



REPUBLIC OF KENYA
THE NATIONAL ASSEMBLY
THIRTEENTH PARLIAMENT



INDUCTION OF MEMBERS OF HOUSE COMMITTEES



FROM 22ND TO 29TH
JANUARY 2023



PrideInn Paradise Beach
Resort, Convention Centre
and Spa, Mombasa County



*“Towards a People - centred
National Assembly”*

PROGRAMME

Published by The Clerk of The National Assembly

Message From The Speaker



The Mandate of the Parliament of Kenya as established by the Constitution are the representation of the electorate, law-making and oversight of the government. The Parliament of Kenya and by extension the Parliamentary Service Commission (PSC) is a key driver of Vision 2030 and the Big Four Agenda. Parliament provides an enabling environment for all other sectors to thrive, it makes it possible through the adoption of the requisite policy frameworks, enactment of the necessary laws and subsidiary legislations.

Article 124 (1) of the Constitution mandates Parliament to establish Committees. Committees act as agents of the House in discharging its legislative, oversight and representation functions under Article 95 of the Constitution.

Having been nominated to various Committees of the House, Members are expected to be conversant with their roles in the Committees as they enhance the roles of the National Assembly in oversight, legislative, and representation as provided for under Article 95 of the Constitution.

The main purpose of the induction retreat is to give Members of various Committees the tools that they need to discharge their Constitutional mandate of representation, oversight, and legislation effectively and efficiently.

The programme provides participants with an opportunity to be taken through the place of Committees in the National Assembly and the roles of Members of Parliament in their respective Committees. The relationship between Parliament and the key stakeholders is also an interesting topic that will be covered in the programme.

The status of the National Government Constituencies Development Fund is one of the issues that is being widely discussed in the country given the impact the Fund has had in the lives of Kenyans, especially of those from mashinani. Members will be taken through the corrective measures being undertaken by Parliament in ensuring that the future of the National Government Constituency Development Fund is assured. These are some of the topics that will be covered in the induction retreat, and I believe that Members will be adequately equipped to serve Kenyans at the end of the retreat.

Let us look forward to sharing experiences and engaging with each other and most importantly adding our knowledge on Parliamentary matters.

I wish you all fruitful deliberation

**THE RT. HON. MOSES M. WETANGULA, EGH, MP
SPEAKER OF THE NATIONAL ASSEMBLY**

Message From The Convener



The Induction seminar for Members of Committees of the National Assembly under the Directorates of Departmental Committees and that of Audit, Appropriations, and other Select Committees comes at an opportune time which is following the end of the electioneering period in Kenya and the appointment of Members to various Committees.

I begin by referring to the words of **Woodrow Wilson** the 28th President of the United States of America: *“Congress in session is Congress on public exhibition, whilst Congress in its committee rooms is Congress at work.”* This famous quote will be elaborated further from the topics that will be covered in this seminar.

This programme is tailor-made to provide Members of Parliament with insights into parliamentary practice and procedure, the Committee system, the mandates of the respective Committees, Powers and Privileges of Committees as provided for in Article 125 of the Constitution which states Parliament’s General Procedures and Rules. The participants will also have a platform to learn about the relationship between Committees and key stakeholders and how to leverage these strategic partnerships for effective oversight. These are just some of the debates the participants at this Induction will engage in and without a doubt, it is a very enriching program.

Lastly, the programme has also incorporated external resource persons who have wealth of knowledge on the operations of the Committees. It is intended that these resource persons will share their experiences with the participants, including the lessons learned while interacting with House Committees. It will be an honour to engage with them. Let us look forward to learning, sharing, and engaging with each other to enrich our participation at this Seminar and enhance our knowledge base. At the end of this Seminar, I am certain that we will have sharpened our tools for fostering democracy and good governance in our respective fields.

I wish you all fruitful deliberations

HON. GLADYS J. BOSS, MGH, MP
DEPUTY SPEAKER OF THE NATIONAL ASSEMBLY

Introduction

The National Assembly by the power conferred to it by Article 124 of the Constitution, established Committees to facilitate detailed consideration of its legislative, oversight, and representation functions.

Further, the Parliamentary Service Commission Strategic Plan (2019-2030) under its strategic objective No. 2 geared towards improving the capacity of Members of Parliament to execute their constitutional mandate, requires the National Assembly to carry out the induction of Members and other capacity-building programmes to facilitate strengthened democratic governance in the country.

Cognizant of this role, the Directorates of Departmental Committees and that of Audit, Appropriations, and other Select Committees have organized a five-day workshop with the objective of inducting Members on the role of Committees in carrying out their mandate as provided for under the Standing Orders. The induction retreat focuses on the following topics: -

1. The legislative process;
2. Mandate and role of Committees;
3. Procedure governing Committee operations;
4. The budget-making process;
5. Oversight of government – (Consideration of Questions and Statements, Committee inquiries, inspection visits & performance audit reports);
6. Powers and privileges of Committees;
7. Parliamentary approval of public appointments;
8. Removal from office of a Member of a Commission or Holder of an Independent Office; and,
9. The role of the Secretariat (Clerks Assistants, Legal Counsel, Research Officers, Fiscal Analysts, Accountants, Serjeant-at-Arms) in facilitating members in Committees.

In addition, Members will have an opportunity to consider the exit reports of their predecessor Committees in the 12th Parliament towards preparation of their own Work-plans.

The expected outcomes of the Workshop include:

1. An informed Membership on the practices and procedures of the National Assembly;
2. Adoption of the Committee Work-plans; and,
3. A forum for bonding among Members.



Topics To Be Discussed



Topic 1:
The place of Committees in the National Assembly and their effectiveness

Topic 2:
Summary of the Performance Report of Committees of the 12th Parliament

Topic 3:
Conduct of Committee Business in the House

Topic 4:
Budget Policy Statement, Budget Estimates, and Budget Implementation Review by Committees and the nexus with the Budget and Appropriations Committee and Audit Committees

Topic 5:
Facilitating public participation in the legislative process: Role of Committees

Topic 6:
Supporting National Assembly Committees to execute their Mandates effectively and efficiently: Panel Discussion on Mandates and Inter- linkages among the following Directorates

Other topics will be handled in the breakout sessions (see separate programmes for each Committee):

1. Day 3 and 4: Audit, Appropriations, and Other Select Committees - 24th – 25th January, 2023

2. Day 5 and 6: Departmental Committees - 26th – 28th January, 2023

PROGRAMME

DAY 1: Sunday 22nd January, 2023

Arrival and Check-in at respective Hotels

DAY 2: Monday, 23rd January, 2023

08.30–09.00am **Registration**
Committees Secretariat

SESSION 1: **OFFICIAL OPENING**
Convener: Hon. Martha Wangari, MP
(First Chairperson of Committees)

09.00-09.10am **Prayer, Introductions and Climate Setting**

9.10 - 9.20am **Remarks by Deputy Clerks**

Mr. Jeremiah Ndombi, MBS.

Mrs. Serah M. Kioko, MBS.

9.20-9.30am **Welcome Remarks and Objectives of the Induction**

Mr. Samuel Njoroge, Clerk of the National Assembly

9.30-9.40am **Remarks by the Leader of the Minority Party**

Hon. Opiyo Wandayi, MGH, M.P.

9.40-9.50am **Remarks by the Leader of the Majority Party**

Hon. Kimani Ichung'wah, MGH, M.P.

9.50-10.10am **Keynote Address and Official Opening**

Hon. Gladys J. Boss, MGH, M.P. Deputy Speaker

10.10 -10.30am **Health Break and Group Photo**

SESSION 2: **AN OVERVIEW OF PARLIAMENTARY COMMITTEE SYSTEM AND
THE PERFORMANCE REPORT OF COMMITTEES OF THE 12TH
PARLIAMENT**

Convener: Hon. David Ochieng, MP
(Second Chairperson of Committees)

10.30-11:15am **Topic 1: The Place of Committees in the National Assembly and their
Effectiveness**

*Facilitator: Mr. Nicholas Emejen - Deputy Director, Audit Appropriations &
Other Select Committees*

11:15-12.00pm	Topic 2: Summary of the Performance Report of Committees of the 12th Parliament <i>Facilitator: Mr. Peter Chemweno - Director, Departmental Committees.</i>
12.00-12.30pm	Topic 3: Conduct of Committee Business in the House <i>Facilitator: Mr. Kipkemoi arap Kirui - Ag. Director, Legislative and Procedural Services</i>
12.30 – 1.00pm	Plenary
1.00 – 2.00pm	LUNCH BREAK

SESSION 3: AN OVERVIEW OF PARLIAMENTARY COMMITTEE SYSTEM AND THE PERFORMANCE REPORT OF COMMITTEES OF THE 12TH PARLIAMENT
Convener: Hon. Peter Opondo Kaluma, MP (4th Chairperson of Committees)

2.00 – 2.45pm	Topic 4: Budget Policy Statement, Budget Estimates and Budget Implementation Review by Committees and the nexus with the Budget and Appropriations Committee vis-à-vis Audit Reports <i>Facilitator: Dr. Martin Masinde, Ag. Director, Parliamentary Budget Office</i>
2.45 – 3.30pm	Topic 5: Facilitating Public Participation in the Legislative Process: Role of Committees <i>Facilitator: Mr. Sheriffsam Mwendwa, Deputy Director Litigation and Compliance</i>
3.30 – 4.30pm	Topic 5: Supporting National Assembly Committees to Execute their Mandates Effectively and Efficiently: Panel Discussion on Mandates and Inter- linkages among the following Directorates: - <i>Moderator: Mr. Jeremiah Ndombi, Deputy Clerk</i>

1. *Finance and Accounting Services – Mr. Irungu Kigundu, Director*
2. *Legislative and Procedural Services – Mr. Kipkemoi arap Kirui, Ag. Director*
3. *Legal Services – Mr. Dennis Abisai, Deputy Director*
4. *Hansard Services – Ms. Anne Njoroge, Director*
5. *Parliamentary Research Services – Mr. Bonnie Mathooko, Chief Research Officer*
6. *Serjeant-at-Arms – Mr. Aloisio Lekulo, Chief Serjeant-At-Arms*

End of Day 2

DAY 3 & 4: Tuesday 24th and Wednesday 25th January, 2023

SESSION 4: BREAK OUT SESSIONS

1. ***Audit, Appropriations and Other Select Committees***
(see separate programmes for each Committee)

End of Day 3 and 4

DAY 5 & 6: Thursday 26th and Friday 27th January, 2023

SESSION 5: BREAK OUT SESSIONS

Departmental Committees

(see separate programmes for each Committee)

End of Day 5 and 6

DAY 7: Saturday, 28th January, 2023

SESSION 6: GENERAL OVERVIEW OF MEMBERS' WELFARE

Convener: Hon. Omboko Milemba, MP

(Third Chairperson of Committees)

09.00 - 10.30am Topic 7: National Government Constituencies Development Fund (NG-CDF)

- i) **Disbursements**
- ii) **Court Case**

Facilitator: Mr. Yusuf Mbuno, CEO, NGCDF- BOARD

10.30 - 11.00am Health Break

11.00am - 11.30am Way Forward and Closing Remarks

Facilitator: Hon. Gladys J. Boss, MGH, MP

1.00 - 2.00pm LUNCH BREAK

END OF DAY 7

Programme Coordinators:

1. Mr. Adan Sora Gindicha – Senior Clerk Assistant
2. Mr. Victor Imbo Weke – Senior Clerk Assistant
3. Ms. Laureen Wesonga – Clerk Assistant II
4. Mr. Abdirahman Hassan Gelle – Clerk Assistant II

Rapporteurs:

1. Mr. Bonnie Mathooko – Chief Research Officer – Team Leader
2. Ms. Ruth Mwhaki – Clerk Assistant II – Lead Rapporteur
3. Mr. Douglas Katho – Clerk Assistant II
4. Ms. Winnie Akoth – Clerk Assistant III
5. Ms. Wambui Nyachae – Research Officer III



'For the Welfare of Society and the Just Government of the People'



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