



# The Obligations of State Officers and Public Officers under the Leadership and Integrity Act, 2012

	<b>DOs</b>	<b>DONTs</b>
<b>Rule of Law (Section 7)</b>	Respect and abide by the constitution and the law	Not to engage in any conduct which violates the rights and fundamental freedoms of any person
<b>Responsibility and duties (Section 9)</b>	Shall take personal responsibility for the consequences of any actions or omissions	Blame others
<b>Performance of duties (Section 10)</b>	<ul style="list-style-type: none"> <li>Carry out duties of the office efficiently and honestly</li> <li>Carry out duties in a transparent and accurate manner</li> <li>Keep accurate records and documents relating to the functions of the office</li> <li>Report truthfully on all matters of the organization which they represent</li> </ul>	
<b>Professionalism (Section 11)</b>	<ul style="list-style-type: none"> <li>Carry out duties in a manner that maintains public confidence in the integrity of the office</li> <li>Treat members of the public with courtesy and respect</li> <li>Maintain high standards of performance and level of professionalism</li> <li>Observe and subscribe to the ethical and professional</li> </ul>	Not discriminate against any person
<b>Financial integrity (Section 12)</b>		<ul style="list-style-type: none"> <li>Use the office to unlawfully enrich himself or any other person</li> <li>Accept a personal loan or benefit which may compromise the officer in carrying out the duties.</li> </ul>
<b>Moral and ethical requirements (Section 13)</b>	<ul style="list-style-type: none"> <li>Demonstrate honesty in the conduct of public affairs</li> <li>Accurately and honestly represent information to the public</li> </ul>	<ul style="list-style-type: none"> <li>Engage in activities that amount to abuse of office</li> <li>Engage in wrongful conduct in furtherance of personal benefit</li> <li>Misuse public resources</li> <li>Falsify any records</li> <li>Engage in actions which will lead to the officer's removal from membership of professional body(ies)</li> <li>Commit any offences</li> </ul>
<b>Gifts or benefits in kind (Section 14)</b>	<ul style="list-style-type: none"> <li>Declare the gift or donation to the public entity which the officer represents</li> </ul>	<ul style="list-style-type: none"> <li>Accept monetary gift</li> <li>Accept a gift exceeding value prescribed by the Commission Regulations</li> <li>solicit gifts, hospitality or other benefits</li> <li>Accept gifts or benefits from persons whose interest is in conflict with the officers or public entity.</li> <li>Receive jewellery, precious metals or stones, ivory or any other animal part protected under the relevant Convention.</li> </ul>
<b>Wrongfully acquisition of property (Section 15)</b>		Use the office to wrongfully or unlawfully acquire property

<b>Conflict of interest (Sections 16 &amp; 17)</b>	<ul style="list-style-type: none"> <li>• Declare all conflict of interest</li> <li>• Register all conflicts of interest</li> </ul>	<ul style="list-style-type: none"> <li>• Award or influence award of a contract where you have a personal interest</li> <li>• Participate in a tender for the supply of goods or services to a public entity in which the officer is serving or associated with.</li> </ul>
<b>Public collections (Section 18)</b>		<ul style="list-style-type: none"> <li>• Solicit for contributions from the public for a public purpose unless approved by the President</li> <li>• Participate in public collection of funds in a way that reflects negatively on the officer.</li> </ul>
<b>Bank accounts outside Kenya (Section 19)</b>		Shall not open or maintain an account without the approval of EACC
<b>Acting for foreigners (Section 20)</b>		Compromise the security of the country
<b>Care of property (Section 21)</b>	<ul style="list-style-type: none"> <li>• Take care of public property</li> <li>• Surrender all public property on exit from office</li> </ul>	Use public property for personal gain
<b>Misuse of official information (Section 22)</b>		Use or allow a person to use confidential information in furthering private interest
<b>Political neutrality (Section 23)</b>		<ul style="list-style-type: none"> <li>• Act as an agent for a political party or a candidate in an election</li> <li>• Manifest support for or opposition to any political party or candidate in an election</li> <li>• Engage in any political activity that may compromise or be seen to compromise the political neutrality of the office</li> </ul>
<b>Impartiality (Section 24)</b>	Carry duties with impartiality and objectivity	Practice favouritism, nepotism, tribalism, cronyism, religious bias
<b>Giving of advise (Section 25)</b>	Give honest, accurate and impartial advice without fear or favour	
<b>Gainful employment (Section 26)</b>		Full time state officers should not participate in any other gainful employment
<b>Offers of future employment (Section 27)</b>	Disclose all offers of future employment or benefits that could place officer in situation of conflict of interest	In the performance of their duties be influenced by plans or expectations for or offers of future employment or benefits
<b>Misleading the public (Section 29)</b>		Knowingly give false or misleading information to any person
<b>Falsification of records (Section 30)</b>		Falsify any record or misrepresent information to the public
<b>Conduct of private affairs (Section 32)</b>	Behave in such a manner that inspires public confidence in the office	Demean the office that you hold
<b>Tax, financial and legal obligations (Section 33)</b>	Pay all your taxes	Neglect your financial obligations
<b>Bullying (Section 34)</b>	Handle the public and colleagues with courtesy	Bully any person
<b>Reporting improper orders (Section 36)</b>	Report improper orders to the Commission	Conceal improper orders
<b>Signing Specific Leadership and Integrity Code (Section 40)</b>	Commit to the Specific Leadership and Integrity Code	Take office without commitment to specific leadership and integrity codes