

January, start of February, 2025

JDAC team deliberates on job descriptions in a bid to expand ORPP grading structure

The Office of the Registrar of Political Parties (ORPP) has embarked on the process of undertaking Job Description and Analysis (JDAC) through a JDAC Committee appointed by the Registrar. The exercise sought to develop job descriptions across various cadres while encompassing expanded grading structure. The outcome of the task, upon requisite ORPP approvals, will further be put forth for consideration by the Salaries and Remuneration Commission (SRC).

"The review of grading structure and job descriptions for each job is essential for ensuring staff competency and placement is aligned to the execution of Office mandate and better service delivery across departments. It also provides a basis for clarity of jobs while outlining and promoting the career growth of staff. Part of the future will be defined by this outcome of how best we have aligned our human capital to the demand of time ", said Registrar Ann Nderitu, CBS.

Head of Departments who are the appointed by the Registrar as Job Description Analysis Committee (JDAC), held a workshop on 20th to 24th January, 2025 to review jobs descriptions across departments.

"The job descriptions is part of foundation for performance. Well-distinct defined roles for each job gives direct and tangible outcome to the realization of departments roles and overall, ORPP mandate", said Assistant Registrar, CPA Florence Biryia.

The exercise was coordinated by the Human Resource Management department. With support of OSLO Centre .



Registrar of Political Parties address a section of Job Description and Analysis (JDAC) team during a workshop to develop JDs

NARC- Kenya now is People's Liberation Party (PLP)

The Registrar of Political Parties, Ann Nderitu, CBS, issued a change of name certificate to Hon. Martha Karua, Chairperson of the then National Rainbow Coalition– Kenya (NARC-Kenya) on 31st January 2025,

The issuance signified completion of the process of change of the party to its new name, the People's Liberation Party (PLP). The party also changed its colours from luminous, red and white to lilac, white and purple as well as its symbol from Rose flower to purple rose.

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The Registrar commended the party for adhering to the due process in effecting the name change, in accordance with Section 20 of the Political Parties Cap 7D. She also urged the party to promote nationalism and the realization of political rights.



Registrar issues a certificate with NARC-Kenya leader and party team at ORPP HQ offices.

NARC-Kenya was the first party to be registered under PPA. The certificate of change was issued after the party met conditions set under section 20 of the Political Parties Cap 7D, including publications in newspapers seeking objection from members of the public on change.

County Governance Watch head pays a courtesy visit to Registrar

The Registrar of Political Parties, Ann Nderitu, held talks with the County Governance Watch (CGW) Executive Director, Kevin Osido on 15th January, 2025 at ORPP headquarters.



Registrar of Political Parties Ann Nderitu, Partnership and Linkages Kennedy Kania (right) together during the talks with the County Governance Watch Kevin Osido and his colleague at the Registrar's office.

The Executive Director also shared the County Integrity, Transparency & Accountability (CITA) report with the Registrar. The report aims to raise public awareness on accountability of county government budgets and governance processes.

NIMD new executive director pay a courtesy visit to Registrar

The discussion also explored collaborative strategies to strengthen the pillars of integrity, transparency, and accountability. The Registrar of Political Parties, Ann Nderitu, CBS, 15th January, 2025, with the new Netherlands Institute for Multiparty Democracy (NIMD) Executive Director, Mr. Tijmen Rooseboom, during a courtesy call at ORPP. The meeting focused on ways of strengthening partnerships, supporting sensitization programs to promote the inclusion of Special Interest Groups (SIGs) in political activities, and advancing legal reforms and National Political Parties Liaison Committee activities.



The Registrar, Ann Nderitu, leads discussions during the meeting in ORPP 4th floor boardroom

In her remarks, the Registrar highlighted the success of joint capacity-building programs, which have significantly enhanced the political rights of marginalized groups, thereby promoting democracy.

"I am pleased to join Netherlands Institute for Multiparty Democracy, a key player in advancing democracy through collaborations with institutions such as the ORPP," said Rooseboom. The Assistant Registrar, CPA Florence Biryra emphasized the importance of furthering capacity building and mentorship programs for SIGs to encourage greater participation in democratic processes.

NEDP receives provisional registration certificate

The Registrar of Political Parties, Ann Nderitu, CBS, at ORPP HQ, officially issued the National Economic Development Party (NEDP) its certificate of provisional registration.



NEDP officials acknowledge receipt of the certificate. Also present were ORPP's Registration Officer George Kimah (behind left) and Records Management Officer, Joan Sirma (seated left)

The Registrar commended the NEDP officials for their commitment and adherence to guidance given through the registration process. She advised the party to commence working towards the full registration in line with the law. She further underscored the need to adhere to the Political Parties Code of Conduct, a key to good governance.

The party officials expressed gratitude for the support and coordination given by the Office and pledged to comply with the legal obligations as guided. The NEDP is the 7th provisionally registered party. At the time, parties provisionally registered were; The We Alliance (TWAP), Peoples Forum for Rebuilding Democracy (PFRD), Imarisha Uchumi Party (IUP), African Development Congress (ADC), Kenya Ahadi Party (KAP) and Democracy for the Citizens Party (DCP). The session was coordinated by the Registration department.

Parties deliberate on proposed reforms to Political Parties Act as they discuss plans for last half, FY 2024/25

A two-day meeting of National Political Parties Liaison Committee (PPLC) was held on 17th and 18th January, 2025, bringing together representatives of political parties,

ORPP and the Independent Electoral and Boundaries Commission (IEBC). The meeting focused on; Proposed reforms to the Political Parties Act Cap 7D, Establishing a political parties' ideology framework, Adoption of the FY 2024-2025 PPLC work plan, Development of the PPLC strategy for FY 2024-2026.



Registrar (second left) confers with and Asst Registrar, Ali Abdullahi

In her remarks, the Registrar of Political Parties Ann Nderitu, CBS commended members for their active participation in the reform process. She emphasized the ORPP's support for parties in ensuring compliance with existing laws through measures such as capacity building, legal reforms, processes' automation and stakeholder engagement. Assistant Registrar Regulation and Compliance Ali Surraw lauded the PPLC's engagements, highlighting their importance in ensuring a transparent electoral process. Assistant Registrar, CPA Florence Birya called for greater inclusion of youth and marginalized groups in political processes to promote good governance. The members ex-



Assistant Registrar, CPA Florence Birya speaking during the meeting

pressed their appreciation for the ongoing efforts to spur democracy and uphold political rights. The ORPP affirmed their commitment to foster good governance and credible elections in Kenya within their parties.

Heads of departments and regions, sensitized on Performance Contracting (PC)

The review of ORPP Performance Management instruments is key to align its execution of mandate to government priorities and enhance delivery of stakeholder need and expectations.

To this course, ORPP Heads of Department and head of regional offices held a Performance Contracting (PC) sensitization workshop, 28th January to 1st February 2024. The sessions aimed at streamlining Performance Management and incorporating best management practices in workforce performance and productivity.



Heads of department & regions during the workshop.

"As the leadership of various functions, let's reflect on performance management for a clear understanding of all the processes in Performance Contracting and appraisals for staff. The PC targets must be well aligned to the Strategic Plan for the better execution of the mandate", Registrar Ann Nderitu, CBS in the session.

The PC is a good concept for measuring performance that ORPP has embraced and part of its commitment for institutional effectiveness", Assistant Registrar CPA, Florence Birya.

"The ORPP is a key entity responsible for promoting democratic governance envisioned in the MTP, IV of the vision 2030. As such, the setting of targets must be aligned to this aspiration and other national blueprints", noted the Assistant Registrar, Ali Abdullahi.

"The ORPP stands out as a transformative entity. The leadership offered in the process and participatory approach is

appreciated. This part of new ways of service delivery for public entities that ORPP is making commendable progress in ", said Simon Angote, a seasoned public practitioner at Kenya School of Government. He urged the need for ORPP to embrace new strategies and practices including agility in management to meet modern day demands.

The session was organized by Planning department. The session will enhance ORPP's performance management through PCs, staff appraisal and other performance tools.

Registrar visits Data Commissioner, discusses ORPP data audit

The Registrar of Political Parties, Ann Nderitu, CBS, had a fruitful discussion with the Data Protection Commissioner Immaculate Kassait, MBS during her visit to Office of the Data Protection Commissioner headquarter offices on 30th January, 2025. Deliberations centered on procedures for the ORPP's impending data audit, planned early this year.

The Registrar also met and interacted with the Office of the Data Protection Commissioner staff, applauding their professionalism and Data Commissioner's Office conducive working spaces, layout and arrangement.



Registrar of Political Parties and ODPC Data Protection Commissioner Immaculate Kassait, MBS interact with a section of staff at ODPC HQ, Upper Hill, Nairobi

The ORPP is already licensed as a data processor by ODPC. The certification signifies the ORPP's commitment towards personal data protection practices for political parties and that of stakeholders the Office handles in the course of its mandate.

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Some of the interventions ORPP has in place to promote personal data include; ensuring citizens grant consent prior to their registration into political parties as members through the ORPP-developed Integrated Political Parties Management System (IPPMS) and regular capacity building of political parties' officials, staff and targeted stakeholders.

The Office of the Data Protection Commissioner (ODPC) undertakes periodic audits and inspections of data handlers and processors for compliance in line with Data Protection Act and Data Protection Regulations.

IPPMS system documentation at the tail-end to completion

The ORPP technical team drawn from various departments held a session to validate user manuals and documentation for the Integrated Political Parties Management System (IPPMS).

The documentation produced in print and audio-visual format, seeks to enable and enhance effective use of ORPP-developed IPPMS by diverse users including public and persons with special needs. The exercise was held on the 4th and 5th February, 2025 with support of Elgia Africa. The process is part of ORPP effort to promote use of technology



ICT Senior Officer Robert Waithaka leads a session during a ORPP technical workshop in Gelian, Machakos

in management of political parties' data and records as well as access to information pursuant to section Constitutional provisions and 34(B) of Political Parties CAP. 7D.

Plenary vets set of policy documents

The ORPP is committed to develop and implement policies, guidelines and standardized procedures across its functions.

To progress this, the Plenary (comprised of Registrar and Assistant Registrars) held a review retreat from 3rd to 6th February 2025, to consider various departmental policies, guidelines and Standard Operating Procedures (SOPs).



Registrar, Assistant Registrars and ORPP team during a Plenary meeting in Naivasha

Documents tabled by respective heads of department included; Ideology Guidelines, ICT Policy, Communication related Standard Operating Procedures, Transport Policy, HRM Policy and Procedures Manual among others.

Registrar of Political Parties, Ann Nderitu, CBS, who chairs the Plenary, commended the departments for their efforts in preparing the policy documents and emphasized the need for their effective implementation. She noted the documents such as Political Parties Ideology Guidelines will support party processes.

Assistant Registrar, Registration and Field Services, CPA Florence Biryra, the Plenary convener, acknowledged the progress in policy development, stressing the importance of aligning the policy documents to the legal framework and aligning them to ORPP strategic focus.

Assistant Registrar Regulation and Compliance, Ali Abdullahi highlighted the necessity of incorporating advancements in technology and other emerging issues to systematize and standardize party processes for overall service delivery.

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The review is part of ORPP internal controls and governance measures to ensure that the approved policies meet best practices and needs intended to serve. The policies also form part of capacity building and act as a reference in execution of staff duties and in the course of stakeholder engagements.

ORPP Conducts compliance clinics , apprise SGs of compliance standing

A compliance clinic for all fully registered political parties, 5th and 7th February, 2025. The meeting targeted Secretaries General of the political parties. In the meeting, the party officials were briefed on status of compliance across 9 compliance parameters.



Registrar of Political Parties, Ann Nderitu, speaks during the Compliance meeting. In the meeting the status report of parties county offices was unveiled

Registrar of Political Parties, Ann Nderitu, CBS commended parties for making efforts to comply with the Act, noting how far they had made in compliance since the last clinic conducted in May 2024. She called on the parties lagging behind to upscale their efforts while assuring of ORPP support to address compliance gaps.

"I celebrate the parties for the gains parties have made in compliance. Let the parties make individual efforts to improve compliance, learning from parties that have recorded better compliance rating. Such clinics present an opportune

time for parties to review their governance structures including constitutions and election bodies ahead of coming general election", said Registrar.

"We must sustain compliance even after registration of parties. Let us take action on recommendations made during the clinic to seal non-compliance issues identified in the audit report." noted Assistant Registrar, CPA Florence Birya.

Parties were also apprised of ORPP efforts in use of IPPMs utilized in the management of parties' membership data and records as well as advanced plan by ORPP to automate compliance processes.

The engagement covered topics on :- Findings from the compliance audit, Status of political party county offices, Party membership changes, Emerging ICT issues, Processes for updating party particulars.

In the forum, a one-on-one compliance clinic with party officials was also held to deliberate party on specific compliance issues. The ORPP also discussed and guided the parties on how to remedy non-compliance matters and financial reporting requirements by the Auditor General and other applicable agencies.

Participants appreciated for the forum and previous similar clinics, building capacity for compliance. The officials, out of deliberations, also made various legal and policy reform proposals while committing to handle the issues within agreed timelines. The engagement was organized by the ORPP Compliance department.

ORPP commences facelift of field offices

A section of ORPP team and the State department of Public works has commenced process of partitioning county offices. Initial visits for the exercise were held in Machakos (28th Jan.) and Kisumu (5th Feb.). Finer coverage in next edition.

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