



## **Monthly Progress Report for June 2013**

**Preventive Services Directorate**

## Department of Prevention

| Strategic Objective                                       | Activities                                                      | Specific tasks/inputs/sub-activities                                                                                        | Start Date            | Expected Completion   | Current status                    | Status Remarks                                                                                                                                                                                                                                                                                                                                                                                                      | Responsible Officers |
|-----------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| To reduce the prevalence of corruption and economic crime | Conduct examinations to identify and seal corruption loopholes. | Preliminary Assessment of the systems and procedures at the Mombasa Law Courts and provision of advisory to the institution | 17 <sup>th</sup> June | 21 <sup>st</sup> June | Report compilation on-going       | The team undertook a preliminary assessment of the systems and procedures at the Mombasa Law Courts to inform the design of an appropriate preventive programme; The exercise covered the following divisions; court of Appeal Registry; High Court criminal; high Court & Lower Court Civil divisions; traffic Registry, ICT; Finance & Accounts, HR and<br>The team also provided immediate intervention measures | Preventive           |
| To reduce the prevalence                                  |                                                                 | Examination into the Systems, Policies, Procedures and                                                                      | June 2012             | June 2013             | Compilation of report is On-going | The team reviewed the draft Report. However the aspect                                                                                                                                                                                                                                                                                                                                                              | Preventive           |

|                                  |                                                             |                                                                                                              |                              |               |                                   |                                                                                                                                                                       |            |
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| of corruption and economic crime |                                                             | Practices of the Kenya Institute of Education.                                                               |                              |               |                                   | of procurement is yet to be finalized. The department has requested for the release of one staff member from procurement to support the team in finalizing the report |            |
|                                  |                                                             | Examination on the disbursement and utilization of Free Primary Education (FPE).                             | October 2012                 | July 2013     | Compilation of report is On-going | Compilation of the report is on-going. The process has been slowed down by the deployment of some of the Prevention officers to other Directorates.                   | Preventive |
|                                  |                                                             | Implementation of the Recommendations of the Examination into the Payroll Management system of the Judiciary | 22 <sup>nd</sup> August 2012 | February 2013 | On-going                          | The Commission has written to the Judiciary requesting for the Implementation Plan (IP). The IP will provide the implementation status of the recommendations given   | Preventive |
| Enhance strategic partnerships   | Coordinate implementation of the anti-corruption provisions | Analysis of quarterly Reports & Provision Advisory to public institutions on development of                  | July 2012                    | June 2013     | On-going                          | During the month under review, the programme covered a total of 13 institutions.                                                                                      | Preventive |

|  |                                                                               |                                                                                                                                                                   |           |           |          |                                                                                                                                                                                                                                                                                                                                                                                          |            |
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|  | under the Performance Contracts in public institutions                        | implementation of Performance Contracts 2012/13 FY anti-corruption sub-indicators                                                                                 |           |           |          | The institutions were advised on the requirements of the anti-corruption sub-indicators; corruption risk mapping; and development of Corruption prevention Plans                                                                                                                                                                                                                         |            |
|  | Advisories on Governance & facilitate the development of Governance documents | Review and advisory on development of Governance documents; Anti-Corruption Policies and Codes of Conduct and Corruption Prevention Plans for public institutions | July 2012 | June 2013 | On-going | The department reviewed Governance documents for the following institutions; Ministry of State for Defence; Egerton University corruption Policy statement for stakeholders; Codes of Conduct and Corruption Prevention policies for Machakos University college and Kiambu Institute of Science and Technology (KIST) and Dress Code for (KIST).The institutions are expected to review | Preventive |

|  |                                                                                                     |                           |               |                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |            |
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|  |                                                                                                     |                           |               |                                                                                                                                | <p>the documents in line with the proposals.</p> <p>Advisory on implementation of Corruption Prevention Indicators under the Performance Contracting to: National Health Insurance Fund (NHIF) and National Biosafety Authority</p>                                                                                |            |
|  | (Africa Center for Open Governance)Africog Stakeholder Forum on Corruption in Development Programme | 7 <sup>th</sup> June 2013 | 7th June 2013 | Launch of the report by AfriCOG on " <i>Kenya's Drought Cash Cow</i> ", made on 7 <sup>th</sup> June 2013 at the Norfolk Hotel | EACC enlightened the forum on steps that have been taken on the Integrity Vice Presidency of the World Bank investigation report on allegations of fraud and corruption in the World Bank funded Arid Lands Resources Management Project (ALRMP) and highlighting some of the challenges faced. The INT report was | Preventive |

|                                                                                            |                                                                    |                                                                                                                          |                           |                            |             |                                                                                                                                                                                                                                                            |            |
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|                                                                                            |                                                                    |                                                                                                                          |                           |                            |             | published on 15 <sup>th</sup> July, 2011 and forwarded to KACC now EACC on 31 <sup>st</sup> August.                                                                                                                                                        |            |
| Enhance Capacity of institutions to enable them implement corruption prevention strategies | Conduct Capacity building programmes in public sector institutions | Capacity building of Integrity Assurance Officers; middle level managers drawn from various institutions in Coast region | 3 <sup>rd</sup> June 2013 | 13 <sup>th</sup> June 2013 | Implemented | 58 middle level managers drawn from various MDAs were trained as Integrity Assurance Officers. The officers are expected to support management in their respective institution to undertake corruption risk assessment & implement anti-corruption reforms | Preventive |
|                                                                                            |                                                                    | Capacity building of corruption prevention Committee members drawn from various institutions of Coast region             | 7 <sup>th</sup> June 2013 | 14 <sup>th</sup> June 2013 | Implemented | 46 managers (members of Corruption Prevention Committees) drawn from 10 MDAs were trained. The officers are expected to take up their role and provide policy and strategic leadership in implementation of anti-corruption                                | Preventive |

|  |  |                                                                                                              |                            |                            |             |                                                                                                                                                                                                                                        |            |
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|  |  | Capacity building of corruption prevention Committee members drawn from various institutions of Coast region | 7 <sup>th</sup> June 2013  | 14 <sup>th</sup> June 2013 | Implemented | 46 managers (members of Corruption Prevention Committees) drawn from 10 MDAs were trained. The officers are expected to take up their role and provide policy and strategic leadership in implementation of anti-corruption programmes | Preventive |
|  |  | Institutional Corruption prevention committee capacity building programmes                                   | 24 <sup>th</sup> June 2013 | 24 <sup>th</sup> June 2013 | completed   | Capacity building programme for Vision 2030 Delivery Secretariat Corruption Prevention Committee members. The CPC members are required to provided                                                                                     | Preventive |

### Department of Education

| Strategic Objective        | Activities                 | Specific tasks/inputs/sub-activities                       | Start Date                  | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013        | Responsible Officer |
|----------------------------|----------------------------|------------------------------------------------------------|-----------------------------|------------------------------|----------------|---------------------------------------------|---------------------|
| Intensify anti-corruption, | Conduct three (3) outreach | Implement outreach clinics in three (3) Counties in Kenya. | 15 <sup>th</sup> April 2013 | 7 <sup>th</sup> June 201     | Completed      | The Department of Education implemented the | Education           |

| Strategic Objective             | Activities                     | Specific tasks/inputs/sub-activities                                                                                                                                                                                                                                     | Start Date                     | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                                                                                                                                 | Responsible Officer |
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| public education and awareness. | programs in three counties     |                                                                                                                                                                                                                                                                          |                                |                              |                | third outreach clinic in Isiolo County (3 <sup>rd</sup> – 7 <sup>th</sup> June 2013) having conducted two previous ones in May 2013.                                                                                                                                                 |                     |
|                                 | Develop Relevant IEC Materials | Printing 2,000 copies of Integrity Club Manual                                                                                                                                                                                                                           | 18 <sup>th</sup> February 2013 | 30 <sup>th</sup> June 2013   | Completed      | The Manual on the Establishment of Integrity Clubs in Institutions of Learning in Kenya was printed and delivered to the Commission for roll-out and dissemination.                                                                                                                  | Education           |
|                                 |                                | Production of ten (10) assorted posters, an Anti-Corruption Bible Study Guide, four (4) IEC Materials made up of Anti-Corruption and Economic Crimes Act, ACECA), Public Officer Ethics Act (POEA), Ethics and Anti-Corruption Commission Act (EACCA) reflecting the new | April 2013                     | 30 <sup>th</sup> June 2013   | Tender aborted | The Tender Committee rejected the technical evaluation report for Tender No. EACC/T23/2012-2013 for the printing and delivery of the IEC materials. This means that the procurement process for these items will have to be repeated all over in the new Financial Year (2013-2014). | Education           |



| Strategic Objective | Activities                          | Specific tasks/inputs/sub-activities                                                 | Start Date                   | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                                                                                                                                                                 | Responsible Officer |
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|                     |                                     | developments in the integrity and anti-corruption regime                             |                              |                              |                |                                                                                                                                                                                                                                                                                                                      |                     |
|                     |                                     | Development of the Simplified version of the Leadership and Integrity Act (LIA)      | July 2012                    | 30 <sup>th</sup> June 2013   | Completed      | The Department of Education convened a stakeholder retreat in Naivasha to develop a simplified version of LIA and the regulations of the same Act from 17 <sup>th</sup> – 21 <sup>st</sup> June 2013. The draft simplified version was completed to await illustrations, authorization and printing in FY 2013-2014. | Education           |
|                     | Printing Integrity Club T-Shirts    | Print Integrity Club T-Shirts with messages on anti-corruption, ethics and integrity | 1 <sup>st</sup> October 2012 | 25 <sup>th</sup> June 2013   | Completed      | 1,330 Integrity Club T-Shirts with anti-corruption, ethics and integrity messages were printed and delivered to the Commission.                                                                                                                                                                                      | Education           |
|                     | Disseminate relevant IEC materials. | Continuous dissemination of all Commission IEC materials on anti-corruption, ethics, | 1 <sup>st</sup> July 2012    | 30 <sup>th</sup> June 2013   | Ongoing        | The Department disseminated 4,500 copies of assorted IEC materials in the reporting period.                                                                                                                                                                                                                          | Education           |

| Strategic Objective                                                                                | Activities                                                                                    | Specific tasks/inputs/sub-activities                                                      | Start Date                | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                                                                                                         | Responsible Officer |
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|                                                                                                    |                                                                                               | integrity and good governance                                                             |                           |                              |                |                                                                                                                                                                                                                                                              |                     |
| Promote ethics, integrity and corruption intolerance in public, private and civil society sectors. | Mainstream anti-corruption, ethics and integrity in public, private and civil society sectors | Sensitized Contractors at the Institute of Surveyors of Kenya (IOSK) seminar in Machakos. | 14th June 2013            | 15 <sup>th</sup> June 2013   | Completed      | EACC was a Gold sponsor of the 9th Contractors' Sensitization Program focusing on Machakos County organized by the Institute of Quantity Surveyors of Kenya (IOSK) on 14th to 15th June 2013 at the Garden Hotel. The Department sensitized 105 contractors. | Education           |
|                                                                                                    |                                                                                               | Sensitization of management and staff of the Tourism Fund.                                | 1 <sup>st</sup> May, 2013 | 19 <sup>TH</sup> June, 2013  | Completed      | The Department sensitized 145 staff and management of the Tourism Fund in Nairobi, Kisumu, Nakuru and Mombasa branches.                                                                                                                                      | Education           |

| Strategic Objective | Activities | Specific tasks/inputs/sub-activities                                                                                           | Start Date                 | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                  | Responsible Officer |
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|                     |            | Anti-corruption, ethics and integrity sensitization at induction of new staff of National Drought Management Authority (NMDA). | 21 <sup>st</sup> June 2013 | 25 <sup>th</sup> June 2013   | Completed      | Sensitized 100 County Drought Response and Data Analysts (in two separate sessions) drawn from all regions covered by NMDA in Kenya at Laico Regency Hotel (Nairobi). | Education           |
|                     |            | Training for staff of Kenya Broadcasting Corporation (KBC)                                                                     | 12 <sup>th</sup> June 2013 | 13 <sup>th</sup> June 2013   | Completed      | Trained 50 staff of KBC Kisumu station on anti-corruption, ethics and integrity.                                                                                      | Education           |
|                     |            | Sensitization of staff of Anti-Counterfeit Authority on anti-corruption ethics and integrity                                   | 20 <sup>th</sup> June 2013 | 20 <sup>th</sup> June 2013   | completed      | Thirty (30) officers from Anti-Counterfeit Authority were trained at Teleposta Towers (Nairobi).                                                                      | Education           |
|                     |            | Anti-corruption Sensitization at a Transparency International (TI) Forum at Mwiki in Nairobi.                                  | 7 <sup>th</sup> June 2013  | 7 <sup>th</sup> June 2013    | Completed      | Sensitized 120 members of the public on anti-corruption, ethics and integrity during a Leadership Forum organized by TI in Mwiki (Nairobi).                           | Education           |

| Strategic Objective | Activities | Specific tasks/inputs/sub-activities                                                                        | Start Date                 | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                                                  | Responsible Officer |
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|                     |            | Sensitized University Deans of Students                                                                     | 5 <sup>th</sup> June 2013  | 6 <sup>th</sup> June 2013    | Completed      | Sensitized and trained 32 Deans of University Students on anti-corruption, ethics, integrity and the establishment of Integrity Clubs at Jumua Guest House in Nakuru.                                 | Education           |
|                     |            | Training of Staff of Jaramogi Oginga Odinga University of Science and Technology (JOOUST) in Bondo.         | 9 <sup>th</sup> June 2013  | 11 <sup>th</sup> June 2013   | Completed      | Trained 30 middle level staff of JOOUST. The University administrators committed themselves to forming an Integrity Club and introducing Integrity Course in their curriculum.                        | Education           |
|                     |            | Development of a mega proposal for ethics, integrity and devolution seminars for Kenya's County Governments | 20 <sup>th</sup> June 2013 | 30 <sup>th</sup> June 2014   | Ongoing        | The Departments of Education and Prevention completed the development of a flagship proposal worth 52 Million Kenya shillings to sensitize and train County Governors, their Deputies, Members of the | Education           |

| Strategic Objective | Activities | Specific tasks/inputs/sub-activities                                                                                                                      | Start Date                | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                                                                                                                                                                                     | Responsible Officer |
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|                     |            |                                                                                                                                                           |                           |                              |                | County Executives and other cadres of staff throughout Kenya.                                                                                                                                                                            |                     |
|                     |            | Sensitization of secondary school students and members of the public at a Technical Careers Fair in Nakuru.                                               | 8 <sup>th</sup> June 2013 | 8 <sup>th</sup> June 2013    | Completed      | The Department sensitized more than 100 secondary school students and members of the public at a Technical Careers Fair and Exhibition at Nakuru High School on matters of anti-corruption, ethics, integrity and character development. | Education           |
|                     |            | Collaboration with the Centre for Parliamentary Studies and Training (CPST) in conducting induction workshops for Members of the County Assemblies (MCAs) | 1 <sup>st</sup> May 2013  | 30 <sup>th</sup> June 2013   | Ongoing        | During the reporting period, the Department in collaboration with the Commission's Regional Office in Mombasa continued its sensitization of Members of the County Assemblies                                                            | Education           |

| Strategic Objective | Activities | Specific tasks/inputs/sub-activities                      | Start Date            | Expected Completion/due Date | Current status | Status Remarks as at 30th June, 2013                                    | Responsible Officer |
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|                     |            |                                                           |                       |                              |                | from Nyandarua and Kwale Counties. The inductions were held in Mombasa. |                     |
|                     |            | Sensitized staff of the Kenya Leather Development Council | 26 <sup>th</sup> June | 26 <sup>th</sup> June        | Completed      | Trained 20 members of staff of the Kenya Leather Development Council    | Education           |

### Research & Planning Department

| Strategic Objective                                                               | Activity                                   | Specific tasks /inputs/sub activities                          | Start Date  | Expected completion /Due date | Current Status | Status Remarks as at 31 <sup>st</sup> May 2013                                                      | Responsible Officers |
|-----------------------------------------------------------------------------------|--------------------------------------------|----------------------------------------------------------------|-------------|-------------------------------|----------------|-----------------------------------------------------------------------------------------------------|----------------------|
| <b>1. Promote targeted and integrated research on corruption &amp; governance</b> | 1. Undertake broad based Governance Survey | 1. Undertake the 2012 National Survey on Corruption and Ethics | August 2012 | June 2013                     | On-going       | Report has been published and 2000 copies delivered<br><br>Dissemination of the report to follow d. | Research             |

| Strategic Objective                                           | Activity                                                          | Specific tasks /inputs/sub activities                              | Start Date | Expected completion /Due date | Current Status | Status Remarks as at 31 <sup>st</sup> May 2013                                                               | Responsible Officers |
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|                                                               | 2. Carry out thematic and sectoral research study                 | 2. Undertake thematic research focusing on the Land Sector         | Dec 2010   | June 2013                     | Completed      | Report published and 1000 delivered<br><br>Dissemination of the Report to follow                             |                      |
|                                                               |                                                                   | 3. Undertake a study of corruption in the Judicial sector          | May 2012   | June 2013                     | Ongoing        | 2 <sup>nd</sup> dummy Report is being reviewed                                                               | Research             |
|                                                               |                                                                   | 4. Undertake a baseline survey on corruption and ethics indicators | Oct 2011   | June 2013                     | Ongoing        | 2 <sup>nd</sup> Dummy from the printer is being reviewed                                                     | Research             |
|                                                               |                                                                   | 5. Undertake a policy review of Public Procurement                 | Nov 2012   | June 2013                     | Ongoing        | Data collection and entry completed.<br><br>The data is being analyzed and a draft report is to be developed | Research             |
| <b>2. Institutionalize a monitoring and evaluation system</b> | 1. Develop and operationalized a monitoring and evaluation system | 1. Develop a monitoring and evaluation framework                   | July 2010  | December 2013                 | Ongoing        | The Draft framework is to be aligned to the Strategic Plan and the Commission                                | Research             |

| Strategic Objective | Activity                                   | Specific tasks /inputs/sub activities                                                                              | Start Date    | Expected completion /Due date | Current Status | Status Remarks as at 31 <sup>st</sup> May 2013                                                             | Responsible Officers |
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|                     |                                            |                                                                                                                    |               |                               |                | structure                                                                                                  |                      |
|                     | 2. Formulation of Strategic Plan 2013-2017 | 1. Review of the EACC Strategic Plan (2008-2013)<br>2. Framework for the Development of Strategic Plan (2013-2017) | November 2012 | August 2013                   | Ongoing        | A technical Workshop is set for 22 <sup>nd</sup> – 26 <sup>th</sup> July 2013 to discuss the draft Report. | Research             |

### Kenya Integrity Forum

| Strategic Objective                                                       | Activities                                   | Specific tasks/inputs/ sub-activities                     | Start Date | Expected Completion | Current status | Status Remarks as at June 30, 2013                                                                                                                                             | Responsible Officers |
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| THE KENYA INTEGRITY FORUM                                                 |                                              |                                                           |            |                     |                |                                                                                                                                                                                |                      |
| <b>Strengthen partnership, coalitions and networks against corruption</b> | National Leadership and Integrity Conference | Organize the National Leadership and Integrity Conference | April 2013 | June 2013           | Complete       | The conference was held on 12 <sup>th</sup> June at the School of Monetary studies.<br><br>The conference was opened by His Excellency the President of the Republic of Kenya. | KIF                  |



| Strategic Objective | Activities                                            | Specific tasks/inputs/sub-activities                            | Start Date | Expected Completion | Current status | Status Remarks as at June 30, 2013                                                                   | Responsible Officers |
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|                     |                                                       |                                                                 |            |                     |                | The Secretariat is currently writing the Conference report.                                          |                      |
|                     | Regional Leadership and integrity forums              | Organize regional leadership and integrity forums               | June 2012  | June 2013           |                | Three regional leadership and integrity forums were held in Kilifi, Machakos and Kirinyaga Counties. | KIF                  |
|                     | Sectoral NACP Progress Reports and Work Plan Meetings | Preparation of Sector Progress Implementation Reports 2011/2012 | July 2012  | July 2013           | Ongoing        | Finalizing the report ready for publication                                                          | KIF                  |
|                     | Review of National Anti-Corruption Plan               | Review of National Anti-Corruption Plan                         | July 2012  | July 2013           | Ongoing        | Consultations with the sectors still on-going                                                        | KIF                  |

**Other Collaborative Activities undertaken By Preventive Services Directorate**

| Strategic Objective                                                                 | Activities | Specific tasks/inputs/sub-activities | Start Date | Expected Completion | Current status | Status Remarks | Responsible Officers |
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| <b>Other Collaborative Activities undertaken By Preventive Services Directorate</b> |            |                                      |            |                     |                |                |                      |

| Strategic Objective | Activities                                                                             | Specific tasks/inputs/sub-activities                                              | Start Date                 | Expected Completion        | Current status | Status Remarks                                                                                                                                                                | Responsible Officers |
|---------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Other Activities    | Development of EACC structure and job evaluation exercise                              | Developed EACC organogram, job evaluation and other transition related activities | October 2012               | June 2013                  | Completed      | Members of the department participated in the Commission's Technical Committee to review the EACC structure, functions and job evaluation.                                    | PS                   |
|                     | Support to the Activities of the Kenya Integrity Forum (KIF)                           | Participated in Conducting Regional Integrity Review Forum                        | 21 <sup>st</sup> June 2013 | 27 <sup>th</sup> June 2013 | Completed      | The Department supported the implementation of Integrity Review Forums organized by KIF in Kilifi, Machakos, Kirinyaga and Kitale.                                            | KIF                  |
|                     | Meeting exhibitors in Nakuru in preparation of Agricultural Society of Kenya Show(ASK) | ASK Nakuru Show Exhibitor's meeting in Nakuru                                     | 7 <sup>th</sup> June 2013  | 7 <sup>th</sup> June 2013  | Completed      | The Department represented the Commission at an ASK Nakuru Show Exhibitor's meeting in Nakuru where potential exhibitors were informed of their expectations during the Show. | Education            |
|                     | Departmental Staff Development and Training                                            | Staff training held in ESAMI Arusha (Tanzania).                                   | 27 <sup>th</sup> May       | 14 <sup>th</sup> June      | Completed      | Two members of staff from the Department who had been nominated to attend an advanced course on the Prevention; Detection and Analysis of                                     | Education            |

| Strategic Objective | Activities                                                         | Specific tasks/inputs/sub-activities                                  | Start Date                 | Expected Completion        | Current status | Status Remarks                                                                                                                                                                                                                                                          | Responsible Officers |
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|                     |                                                                    |                                                                       |                            |                            |                | Corporate Fraud held at ESAMI (Arusha) successfully completed the course and resumed duty.                                                                                                                                                                              |                      |
|                     | Participation in a National Conference on Leadership and Integrity | Participated during a National Conference on Leadership and Integrity | 12 <sup>th</sup> June 2013 | 12 <sup>th</sup> June 2013 | Completed      | The Department of Education was represented at the National Conference on leadership and Integrity at Kenya School of Monetary Studies where His Excellency the President of the Republic of Kenya expressed the Government's commitment in the war against corruption. | KIF                  |
|                     | Development of the Commission's Annual Report                      | Writing of Departmental Annual Report                                 | June                       | 3rd July, 2013             | ongoing        | Members of the department commenced the development of the Departmental component of the Commission's Annual Report.                                                                                                                                                    | Education            |

| Strategic Objective | Activities                          | Specific tasks/inputs/sub-activities                      | Start Date                 | Expected Completion        | Current status | Status Remarks                                                                                                                                                                                                                         | Responsible Officers |
|---------------------|-------------------------------------|-----------------------------------------------------------|----------------------------|----------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
|                     | Commission Team Building activities | Participation in the Commission's team building exercise. | 14 <sup>th</sup> June 2013 | 14 <sup>th</sup> June 2013 | Completed      | The Department participated in the Commission's retreat at KCB Leadership Development Centre where team building for members of staff took place and the Management of the Commission outlined its vision and philosophy to all staff. | All officers         |