

## **TRAINING NOTICE**



### **THE KENYA SCHOOL OF LAW**

## **COURSE: PUBLIC POLICY & LEGISLATIVE PROCESS**

**DATE: 29 Oct. – 02 Nov., 2018**

**VENUE: MOMBASA (North Coast)**

**(3 LSK CLE POINTS)**

#### **ABOUT THE COURSE**

The Kenya School of Law is pleased to mount a very practical, hands-on 5 day course on ***Public Policy and Legislative Process.***

**INTENDED PARTICIPANTS:** The Course is recommended for private and public practitioners; persons interested in and involved in the research for, advising and guiding in the drafting of policy statements/ documents for private and public entities, especially the Legislatures at National and County levels. The same practitioners would be involved in working along with the Legislators to translate and shepherd the policies into legislation and regulations through the due processes of the Legislatures. Such participants would be key in assisting Legislatures, review existing policies and legislations in tandem with contemporary social, cultural, political and constitutional developments.

**FACULTY:** The Kenya School of Law has assembled a team of hands-on experts in the initiation and execution of Policy and Legislation by the Legislatures, augmented with relevant researchers and experts.

**CERTIFICATION:** Certificates of participation will be issued at the end of the training.

#### **THE GOAL OF THE TRAINING:**

Taking the Kenyan scene of governance as the basis, the training, seeks to impart knowledge and skills to the key practitioners in the formulation of policies, its translation into legislation and the relevant requisite procedure and processes of the Legislatures. The course seeks to build on existing modalities and provide additional impetus, strengthen capacity in the methodologies in researching and processes of execution. The course would be specifically handy to:- Legislators and their Staff (the staff providing guidance/procedural support in research, drafting briefs, policies, legislation, public participation, liaison between National and County level governments, committee functions, et cetera; private entities oversighting governance processes (NGOs, consultancies). The foregoing practitioners would greatly benefit from this course, as it would enrich their knowledge and skills to advance the public service and sound critique of governance.

**COURSE OBJECTIVES:** By the end of the course participant will be expected to:

1. **Show** demonstrable acquisition of skills and application of the same, how policy is formed, translated into legislation and the procedure and processes used;
2. **Demonstrate** mastery of the key issues and steps in policy formulation;
3. **Demonstrate** a good grasp of the operational mechanisms in research, initiation, drafting and introduction in the Legislature for enactment;
4. **Identify** challenges and pitfalls in the drafting of legislation;
5. **Apply** due procedure and processes in legislation;
6. **Comprehend** the differences and import of policy, legislation and regulation (subsidiary legislation).

### **APPLICATION PROCESS**

Application forms may be obtained from Kenya School of Law, Karen, CPD Department Gate A, Ground Flr, Mutula Hall or downloaded from our website [http://www.ksl.ac.ke/wp-content/uploads/2018/04/CPD\\_REGISTRATION\\_FORM\\_.pdf](http://www.ksl.ac.ke/wp-content/uploads/2018/04/CPD_REGISTRATION_FORM_.pdf)

Money should be deposited in the **School's account: (Account No. 202 2029 110 Barclays Bank of Kenya, Barclays Plaza Branch, Nairobi, Kenya)** and banking slip presented to the Finance office. Please note that we would wish to have your **duly completed application form and proof of payment (or confirmation of intention to attend) preferably one week before the commencement of the course** to enable us to adequately prepare for the course.

**YOUR INVESTMENT: Ksh. 95,000** inclusive of VAT and registration fee. Non-East African citizens pay **USD 1,250**. (Covers *tuition fees, course materials, stationery, lunch and refreshments*).

**NOTE:** Please note that payment must be made at least 7 days before training starts unless one commits in writing to pay by the beginning of the course.

For any query relating to the course, please contact Course Coordinator, Isaac Kuloba (Assistant Director, CPD, P & R), Sam, Anne or Jaqueline on: Tel: +254- +254(020) 2699581/6 Email: [cpd@ksl.ac.ke](mailto:cpd@ksl.ac.ke), [ikuloba@ksl.ac.ke](mailto:ikuloba@ksl.ac.ke), [sakhwale@ksl.ac.ke](mailto:sakhwale@ksl.ac.ke), [ayitso@ksl.ac.ke](mailto:ayitso@ksl.ac.ke) or [jacqueline@ksl.ac.ke](mailto:jacqueline@ksl.ac.ke) Website: [www.ksl.ac.ke](http://www.ksl.ac.ke)



for DR. HENRY K. MUTAI  
**DIRECTOR/ CHIEF EXECUTIVE OFFICER**



**ISO 9001:2008 Certified Organization**