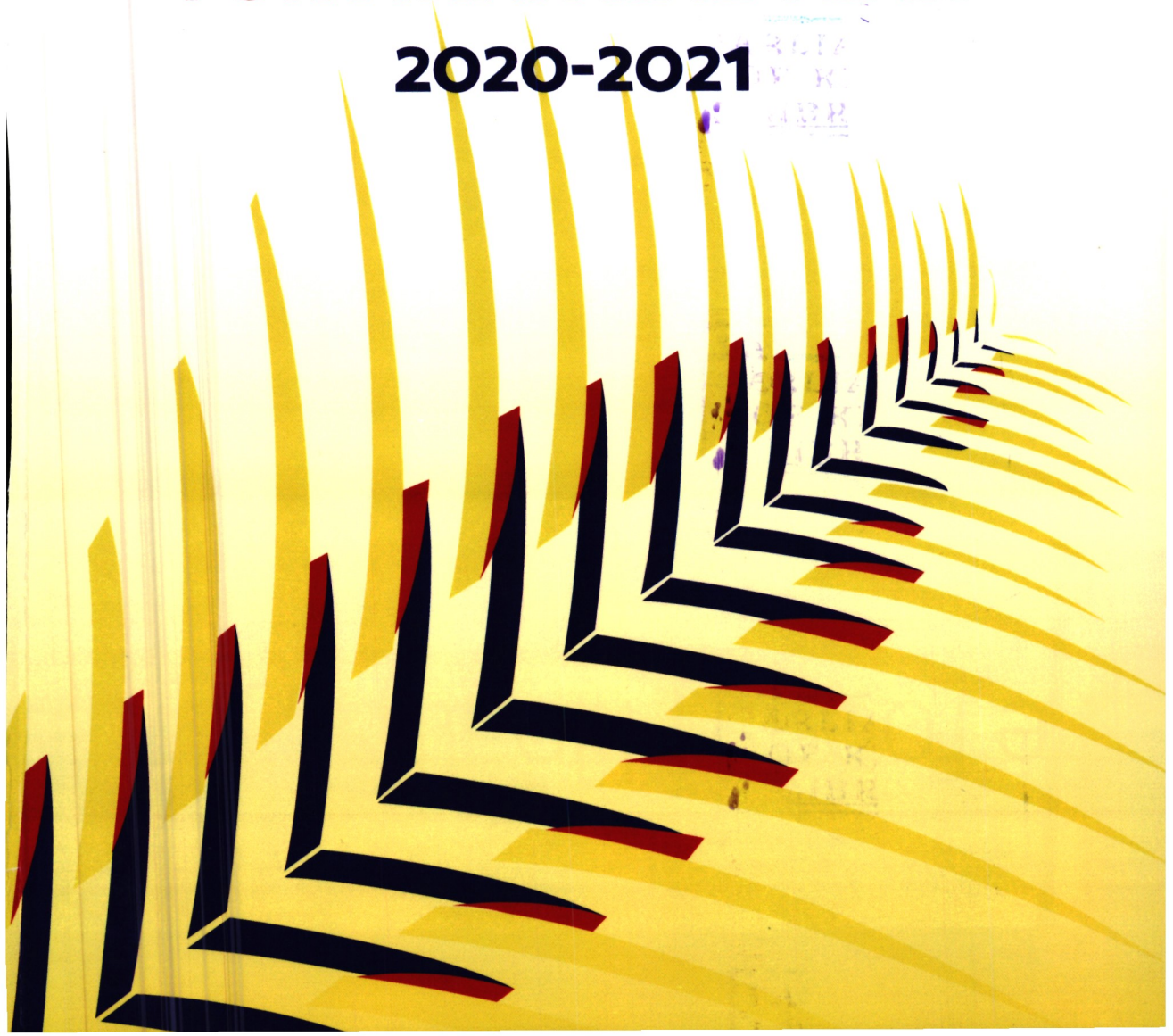


National Police Service Commission



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ANNUAL REPORT FOR FINANCIAL YEAR 2020-2021



1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial statements and for providing a clear audit trail.

2. The second part of the document outlines the specific procedures that should be followed when recording transactions. This includes the use of double-entry bookkeeping and the importance of verifying the accuracy of the data before it is entered into the system.

3. The third part of the document discusses the role of internal controls in preventing errors and fraud. It highlights the need for a strong internal control system that is designed to minimize the risk of misstatements and to ensure that all transactions are properly authorized and recorded.

4. The fourth part of the document discusses the importance of regular reconciliations. It explains that reconciling the general ledger with the subsidiary ledgers and with the bank statements is a key part of the accounting process and helps to identify any discrepancies early on.

5. The fifth part of the document discusses the importance of maintaining up-to-date records. It notes that records should be kept for a sufficient period of time to allow for a complete audit and to provide a historical record of the company's financial performance.

6. The sixth part of the document discusses the importance of using reliable sources of data. It notes that the accuracy of the financial statements depends on the quality of the data that is used to prepare them. Therefore, it is essential to use reliable sources of data and to verify the accuracy of the data before it is used.

7. The seventh part of the document discusses the importance of using appropriate accounting methods. It notes that the choice of accounting methods can have a significant impact on the results of the financial statements. Therefore, it is essential to use appropriate accounting methods that are consistent with the nature of the business and the requirements of the accounting standards.

8. The eighth part of the document discusses the importance of using a professional accountant. It notes that a professional accountant can provide valuable advice and assistance in preparing the financial statements and in ensuring that they are accurate and compliant with the accounting standards.

9. The ninth part of the document discusses the importance of using a computerized accounting system. It notes that a computerized accounting system can help to improve the accuracy and efficiency of the accounting process and to reduce the risk of errors and fraud.

10. The tenth part of the document discusses the importance of using a secure accounting system. It notes that a secure accounting system is essential for protecting the company's financial data from unauthorized access and for ensuring the confidentiality of the information.

11. The eleventh part of the document discusses the importance of using a backup accounting system. It notes that a backup accounting system is essential for protecting the company's financial data from loss and for ensuring that the data can be recovered in the event of a disaster.

12. The twelfth part of the document discusses the importance of using a secure accounting system. It notes that a secure accounting system is essential for protecting the company's financial data from unauthorized access and for ensuring the confidentiality of the information.




National Police Service Commission



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ANNUAL REPORT FOR FINANCIAL YEAR 2020-2021

	
THE NATIONAL ASSEMBLY	
PARLIAMENT BUILDING	
DATE: 08 FEB 2022	DAY: Tues
TABLED BY:	LDM
CLERK-AT-THE-TABLE:	Benson

VISION:

Dignified and Professional Police Officers

MISSION:

To facilitate transformation of human resource management in the National Police Service for efficiency and effectiveness

CORE VALUES:

Interdependence

Synergy

Integrity

Fairness

Transparency

Accountability

EXECUTIVE SUMMARY

This is the 8th Annual report for the National Police Service Commission prepared following the closure of FY 2020-2021. This report is prepared in accordance with Article 254 (1) of the Constitution of Kenya and Section 26 of the NPSC Act, 2011 that requires NPSC to prepare an annual report to be presented to the President and the National Assembly by the end of September of each financial year.

This report captures all the programmes, operations and activities the Commission undertook in executing its mandate during the year under review and any other information relating to its functions that it considers relevant. Financial reports and statements are also attached to the report showing the resources allocated to the Commission and how they were utilized.

This report is segmented into six chapters with each chapter addressing a specific thematic area. Subsequently, the chapters have been broken down into subchapters that delineate various activities the Commission endeavored to implement during the financial year. The first chapter gives background information on establishment and mandate of the Commission. The chapter also captures the composition of the Commission and its current membership.

The second chapter reflects on the transformation journey the Commission has embarked on and the reforms and corporate governance structures that have been implemented to streamline NPSC processes. This included the Committees of the Commission, the Organizational Structure of the Commission and the Commission priority areas in line with the pillars of the strategic planning.

Chapter three presents the performance evaluation of the Commission and the achievements that were realized. The Commission launched a number of strategic interventions aimed at improving police officers welfare needs i.e by improving their psychological well-being and streamlining the process of recruitment, remuneration, promotions and transfers of the officers and also the operationalization of the Mombasa region counseling centre and mapping of counselors, development of the NPSC special medical board, job evaluations for NPS, code of conduct for NPS and NPSC and a reward structure system for NPS.

The fourth chapter underpins the good relationships NPSC is cultivating with its stakeholders and implementation of its outreach programs. The chapter highlights the various forums and engagements through which the Commission met with its stakeholders. The fifth chapter captures the financial reports and statements tying the resources allocated with the activities undertaken.

Chapter Six encapsulates the challenges the Commission experienced in this financial year and the mitigation measures that will be employed moving forward. Also the key endeavors the commission is working on currently.

The Commission appreciates and acknowledges the support it has received from the National Assembly, the National Treasury, Government institutions and other stakeholders for their continued support and collaboration in the implementation of its mandate



FOREWORD

BY THE COMMISSION CHAIRPERSON

Transformation of human resource management in the National Police Service remains a fundamental priority for the Commission. The Commission has made tremendous progress in cultivating a culture of synergy development as it continues to deliver on its mandate in line with Constitutional provisions and legislation that guides its functions.

This report covers a period when public service delivery was affected by the Covid-19 pandemic that threatened to erode the gains made since the inception of the Commission. The Commission however rose above the challenges and registered notable milestones.

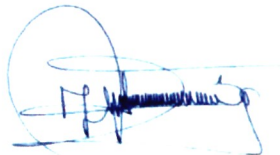
During the 2020/2021 financial year, the Commission was able to undertake critical tasks including recruitment of five thousand one hundred and thirty two Police Constables and three hundred cadet inspectors into the service. It is also during this period that the second job evaluation cycle that provided parameters for negotiating remuneration increment for members of the Service was conducted. Wellness and psychosocial wellbeing of police officers and their dependents is now underpinned by a deeper commitment towards implementing strategies for mitigating post trauma stress and psychosocial disorders for our police officers.

The Commission is committed to efficiency, transparency and accountability in the management of its resources. Pursuant to section 73(5) and 155(5) of the PFM Regulations, 2015 and the guidelines for establishment of Audit Committees in all public entities, the Commission has put in place an Audit Committee

and recruited a Chairperson and members to the Committee. This Committee is tasked to assist the Accounting Officer in strengthening the internal audit function as well as resolving unimplemented Public Account Committee recommendations.

The objectives set out in the strategic plan are on course as a result of a combined effort from all stakeholders. I wish to congratulate in particular the Secretariat staff under the leadership of the Chief Executive Officer for ensuring minimal disruption to the Commission's activities in spite of the constraints effected by the Covid-19 pandemic.

The support extended by the Government to the Commission is critical to the success we achieve in driving human capital management transformation in the National Police Service. I wish to appreciate the Government for ensuring sufficient budgetary, infrastructural and logistical support towards implementation of our strategic objectives. The Commission leadership is confident that there is clear direction towards transformation of the Service and we look forward to an even more successful 2021/2022 financial year.



ELIUD N. KINUTHIA, CBS, OGW, HSC
COMMISSION CHAIRPERSON



MESSAGE FROM THE COMMISSION SECRETARY/CEO

I am delighted to present the NPSC Annual Report for the year 2020/2021. As the main employer of the Police Officers in the country, the Commission has continued to put in place sustainable strategies to ensure success in the execution of its core mandate. Among the key achievements recorded during the period 2020/2021, was the recruitment of first ever Cadet Police Officers in Kenya since independence.

The Commission recruited 300 Cadet police officers drawn from various specialist fields including doctors, engineers, mechanics, nurses among many others, in order to professionalize and dignify the NPS as per the Vision and Mission of the NPSC. In addition to the Police Cadets, the Commission recruited 5,132 recruit police constables to bridge the gaps occasioned by natural attrition.

To strengthen its institutional capacity, the Commission recruited six (6) new directors and 6 new managers in various capacities drawn from ICT, Communications and Human Capital Management. This is in realization of its strategic directions and objectives of improved institutional reforms, capacity development and automation of Police HR services to enhance effective and efficient service delivery of the NPS.

It is worth noting that the Commission continued to implement the Human Resource Management needs of Police Officers in the country through a thorough relook of the welfare, motivational, wellness and psychosocial needs of police officers. The commission was able to renegotiate

with the Salaries and Remuneration Commission (SRC) and carried out the fourth cycle of the Job evaluation and Job specifications for uniformed and non-uniformed officers in the NPS and NPSC. Towards this end, the Commission developed the Career Progression Guidelines for non-uniformed staff of NPS and NPSC, which will inform the careers progression and growth of all civilian staff in the Service and in the Commission.

Police Wellness, Counseling and Psychosocial support was given key attention by the commission. A recruitment of 20 Civilian expert Counsellors and Social workers was accomplished. This is meant to cater for counselling and psychosocial support of Officers across the country. Though the number of Counsellors required to cover the entire NPS and NPSC is way above 2000, the Commission has endeavoured to reach out to all Officers throughout the country by establishing a TOLL FREE Counselling line.

In order to enhance coordination of decentralized psychosocial and counselling services for Police Officers across the country, the Commission established 2 Regional Offices in Nairobi and Mombasa to cater for the growing number of Officers who are stressed due to traumatic conditions and environments they encounter in their day-to-day activities. The Commission plans to open new offices in Nakuru, Kisumu and Nyeri in the financial year 2021/2022.

Finally, I wish to thank the Government through the Ministry of Interior and Coordination of National Government (MoICNG) and the National Treasury (NT) for the support given, the NPSC Commissioners for their strategic guidance and support, and the entire staff for their commitment which enabled the Commission to realize the achievements made during the year.



JOSEPH V. ONYANGO, MBS
COMMISSION SECRETARY/CEO

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ABBREVIATIONS AND ACRONYMS

AG	Attorney General
APS	Administration Police Service
CAP	Chapter
CAJ	Commission on Administrative Justice
CBS	Chief of the Order of the Burning Spear
CEO	Chief Executive Officer
CS	Cabinet Secretary
CSR	Corporate Social Responsibility
DCI	Directorate of Criminal Investigations
DHCM	Directorate of Human Capital Management
DIG	Deputy Inspector General
EA	East Africa
EACC	Ethics and Anti-Corruption Commission
ERP	Enterprise Resource Planning
GJLOS	Governance, Justice, Law and Order Secretor
IAU	Internal Affairs Unit
ICT	Information and Communication Technology
IEC	Information Education Communication
IFMIS	Integrated Financial Management Information System
IPOA	Independent Policing Oversight Authority
IPPD	Integrated Personnel Payroll Database
HCM	Human Capital Management
HR	Human Resource
HSC	Head of State Commendation
HTC	Higher Training Course
KLRC	Kenya Law Reform Commission
KNCHR	Kenya National Commission on Human Rights
KPS	Kenya Police Service
KRA	Kenya Revenue Authority
LAN	Local Area Network
LSK	Law Society of Kenya
MBS	Moran of the Order of the Burning Spear
MGH	Moran of the Order of the Golden Heart
MOICNG	Ministry Of Interior and Coordination of National Government
MOU	Memorandum of Understanding

MTEF	Medium Term Expenditure Framework
MTP	Medium Term Plan
ndc(K)	National Defense College of Kenya
NGAO	National Government Administration Officers
NPS	National Police Service
NPSC	National Police Service Commission
NPSDC	National Police Service Disciplinary Committee
NIS	National Intelligence Service
nsc(AU)	National Security College of Australia
PAS	Performance Appraisal System
PS	Principal Secretary
OGW	Order of Grand Warrior
PC	Police Constable
RPC	Regional Police Commander
SP	Strategic Plan
SOP	Standard Operating Procedures
SRC	Salaries and Remuneration Commission
STC	Senior Training Course
TB	Terabyte
TSC	Teachers Service Commission

CHAPTER ONE

ESTABLISHMENT AND MANDATE OF THE COMMISSION

1.1. Establishment of the Commission

The National Police Service Commission is one of the Constitutional Commissions listed under Chapter 15, Article 248(2) of the Constitution of Kenya, 2010. The Commission is established under Article 234(3) (c) (iv), Article 246(1) and operationalized NPSC Act, 2011 CAP.185C amendment 2014 to perform, among other functions, the human resource management of the National Police Service.

1.2. Mandate of the Commission

The NPSC mandate as stipulated in the Constitution of Kenya 2010, Article 246 (3) (a, b, c). These are;

- (i) Recruit and appoint persons to hold or act in office in the National Police service, confirm appointments and determine promotions and transfers within the National Police Service.
- (ii) Observing due process, exercise disciplinary control over and remove persons holding or acting in offices within the service
- (iii) Perform any other functions as prescribed by the national legislation

Further the mandate of the commission is stipulated in article 249 (1) (a, b, c) on objects and authority of constitutional commissions and independent offices (CCIOs). These are;

- (a) Protect the sovereignty of the people
- (b) Secure the observance by all state organs of democratic values and principles and
- (c) Promote constitutionalism

Further the mandate of the Commission is stipulated by way of limitation of Public Service Commission functions on employees of NPSC under article 234 (3) (c) (iv) of constitution of Kenya 2010.

1.3. Composition of the Commission

The Commission shall consist of nine members appointed in accordance with the article 246 (2) (a,b,c) of the Kenya Constitution 2010. Each of the following persons is appointed by the President.

These include;

- a. (i) A person who is qualified to be appointed as a High Court Judge;
- (ii) Two retired senior police officers; and
- (iii) Three persons of integrity who have served the public with distinction;
- b. The Inspector-General of the National Police Service; and
- c. Both Deputy Inspectors-General of the National Police Service.

Figure 1: Members of the Commission

MEMBERS OF THE NATIONAL POLICE SERVICE COMMISSION



Eliud N. Kinuthia, CBS,OGW, HSC
Chairperson



Hilary N. Mutyambai, MGH, nsc (AU)
Inspector General of Police, NPS



Eusebius K. Laibuta
MBS, OGW, HSC, 'ndc'(K)
Commissioner



Edward Mbugua
CBS, MBS,OGW, HSC, 'ndc'(K)
Commissioner



Dr. Alice A. Otwala, CBS
Vice Chairperson



Naor Y. Gabow,
CBS,OGW
Commissioner



Lilian Kiamba
MBS,OGW
Commissioner



John Ole Moyaki, MBS
Commissioner



Joseph V. Onyango, MBS
Commission Secretary /CEO



Naphtaly K. Rono, MBS
Commissioner

CO-OPTED MEMBERS



George Kinoti, CBS
Director,
Directorate of Criminal Investigations



Dr. (Eng.) Karanja Kibicho, CBS
Principal Secretary,
State Department Of Interior and Citizen Services

CHAPTER TWO

COMMISSION REORGANIZATION AND CORPORATE GOVERNANCE STRUCTURES

2.1. Introduction

This chapter presents the organization framework through which the Commission implements activities and programs geared towards transforming the human capital management function of the National Police Service. The transformation agenda is on course with critical initiatives undertaken throughout the year under review.

2.2. Committees of the Commission

To allow for detailed analysis and consideration of complex issues and in exercise of powers conferred under Section 13 of the National Police Service Commission Act, the Commission has constituted the following committees:

- a) Executive Committee
- b) Recruitment, Appointment and Welfare ;
- c) Discipline & HR Audit;
- d) Promotion & Transfer;
- e) Finance, Planning, Administration and Professional Development
- f) Appeals, Policy and Legal affairs

- The Commission may from time to time constitute ad hoc committees to deal with specific matters for the effective discharge of their mandate.
- Each Committee shall consist of at least two Commissioners.
- The Head of each Committee shall report the recommendations of the Committee to the full Commissions' meeting for deliberation and approval or adoption.
- The ultimate responsibility for decisions of matters discussed at the committee level rests with the full Commission.
- Members of the Commission are at liberty to call or seek for any information on the management of the NPS but the requests should be channeled through the relevant Committees of the Commission.

2.3. Organizational Structure of the Commission

The Commission has an established secretariat that is headed by the Commission Secretary who is also the Commission's Chief Executive Officer. The Commissions new structure is modeled along its technical and support functions. The technical function of the Commission serves to facilitate transformation of the human resource management of the

National Police Service, while the support function is structured to offer administration and support to all Commission's departments and sections. The new structure has introduced two positions of Deputy Chief Executive Officers to head each functional unit and five directors as shown below:-

1. DCEO HCM/Technical Services
 - i. Director, Human Capital Management NPS Headquarters
 - ii. Director, Human Capital Management
 - iii. Director, Appeals, Policy and Legal Affairs

2. DCEO FA&P/Support Services
 - i. Director, ICT and HCM Automation
 - ii. Director Finance and Administration

CHAPTER THREE

PERFORMANCE EVALUATION AND KEY MILESTONES OF THE COMMISSION

3.1. Introduction

During the fiscal year 2019-2020, the NPSC made significant progress on its mandate and functions. In managing the NPS's human resources, the Commission has launched a number of strategic interventions aimed at improving Police Officers' welfare needs, including their psychological well-being, and streamlining processes in recruitment, remuneration, promotions, and transfers. This section highlights theme-based policy and programmatic milestones achieved during the review period.

3.2. Key Milestones of the Commission

3.2.1. Recruitment Appointment and Welfare

In the year 2020/2021, the Committee undertook several tasks and activities which include;

a) Recruitment of 5,132 Police Constables and 300 Police Constables.

The Commission organised the recruitment of Police Constables and Cadet Inspectors to address the dynamic and ever-increasing needs of policing services in the country and the gaps occasioned by departure of serving Officers through natural attrition. The recruitment of the Police was also geared towards improving the police to civilian ratio in order to ensure provision of efficient policing services to the citizens.

NPSC delegated the recruitment of Officers to the National Police Service through a delegation instrument. Though, the commission was able to carry out pre-recruitment clinics from Friday 19th February to Sunday 21st February 2021 and further conduct a monitoring of the recruitment exercise that took place on 22nd Monday, 2021 across the country.

The Commission reached members of the Public during the pre-recruitment clinics and sensitized them on the Commission and its mandate, the Service, nature of police work and recruitment exercise including the requirements. The Commission provided oversight during the recruitment exercise in various centers across the country.

b) Operationalization of the Mombasa Region Counseling Centre and Mapping of Counselors

To assist the NPS in addressing psychological stress issues affecting officers, the Commission established a counseling center, Coast region which will be fully operational in the Coming financial year.

The alarming rise in suicides among Service Officers, particularly uniformed Officers, has raised serious concerns about the need to respond to these circumstances. To accomplish this, the Commission embarked on the process of recruiting staff to build capacity in the Counseling center.

An advert for the vacant positions was placed in MyGov Newspaper and the Commission website on April 13th, 2021. The short listing and interviews were done and appointments will be done in the next financial year. Continuous training has also been projected for the counselors and peer support teams that will build capacity in the management of psychological issues affecting police officers.

c) Development of the NPS Special Medical Board

In the Management of Officers who acquired disability in line of duty in the NPS, the Commission embarked on the process of developing a policy for the management of the Officers to ensure that there is fairness and equality in treatment of all officers in the service. The Commission appointed doctors from the Ministry of Health to form a Special Medical Board to evaluate the sick officers' fitness to continue serving or retire on medical grounds. An overview of the data of Officers who acquired Disability in line of duty in the NPS is outlined below:

Table 1: Terminally Ill Officers and Officers who acquired Disability in Line of Duty in the National Police Service

S/No	Service	Particulars	Number
1.	Kenya Police Service	Officers who acquired Disability in line of duty (Registered)	10
		Officers who acquired Disability in line of duty (Not Registered)	362
		Sick Officers	117
2.	Administration Police Service	Officers who acquired Disability in line of duty (Registered)	20
		Officers who acquired Disability in line of duty (Not Reregistered)	161
		Sick Officers	147
3.	Directorate Of Criminal Investigation	Officers who acquired Disability in line of duty	41
		Sick Officers	6

Table 2: Total Tally of Sick Officers and Officers who acquired Disability in Line of Duty in the National Police Service

S/No.	Particulars	Number
1	Officers who acquired Disability in line of duty (Registered) *6 of who are under the category of sick Officers.	71
2	Officers who acquired Disability in line of duty (Not Registered)	523
Sub-total		594
3	Sick Officers	270
Total Tally		864

The Assessment of Officers who acquired Disability in line of duty and sick officers in Nairobi region ended on 9th June 2021, after an assessment period of 14 days. A total of 227 were assessed and their assessment report is underway for implementation. The assessment of officers in the remaining regions will kick start in next financial year 2021/2022.

d) Job Evaluation

The Commission embarked on the process of developing job descriptions. A joint team of officers from the National Police Service Commission and the National Police Service underwent a five (5) day Job evaluation training by the SRC/KSG from 12th to 16th October 2020 at the Kenya School of Government, Nairobi. The main objective of the Job Evaluation training was to equip members of the JDAC (Job Description Analysis Committee) and job analysts with the necessary skills to undertake a job evaluation exercise in line with the ongoing third Salaries and remuneration review cycle.

The Job Evaluation Champions undertook a two day in house training on 29th and 30th November, 2020 for all line managers and job analysts from both the Service and the Commission. The training impacted the technical skills to analyze, review and validate Job Descriptions. The Chief Executive officer appointed a team of 20 officers from the Commission and the Inspector General appointed a total of 24 officers from the National Police service.

The new job description manuals were forwarded to the directors and Heads of departments for validation to ensure that they are a true reflection of duties, tasks, responsibilities and specifications of the jobs. The NPSC Job description manual was later submitted to the Chief Executive Officer while NPS description manuals was presented to the Joint Service Board for their input and validation and finally presented to SRC for review. The outcome of the evaluation was communicated to the Commission for implementation.

Furthermore, Job descriptions for state officers were also done and presented to SRC for review and a report of the outcome was received at the Commission for implementation.

e) Code of Conduct

The commission developed a code of conduct for the National Police Service Commission and submitted it to the Ethics and Anti-Corruption Commission (EACC) as required by law.

f) Development of a reward structure system on implementation of presidential directive of development of a structure for rewarding performance of officers in the Public Security sector.

On 17th January 2020, His Excellency the President while addressing the Annual National Security Review and Planning Conference at State House Mombasa directed the NPSC, PSC and SRC to structure a way to reward good and effective performance by officers working in the Public Security Sector. The Chairperson constituted an inter-agency technical working Committee drawn from NPSC, PSC, SRC Ministry of Interior, State Department of Interior and State Department of Correctional Services with the following terms of reference:

- (i) To develop a harmonized structure for rewarding officers in the Public Security Sector; and
- (ii) To determine its financial implications taking into account Command, Rank and equivalent rewards for specialized Police operations and assignments.

The Technical Committee held several meetings and made the following recommendations

- (i) Proposed an alignment of Police and Prison Job Group Structure;
- (ii) Payment of responsibility allowance for Commanders;

- (iii) Payment of an extraneous allowance for formed units;
- (iv) Enhance hardship allowance for general duty Police Officers in hardship areas; and
- (v) Safe house allowance for the Chairperson and Commissioners of NPSC.

The Committee report was forwarded to the Head of Public Service which was subsequently forwarded to SRC for consideration and approval. The SRC advised that the NPSC submits a proposal that address the issue at hand which is to structure a way to reward good and effective performance by officers working in the public security sector. The NPSC is in the process of developing a short term framework for rewarding good and effective performance in the service.

g) Through the RAW Committee, the Commission has been able to handle other cases as outlined in the table below -:

Table 3: Cases processed by the RAWC Committee

S/No.	Particulars	No. of Cases
1.	Secondment	17
	Transfer of Service	65
2.	Retirement Cases	
	Medical grounds	63
	12-20-Year Rule	33
	50 Year Rule	48
	Public Interest	1
	Court case	1
3.	Post Humous confirmation in Appointment	1

3.2.2. Promotions & Transfers

In the year 2020/2021 the promotions & Transfers Committee processed the promotions of Uniformed and Non-Uniformed Officers as follows:

Table 4: Cases processed by the RAWC Committee

S/No.	Particulars	From (Rank)	To (Rank)	Number
1.	IGs Office	AIG	SAIG	3
		CP	AIG	1
		SSP	CP	5
2.	KPS	AIG	SAIG	3
		CP	AIG	10
		SSP	CP	48
		ASP	SP	38
		SP	SSP	58
3.	APS	AIG	SAIG	2
		CP	AIG	7
		SSP	CP	10
		SP	SSP	57
		ASP	SP	63
4.	DCI	CP	AIG	6
		SSP	CP	4
		SP	SSP	15
		ASP	SP	59
Total				389

Table 5: Promotions done by NPS under Delegated Authority

S/No.	Service	From (Rank)	To (Rank)	Number
1.	KPS	IP	CI	260
2.	APS	IP	CI	296
3.	DCI	IP	CI	71
Total				627

Table 6: Promotion of Non-Uniformed Officers at IGs office/KPS/APS/DCI

S/No.	Particulars	Number
1.	NPS civilians of various cadres promoted	640
2.	NPS Clerical Officers promoted	30
3.	NPS Support Staff promoted	18
4.	NPS Office Administrators promoted	49
5.	NPS Mechanics promoted	53
6.	NPS Record Management Officers promoted	6
7.	Promotion of HRM Officers	5
8.	Promotion of Hospitality Officers	15
9.	Promotions of Tele printer	1
10.	Promotion of Telephone Operator	5
11.	Promotion of Telecommunication officers	1
12.	Promotion of ICT Officer	1
13.	Promotion of Nursing Officer	2
14.	Promotion of plant Operator	1
15.	Promotion of Boiler Operator	1
Total		828

Table 7: Re-Designation-Non-Uniformed Officers at IGs Office/KPS/APS/DCI

S/No.	Particulars	Number
1.	Re-designation to various cadres	23

Table 8: Translation of Terms of Service at IGs Office/KPS/APS/DCI

S/No.	Particulars	Number
1.	Support staff-Translation of terms of service, confirmation of appointment to P & P	8

Limitations experienced by the P&T Committee

(i) Promotions of officers are pegged on training courses mounted at the various National Police Service Training Campuses. During the year 2020/2021 very few training courses were mounted due to the effects of COVID-19 thus resulting in few numbers of officers being promoted.

3.2.3. Discipline and Human Resource Audit

In the year financial year 2020/2021 the Discipline and Human Resource Audit Committee has processed the following discipline cases:

a) Discipline Cases

Table 9: Cases handled by the Committee from 1st July, 2020 to 30th June, 2021

S/No.	Particulars	Service	No. of Cases Finalized
1.	Dismissal Cases	Kenya Police Service	98
		Non – Uniformed	1
		Administration Police Service	53
		Directorate of Criminal Investigations	2
2.	Belated Dismissal Cases	Kenya Police Service	1
3.	Removal Cases	Kenya Police Service	5
		Administration Police Service	1
		Directorate of Criminal Investigations	1
4.	Reduction In Rank Cases	Kenya Police Service	9
		Administration Police Service	4
5.	Reinstatement	Kenya Police Service	1
6.	Regularization Of Dismissal	Kenya Police Service	1
7.	Lifting Of Interdiction	Kenya Police Service	2
8.	National Police Service Disciplinary Committee (Conduct Disciplinary Hearings for Officers of the Rank of ASP and above)	Kenya Police Service	3
Total No. Of Discipline Cases Handled			182

b) Complaints

The D/HRA Committee also handled a total of forty five (45) complaints in the FY 2020/2021.

Limitations experienced by the Discipline and Human Resource Audit Committee

- (i) The Committee's audit activities were derailed as a result of COVID – 19, therefore rendering it incapable of building upon the mileage gained from undertaking its inaugural audit of the Central Region. This has left the remaining seven (7) regions unaudited.
- (ii) Lack of Standardization of discipline procedures between the KPS and the APS thus making it tedious for the Committee to determine the cases.
- (iii) Lack of a tracking system that the committee can use to follow up on implementation of discipline decisions;

Looking Ahead by the Committee

- i) To carryout HR Audit on the remaining seven (7) regions;
- (ii) Automation of disciplinary processes both in the NPS and the Commission;
- (iii) Continuous sensitization/training of officers on Discipline Regulations. All regulations should be available in every police station and units;
- (iv) Standardization of Discipline procedures in the NPSC Training Schools;
- (v) Analysis of discipline cases to enable the Committee understand the disciplinary patterns, emerging trends and the underpinnings of the disciplinary offences.

3.2.4. Appeals, Policy and Legal Affairs

During the financial year 2020/2021, the Committee processed 109 requests for appeals which were processed as shown below;

Table 10: Appeal Cases Processed

S/No.	Nature of Appeal	KPS	APS	DCI	Total
1.	Against Dismissal	62	35	3	100
2.	Against Conviction and Sentence	3	0	0	3
3.	Application for review	4	1	0	5
4.	Against Reduction in Rank	1	0	0	1
Total		70	36	3	109

In addition, in line with the Commission’s directive of 23rd September, 2013 ref. NPSC/1/8/9/VOL.II(61) that stated that all cases deliberated and concluded by the then Commissioner of Police before the inception of the Commission not be reopened, the Committee communicated to about two (2) ex-officers on the closure of their cases.

During the period the Committee also handled the following legal matters: -

1. A total of thirty (37) cases of which seven (7) were concluded
2. A total of one ninety-three (193) complaints against Police Service/ Officers were received. Out of this, one hundred and seventy-five (175) were processed while eighteen (18) are still in process.
3. Developed Nine (9) and reviewed Six (6) contracts with Service Providers to enhance smooth running of the Commission.
4. Development of the Policy on Treatment of Sick Officers and Officers who have acquired disabilities while in the Service;
5. Development of the Policy on Treatment and conduct of Officers deployed in the SGB/CIPU and VIP Protection is ongoing
6. Development of the Policy on Prevention of Sexual Harassment in the Workplace is ongoing.
7. Process of review of existing policies and regulations ongoing, and deliberations on the proposed amendments to the Act is ongoing.

3.2.5. Finance, Planning, Administration and Professional Development

The following are the achievements of the finance, planning, administration and professional development committee:

Table 11: Activities undertaken by the FPA&PD Committee

S/No.	Activity	Achievements
1.	NPSC strategic plan first phase 2019 –2022	The committee successfully facilitated and spear-headed the development and operationalization of the strategic plan 2019-2022.
2.	Monitoring and evaluation of the strategic plan 2019-2022	The committee successfully monitors the implementation of the strategic plan 2019-2022 and evaluates the progress with regards to the activities outlined in the strategic plan.

S/No.	Activity	Achievements
3.	Restructuring of Committees and Directorates	The committee redesigned systems and structures to enhance clarity in the organizational structure especially with reference to departments, sections and units with clear functions and leadership roles to help in areas of career development, specialization and also ease administrative realignments.
4.	Change of language and culture	The committee facilitated the change of the commission's vision and mission in order to reflect the final product who is the police officers.
5.	Establishment and training of the change guiding team.	The committee facilitated the nomination of 50 staff of the secretariat to form part of the change guiding team and facilitated their training on matters of integrity at the Kenya School Of Monetary Studies with the aid of Uungwana Institute.
6.	In-corporation of the PS ministry of interior and coordination of national government to the commission.	The committee facilitated the incorporation of the PS, Interior And Coordination Of National Government as a co-opted member to the commission.
7.	Training of staff on integrity and values	The committee facilitated the training of thirteen (13) integrity assurance officers with a view of enabling them to uphold the utmost levels of professionalism and integrity while undertaking their duties.
8.	Rebranding of the commission logo	The committee facilitated the rebranding of the commission logo to incorporate the government coat of arms in line with the commission core value on interdependence.
9.	Formation of an audit committee	The committee facilitated the formation of an audit committee which is a mandatory requirement for all public institutions as contained in section 73(5) of the public finance management act, 2012 (PFMA).
10.	NPSC Human Capital Management Advisory (HCMAC) Committee	The committee restructured the HCMAC in line with the new commission organogram and approved their terms of reference.
11.	Budget performance report	The committee reviewed the budget performance report especially the allocations per budgetary item and the absorption rate for the allocations with a view of ensuring that the expenditure is limited to the core mandate of the commission.

S/No.	Activity	Achievements
		view of ensuring that the expenditure is limited to the core mandate of the commission.
12.	Staff matters	The committee ratified the decisions of the HCMAC to extend contracts for 19 officers, confirm in appointment of 28 officers who had completed their probation period as per the NPSC HCM Manual, redeploy of 5 officers back to the service and extend the secondment/deployment of 8 officers.
13.	Counseling Centre	The committee approved the staff establishment and operationalization of the counseling Centre to offer psychological counseling and rehabilitation services to officers of the National Police Service (NPS) and National Police Service Commission (NPSC). The committee also tasked the CEO to ensure that the call lines were active at the counseling Centre which would enable officers from across the country to call the Centre.
14.	Competency Based Curriculum	The committee approved the development and implementation of the Commission's competency-based curriculum
15.	Nominee to SRC	The committee advertised position for NPSC Nominee to SRC and again has been re-advertised
16.	NTSA safety mainstreaming	The committee ensured the Commission's adherence to NTSA safety mainstreaming by recommending that: a) The CEO to be allowed to nominate the deputy director in charge of strategy and planning to initiate the process. b) The CEO to be allowed to constitute the committee to steer road safety mainstreaming.
17.	Performance contract for the CEO	The committee spearheaded the process of developing the performance contract for the CEO
18.	Non-practicing allowance for lawyers	The committee approved the payment of non-practicing allowance for lawyers with effect from the date the committee approved their allowances.

S/No.	Activity	Achievements
19.	Advertisement for job vacancies	The committee approved the advertisement of job vacancies following the approval by treasury which resulted to the competitive recruitment of: a)Deputy CEOs b)Directors c)Deputy Directors d)Senior Officers Totaling to forty-four in total.
20.	Operationalization of the counseling center	The committee spearheaded the operationalization of the counseling Centre and approved the advertisement and recruitment of fifty-nine officers at the Centre.
21.	Development of Job Descriptions and Specifications for NPSC.	The committee spearheaded the development of Job Descriptions and Specifications for NPSC.
22.	Development of NPSC Commission Chatter.	The committee spearheaded the development of NPSC Commission Chatter.
23.	Development of job description manual for state officers at the Commission.	The committee spearheaded the development of job description manual for state officers at the Commission.
24.	Development of NPSC career progression guidelines.	The committee spearheaded the development of NPSC career progression guidelines.

3.2.6. Budget Implementation

1. Timely Budget planning for the commission by:
 - (i) Co-coordinating identification of the Commission programme priorities as stipulated in the Strategic Plan
 - (ii) Review of Commission’s Programme achievements, prioritization of activities and projects at the Commission for purpose of financial allocation;
2. Timely Budget preparation for the commission by:
 - (i) Ensuring the Commission’s budget preparation process is in line with the National Treasury guidelines.
 - (ii) Spearheading the Commission’s preparation of the Medium term budget proposals, programmes review reports and program based budget as required framework
 - (iii) Preparation of budget justification reports for the National Treasury

- and parliamentary departmental committees;
3. Successful Budget implementation by ensuring that the Commission's procurement plan and cash flow plans are consistent with the approved budget; while ensuring compliance with financial regulations, National Treasury guidelines and other relevant legislation on public finance management;

3.2.7. NPSC ICT and HCM Automation

In its Strategic Plan 2019-2022 plan, the Commission had earmarked to automate all its Human Capital Management processes to ensure speed, integrity, accountability and fairness in recruitment, appointment, promotion and discipline for a dignified and efficient police service. To achieve this, the following milestones were realized this financial year;

1. Provision of an efficient online environment for Commission staff to work from home during the covid 19 pandemic period
2. Facilitating online interviews and staff meetings through webex.
3. Acquisition of desktops through the MOICT Consolidated procurement.
4. Resource mobilization leading to donation of 8 laptops and 2 MFP heavy duty copiers from GIZ.
5. 90% service availability of ICT services and user support.
6. Acquisition of the counseling centre toll free line.
7. Capacity building of the directorate with new top management.
8. Training of two directorate members.

3.2.8. Internal Audit

1. Induction training of NPSC Audit Committee members and senior management at the Kenya school of Government aimed at helping the team understand the scope and relationships of their various responsibilities. Development of the Audit Committee Charter and the Internal Audit Charters. The two documents are key since they constitute the working framework by clearly the Committee's and department's scope, mandate, authority, duties, management responsibilities and standards of professional practice.
2. Training on Corporate governance and the Mwangozo code for the Commission leadership and Audit Committee members.
3. Quarterly internal audit reviews and reports done in a timely manner which has ensured any weaknesses in the internal controls and any potential risks are identified and attended to in advance for continued improvement.

3.2.9. Records Management

1. 70% Audit trail systems in place
2. A Records Management policy developed
3. A Records Management manual developed
4. 100% Contractual of the Commission mails dispatch and EMS in place
5. Records Management Standard Operation Procedure (SOP) developed
6. Reviewed of the Commission file classification scheme system
7. 20% Automation of NPSC records management processes

3.2.10. Legal & Commission Management Services

1. The Commission Management Support Services Unit successfully facilitated four (4) Commission meetings.19th January, 2021
2. The Unit ensured successful implementation of the Commission's decisions by drafting of letters conveying the Commission's decisions to National Police Service.
3. Successfully processed complaints from our key stakeholders marked to Legal Department to handle.
4. Successfully provided legal opinions to Committees on various matters deliberated at Committee level and at Commission level
5. Successfully drafted/reviewed and facilitated execution of Fifteen(15) contracts between NPSC and its Service Providers, in conjunction with the SCM Unit as outlined in Table I below
6. Developed a CMSS database for all matters deliberated at the Commission meetings, to ease tracking of decisions of the Commission by reference to Minute Numbers.
7. Development of a database for all complaints received at the Commission for ease of tracking and processing of complaints submitted to the Commission as outlined in the Table II below. Processed 175 complaints while 18 complaints are still being processed.
8. Successfully represented the Commission in all matters that the Commission has been sued. The Commission handled 37 cases in court in financial year 2020-21; 30 are still active cases and 7 concluded.c
9. Developed a litigation database for all active suits and cases concluded/determined by the courts that the Commission has been sued as summarized in Table III below.
10. Enhanced security of documents and confidentiality of information from the Commission
11. Initiated the process of development of various policies for the

National Police Service i.e

- a) Currently developing the Policy on Treatment of Sick Officers and Officers who have acquired disabilities while in the Service;
- b) Development of the Policy on Treatment and conduct of Officers deployed in the SGB/CIPU and VIP Protection.
- c) Development of the Policy on Prevention of Sexual Harassment in the Workplace.

Table 12: Summary of Complaints Received at the National Police Service Commission in the Financial Year 2020 – 2021

S/No.	Institution	Appeals	Discipline	Unpaid Benefits/ Salaries	Promotions	Transfers	Total
1.	Independent Policing and Oversight Authority	4	4		1		9
2.	Commission Or Administrative Justice (Office of the Ombudsman)	4	1	1			6
3.	Police Officers	15	36	21	4	8	84
4.	Internal Affairs Unit		1				1
5.	Civil Societies, Civilians and other Government Organizations/ Institutions		93				93
TOTAL		23	135	22	5	8	193

Table 13: NPSC Litigation Database: Active Cases/Cases Pending Before Court as At July 2021

Year	County	COA	High Court/ ELRC	CM Court	Total
2013 & 2014	Nairobi		2		3
	Nakuru		1		
2015	Nairobi		14		24
	Mombasa		1		
	Kisumu		1		
	Mwingi			1	
	Nyeri		2	1	
	Bungoma		1		
	Kitale			1	
	Malindi		1		
2016	Eldoret			1	10
	Nairobi		8		
	Murang'a			1	
2017	Nanyuki			1	13
	Nairobi		9		
	Kisumu		1		
2018	Mombasa		2		17
	Nakuru		1		
	Nairobi		13		
	Nyeri		1		
	Nanyuki		1		
2019	Malindi		1		25
	Mombasa		1		
	Nairobi		8	1	
	Narok		1		
	Nakuru		2		
	Kisumu	1	4	1	
	Meru		1		
	Eldoret		2	1	
	Murang'a			1	
Nyahururu			1		
Bungoma			1		

Year	County	COA	High Court/ ELRC	CM Court	Total
2020	Nairobi		11		25
	Nakuru	1	1	1	
	Mombasa	1	1		
	Migori		1		
	Nyeri		4		
	Kisii		1		
	Kisumu		2		
	Malindi		1		
2021	Nairobi		2	1	6
	Eldoret		1	1	
	Malindi		1		
TOTAL CASES 123 CASES					

Table 14: NPSC Litigation Database: Concluded Cases as at July 2021

YEAR	REGIONS	COA	HIGH COURT/ ELRC	CM COURT	TOTAL
2020	Kisumu		1		6
	Nairobi		5		
2019	Nairobi		4		8
	Kisumu	1	3		
2018	Kisumu		18		29
	Bungoma	1			
	Nyeri		1		
	Nairobi		9		
2017	Nairobi	12	9	1	30
	Eldoret		1		
	Nyeri		4	1	
	Kajiado		1		
	Kaloleni	1			
2016/ 2015	Nairobi		23		30
	Nyeri		2		
	Nakuru		2		
	Eldoret		1		
	Mombasa		2		

YEAR	REGIONS	COA	HIGH COURT/ ELRC	CM COURT		TOTAL
2014	Nairobi		31			42
	Kericho		2			
	Nakuru		3			
	Kisumu		1			
	Meru		2			
	Eldoret		1			
	Embu		1			
	Malindi		1			
2013	Nairobi		1			1
2012	Nairobi		1			1
GRAND TOTAL =147						

The Commission handled 37 cases in court in financial year 2020-21; 30 are still active cases and 7 concluded.

CHAPTER FOUR

STAKEHOLDER ENGAGEMENTS PARTNERSHIPS AND LINKAGES

4.1. Introduction

The Commission has continued to engage its stakeholders in order to build synergy that can only be realized through working together. Some of the stakeholders include the NPS, National Treasury, The Senate, The National Assembly, Private sector and the Community at large.

4.2. Ground Breaking Ceremony of National Police Service Academy

The National Police Service Commission participated in the ground-breaking ceremony of National Police Service Academy Presided by H.E. the President Uhuru Kenyatta, CGH. Senior Police Officers will now have an opportunity for professional advancement in an ultra-modern police academy once complete later 2021. The Police Academy is being built in Embulbul, Ngong town, Kajiado County, in partnership with the Central Bank of Kenya.

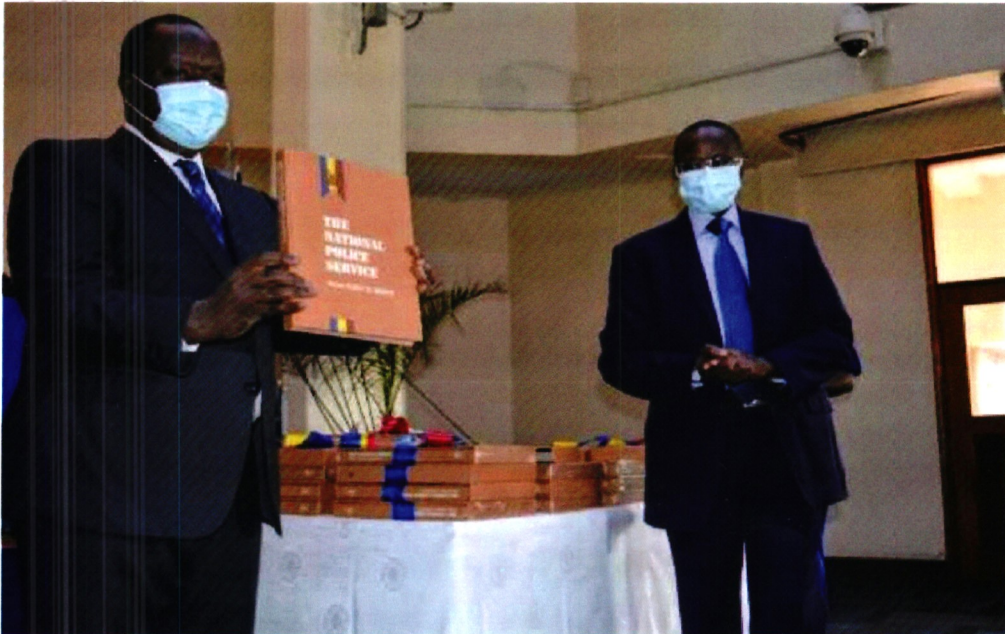


H.E. the president Uhuru Kenyatta signs the visitors' book before the groundbreaking ceremony of the proposed NPS Academy. Looking on is the Cabinet Secretary for Interior and Coordination of National Government and the NPS Chairperson Eliud Kinuthia.

4.3. Launch of the National Police Service -“From Force to Service” Book.

The Commission represented by the Vice- Chairperson Dr. Alice Otwala attended the launch of the National Police Service book entitled “from force to service” authored by the former I.G of Police Joseph Boinnet. The book highlights the history of the Kenya Police Service, the Administration Police Service and the Criminal Investigation Department (CID) with a series of events that contributed to the need for reforms from Police Force to a Service.

Demand for Police reforms became inevitable following realities of an expanded Bill of Rights as enshrined in the Constitution together with the rapidly evolving threats to the national security and the technological advancement in the world.



The Cabinet Secretary of Interior and Coordination of National Government Dr. Fred Matiangi receives a book titled “From force to service” authored by former Inspector General of Police (Right).

Dr. Otwala emphasized the Commission commitment to support reforms in the National Police Service through good Human Resource Management Policies and our commitment to Welfare of Police Officers.



From (Left -Right) Vice-Chairperson for NPSC Dr. Alice Otwala, Inspector General NPS Hillary Mutiyambai, Cabinet Secretary for Interior and Coordination of National Government Dr. Fred Matiangi and former Inspector General of NPS and current CAS in the Ministry of Tourism Joseph Boinnet during the book launch.

4.4. NPSC and NPS Job Evaluation

The Chairperson, Eliud Kinuthia CBS,OGW,HSC launched the next job evaluation cycle Evaluation aimed at providing parameters for negotiation of the next remuneration increment for Police and Civilian Staff. One of the important functions of National Police Service Commission is to negotiate for better terms and conditions of service including improved remuneration for Police Officers and Civilian staff.



The NPSC Chairperson Eliud Kinuthia, CBS, OGW, HSC making his remarks during the job evaluation workshop in Nakuru County.

During the last job remuneration cycle, the Commission negotiated for a salary increment of Kes 6.7 Billion which has already been paid to Police Officers over the last 4 years.



A cross section of NPS and NPSC staff following the proceedings.

4.5. Memorial Service of Our Fallen Heroes/Heroines

NPSC Chairperson Eliud Kinuthia, CBS, OGW, HSC and Commissioners accompanied the Cabinet Secretary of Interior and Coordination of National Government Dr. Fred Matiang'i to mark the second memorial service in honor and remembrance of police and prison officers who lost their lives in the line of duty.



The NPSC Chairperson Eliud Kinuthia CBS, OGW, HSC pays his respects to the fallen heroes and heroines at the National Police College Embakasi "A" Campus.

During the ceremony, NPSC Chairperson commemorated the departed police heroes and heroines saying that the Commission is developing policies and regulations that will guide the process of honoring departed police officers.



Cabinet Secretary of Interior and Coordination of National Government Dr. Fred Matiangi has chat with the NPSC Chairperson Eliud Kinuthia CBS, OGW, and HSC looking on NPSC Vice-chairperson Dr. Alice Otwala (In Black) and I.G NPS Hillary Mutyambai (In Blue).

4.6. Thanks Giving Service for Police Officers

Vice Chairperson Dr. Alice Otwala represented the Commission at the All Saints' Cathedral Church annual Thanksgiving service to celebrate and pray for the National Police Service. She thanked the Church for the mutual co-existence with the NPS and for the good gesture of the Thanks giving Service and prayer day for the Police Officers. Otwala thanked the Police for always being in the front line in ensuring law and order.



NPSC Vice-Chairperson presents a gift on behalf of the Commission during the occasion.

4.7. Courtesy Call to the Nairobi Regional Police Commander and His Sub County Police Commander

The Chairperson led the National Police Service Commission to a meeting with all Nairobi Region Police Command led by Mr Rashid Yakub (at the time) to discuss intervention strategies for mitigating post trauma stress & psychosocial disorders for our Police Officers.



An officer introduces himself when the Commission paid a courtesy call the Regional Police Commanders Offices in Nairobi County

4.8. Visit to Kamukunji Police Station

The Commissioners and the CEO visited a section of OCSs & NCOs at Kamukunji Police Station. Officers shared some of the challenges & experiences at work that may lead to psychosocial & wellness disorders. They requested for policy interventions at various levels by the Commission. The meeting was also attended by NARPOK Chairman Nairobi chapter retired Senior Officer Mr. Osul.



National Police Officers listen to the proceedings at Kamukunji Police Station.

4.9. Courtesy Call to the Central Regional Police Commander

The Chairperson and Commissioners paid a courtesy call to the Central Kenya Regional Police Commander Mr. Nthumbi, A.I.G (in the year in review) and senior police officers to agree on the mitigation measures for police officers on psychosocial issues affecting the police in Central Region.



The Chairperson, Commissioners, Central Kenya Police Commander and Senior Police Officers

4.10. Visit to Wang'uru Police Station

The Commission visited Wang'uru Police Station to discuss with officers about psychosocial issues affecting them and consoled with Police & Prison Officers who lost their two colleagues.



NPSC Commissioner Eusebius Laibuta explains various policies of the Commission.

4.11. Courtesy Call by the 22nd General Assembly of the Presbyterian Church of East Africa to the Commission Offices

Vice-Chairperson NPSC, Dr. Otwala met with the Moderator of the 22nd General Assembly of the Presbyterian Church of East Africa (PCEA) RT. Rev, Dr, Julius Guantai Mwamba who paid her a courtesy call at the Commission offices.

The two discussed Chaplaincy and Counseling services within the National Police Service for police officers in Kenya. They reiterated the need for the Church to come out and assist Police Officers in psychosocial awareness due to the stresses and trauma they undergo in day to day activities.



The Vice-Chairperson Dr. Alice Otwala welcome's Retired Rev. Dr. Julius Gutani Mwamba looking on NPSC C.E.O Joseph Onyango

4.12. The 9th National Police Service Sports Championship

The National Police Service Commission Chairperson Eliud Kinuthia, CBS, OGW, HSC participated in the 9th National Police Service Sports Championship at Ngong Race Course.

He emphasized on the role of sports in the health of our police officers while presenting medals to the winners. He urged police athletes to keep their commanders updated on their training programmes to keep their service registers updated.



The NPSC Chairperson presenting a prize to one of the participants

4.13. Cabinet Secretary for Interior and Coordination of National Government Dr. Fred Matiangi Visits the Commission Offices.

The Commission held a strategic consultative forum with Cabinet Secretary of Interior and Coordination of National Government Dr. Fred Matiangi on various matters affecting welfare of police officers.

The Chairperson welcomed regular and frequent consultation of that nature to strengthen synergy and whole of Government approach to delivery of service.

Dr. Matiangi emphasized Improvement of police welfare, which remains among the top priorities in the ongoing reforms in the service.



Cabinet Secretary for Interior and Coordination of National Government Dr. Fred Matiangi (seated Middle), takes a photo with NPSC Chairperson, Commissioners and Chief Executive Officer during his visit to the Commission.

4.14. Media Engagement

The NPSC Chairperson, Commissioners and senior police officers addressed the media during media conference when announcing vacancies for the recruitment of 4700 Police recruit constables and 300 Cadet Inspectors.



The NPSC Chairperson responding to questions from the media.

4.15. Pre Recruitment Clinic

The Commission planned and undertook pre-recruitment clinics in sampled centers targeting youth from across the country who were potential candidates for the constabulary positions. The clinics were undertaken from Friday 19th February to Sunday 21st February 2021. Consequently, the Commission set up teams to cover all the regions in the country so as to reach more people given the time constraints.

The purpose of undertaking the sensitization forums was to educate the general public on the various operations of the National Police Service, prior to the recruitment exercise so as to ensure that they understand the nature of Police work which will help them make informed decision of whether they want to join the Police Service.



The Chief Executive officer Joseph Onyango talks with potential recruits in Mombasa County

4.16. Recruitment of 5,132 Police Recruits Constables and 300 Cadet Inspectors

The Commission planned and undertook countywide recruitment of Police recruit constables and cadet inspectors.



Police Recruitment Exercise

4.17. Training Curriculum in Strategic Leadership and Command Programme for the NPS

As part of the mandate of the NPSC, the Vice-Chairperson Dr. Alice Otwala led Commissioners and Senior NPS officers in the presentation and deliberation of the training curriculum in Strategic Leadership and Command Program for the NPS.



The NPSC Vice-Chair making her presentation

4.18. Medals of Honors Award

The medals were presented by Mr Kennedy Kihara, CBS on behalf of the President. The Vice Chairperson and I were presented the Chief of Burning Spear medal, CBS while the Commissioners and CEO were presented the Moran of Burning Spear medal, MBS.

This was in recognition of individual excellence performance of duty. The function also coincided with 2nd year birthday of the Commissioners since appointment.



The National Police Service Commission Chairperson Commissioners & CEO received medals of Honor awarded by H.E President Uhuru Kenyatta, CGH.

4.19. Covid-19 Vaccination

The NPSC Chairperson Eliud Kinuthia received Covid-19 vaccination at Vigilance Annex, Kenya Police Service Headquarter



The NPSC Chairperson Eliud Kinuthia received Covid-19 vaccination at Vigilance Annex, Kenya Police Service Headquarter'

4.20. The Official Opening of Cadets Police Inspector Training At KPTC, Kiganjo.

The National Police Service Commission applauded the CS for his pronouncement on the need to regulate relationships between the juniors & senior officers in NPS. The Commission will formulate appropriate policy accordingly.



The official opening of Cadets Police Inspector Training at KPTC, Kiganjo

CHAPTER FIVE

FINANCIAL REPORT AND FINANCIAL STATEMENT FOR FINANCIAL YEAR 2020-2021

5.1. STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30TH JUNE 2021

	Note	2020-2021	2019-2020
		Kshs	Kshs
RECEIPTS			
Exchequer releases	1	624,120,103	623,884,937
TOTAL RECEIPTS		624,120,103	623,884,937
PAYMENTS			
Compensation of Employees	2	325,659,480	309,801,719
Use of goods and services	3	255,572,504	234,031,670
Social Security Benefits	4	1,512,518	-
Non-Financial Assets /Acquisition of Assets	5	39,406,624	79,799,245
TOTAL PAYMENTS		622,151,126	623,632,634
SURPLUS/DEFICIT		1,968,977	252,303

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved on 30th June, 2021 and signed by:



Accounting Officer
Joseph V. Onyango, MBS



Manager Accounts
CPA Eric Nyaga Festus
ICPAK Member Number: 18635

5.2. STATEMENT OF ASSETS AND LIABILITIES AS AT 30TH JUNE 2021

	Note	2020-2021	2019-2020
		Kshs	Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	6A	5,540,950	2,768,994
Cash Balances	6B	1,036	38,864
Total Cash and cash equivalent		5,541,986	2,807,858
Accounts Receivables	7	1,940,874	9,256,866
TOTAL FINANCIAL ASSETS		7,482,860	12,064,724
FINANCIAL LIABILITIES			
Accounts Payables & Deposits	8	3,656,998	2,542,339
NET FINANCIAL ASSETS		3,825,862	9,522,385
REPRESENTED BY			
Fund balance b/fwd	9	9,522,385	9,270,082
Prior year adjustment	10	- 7,665,500	-
Surplus/Deficit for the year		1,968,977	252,303
NET FINANCIAL POSITION		3,825,862	9,522,385

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved on 30th June, 2021 and signed by:



Accounting Officer
Joseph V. Onyango, MBS



Manager Accounts
CPA Eric Nyaga Festus
ICPAK Member Number: 18635

5.3. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30TH JUNE 2021

		2020-2021	2019-2020
		Kshs	Kshs
Receipts for operating income			
Exchequer Releases	1	624,120,103	623,884,937
Payments for operating expenses			
Compensation of Employees	2	- 325,659,480	- 309,801,719
Use of goods and services	3	- 255,572,504	- 234,031,670
Social Security Benefits	4	- 1,512,518	-
Adjusted for:			
Adjustments during the year			
Decrease/(Increase) in Accounts Receivable	11	7,315,992	- 5,027,893
Increase/(Decrease) in Accounts Payable	12	1,114,659	992,510
Prior Year Adjustments	10	- 7,665,500	-
Net cash flow from operating activities		42,140,752	76,016,165
CASHFLOW FROM INVESTING ACTIVITIES			
Non-Financial Assets - Acquisition of Assets	5	- 39,406,624	- 79,799,245
Net cash flows from Investing Activities		- 39,406,624	- 79,799,245
CASHFLOW FROM BORROWING ACTIVITIES			
Net cash flow from financing activities		-	-
NET INCREASE IN CASH AND CASH EQUIVALENT		2,734,128	- 3,783,080
Cash and cash equivalent at BEGINNING of the year		2,807,858	6,590,938
Cash and cash equivalent at END of the year		5,541,986	2,807,858

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved on 30th June, 2021 and signed by:



Accounting Officer
Joseph V. Onyango, MBS



Manager Accounts
CPA Eric Nyaga Festus
ICPAK Member Number: 18635

5.4. SUMMARY STATEMENT OF APPROPRIATION: RECURRENT AND DEVELOPMENT COMBINED

Receipt/Expense Item	Original Budget a	Adjustments b	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d	% of Utilization f=d/c %
RECEIPTS						
Exchequer releases	645,240,228	-	645,240,228	624,120,103	21,120,125	96.73%
TOTAL RECEIPTS	645,240,228	-	645,240,228	624,120,103	21,120,125	96.73%
PAYMENTS						
Compensation of Employees	331,020,000	-	331,020,000	325,659,480	5,360,520	98.39%
Use of goods and services	269,277,466	-	269,277,466	255,572,504	13,704,962	94.91%
Social Security Benefits	4,012,518	-	4,012,518	1,512,518	2,500,000	37.69%
Acquisition of Assets	40,930,244	-	40,930,244	39,406,624	1,523,620	96.28%
TOTAL PAYMENTS	645,240,228	-	645,240,228	622,151,126	23,089,102	96.42%
Surplus/ Deficit				1,968,977	1,968,977	0.30%

- (a) Social Security Benefits had a Utilization of 37.69% attributed to;
- The social security benefit was introduced late during the final budget re-allocation. The entity financial statements were approved on 30th June, 2021 and signed by:



Accounting Officer
Joseph V. Onyango, MBS



Manager Accounts
CPA Eric Nyaga Festus
ICPAK Member Number: 18635

5.5. SUMMARY STATEMENT OF APPROPRIATION: RECURRENT

Receipt/Expense Item	Original Budget a	Adjustments b	Fina Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d	% of Utilization f=d/c %
RECEIPTS						
Exchequer releases	645,240,228	-	645,240,228	624,120,103	21,120,125	96.73%
TOTAL RECEIPTS	645,240,228	-	645,240,228	624,120,103	21,120,125	96.73%
PAYMENTS						
Compensation of Employees	331,020,000	-	331,020,000	325,659,480	5,360,520	98.39%
Use of goods and services	269,277,466	-	269,277,466	255,572,504	13,704,962	94.91%
Social Security Benefits	4,012,518	-	4,012,518	1,512,518	2,500,000	37.69%
Acquisition of Assets	40,930,244	-	40,930,244	39,406,624	1,523,620	96.28%
TOTAL PAYMENTS	645,240,228	-	645,240,228	622,151,126	23,089,102	96.42%
Surplus/ Deficit				1,968,977	1,968,977	0.30%

(a) Social Security Benefits had a Utilization of 37.69% attributed to;

- i. The social security benefit was introduced late during the final budget re-allocation. The entity financial statements were approved on 30th June, 2021 and signed by:



Accounting Officer
Joseph V. Onyango, MBS



Manager Accounts
CPA Eric Nyaga Festus
ICPAK Member Number: 18635

5.6. BUDGET EXECUTION BY PROGRAMMES AND SUB-PROGRAMMES

Programme/Sub-programme	Original Budget	Adjustments	Final Budget	Actual on	Budget
	2021 Kshs	Kshs	2021 Kshs	comparable basis 2021 Kshs	utilization difference Kshs
National Police Service Commission					
Administration and Standard Settings	550,047,020	16,415,766	566,462,786	547,920,358	18,542,428
Compliance and Audit	4,160,000	6,109,984	10,269,984	9,681,147	588,837
Counseling Management Services	52,120,690	16,386,768	68,507,458	64,549,621	3,957,837
Total	606,327,710	38,912,518	645,240,228	622,151,126	23,089,102

(NB: This statement is a disclosure statement indicating the utilization in the same format at the Entity's budgets which are programme based. Ensure that this document is completed to enable consolidation by the National Treasury)

5.7. SIGNIFICANT ACCOUNTING POLICIES

The principle accounting policies adopted in the preparation of these financial statements are set out below:

1. Statement of Compliance and Basis of Preparation

The financial statements have been prepared in accordance with Cash-basis International Public Sector Accounting Standards (IPSAS) as prescribed by the Public Sector Accounting Standards Board (PSASB) and set out in the accounting policy note below. This cash basis of accounting has been supplemented with accounting for; a) receivables that include imprests and salary advances and b) payables that include deposits and retentions.

The financial statements comply with and conform to the form of presentation prescribed by the PSASB. The accounting policies adopted have been consistently applied to all the years presented.

2. Reporting Entity

The financial statements are for the National Police Service Commission. The financial statements encompass the reporting entity as specified under section 81 of the PFM Act 2012.

3. Reporting Currency

The financial statements are presented in Kenya Shillings (KShs), which is the functional and reporting currency of the Government and all values are rounded to the nearest Kenya Shilling.

4. Significant Accounting Policies

The accounting policies set out in this section have been consistently applied by the Entity for all the years presented.

a) Recognition of Receipts

The Entity recognizes all receipts from the various sources when the event occurs and the related cash has actually been received by the Entity.

ii) Transfers from the Exchequer

Transfers from the exchequer are recognized in the books of accounts when cash is received. Cash is considered as received when payment instruction is issued to the bank and notified to the receiving entity.

iii) External Assistance

External assistance is received through grants and loans from multilateral and bilateral development partners.

Grants and loans shall be recognized in the books of accounts when cash is received. Cash is considered as received when a payment advice is received by the recipient entity or by the beneficiary.

In case of grant/loan in kind, such grants are recorded upon receipt of the grant item and upon determination of the value. The date of the transaction is the value date indicated on the payment advice. A similar recognition criteria is applied for loans received in the form of a direct payment.

During the year ended 30th June 2021, there were no instances of non-compliance with terms and conditions which have resulted in cancellation of external assistance loans.

iv) Other receipts

These include Appropriation-in-Aid and relates to receipts such as proceeds from disposal of assets and sale of tender documents. These are recognized in the financial statements the time associated cash is received.

b) Recognition of payments

The Entity recognizes all payments when the event occurs, and the related cash has been paid out by the Entity.

i) Compensation of Employees

Salaries and wages, allowances, statutory contribution for employees are recognized in the period when the compensation is paid.

ii) Use of Goods and Services

Goods and services are recognized as payments in the period when the goods/services are paid for. Such expenses, if not paid during the period where goods/services are consumed, shall be disclosed as pending bills.

iii) Interest on Borrowing

Borrowing costs that include interest are recognized as payment in the period in which they are paid for.

iv) Repayment of Borrowing (Principal Amount)

The repayment of principal amount of borrowing is recognized as payment in the period in which the repayment is made.

v) Acquisition of Fixed Assets

The payment on acquisition of property plant and equipment items is not capitalized. The cost of acquisition and proceeds from disposal of these items are treated as payments and receipts items respectively. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration and the fair value of the asset can be reliably established, a contra transaction is recorded as receipt and as a payment.

A fixed asset register is maintained by each public entity and a summary provided for purposes of consolidation. This summary is disclosed as an annexure to the financial statements.

5. In-kind contributions

In-kind contributions are donations that are made to the Entity in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the Entity includes such value in the statement of receipts and payments both as receipts and as payments in equal and opposite amounts; otherwise, the contribution is not recorded.

6. Third Party Payments

Included in the receipts and payments, are payments made on its behalf to third parties in form of loans and grants. These payments do not constitute cash receipts and payments and are disclosed in the payment to third parties in the statement of receipts and payments as proceeds from foreign borrowings.

7. Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at the Central Bank of Kenya and at various commercial banks at the end of the financial year.

a) Restriction on Cash

Restricted cash represents amounts that are limited/restricted from being used to settle a liability for at least twelve months after the reporting period. This cash is limited for direct use as required by stipulation.

Amounts maintained in deposit bank accounts are restricted for use in refunding third party deposits. As at 30th June 2021, this amounted to Kshs 3,657,058 compared to Kshs 2,542,339 in prior period as indicated on note 8. There were no other restrictions on cash during the year.

8. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorized public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as payments when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

9. Accounts Payable

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized on an accrual basis (as accounts payables). This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfillment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and Agencies. Other liabilities including pending bills are disclosed in the financial statements.

10. Pending Bills

Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years. As pending bills do not involve the payment of cash in the reporting period, they recorded as 'memorandum' or 'off-balance' items to provide a sense of the overall net cash position of the Entity at the end of the year. When the pending bills are finally settled, such payments are included in the Statement of Receipts and Payments in the year in which the payments are made.

11. Budget

The budget is developed on a comparable accounting basis (cash basis except for imprest and deposits, which are accounted for on an accrual basis), the same accounts classification basis, and for the same period as the financial statements. The original budget was approved by Parliament on June 2020 for the period 1st July 2020 to 30th June 2021 as required by Law and there were two supplementary adjustments to the original budget during the year.

A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

Government Development Projects are budgeted for under the MDAs but receive budgeted funds as transfers and account for them separately. These transfers are recognized as inter-entity transfers.

12. Comparative Figures

Where necessary, comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

13. Subsequent Events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2021

14. Errors

Material prior period errors shall be corrected retrospectively in the first set of financial statements authorized for issue after their discovery by: (i). restating the comparative amounts for prior period(s) presented in which the error occurred; or (ii). If the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets/equity for the earliest prior period presented. During the year, errors that have been corrected are disclosed under note 10 explaining the nature and amounts.

15. Related Party Transactions

Related party relationships are a normal feature of commerce. Specific information with regards to related party transactions is included in the disclosure notes.

5.8. NOTES TO THE FINANCIAL STATEMENTS

1 Exchequer Releases

Description	2020-2021	2019-2020
	Kshs	Kshs
Total Exchequer Releases for quarter 1	106,714,342	623,884,937
Total Exchequer Releases for quarter 2	99,772,472.00	-
Total Exchequer Releases for quarter 3	170,119,293.75	-
Total Exchequer Releases for quarter 4	247,513,994.45	-
Total	624,120,103	623,884,937

2 Compensation of Employees

	2020-2021	2019-2020
	Kshs	Kshs
Basic salaries of permanent employees	136,403,488	128,546,661
Basic wages of temporary employees	27,022,304	71,974,537
Personal allowances paid as part of salary	144,492,277	93,354,349
Personal allowances paid as reimbursements	-	-
Personal allowances provided in kind	-	-
Pension and other social security contributions	-	-
Employer Contributions Compulsory national social security schemes	17,741,411	15,926,172
Employer Contributions Compulsory national health insurance schemes	-	-
Total	325,659,480	309,801,719

3 Use of Goods and Services

	Kshs	Kshs
Utilities, supplies and services	2,961,597	2,783,669
Communication, supplies and services	2,494,086	3,113,381
Domestic travel and subsistence	30,611,545	30,940,069
Foreign travel and subsistence	-	176,493
Printing, advertising and information supplies & services	1,237,309	2,253,573
Rentals of produced assets	93,879,848	99,514,675
Training expenses	4,616,727	3,650,071
Hospitality supplies and services	27,365,998	19,553,648
Insurance costs	42,183,027	39,557,494
Specialized materials and services	992,296	734,704
Office and general supplies and services	3,987,727	4,030,450
Fuel Oil and Lubricants	5,069,657	8,361,513
Other operating expenses	31,390,347	14,015,125
Routine maintenance – vehicles and other transport equipment	7,562,587	4,676,158
Routine maintenance – other assets	1,219,753	670,647
Exchange Rate Losses	-	-
Total	255,572,504	234,031,670

4 Social Security Benefits

Explanation	2020-2021	2019-2020
	Kshs	Kshs
Government pension and retirement benefits	1,512,518	-
Total	1,512,518	-

5. Acquisition of Assets / Non-Financial Assets

Non - Financial Assets	2020-2021	2019-2020
	Kshs	Kshs
Refurbishment of Buildings	30,000	7,499,000
Purchase of Vehicles and Other Transport Equipment	0	40,458,000
Purchase of Office Furniture and General Equipment	243,270	1,842,245
Purchase of Specialized Plant, Equipment and Machinery	37,500	-
Acquisition of Intangible Assets	39,095,854	30,000,000
Total	39,406,624	79,799,245

6A: Bank Accounts

Name of Bank, Account No. & currency	Amount in bank account currency	Indicate whether recurrent, Development, deposit e.t.c	Exchange rate (if in foreign currency)	2020-2021	2019-2020
				Kshs	Kshs
Central Bank of Kenya, 10001181486 , Recurrent Kes- NPSC	Ksh	Recurrent	-	1,883,952	226,595
Central Bank of Kenya, 1000182202, Deposits Kes – NPSC	Ksh	Deposits	-	3,656,998	2,542,339
Central Bank of Kenya, 10001182563 CBK 165 Kes- NPSC	Ksh	CBK-1 65	-	0	0
Total				5,540,950	2,768,934

6B: cash in hand

	2020-2021	2019-2020
	Kshs	Kshs
Cash in Hand – Held in domestic currency	1,036	38,864
Cash in Hand – Held in foreign currency	-	-
Total	1,036	38,864

Cash in hand should also be analysed as follows:

	2020-2021	2019-2020
	Kshs	Kshs
NPSC Cash Office - Recurrent	1,036	38,864
NPSC Cash Office - Surrender of Imprest	-	-
Total	1,036	38,864

[Provide board of survey certificates for each as attachments to the financial statements]

7: Accounts Receivable

Description	2020-2021	2019-2020
	Kshs	Kshs
Government Imprests	40,749.00	7,438,937
Salary advances	151,125.00	68,929
Airtime Overpayment	419,000.00	419,000
Clearance accounts	1,330,000.00	1,330,000
Total	1,940,874	9,256,866

[Include a breakdown of the outstanding imprest below or as an annex to the notes if the list is longer than 1 page.]

(NB: The total of the balance column should agree to the total amount under note 7).

The Imprest balance has been recovered in full from the officers.

8. Accounts Payable

Description	2020-2021	2019-2020
	Kshs	Kshs
Retention	3,588,889	2,474,230
Deposits	68,109	68,109
Total	3,656,998	2,542,339

9. Fund Balance Brought Forward

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank accounts	2,768,994	6,419,052
Cash in hand	38,864	171,886
Accounts Receivables	9,256,866	4,228,973
Accounts Payables	-2,542,339	1,549,829
Total	9,522,385	9,270,082

10. Prior Year Adjustments

	Balance b/f FY 2019/2020 as per audited financial statements	Adjustments during the year relating to prior periods	Adjusted ** Balance b/f FY 2019/2020
Description of the error	Kshs	Kshs	Kshs
Bank account Balances	226,595	226,595	226,595
Cash in hand	-	-	-
Accounts Payables	-	-	-
Receivables	7,438,937	7,438,905	-
Others (<i>specify</i>)	-	-	-
	7,665,532	7,665,500	226,595

** (The adjusted balances are not carried down on the face of the financial statement. Entity to provide disclosure on the adjusted amounts)(Explain whether the prior year relates to errors noted in prior year, changes in estimates or accounting policy. Provide explanations for the prior year adjustments made their nature and effect on the fund balance of the entity). **The prior year adjustment include imprests processed after 30th June amounting to Kshs.7,438,905 and bank balances recovered by treasury of kshs,226,595 for f/y 2019/2020.The adjustments net effect is in the reduction in fund balances for financial year 2020/2021.**

11. (Increase)/ Decrease in Receivable

	2020-2021	2019-2020
	KShs	KShs
Receivables as at 1 st July (a)	9,256,866	4,228,973
Receivables as at 30 th June (b)	1,940,874	9,256,866
Increase)/ Decrease in Receivables (c=(b-a))	7,315,992	-5,027,893

(Receivable as at 1st July for FY 2020/21 should be the same as receivable as at 30th June for FY 2019/20)

12. Increase/ (Decrease) in Accounts Payable

	2020-2021	2019-2020
	Kshs	Kshs
Payables as at 1 st July	2,542,339	1,549,829
Payables as at 30 th June	3,656,998	2,542,339
Increase/ (Decrease) in payables	1,114,659	992,510

13. Related Party Disclosures

Related party disclosure is encouraged under non-mandatory section of the Cash Basis IPSAS. The following comprise of related parties to the National Police Service Commission.

- i) Key management personnel that include the Cabinet Secretaries and Accounting Officers
- ii) Other Ministries Departments and Agencies and Development Projects;
- iii) County Governments; and
- iv) State Corporations and Semi-Autonomous Government Agencies.

Related party transactions:

	2020-2021	2019-2020
	Kshs	Kshs
Key Management Compensation	8,417,292	8,417,292
<u>Transfers to related parties</u>		
Transfers to other MDAs	-	-
Total Transfers to related parties	8,417,292	8,417,292
<u>Transfers from related parties</u>		
Transfers from the Exchequer	624,120,103	623,884,937
Total Transfers from related parties	624,120,103	623,884,937

14. Other Important Disclosures

14.1: Pending Accounts Payable (See Annex 1)

15. Progress On Follow Up Of Prior Years Auditor's Recommendations

There are no unresolved audit queries by the external auditor for prior years. The Commission received unqualified reports in the financial years 2017-2018, 2018-2019 & 2019-2020.



Accounting Officer

Joseph V. Onyango, MBS



Manager Accounts

CPA Eric Nyaga Festus

ANNEX 1 – SUMMARY OF FIXED ASSET REGISTER

	Historical Cost b/f (Kshs) 2019/2020	Additions during the year (Kshs)	Disposals during the year (Kshs)	Transfers in/(out) during the year	Historical Cost c/f (Kshs) 2020/21
Refurbishment of Buildings and structures	25,652,864	30,000	-	-	31,223,874
Transport equipment	176,498,181	0	-	-	176,498,181
Office equipment, furniture and fittings	23,177,769	243,270	-	-	23,421,039
ICT Equipment	47,178,815	0	-	-	47,178,172
Machinery and Equipment	12,487,172	37,500	-	-	12,524,672
Intangible assets	47,000,000	39,095,854	-	-	86,095,854
Work in Progress	0	0	-	-	0
Total	331,994,801	39,406,624	-	-	376,941,792

NB: The balance as at the end of the year is the cumulative cost of all assets bought and inherited by the Ministry, Department or Agency. Additions during the year should tie to note 18 on acquisition of assets during the year. Ensure this section is complete and covers all the entity's assets. Ensure the complete fixed asset register is separately prepared as per circular number 5/2020 and follow up reminder of circular No. 23/2020 of The National Treasury)



CHAPTER SIX

CHALLENGES AND RECOMMENDATIONS



6.1. Introduction

During the Financial Year 2020-2021 the Commission greatly worked hard to ensure the implementation of the Strategic Plan and its overall mandate. It however encountered a few challenges and limitations that affected its optimum operations. The challenges the Commission encountered include:

Table 15: Challenges, their implication and Mitigation Strategies

S/No.	Challenge	Implication	Mitigation
1	Inadequate human resource	NPSC experienced a disruption in the full discharge of its mandate due to inadequate human resource in the Commission.	The Commission is working tirelessly to strengthen the capacity of staff. It has embarked in a vigorous exercise of interviewing and selecting the best candidates. The Commission has successfully recruited an additional 80 employees.
2	Training allocation	NPSC staff has complained that there are few allocations for training especially in KSG. This demoralizes the employees as training greatly adds value to the human resource	The Commission will embark on a liaising with the Kenya School Of Government and Treasury to increase allocations that will ensure more staff are enrolled for training especially in KSG. Training greatly enhances skills of staff and thus enhancing service delivery
3	The effect of the Covid-19 pandemic	The activities of the Commission were greatly slowed down by the Covid-19 pandemic. This was the second year the Commission was struggling with Covid-19.	The Commission has continued to emphasize on the need of complying with the Ministry of Health guidelines. This includes conducting meetings via zoom.
4	Difficulty in retrieving information on officers' personal files	Retrieval of information from the personal files of officers has paused as a great challenge. This has also led to occurrence of errors.	There is urgent need of NPSC through its ICT Department to automate the Human Resource functions.

S/No.	Challenge	Implication	Mitigation
5	Inadequate financial resources.	There has been a challenge in funding due to the tough economic times and the Covid-19 pandemic. This has resulted to budget cuts.	There has been a challenge in funding due to the tough economic times and the Covid-19 pandemic. This has resulted to budget cuts.
6	Limited office space that is away from NPS and other government institutions	The Office space of the Commission gets smaller and smaller with each additional new staff. This has forced some officers to work from home. The current situation of the office is also far from other crucial stakeholders	The Office space of the Commission gets smaller and smaller with each additional new staff. This has forced some officers to work from home. The current situation of the office is also far from other crucial stakeholders

6.2. Going forward:

The Commission is focusing on major implementations in the year 2021 and beyond. Some of the key endeavors the commission is working on include:

1. Implementation of the NPSC Strategic Plan

The Commission is in its final stages of implementing its 2019-2021 Strategic Plan. The Strategic Plan has ensured that the Commission remains on its track in ensuring that it serves better the human resource and welfare needs of the Police Officers. A mid-term review is currently being undertaken to map out any gaps between the set objectives and the actual results achieved.

2. Performance measurement

The Commission continues to measure the performance of its staff as the key accountability framework. This has significantly improved service delivery in the Commission. Performance Contracts are used as a yardstick to ensure successful implementation of the NPSC Strategic Plan and optimum human resource input. The Chairman of the Commission recently held a meeting with all staff to remind staff of the Commission about the PCs and the importance of the PCs. He went further to sign the PC with the C.E.O of the Commission.

3. Delinking and taking over of NPS civilian staff

The Commission has been in the process of delinking and taking over of NPS civilian staff. However this excludes the PFM staff from Public Service Commission to National Police Service Commission. This is enabling the Commission identify, and develop the technical/professional skills in the service to build capacity in these areas of expertise for effective succession management and also, the NPSC is now at liberty to promote officers and even develop their terms and conditions of service for purposes of career progression.

4. Decentralization of the Counseling and Wellness center.

The NPSC Counseling and wellness center in Karen is now in operation. A few staff from NPSC Headquarters was seconded to ensure initial operationalization of the Centre. Another Counseling and wellness center was also opened in Mombasa by the Chairman of the National Police Service Commission. The Commission advertised the posts of counselors and has successfully recruited a number of counselors who are in the induction process in the Commission. Continuous training has


also been projected for the counselors and peer support teams so as to build capacity in the management of psychological issues affecting police officers.

5. Relocation of the Commission offices to CBK Pension Towers

The Commission space at the Headquarters has become smaller and smaller as the human resource is strengthened through successful recruitment of new staff. The Commission identified the CBK Pension Towers which has an ample office space. The situation of the CBK Pension Towers is near NPS headquarters, The Parliament, Treasury and other stakeholders. Furthermore it will be cheaper to rent in the Tower than in the current NPSC Headquarters in Westlands.

6. Development of the NPS Special Medical Board

In the Management of Officers who acquired disability in line of duty in the NPS, the Commission has embarked on the process of developing a policy for the management of the Officers to ensure that there is fairness and equality in treatment of all officers in the service. The Commission has appointed Doctors from the Ministry of Health to form a Special Medical Board to assess the sick officers with a view to determine their fitness to continue serving or be retired on medical grounds.



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