



Public Service Bulletin

A weekly publication of the State Department for Public Service

SDPS Bulletin

Issue no. 01/2024

CHANGE OF GUARD

State Department
for Public Service

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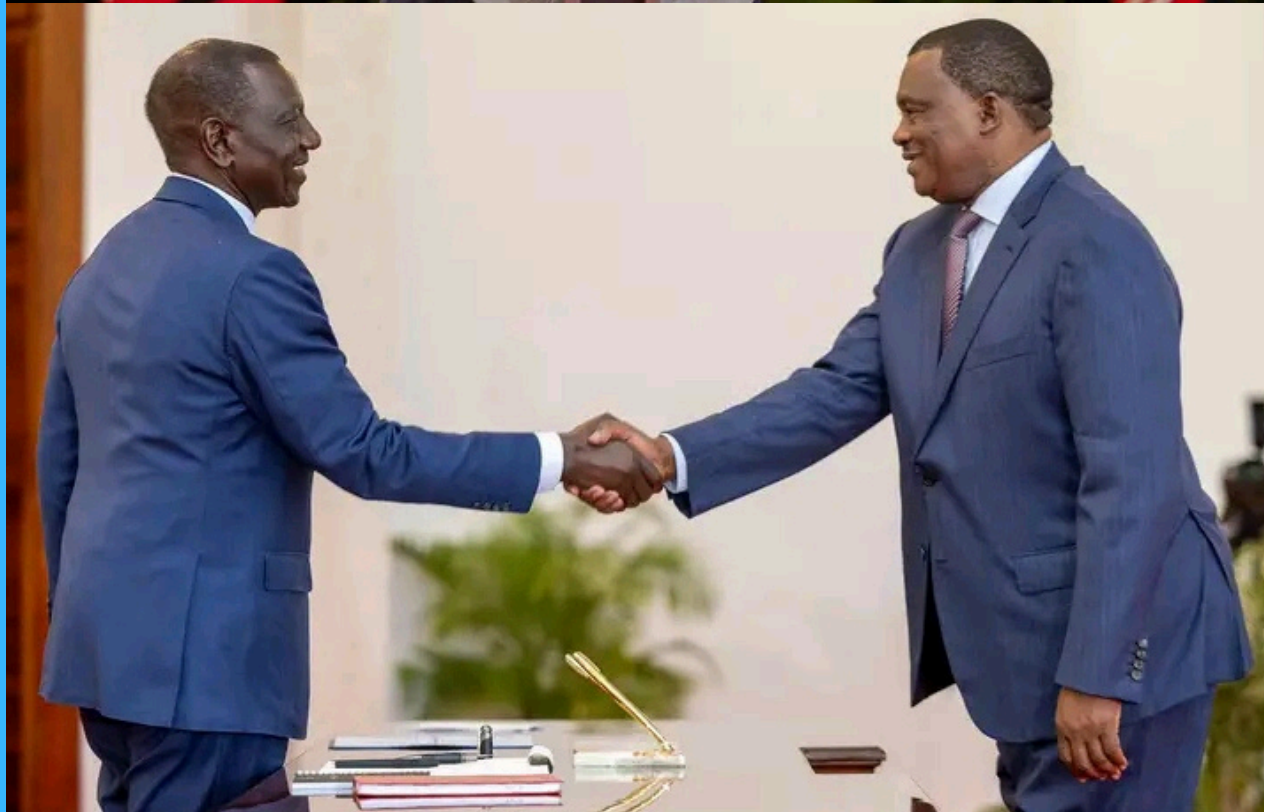
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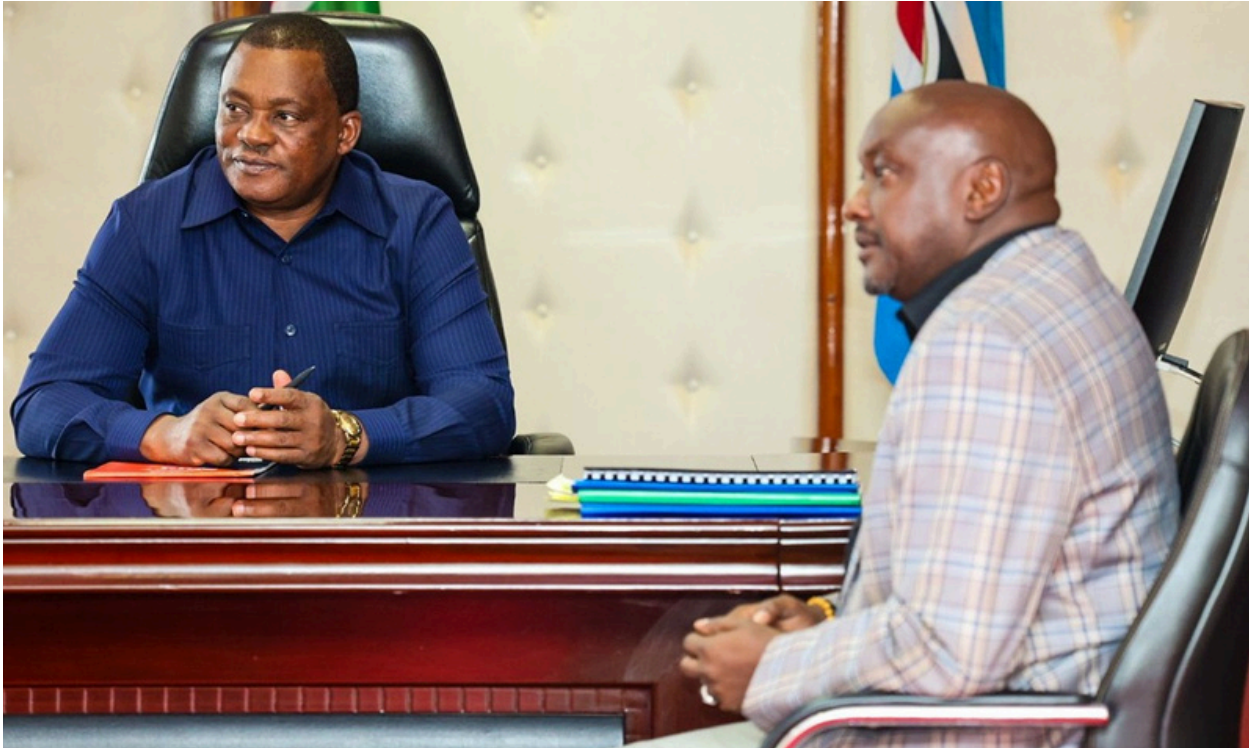


H.E President William Ruto congratulates the newly appointed Cabinet Secretary for the Ministry of Public Service and Human Capital Development Hon. Justin Bedan Njoka Muturi, EGH during the swearing in ceremony held at State House, Nairobi



The newly appointed Cabinet Secretary for Public Service and Human Capital Development Hon Justin B. Muturi during his first day in office on 9th August, 2024.

The Cabinet Secretary was welcomed by Principal Secretary for State Department for Public Service Mr. Amos Gathecha who expressed his commitment to work with the Cabinet Secretary in ensuring efficient and effective Service Delivery.



***Ministry of
Public Service
and Human
Capital
Development
Cabinet
Secretary Hon.
Justin Muturi
and State
Department for
Public Service PS
Mr. Amos
Gathecha at his
Harambee house
office***



HUDUMA CONTACT AND TELE-COUNSELLING CENTRE



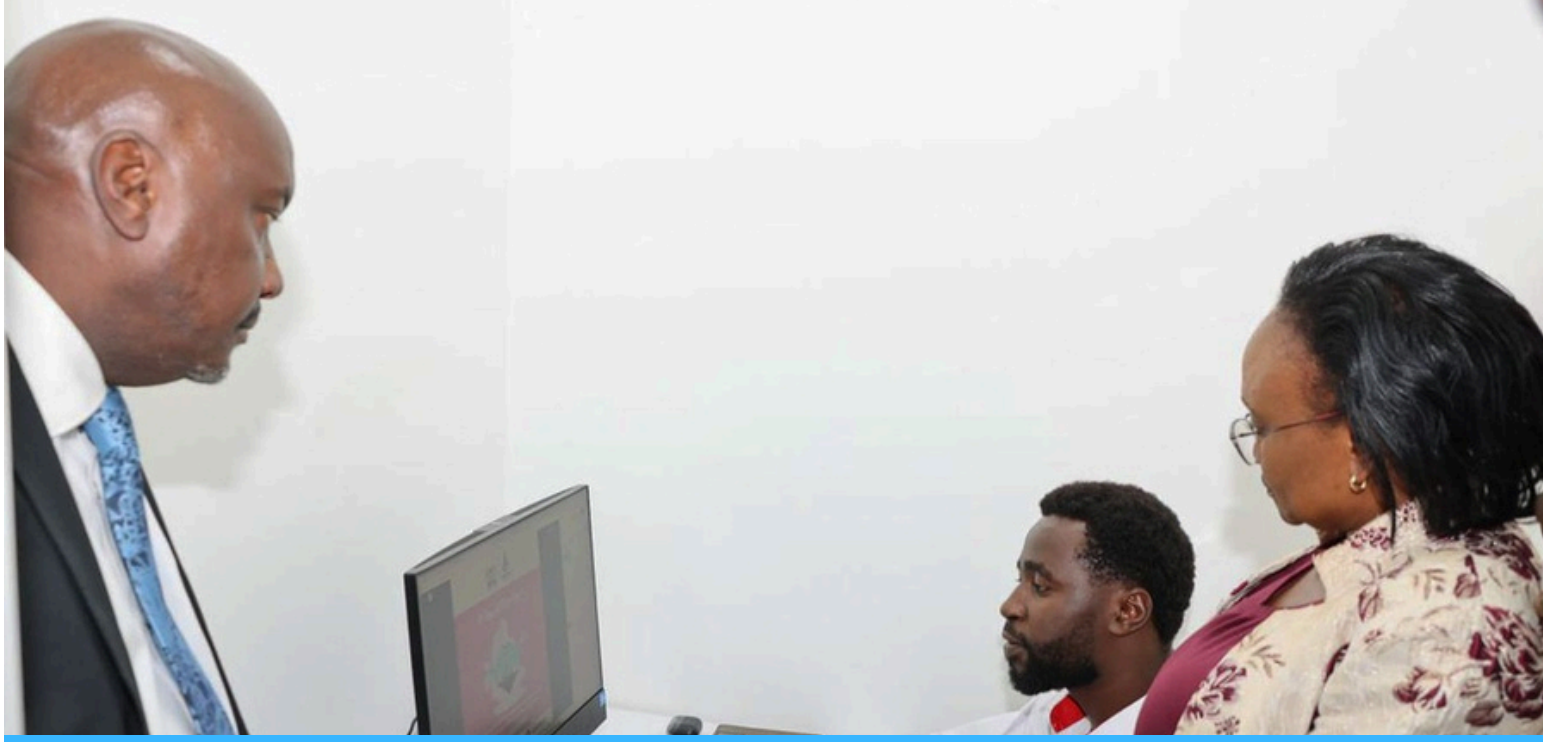
State Department for Public Service Principal Secretary Mr. Amos Gathecha (C) Huduma Kenya CEO Mr. Mugambi Njeru (R) and State Department for Public Service Information Director Ms. Catherine Njoroge (L) converse during the Huduma Contact and Tele-Counseling Centre visit

The Principal Secretary, State Department for Public Service Mr. Amos Gathecha visited the soon-to-be-launched Huduma Contact and Tele-counseling Centre at Teleposta Towers, Nairobi's GPO Centre on Tuesday 5th August, 2024.

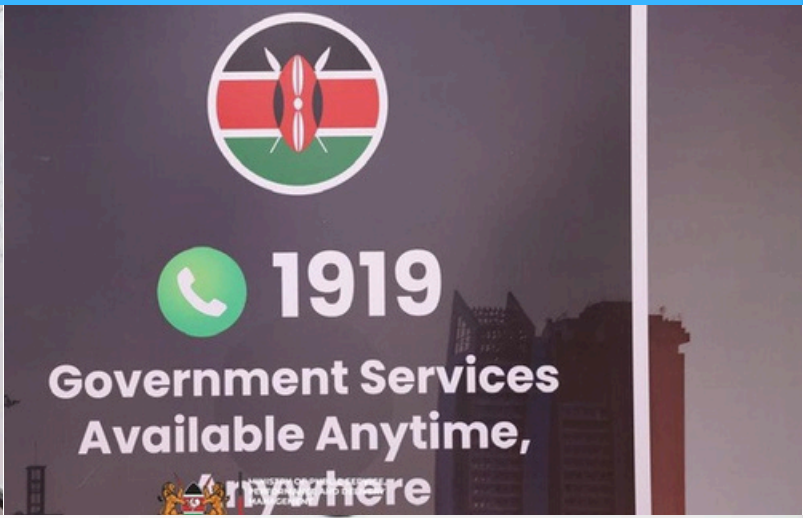
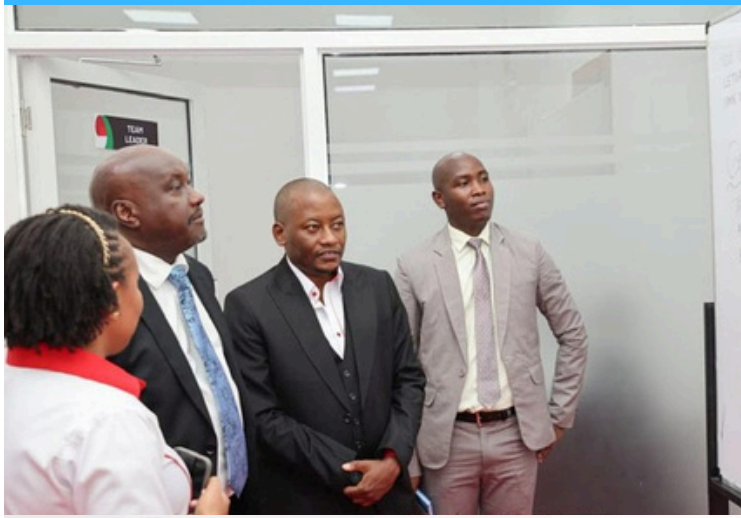
The purpose of the visit was to assess the Centre's readiness to serve citizens in readiness for its launch on a soon to be announced date.

The state of - the art facility offers seamless services including tele- counseling services which is accessible via call number 1919.

The Huduma Kenya is a Programme dedicated to transforming public service delivery by providing efficient and citizen-centric services through this innovative platform.



Ms Esther Kinyanjui Deputy Director Counseling services demonstrates to PS the available tele counseling booths with equipped facilities ready to offer online counseling services to clients who may not be able to appear for physical sessions.



COMPLY WITH THE PROVISIONS OF DIVERSITY POLICY IN PUBLIC SERVICE, HRM DIRECTORS URGED



State Department for Public Service Principal Secretary Mr. Amos Gathecha addressing HRM Directors at Kenya School of Government during a Diversity Policy Workshop

The Human Resource Management Policy Department held a one-day workshop which brought together Directors and Heads of Human Resource Management and Development from various ministries and State Departments.

The workshop held at the Kenya School of Government Lower Kabete on Thursday 15th August, 2024 centered on a critical agenda of sensitizing heads of human resource on the need to comply with the provisions of the Diversity Policy within the public service to ensure efficient and effective service delivery to citizens.

In his remarks during the official opening of the workshop, State Department for Public Service Principal Secretary, Mr Amos Gathecha called on the officers to observe the laid down rules and regulations to the later when discharging their mandate.



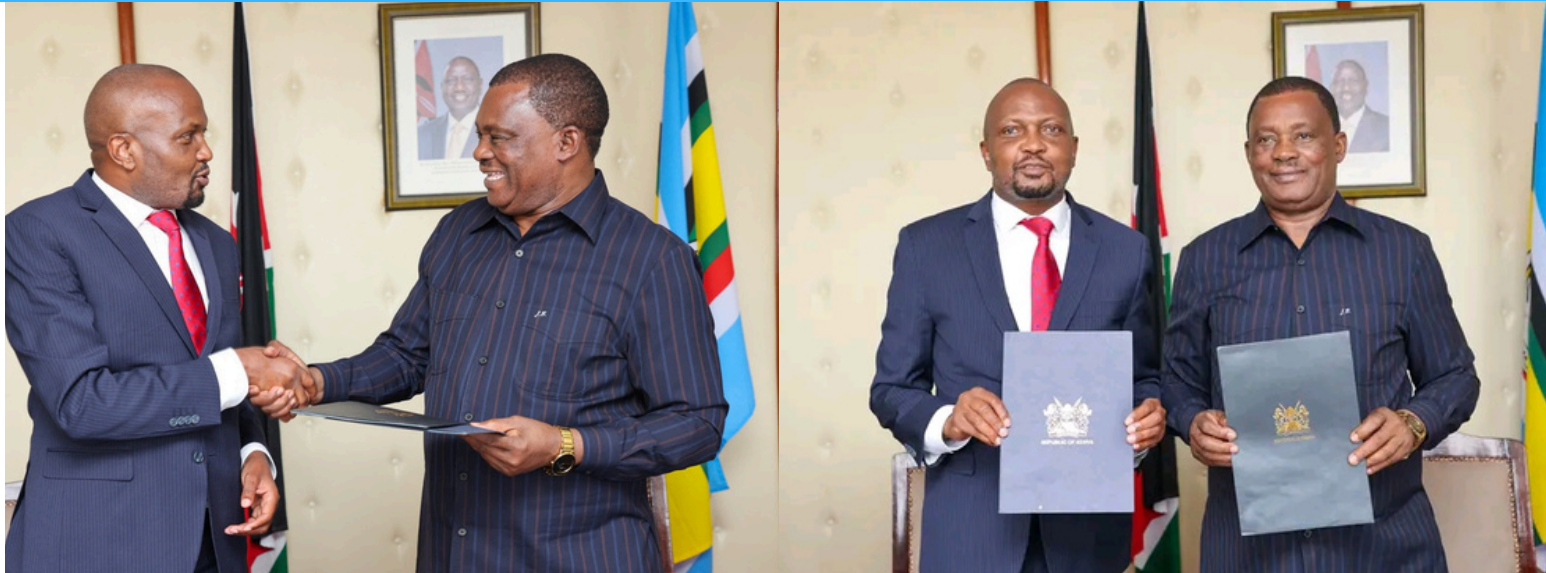
Heads of Departments making their presentations during the Diversity Policy workshop held at the Kenya School of Government



“Public service must be more than doing a job efficiently and honestly. It must be a complete dedication to the people and to the nation”

Margaret Chase Smith

TRANSITION



The newly appointed Cabinet Secretary for Public Service and Human Capital Development Hon. Justin Muturi receives the handover report from his predecessor Hon. Moses Kuria

In a pivotal moment of leadership transition, Hon. Justin B. Muturi officially assumed the mantle as Cabinet Secretary for the Ministry of Public Service & Human Capital Development, taking the reins from his predecessor Hon. Moses Kuria in a formal handover ceremony that took place at Harambee House on Friday 16th August, 2024.

In his address, the newly appointed Cabinet Secretary set a collaborative tone, highlighting his readiness to listen and inviting innovative ideas from Ministry staff. He stressed that improving service delivery would be a collective effort, with his office embodying an open-door policy where all contributions aimed at propelling the Ministry forward would be welcome. While encouraging the staff, CS expressed a desire for teamwork, creativity, and a shared vision for elevating the Ministry's impact on efficiency and accountability in public service delivery.

In his farewell remarks, Hon. Moses Kuria expressed confidence in his successor, highlighting the strong, capable team that would continue to drive the Ministry's initiatives forward. He wished Hon. Muturi well, assuring that the Ministry's legacy of excellence is in safe hands.

The handover was witnessed by State Department for Public Service Principal Secretary Mr Amos Gathecha and Heads of department in the Ministry.



Cabinet Secretary Hon. Justin Muturi making his remarks during the handover ceremony at Harambee House

Communication Team on a mission to establish lines of Convergence between the State Department and Sagas



Communications Team is on a mission to unify messaging between the State Department for Public Service and the line Semi Autonomous Government Agencies by establishing clear lines of convergence and ensuring that every narrative crafted is consistent, powerful, and aligned with SDPS goals. Together, we're building a stronger, more cohesive voice that truly represents the core values and strategic objective of the Ministry.

State Department for Public Service Information Director Ms Catherine Njoroge met with the Kenya School of Government Head of Communication team led by Ms Faith Musoga and deliberated on ways to work harmoniously for effectiveness in delivery of information to the public



International Youth Day is observed annually on August 12 to raise awareness about issues affecting young people globally.

PICTORIAL



PS visit to the Soon to be Launched Huduma Contact and Tele-Counselling Centre



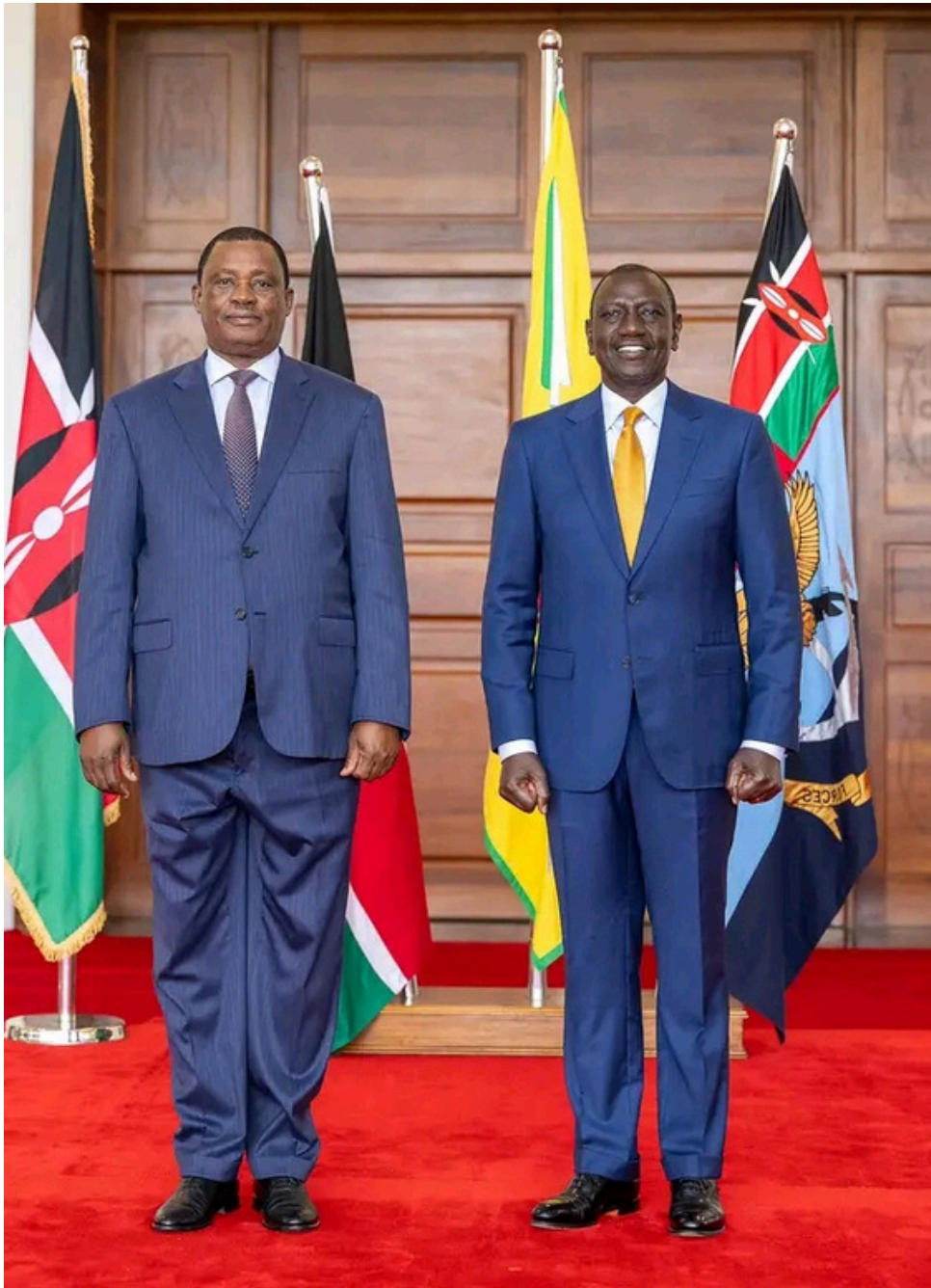
As a warm gesture of welcome, the Huduma team celebrated Principal Secretary's visit with a special cake



All smiles...Huduma Kenya Staff led Mr Mugambi Njeru Ag. CEO pose for a photo at the Huduma Contact and Tele-Counselling Centre



Directors/Heads of HRMD in Ministries/State Departments in a group photo with the Principal Secretary State Department for Public Service Mr. Amos Gathecha



***Ready to serve...
H.E President
William Ruto poses
for a photo with the
newly appointed
Ministry of Public
Service and Human
Capital
Development
Cabinet Secretary
Hon. Justin Bedan
Muturi at State
House, Nairobi
during the swearing
in ceremony***

In other news:

The Commission invites the general public and stakeholders to public participation and submission of written memoranda on:

Draft Human Resource Policies and Procedures manual for the public service and Draft Human Resource Master plan

!!!! INTERNSHIPS ALERT !!!!

Public Service Commission under the Public Service Internship

Programme (PSIP) Cohort (VII).

Interested and qualified graduates can apply via the PSC job portal.

Application Deadline: 2nd September 2024.



PUBLIC SERVICE COMMISSION

Our Vision

"A citizen-centric public service"

Our Mission

"To reform and transform the public service for efficient and effective service delivery"

NOTICE

PUBLIC PARTICIPATION AND RECEIPT OF WRITTEN MEMORANDA ON:-

DRAFT HUMAN RESOURCE POLICIES AND PROCEDURES MANUAL FOR THE PUBLIC SERVICE AND DRAFT HUMAN RESOURCE MASTERPLAN FOR THE PUBLIC SERVICE

The Public Service Commission, pursuant to the provisions of article 234 of the Constitution and the Public Service Commission Act, 2017, has reviewed the **Human Resource Policies and Procedures Manual For The Public Service 2016** and developed **Draft Human Resource Masterplan For The Public Service**

The Manual is aimed at providing a standardized framework for managing HR processes and practices across the public service entities.

The Masterplan aims in creating a well-structured, efficient, and effective workforce management strategy.

The Commission, therefore, seeks to invite stakeholders and the public in general to submit their views through written memoranda on the said document.

Written Memoranda may be sent to the **Secretary, Public Service Commission, P.O Box 30095-00100 Nairobi**; hand-delivered to the Public Service Commission, Commission House, Harambee Avenue, or emailed to the secretary@publicservice.go.ke and, or hodhrmd@publicservice.go.ke to be received on or before **30th August, 2024**.

The draft Human Resource Policies and Procedures Manual for the Public Service 2016 and the draft Human Resource Masterplan can be accessed from the Commission's website <https://www.publicservice.go.ke>, under Publications.

The Secretary
Public Service Commission
Commission House, Harambee Avenue
P.O. Box 30095 – 00100
NAIROBI



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RECRUITMENT OF INTERNS FOR GOVERNMENT MINISTRIES, DEPARTMENTS AND AGENCIES

The Public Service Internship Programme (PSIP) is a Government youth empowerment programme whose main objective is to offer college graduates the opportunity to gain hands-on experience and build skills in order to enhance their chances for employment, networking and entrepreneurship.

The Public Service Commission (PSC) is pleased to announce the recruitment of interns (Cohort 7) under the PSIP for the Financial Year 2024/2025.

For appointment to an internship position, a candidate must:

- Have a Bachelor's degree in any discipline from a recognized university;
- Have graduated not earlier than the year 2018; and
- Be proficient in computer skills.

Duties include, but not limited to:

- i. Completing duties mutually agreed upon and assigned by the supervisors;
- ii. Documenting relevant skills acquired in their areas of deployment; and
- iii. Actively participating in any relevant mentorship activities and additional responsibilities designed for the programme.

Duration of Internship

Twelve (12) months- Non renewable

Stipend

The interns will be paid a stipend at a rate as determined by the Government.

Certificate

On successful completion of the Internship Programme, the interns will be awarded a certificate.

Interested and qualified graduates are requested to make their applications through the Commission's job portal accessible through www.publicservice.go.ke or www.pscjobs.go.ke by **2nd September, 2024**.

SECRETARY/CEO
PUBLIC SERVICE COMMISSION





**MINISTRY OF PUBLIC SERVICE
& HUMAN CAPITAL
DEVELOPMENT**

**State Department for Public
Service**

vision

An Agile and Responsive Public Service

Mission

**To provide Human Resource Policy Leadership, Advisory Services, Technical Support and
Cordinationation for the Public Service**

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