



**PERFORMANCE CONTRACT FOR 2018/2019 FINANCIAL YEAR
15TH CYCLE GUIDELINES**

The Financial Year 2018/2019 Corruption Prevention sub-indicators are in line with the Ethics and Anti-Corruption Commission Act. No 22 of 2011 and the Leadership and Integrity Act of 2012 which mandate the Commission to combat and prevent corruption and unethical practices; and 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.

Organizations which consider undertaking perception surveys will contribute to the corruption risk assessments may undertake the surveys. The surveys will not form part of the targets to be evaluated by EACC.

All MDA's and other organizations will be required to carry out Corruption risk assessments (CRAs) afresh in order to comply with the following four indicators:

	Key Indicator	Sub-indicator	weight	Total weight
1.	Carry out CRA focussing on the following 4 broad sub- indicators	CRA Report	10%	10%
a).	CORE MANDATE: Capture in the CRA all corruption risks and loopholes addressing legal and policy environment, regulations, processes, and procedures guiding the core mandate of your organization.	Implementation progress	30%	30%
b).	INFORMATION COMMUNICATION TECHNOLOGY: Capture risks and loopholes in the area 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	20%	20%
c).	PAYROLL MANAGEMENT:	Implementation progress	10%	10%

	Capture risks and loopholes in Payroll Management.			
d).	SUPPORT FUNCTIONS: Capture risks and loopholes in the Support functions of Supply Chain Management (Procurement) and Financial Management .	Implementation progress	15%	15%
2.	Develop a risk mitigation plan	Mitigation plan	10%	10%
3.	Submit quarterly reports to EACC in the prescribed formats provided in the EACC website: www.eacc.go.ke (see Notes)	Comprehensive quarterly report	5%	5%
Total				100%

INSTRUCTION NOTES

1. Institutions are expected to carry out the CRAs in the first quarter of the FY 2018/2019; and submit the CRA reports together with the Mitigation Plans to EACC at end of the first quarter.
2. The first indicator will be based on the core mandate of the organization. This indicator will define risks and loopholes in the Legal and policy environment guiding the core mandate, the regulations, processes and procedures followed in the implementation core mandate. It will also define the key functions and identify the risks related in the execution of these functions. Institutions are expected to carry out the CRA and submit the CRA report together with the Mitigation Plan to EACC in the first quarter.
3. The second indicator will be on Corruption risks in the area of ICT including computerized processes within the government wide systems. This will include the various processes automated in the various organizations.
4. The third indicator targets Payroll management. Institutions are required to carry out a comprehensive risk assessment in the area of payroll management including wages paid to casual and temporary employees.
5. The fourth indicator will target Support functions of supply chain management and financial management.
6. MDAs are required to submit quarterly reports at the end of every quarter, before the end of the second week of the subsequent quarter.
7. Reports to EACC will be in the format(s) which will be posted in the EACC website: www.eacc.go.ke. Reports not in conformity with the format will be rejected.