



## PERFORMANCE CONTRACT FOR 2021/2022 FINANCIAL YEAR

### 18<sup>TH</sup> CYCLE CORRUPTION PREVENTION GUIDELINES

This performance indicator aims to combat and prevent corruption and unethical practices and promote standards and best practices in governance. It is 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 of 2016.

During the 18<sup>th</sup> Cycle, all MDAs and other public organizations that have signed into the Performance Contract (PC) will be required to implement various prevention activities and submit quarterly reports in order to comply with the following sub-indicators.

	Key Indicator	Sub-Indicator	Weight	Total Weight
1.	Review or undertake (if your institution has not conducted in the last three FYs) a Corruption Risk Assessment and develop a Corruption Risk Mitigation Plan focusing on the following areas: i. Core Mandate of the Organization; ii. Information Communication Technology; iii. Payroll Management; and iv. Procurement and Financial Management.	A comprehensive Corruption Risk Assessment & Mitigation Plan covering the following areas is submitted to EACC in the first quarter:  • Core Mandate  • Information Communication Technology  • Payroll Management  • Procurement and Financial Management		30%
			7.5 %	
			7.5%	
			7.5%	
			7.5%	
2.	Implement measures / strategies outlined in the Corruption Risk Mitigation Plan	No of measures /strategies implemented and reported in the quarterly progress reports submitted to EACC together with supporting evidence, in the following areas:  • Core Mandate		60%
			15%	

		<ul style="list-style-type: none"> <li>Information Communication Technology</li> </ul>	15%	
		<ul style="list-style-type: none"> <li>Payroll Management</li> </ul>	15%	
		<ul style="list-style-type: none"> <li>Procurement and Financial Management</li> </ul>	15%	
3.	Submit quarterly performance reports to EACC using the prescribed reporting format.	No of comprehensive reports submitted (not later than 15 <sup>th</sup> of the month following the end of the quarter)	10%	10%
<b>Total</b>				<b>100%</b>

### **INSTRUCTION NOTES**

- Public Institutions are expected to review Corruption Risk Assessment and Mitigation Plans (CRA&MPs) developed in FY 2020-2021 and submit comprehensive CRA&MPs to the EACC before the end of the first quarter of FY 2021/2022.  
The CRAs should focus on four areas – Core Mandate, Information Communication Technology, Payroll Management, and support functions of Procurement and Financial Management.
- Public Institutions that had not undertaken Corruption Risk Assessments and developed Risk Mitigation Plans on the above areas, should do so and submit comprehensive CRA&MPs to EACC before the end of the first quarter of FY 2021/2022.
- 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.
- 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.*
- MDAs are required to submit quarterly reports within fifteen (15) days following the end of a quarter.
- 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.
- It is not a requirement for organizations to submit to EACC during the 18<sup>th</sup> Cycle, quarterly reports on tenders and contracts awarded above the threshold of Ksh. 500,000.00.