

*The Institute of Certified Public Secretaries of Kenya*

*Monthly Newsletter  
March 26, 2015 – April 26, 2015*



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THE INSTITUTE OF CERTIFIED  
PUBLIC SECRETARIES OF KENYA



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## **SEMINAR ON BUILDING CORPORATE REPUTATION THROUGH GOOD GOVERNANCE**

**FEBRUARY 25-27, 2015  
SERENA BEACH HOTEL AND SPA, MOMBASA**

The Seminar on Building Corporate Reputation through good Governance was held on February 25-27, 2015 at the Serena Beach Hotel and Spa, Mombasa. The objective of the seminar was to strengthen the capacity of directors and senior level officials from both public and private sectors to improve corporate reputation of their respective institutions through the practice of good governance.

The Seminar addressed fundamentals of corporate governance, ICPSK code of corporate governance, other codes and standards on corporate governance, case studies on corporate governance, Board models, Board composition and committees, stakeholders management, relationship between the Board and management, governance audit, Board dynamics and politics, components of corporate reputation, corporate reputation management process, building a corporate brand, image and identity, alternative dispute resolution in enhancing governance and reputation, among other topics.

The Seminar was facilitated by CS. Catherine Musakali, CS. Jacqueline W. Maina, CS. Jane W. Muthaura, CS. Kennedy Auka and Ms. Jane W. Gitau.



**ICPSK SEMINAR ON CORPORATE GOVERNANCE**  
**THEME: BUILDING CORPORATE REPUTATION THROUGH GOOD GOVERNANCE**  
**FROM 25th - 27th FEB 2015 AT SERENA BEACH RESORT & SPA, MOMBASA**

**APSEA, EPC AND COMSEC WORKSHOP ON THE  
DEVELOPMENT OF A MARKETING AND IMPLEMENTATION  
PLAN FOR SERVICES EXPORT  
18<sup>TH</sup> - 19<sup>TH</sup> FEBRUARY, 2015  
SAROVA WHITESANDS BEACH RESORT AND SPA, MOMBASA**

The Export Promotion Council (EPC) with support of the Commonwealth Secretariat (COMSEC) and the Association of Professional Societies of East Africa (APSEA) held a strategic retreat to develop the 5 year Marketing Strategy and Action Plan for the Marketing of Services Export from Kenya up to the year 2020.

The Workshop was held on 18<sup>th</sup> to 19<sup>th</sup> February, 2015 at the Sarova Whitesands Beach Resort and Spa, Mombasa.

The Institute was represented by CS. John K. Mburugu, CEO, ICPSK



**STAKEHOLDER CONSULTATIONS ON THE PROPOSED  
COUNCIL DIRECTIVES ON HARMONIZED EAST AFRICAN  
COMMUNITY (EAC) CAPITAL MARKETS LEGAL AND  
REGULATORY FRAMEWORK**

The Institute participated in the Stakeholder Consultations on the Proposed Council Directives on Harmonized East African Community (EAC) Capital Markets Legal and Regulatory Framework held on March 3, 2015 at the Crowne Plaza, Nairobi.

The EAC partner States have continued to develop further the EAC Council Directives in accordance with the EAC approved work plan for the implementation of the EAC Common Market Protocol and the EAC Monetary Union Protocol.

The draft Directives are currently on stakeholder and public exposure and are available at the Capital Markets Authority Website [www.cma.or.ke](http://www.cma.or.ke).

The Institute was represented by CS. John K. Mburugu, CEO, ICPSK in the stakeholder consultations.



# ICPSK GOVERNANCE FORUM

The 17<sup>th</sup> ICPSK Governance Forum was held on Wednesday, March 4, 2015 at the Sarova Panafric Hotel, Nairobi. The Chief Guest was CS. Hon. Justice Richard Mururu Mwango, EBS, Principal Judge of the High Court of Kenya who spoke on the topic "Good Governance in Dispute Resolution: Is Alternative Dispute Resolution more effective than Litigation?"

**The 18<sup>th</sup> ICPSK Governance Forum will be held on Wednesday, April 1, 2015 at 5.30 pm at the Sarova Panafric Hotel, Nairobi. The topic will be Good Governance in Communications; Perspective of Local Media. The Speaker will be communicated in due course. Charges are Ksh. 3,000 per person. Members attending will be allocated 2 CPD credits. Please make your bookings latest by Tuesday, March 31, 2015.**



*Hon. Richard M. Mwango, Principal Judge, High Court of Kenya speaks during the ICPSK Governance Forum held on March 4, 2015 at the Sarova Panafric Hotel, Nairobi*



*CS. Nkĩrote Mworĩa-Njĩru, Vice-Chairman, ICPSK presents a token of appreciation to Hon. Richard M. Mwango Principal Judge, High Court of Kenya during the ICPSK Governance Forum held on March 4, 2015 at the Sarova Panafric Hotel, Nairobi. Looking on is CS. John K. Mburugu, CEO, ICPSK.*



*CS. Nkĩrote Mworĩa-Njĩru, Vice-Chairman, ICPSK speaks during the ICPSK Governance Forum held on March 4, 2015 at the Sarova Panafric Hotel, Nairobi*



*Members of the Institute during the ICPSK Governance Forum held on March 4, 2015 at the Sarova Panafric Hotel, Nairobi*



*Proceedings during the ICPSK Governance Forum held on March 4, 2015 at the Sarova Panafric Hotel, Nairobi*



## 7<sup>TH</sup> ASA ANNUAL EAST AFRICA BUSINESS FORUM

The Institute participated in the University of Nairobi Accounting Student Association (ASA) 7<sup>th</sup> Annual East Africa Business Forum held on March 11-12, 2015. The theme of the Forum was *Positioning the East Africa Community for Inclusive Prosperity by 2020 and beyond*.

The East African Business Forum is an annual event held at the University of Nairobi's School of Business that brings together students from across the East African Countries with the aim of updating and informing them on the emerging issues and opportunities. The Institute was part of the Panelists and was represented by CS. John K. Mburugu the Chief Executive Officer.



*CS. John K. Mburugu, CEO ICPSK, with members of the University of Nairobi Senate and other Panelists during the 7<sup>th</sup> Annual East Africa Business Forum*

*CS. John K. Mburugu, CEO ICPSK, with members of the University of Nairobi Senate, Panelists and students during the 7<sup>th</sup> Annual East Africa Business Forum*



*CS. John K. Mburugu, CEO ICPSK, with other Panelists from KASNEB, Institute of Certified Public Accountants of Kenya, Capital Markets Authority and the Kenya Vision 2030 Delivery Secretariat during the 7<sup>th</sup> Annual East Africa Business Forum*



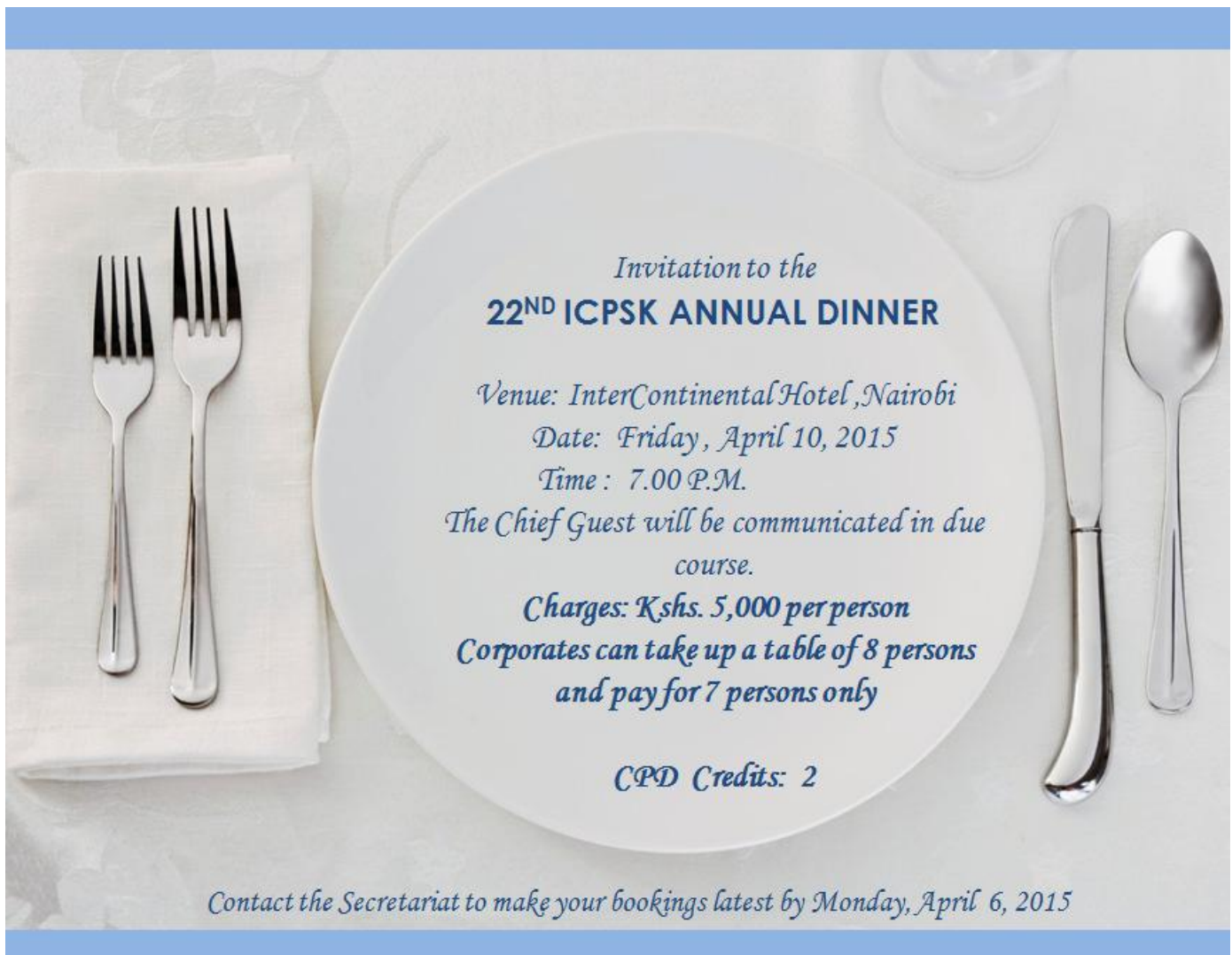
*CS. John K. Mburugu, CEO ICPSK, receives a token of appreciation from Mr. Isha Dunga, Chairman, Peace Unit programme School of Business, University of Nairobi during the 7<sup>th</sup> Annual East Africa Business Forum*

## **22<sup>ND</sup> ICPSK ANNUAL DINNER**

The Institute will hold its 22<sup>nd</sup> Annual Dinner on Friday, April 10, 2015 at the InterContinental Hotel Nairobi, starting at 7.00 p.m.

This is an important event in the Institute's annual calendar of social functions, where the Council of the Institute awards Fellowships to the deserving members of the Institute and also commends those members who have rendered exemplary service to the Institute and profession at large. This ceremony has been very exciting in the past and it offers members an opportunity to know and celebrate together on the great achievements by their fellow members as they benchmark with theirs.

Please see details of the dinner below:-





# CONFERENCE ON THE ROLE OF THE LEGISLATURE IN PROMOTING GOOD GOVERNANCE IN AFRICA

## APRIL 22-24, 2015

### INTERCONTINENTAL HOTEL, PORT LOUIS, MAURITIUS



**CPD CREDITS: 18**

Among the Speakers:

- Mr. Francis Aywa, Chief of Party, Kenya Parliamentary Strengthening program, The State University of New York (SUNY), Kenya.
- Prof. Peter Kagwanja, President and CEO, Africa Policy Institute (API).
- Dr. Ludeki Chweya, Director General, Kenya School of Government.
- Dr. Annie Chikwanha, Advisory Board Member, International Institute for Democracy and Electoral Assistance (IDEA).
- Mr. Augustine Lotodo, Former East African Legislative Assembly MP.
- Mr. Isaack Otieno, Democratic Governance Analyst, UNDP, Kenya.
- Ms. Helen Dingani, Pan African Parliament

The objective of this conference is to cultivate critical thinking by parliamentarians and senior level officials from both the public and private sector in the area of legislative effectiveness with a view to promoting good governance practices. The intended outcome of this Conference is to consciously enhance legislators' contribution towards good governance practices.

**TARGET AUDIENCE:** This is a high level Conference designed and targeted to those in senior leadership positions including Governors, Senators, Members of the National Assemblies, Members of the County Assemblies, Members of the County Public Service Boards, County Clerks, Principal Secretaries, Cabinet Secretaries, Secretaries to the County Public Service Boards and Senior Officers of the County Governments, all Senior level Managers in State Corporations, Government Ministries, Semi-Autonomous Government Agencies, Lawyers, Private Companies, Chairpersons of Boards, Board of Directors, Board of Trustees, Chief Executive Officers and Certified Secretaries.

**TUITION FEE PER DELEGATE:** The tuition fee per delegate for this three days seminar is Kshs. 129,000 (USD 1500) for members of the Institute and Kshs.139,000 (USD 1600) for nonmembers. Fees are payable in advance of the programme and cover participation in the Seminar, training materials, Institute Insignia, group photo, certificate, tea/coffee and lunch for the Conference period. **EARLY BIRD OFFERS: Participants who pay for this Conference by April 13, 2015 will enjoy a discount of Ksh. 5,000.**

**TRAVEL ARRANGEMENTS:** The participants are required to make their own transport arrangements. In addition, each participant should have their original valid passport, return air ticket and confirmed hotel booking. The visa will be stamped on arrival in Mauritius at the airport at no cost. Please note that flights to Mauritius and from Mauritius operate only on Tuesdays and Saturdays. Participants are therefore requested to plan their travel to Mauritius on 21<sup>st</sup> April, 2015 and back to Nairobi on 25<sup>th</sup> April, 2015.

**ACCOMMODATION:** For those who wish to be booked at Intercontinental Hotel through the Institute, the Half Board rates per day per person are USD (\$) 265 (KES 24,910). The cost covers accommodation, Dinner, Soft Drink, Bed and Breakfast.

Contact the Institute Secretariat on Tel: +254 20 3597840/2; +254 734603173, +254 770159631 or [info@icpsk.com](mailto:info@icpsk.com) to make your bookings.



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## **19<sup>TH</sup> ANNUAL INTERNATIONAL CONFERENCE AUGUST 19-21, 2015**

The 19<sup>th</sup> Annual International Conference is a premier event of the Institute. The Conference deals with contemporary issues and affords members an opportunity to network with their fellow professionals. Members can also utilize this opportunity to take their families on holiday as they attend the Annual Conference, hence mixing business with pleasure.

The Secretariat has commenced planning of the 2015 Annual International Conference to be held on August 19-21, 2015 at the Sarova Whitesands Beach Resort & Spa, Mombasa. We request members to propose the Theme and Topics of the Conference for consideration by the Council latest by March 30, 2015.

Members of the Institute attending all the sessions will be awarded **18 Continuous Professional Development (CPD) credit hours**. Members of LSK can transfer the CPD credits and earn CLE points.

**We are further encouraging members to commence payments in installments in order to ease the burden of a one-of payment.**

**SEMINAR FEES – KSH. 40,000 FOR MEMBERS  
KSH. 50,000 FOR NON- MEMBERS**

**REGISTER NOW!**

**EARLY  
DISCOUNT  
BIRD**

**PAY YOUR SEMINAR FEES BEFORE  
JULY 15, 2015 AND ENJOY A  
DISCOUNT OF KSH. 5000.**





We have revamped the **Professional Management** Journal. The Journal will now be known as **Governance**. We request members to write articles for the **Governance** Journal on various issues and topics including Leadership, Management, Company Secretarial Practice, Governance, Legal, Human Resource, Finance, IT, among others. Articles should not be more than 2000 words.

Remember to include your passport size photograph and personal profile.

## **PAY YOUR ANNUAL SUBSCRIPTIONS BY MARCH 31, 2015**

Members are reminded to pay their subscription fees for the year 2015 by March 31, 2015. Subscriptions fees not received by March 31, 2015 will attract an administrative cost of Kshs. 500. Visit our website [www.icpsk.com](http://www.icpsk.com) to download the subscription fee note.

## **6<sup>TH</sup> EDITION OF THE CHAMPIONS OF GOVERNANCE (COG) AWARD**



The Institute is receiving entries for the Champions of Governance (COG) Award, 2015.

Members of the Institute are encouraged to register their organizations and participate in the Certified Secretary of the Year Award. For details on how to register for the Award, kindly visit our website [www.icpsk.com](http://www.icpsk.com) or contact the secretariat.



*CS. Fred Murimi of Centum Investment Company Limited receives the Company Secretary of the Year Award from CS. Livingstone Murage, Group Company Secretary, NIC Bank*

*For questions and comments, please contact the ICPSK Secretariat: 254 20 3597840/2; Mobile: 0770159631  
E-mail: [info@icpsk.com](mailto:info@icpsk.com)*