



**PERFORMANCE CONTRACT FOR 2019/2020 FINANCIAL YEAR  
16<sup>TH</sup> CYCLE GUIDELINES**

The Financial Year 2019/2020 Corruption Prevention sub-indicators are in line with the Ethics and Anti-Corruption Commission Act. No 22 of 2011, the Leadership and Integrity Act of 2012 and the Bribery Act 2016 which mandate the Commission to combat and prevent corruption Bribery and unethical practices; and to promote standards and best practices in ethics, integrity and anti-corruption.

The Corruption Prevention Indicator aims to combat and prevent corruption, unethical practices and promote standards and best practices in governance.

During the 16<sup>th</sup> Cycle, All MDA’s and other organizations that have signed into the Performance Contract (PC) will be required to continue implementing strategies highlighted in the Risk Mitigation Plans developed during the 15<sup>th</sup> Cycle, and submit quarterly reports in order to comply with the following sub- indicators:

	<b>Key Indicator</b>	<b>Sub-indicator</b>	<b>weight</b>	<b>Total weight</b>
1.	<b>CORE MANDATE:</b> Implement Corruption Prevention Strategies in the Institutional Risk Mitigation Plan to address risks and loopholes in legal and policy environment; regulations, processes, and procedures guiding the core mandate of your organization.	Implementation progress	40%	40%
2.	<b>INFORMATION COMMUNICATION TECHNOLOGY:</b> Implement Corruption Prevention Strategies in the Institutional Risk Mitigation Plan for your organization to address risks and loopholes in the area of Information Communication Technology. The risks should include computerized processes within the government wide systems and also other ICT solutions specific to the organization.	Implementation progress	10%	10%

3.	<b>PAYROL MANAGEMENT</b> Implement Corruption Prevention Strategies in the Institutional Risk Mitigation Plan for your organization to address risks and loopholes in the area of Payroll Management.	Implementation progress	10%	10%
4.	<b>PROCUREMENT AND FINANCIAL MANAGEMENT:</b> Implement Corruption Prevention Strategies in the Institutional Risk Mitigation Plan for your organization to address risks and loopholes in the Support functions of Supply Chain Management (Procurement) and Financial Management.	Implementation progress	30%	30%
5.	Submit quarterly reports to EACC in the prescribed formats provided in the EACC website: <a href="http://www.eacc.go.ke">www.eacc.go.ke</a> (see Notes)	comprehensive quarterly report	10%	10%
<b>Total</b>				<b>100%</b>

### **INSTRUCTION NOTES**

1. Institutions are expected to continue implementing the corruption prevention strategies/measures highlighted in the Risk Mitigation Plans submitted to EACC during the FY 2018-2019. These Mitigation Plans can be updated if deemed necessary and reviewed copies submitted to the Commission at or before the end of the first quarter of FY 2019/2020.
2. Institutions that have not undertaken Comprehensive Corruption Risk Assessments (CRAs) are expected to do so in the first quarter, and submit a copy of the CRA report together with the Risk Mitigation Plan to EACC at or before the end of the first quarter.
3. The CRA reports and Risk Mitigation Plans submitted to the Commission should clearly and separately identify risks and loopholes in the four areas of focus (Core Mandate, ICT, Payroll Management and Support functions of Supply Chain Management and Financial Management) and corresponding mitigation measures proposed for every identified risk.
4. At the end of every quarter, MDAs will be expected to submit progress reports on the implementation of the corruption prevention strategies (outlined in the mitigation plan) together with observed outcomes (changes identified). This report should be accompanied with actual evidence of the implementation of the prevention strategy. The implementation report will be evaluated only on the basis of concrete actions taken and changes identified.  
*EACC will conduct sampled spot checks to ascertain the accuracy of the reports.*
5. MDAs are required to submit quarterly reports within fifteen (15) days following the end of a quarter.

6. Reports to EACC will be in the format(s) which will be posted in the EACC website: [www.eacc.go.ke](http://www.eacc.go.ke). Reports not in conformity with the format will be rejected.
7. It is not a requirement for organizations to submit to EACC during the 16<sup>th</sup> Cycle, quarterly reports on tenders and contracts awarded above the threshold of Ksh. 500,000.00.
8. It is also not a requirement for organizations to submit reports on training and capacity building undertaken in every quarter, unless such reports are being submitted as part of evidence to support implementation of strategies indicated in the risk mitigation plans.
9. It is not a requirement for organizations to undertake baseline or perception surveys as part of the PC targets.