



**THE PUBLIC SERVICE HUMAN RESOURCE MANAGEMENT AND
DEVELOPMENT BILL, 2024**

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**THE PUBLIC SERVICE HUMAN RESOURCE MANAGEMENT AND
DEVELOPMENT BILL, 2024**

A Bill for—

AN ACT of Parliament to provide an overarching framework for the effective management and development of human resources by the national and county governments; to provide for the adoption and application of uniform norms and standards in public service in the country; to codify the functions of the Office of the Head of Public Service in relation to human resource management and development; to provide for the different responsibilities of public entities and other bodies in relation to human resource management and development; and for connected purposes.

ENACTED by the Parliament of Kenya as follows—

PART I—PRELIMINARY PROVISIONS	
Short title.	1. This Act may be cited as the Public Service Human Resource Management and Development Act, 2024.
Interpretation.	2. In this Act, unless the context otherwise requires— “Authorised officer” means a person with the overall responsibility for performing human resource related functions in a public service entity; “Cabinet Secretary” means the Cabinet Secretary responsible for matters relating to public service; “common cadre” means a category of analogous public service positions whose post holders possess generic qualifications and competences and render management support to a line department in a public service entity; “Head of Public Service” means the Head of Public Service appointed in accordance with section 8(3) of the National Government Co-ordination Act; “human resource instruments” means the tools, methods and
CAP 127.	

	<p>practices used by organizations to manage their workforce effectively and includes instruments that aid in HR functions such as recruitment, performance management, employee engagement and training;</p> <p>“human resource information services” means the systems and services that manage and streamline various human resource functions relating to the collection, storage and management of employee data that enable the human resource departments to automate processes and make informed decisions using technology;</p> <p>“human resource development” means the process of improving and developing the skills, knowledge, abilities and overall potential of employees within an organization by focusing on enhancing individual and organizational performance by investing in training, education and professional growth;</p> <p>“human resource management” means the strategic approach to managing an organization's people and it involves overseeing and coordinating all aspects of the employee lifecycle;</p> <p>“Ministry” means the Ministry for the time being responsible for public service;</p> <p>“public service” means the collectivity of all individuals, other than State officers, performing a function within a State organ;</p> <p>“Public Service development” means the continuous improvement and evolution of public services to better meet the needs of citizens and adapt to changing societal, economic and technological conditions by focusing on enhancing the capacity, efficiency and effectiveness of government institutions and the services they provide;</p> <p>“Public Service management” means the administration and oversight of public sector organizations, which provide service on behalf of the government to the public by ensuring that public resources are effectively utilized to deliver services.</p>
Objects of the Act.	3. The objects of this Act is to—

	<ul style="list-style-type: none"> (a) provide a legislative and institutional framework for the adoption of uniform norms and standards in the public service human resource at the national and county governments levels; (b) provide for the functions of the Office of the Head of Public Service in relation to public service human resource management and development; (c) provide a predictable and sustainable framework for management and development of human resources in the Public Service; and (d) provide the functions of various offices in management and development of human resources in the public service.
Guiding principles.	<p>4. The implementation of the human resource management and development norms and standards in this Act is anchored on the Values and Principles of Public Service provided for under Article 232 of the Constitution.</p>
Scope of the Act.	<p>5. This Act applies to public officers as defined under Article 260 of the Constitution.</p>
<p>PART II— FUNCTIONS OF THE OFFICE OF THE HEAD OF PUBLIC SERVICE IN RELATION TO HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT AND HUMAN RESOURCE COMMITTEES IN THE PUBLIC SERVICE</p>	
Functions of the Head of Public Service. CAP 127.	<p>6. The Head of Public Service shall, in addition to the functions provided under section 8(4) of the National Government Co-ordination Act—</p> <ul style="list-style-type: none"> (a) co-ordinate and convene the Committees of Principal Secretaries; (b) promote ethics, good governance, efficiency and effectiveness in the provision of public services through the deployment of right skills, values and leadership in the Public Service; (c) transmit Executive Directives and Presidential Proclamations to Ministries, State Organs, State Departments and State Agencies for their information, implementation or other action; (d) oversee, in consultation and liaison with Cabinet Secretaries and Principal Secretaries, the administration of

	<p>all state corporations and established public entities;</p> <p>(e) facilitate the resolution of operational challenges and policy concerns in the Public Service;</p> <p>(f) prescribe or vary the common cadre list provided in the First Schedule, by regulations after consultation with the Public Service Commission or other relevant authority;</p> <p>(g) coordinate deployment and issue guidelines for the deployment of the common cadre;</p> <p>(h) have authority for the overall management and administration of the public service including formulation and review of human resource management and development policies, in consultation with the Cabinet Secretary;</p> <p>(i) keep and maintain custody of the Kenya Public Seal and other instruments of the State for national posterity; and</p> <p>(j) perform any other functions ancillary to the above or as may be assigned by the President or any other law.</p>
Composition of the public service.	<p>7. The Public Service comprises of all persons duly appointed by a relevant appointing authority to hold or act in any office in the Public Service.</p>
Human Resource Management and Development Program.	<p>8. (1) The Cabinet Secretary shall, once in every five years, cause to be prepared a public service human resource management and development program for approval by the Cabinet.</p>
	<p>(2) The public service human resource management and development program shall outline specific public service sectoral human resource needs and in particular, outline—</p> <p>(a) the public services’ human resource management and development priorities for the next five years;</p> <p>(b) the human, fiscal, technical and infrastructural cost of achieving the priorities in (a);</p> <p>(c) the various strategies that will be put in place to implement the program; and</p> <p>(d) any other detail that the Cabinet Secretary may determine.</p>
	<p>(3) All annual public service management and development programs prepared or implemented by public service entities shall be based on the approved five year program.</p>
	<p>(4) The Cabinet Secretary shall, within three months of approval of the program, prescribe Guidelines for the effective adoption and implementation of the public service development and management program by public service entities.</p>

Central Human Resource Management Posting Committee.	<p>9. (1) There is established the Central Human Resource Management Posting Committee as a standing committee for deployment of senior officers in the public service.</p>
	<p>(2) The Central Human Resource Management Posting Committee shall, in the performance of its function, consult with the Public Service Commission.</p>
	<p>(2) The Committee shall comprise of—</p> <ul style="list-style-type: none"> (a) the Head of Public Service, who shall be the chair of the Committee; (b) the Principal Secretary responsible for matters relating to Public Service, who shall be the Secretary to the Committee; (c) the Principal Secretary responsible for matters relating to Internal Security; (d) the Principal Secretary responsible for matters relating to Foreign Affairs; (e) the Principal Secretary responsible for matters relating to labour; (f) the Principal Secretary responsible for matters relating to the National Treasury; and (g) the Secretary/Chief Executive Officer of the Public Service Commission.
	<p>(3) The Committee shall be responsible for the deployment of officers in prescribed civil service grades in the public service.</p>
	<p>(4) The Ministry responsible for matters relating to public service shall provide secretarial services to the Committee.</p>
Human Resource Committees.	<p>10. (1) An Authorised officer in a public service entity shall establish a Human Resource Management Advisory Committee, a Human Resource Development Committee and an Employee Performance Management Committee.</p>
	<p>(2) The Human Resource Management Advisory Committee shall provide appropriate advice to the Authorised officer in ensuring compliance with human resource management policies in the public service and shall in particular make recommendations to the Authorised officer on—</p> <ul style="list-style-type: none"> (a) recruitment, selection, appointment, promotions, confirmation in appointment and deployment of officers; (b) generating proposals on establishment and complement control;

	<ul style="list-style-type: none">(c) payroll management;(d) promotion and implementation of values and principles of public service and ensuring compliance including administration of initial, biennial and final declaration of income, assets and liabilities for all public officers;(e) quarterly reports on the discharge of human resource function including the status of implementation of the recommendations contained in the annual report on the values and principles of the public service;(f) making recommendations for waiver of requirements for career progression guidelines;(g) making recommendations for review of grading and organization structures;(h) making recommendations for secondment, leave of absence, unpaid leave, transfer of service, retirement re-designation, engagement and renewal of contracts and nomination for national honours and awards; and(i) disciplinary control.
	<p>(3) The Human Resource Development Committee shall, in the public service entity, be responsible for—</p> <ul style="list-style-type: none">(a) consideration and approval of the Public Service entity's training objectives and staff development strategies;(b) forecasting and analysis of training needs, training impact assessment, skills gap analysis and audit, competency framework development and setting up a hierarchy of priorities within the overall training projections of the Public Service entity;(c) ensuring optimum utilization of training resources;(d) coordination of induction training in the public service;(e) reviewing human resource development regulations, procedures and systems in the public service;(f) identification, selection and recommendation of suitable applicants for various training programmes organized locally and externally;(g) monitoring and evaluation of relevance of training programmes for Public Officers; and(h) maintaining the Public Service entity's skills masterplan.
	<p>(4) The Employee Performance Management Committee shall, in the public service entity, be responsible for—</p> <ul style="list-style-type: none">(a) consider and moderate individual performance scores and make recommendations to Authorized Officer;

	<p>(b) make recommendations to the Authorized Officer on rewards or sanctions to be imposed on any employee; and</p> <p>(c) make recommendations on planned performance improvement for an employee.</p>
	<p>(5) The Cabinet Secretary shall prescribe Guidelines for the setting up and management of the committees established under this section.</p>
<p>PART III—PUBLIC SERVICE HUMAN RESOURCE NORMS AND STANDARDS</p>	
Functions of the Ministry.	<p>11. (1) The Ministry responsible for matters relating to public service shall establish norms and standards for uniform management and development of the public service in Kenya.</p>
	<p>(2) The Cabinet Secretary shall, in accordance with this Part, publish policies and guidelines outlining the norms and standards for the public service in Kenya.</p>
	<p>(3) Public Service entities in both levels of Government shall adhere to and uphold the norms and standards of public service as may from time to time be published in accordance with subsection (2).</p>
Collective bargaining in the public service.	<p>12. (1) The Ministry responsible for matters related to the Public Service shall publish policies and Guidelines on Collective Bargaining Agreements for the Public Service.</p>
	<p>(2) The policies and Guidelines on Collective Bargaining Agreements shall provide—</p> <p>(a) a harmonized and institutionalized negotiation mechanism for collective bargaining in the public service; and</p> <p>(b) a mechanism for monitoring, evaluating and reporting on the implementation of the policies and Guidelines.</p>
Human Resource Information Services.	<p>13. (1) The Ministry responsible for matters related to public service shall—</p> <p>(a) develop, implement and review policies, strategies, guidelines and standards on human resource information services;</p> <p>(b) provide technical expertise in Human Resource Information Services to the public service;</p> <p>(c) develop, review, monitor and evaluate implementation of a unified Human Resource Information System in the public service;</p> <p>(d) maintain custody of the Unified Human Resource Information System in the Public Service.</p>

	<ul style="list-style-type: none"> (e) develop and regularly review policies on the sharing of human resource management and development data in the public service; (f) undertake annual payroll audits in public service entities; (g) develop, maintain and review a secure and reliable Unified Payroll Number Allocation and Management facility for the public service; (h) oversee implementation of measures to enhance human resource data integrity and accuracy; (i) coordinate design and development of Human Resource Information Management Systems in the public service; (j) coordinate development and review of Payroll Check-off facilities for use by Third Party organizations; (k) implement centrally the reviewed terms and conditions of service through the unified human resource information system; and (l) provide a framework for all public service employees to have integrated data for human resource.
	<p>(2) Public service entities shall subscribe to the Unified Human Resource Information System developed and maintained by the Ministry.</p>
<p>Welfare management in the public service.</p>	<p>14. The Ministry responsible for matters related to Public Service shall—</p> <ul style="list-style-type: none"> (a) develop a framework for implementation, monitoring and review of the medical scheme, group life, last expense, group personal accidents and work injury benefits in the Public Service; (b) establish and coordinate the provision of medical insurance cover, Group Life, Last Expense, Group Personal Accident, Work Injury Benefits Covers and welfare benefits for the Civil Service; and (c) ensure that public service entities put in place staff welfare and wellness programs.
<p>Public Sector Transformation and Reforms.</p>	<p>15. The Ministry responsible for matters related to Public Service shall—</p> <ul style="list-style-type: none"> (a) coordinate public sector reforms; (b) coordinate the adoption and use of Result Based Management tools (RBM) in the public service; (c) provide technical assistance in business process re-engineering for the Public Service; (d) ensure that re-engineered processes continuously improve service delivery; (e) inculcate Change Management, Values and Ethics in the

	<p>public service;;</p> <p>(f) develop knowledge transfer mechanisms in the public service;</p> <p>(g) lead information, education and communication dissemination on public sector transformation and reforms; and</p> <p>(h) develop Operational Standards, monitor and evaluate the impact of transformation policies and programmes, both at the national and county governments.</p>
Research and innovation in public service.	<p>16. The Ministry responsible for matters related to Public Service shall promote an innovation culture in the Public Service, and in particular may—</p> <p>(a) formulate, interpret, review and implement policies, norms, guidelines and strategies on research, service delivery innovation and knowledge management;</p> <p>(b) coordinate and evaluate research and innovation for enhanced Public Service delivery;</p> <p>(c) develop, implement and review recognition and awards scheme for innovators;</p> <p>(d) coordinate surveys and design of programs to improve service delivery; and</p> <p>(e) coordinate the submission, adjudication, documentation, showcasing and publication of successful innovations.</p>
Public Service Reforms.	<p>17. The Ministry responsible for matters related to Public Service shall develop a framework for the development, implementation, monitoring and evaluation of a national performance management system for both levels of Government.</p>
Payroll Management and Pensions	<p>18. (1) The Ministry responsible for matters related to public service shall,—</p> <p>(a) in consultation with the National Treasury, develop and implement a policy and framework for seamless—</p> <p>(i) remittance of public service employees’ contributions to the pension accounts; and</p> <p>(ii) transition of public service employees from the active payroll to the pension payroll;</p> <p>(b) undertake annual quarterly payroll audits; and</p> <p>(c) ensure that—</p> <p>(i) all public service employees are issued with a Unified Payroll Number; and</p>

	(ii) no person is introduced in the payroll without the approval of the accounting officer of a public service entity.
	(2) Public service entities shall be required to undertake quarterly payroll data cleansing and submit reports to the Ministry.
Remuneration.	<p>19. (1) The Ministry shall, in accordance with Article 230(4)(b) and in consultation with the Salaries and Remuneration Commission—</p> <p>(a) set and regularly review the remuneration of public officers other than state officers; and</p> <p>(b) ensure implementation of recommendations of the Salaries and Remuneration Commission that have been based on job evaluations, productivity measurement and the grading structures.</p> <p>(2) The Ministry shall promote fairness and equity in remuneration of public officers, and may develop and implement Guidelines for the determination of hardship areas, in consultation with the Salries and Remuneration Commission.</p>
Promotion of professionalism in the public service.	<p>20. (1) The Ministry responsible for public service shall ensure promotion of professionalism in the public service by—</p> <p>(a) requiring public service employees to be registered and certified members of good standing of recognized professional bodies or associations, where applicable,; and</p> <p>(b) prescribing standards and practicing instructions for service delivery for all cadres.</p> <p>(2) The Ministry responsible for matters related to the public service shall in consultation with relevant recognized professional bodies develop a framework for—</p> <p>(a) the recognition of professional qualifications in the public service;</p> <p>(b) progressive acquisition of professional qualifications for Public Service employees already in employment; and</p> <p>(c) continuous professional development for the different categories of practitioners in accordance with emerging regional and global trends.</p>
PART IV—PUBLIC SERVICE HUMAN RESOURCE MANAGEMENT	
Organisational structures, staff establishment, grading	21. (1) The Ministry responsible for matters related to Public Service shall—

<p>structures and career progression guidelines in the Public Service.</p>	<ul style="list-style-type: none"> (a) re-align functions and structures of national government Ministries after the issuing of Executive Orders (b) develop a framework for development of organizational structures, grading structures and staff establishment for public service entities; (c) develop a framework for development of career progression guidelines in the Public Service; (d) provide technical assistance in the development and review of organizational structures, staff establishment, grading structures and career progression guidelines in the Public Service; and (e) monitor and evaluate implementation of the organizational structures, staff establishment, grading structures and career progression guidelines in the Public Service.
	<p>(2) Public Service entities shall ensure that appointments, including acting appointments, promotions and re-designations are made based on existence of vacancies in the approved establishment and in accordance with the career progression Guidelines.</p>
	<p>(3) An Authorised officer shall ensure that—</p> <ul style="list-style-type: none"> (a) employment in the respective public service entity does not exceed the approved staff establishment; and (b) public service entities abide by entry points based on recognized academic qualifications, professional qualifications and experience for various cadres as defined in the career guidelines
	<p>(4) The Cabinet Secretary prescribe Regulations for the better carrying into effect of this regulation.</p>
<p>Transfers and secondment between the two levels of Government and amongst county governments.</p>	<p>22. (1) The Cabinet Secretary in consultation with the Public Service Commission, the County Public Service Boards and the County Assembly Service Boards, shall develop Regulations for the transfer of Public Service employees between the two levels of government and amongst county governments to promote efficiency, productivity and cohesion in the Public Service.</p>
	<p>(2) There is established the intergovernmental committee on transfers that shall comprise of—</p> <ul style="list-style-type: none"> (a) the Principal Secretary for matters related to public service, who shall be the chairperson; (b) a representative of the HOPS (c) the Chief Executive Officer of the Public Service Commission;

	<p>(d) the chairperson of caucus of chairpersons of County Public Service Board, who shall be the secretary;</p> <p>(e) the chairperson of the caucus of chairpersons of County Assembly Service Boards;</p> <p>(f) the Chairperson of the Committee on Public Service of the Council of Governors.</p>
	<p>(3) The Ministry responsible for matters related to public service shall provide secretariat services to the Committee.</p>
	<p>(4) The Committee shall be responsible for developing policies, strategies and action plans to facilitate seamless management of transfers and secondment between the two levels of government and amongst county governments.</p>
<p>PART V— PUBLIC SERVICE HUMAN RESOURCE DEVELOPMENT</p>	
The Public Service Training Revolving Fund.	<p>23. (1) There is established the Public Service Training Revolving Fund.</p>
	<p>(2) The Cabinet Secretary for the National Treasury shall, in accordance with section 24(4) of the Public Finance Management Act, 2012, prescribe Regulations for the management and administration of the Fund.—</p>
	<p>(3) The objective of the Fund is to provide loans to public service employees at subsidized interest rates for short and long term training programs to promote academic and professional development of the public service.</p>
	<p>(4) The source of funds for the Fund shall include—</p> <p>(a) two <i>per centum</i> of the recurrent budget of public service entities;</p> <p>(b) donations and grants;</p> <p>(c) any income accrued out of beneficial interest of the Fund; and</p> <p>(d) any other lawful source.</p>
Internships and Volunteer service.	<p>24. The Ministry responsible for matters related to Public Service shall, with respect to the internship and volunteer service in the public service—</p> <p>(a) develop and review an internship and volunteer policy;</p> <p>(b) prescribe norms and standards for internship and volunteer service;</p> <p>(c) coordinate implementation of internship and volunteer service;</p> <p>(d) monitor and evaluate implementation of internship and</p>

	<p>volunteer service; and</p> <p>(e) ensure that internship vacancies are filled competitively.</p>
Skills Gap Assessment, Training Needs Assessment and Competency Development in the public service.	<p>25. (1) The Ministry responsible for matters related to public service shall develop guidelines for undertaking Skills Gap Assessment, Training Needs Assessment and Competency Assessment for the entire Public Service.</p> <p>(2) The Ministry responsible for matters related to Public Service shall provide technical assistance and advice to Public Service entities on—</p> <ul style="list-style-type: none"> (a) the development of skills gap assessment; (b) the development of training needs assessment, training plans and training projection; (c) development of competency framework for the public service; (d) the development and maintenance of skills inventory for the public service; (e) developing and reviewing the masterplan for scarce and high priority skills in the public service; and (f) the periodic monitoring, review and evaluation of the training needs assessment and training projection manuals. <p>(3) The Ministry responsible for matters related to Public Service shall monitor and annually, report on the evaluation and audit of the impact of human resource development in the Public Service.</p>
Management of Training in the public service.	<p>26. (1) The Ministry responsible for matters related to Public Service shall develop and regularly review the human resource development policy for the public service.</p> <p>(2) The Ministry responsible for matters related to Public Service shall, with respect to management of training in the public service—</p> <ul style="list-style-type: none"> (a) coordinate the implementation of human resource development policy; (b) mobilize resources for training and capacity building in liaison with development partners and other stakeholders; (c) support training, capacity building and technical assistance; (d) approve foreign training and capacity building initiatives in the Public Service; (e) develop and review training bonding policy and guidelines; and (f) monitor and evaluate the implementation of the training bonding policy and guidelines. <p>(3) The human resource development policy in sub-section (1)</p>

	shall be informed by the human resource management and development program developed under section 9 of this Act.
PART VI—MISCELLANEOUS PROVISIONS	
Provision of technical assistance to public service entities.	27. The Ministry responsible for matters related to the public service shall provide technical support and advice to all public entities in the development and review of human resource instruments and information services as provided for under this Act or Regulations.
Report on public service management.	28. (1) The Cabinet Secretary shall, in consultation with the Head of Public Service, within a period of four months after the end of each financial year, submit to the President an annual report detailing generally the performance of the public service.
	(2) An annual report submitted under subsection (1) shall include— (a) Performance of the Public Service; (b) Public Sector Reforms and Transformation; (c) Research, Development and Public Service Delivery Innovations; and (d) Human Resource Development in the Public Service.
Head of Public Service power of direction.	29. (1) The Head of Public Service may, in writing, give directions to any public service entity on matters of administration, management or policy consistent with the provisions of this Act.
	(2) The Head of Public Service may oversee the implementation of policies developed under this Act, and where necessary put in place administrative interventions to ensure compliance.
Statutory Instruments.	30. (1) The Cabinet Secretary may, in relation to the functions of the Office of Head of Public Service and with the approval of the Head of Public Service, make regulations for the better implementation of their functions under this Act.
	(2) The Cabinet Secretary may, in relation to the functions of the Ministry responsible for matters related to public service, make regulations for the better implementation of this Act.
	(3) Without prejudice to the generality of subsection (1) , the Head of Public Service may make regulations— (a) to promote ethics, good governance, efficiency, and effectiveness in the Public Service; (b) for administration of all state corporations and established public entities; and

	(c) optimal utilization and deployment of the right skills and competences for effective public service delivery.
	(4) Without prejudice to the generality of subsection (2) , the Cabinet Secretary may make regulations on— (a) Government Human Resource Information (b) Systems and Services; (c) Internship and Volunteer for the Public Service; (d) Government Payroll Standards; and (e) Human Resource Development in the Public Service.
Compliance with this Act.	31. (1) Public service entities and Authorised Officers shall ensure compliance with the provisions of this Act, regulations or any other policy or Guidelines issued under this Act.
	(2) A person who unlawfully fails to comply with the provisions of this Act, regulations or any other policy or Guidelines issued under this Act commits an offence and is liable, on conviction, to imprisonment for a term not exceeding two years, or a fine not exceeding one million shillings, or both.
False returns.	32. A person who makes, either knowingly or recklessly, any statement which is false in any material particular in any return, claim or other document which is required or authorized to be made for the purposes of this Act, commits an offence and is liable on conviction to imprisonment for a term not exceeding two years, or a fine not exceeding one million shillings, or to both.
Consequential amendments.	33. The several written laws specified in the first column of the Second Schedule are amended in the provisions set out in the second column of that Schedule in the manner set out in the third column

FIRST SCHEDULE

(Section 7 (g))

COMMON CADRE LIST

SECOND SCHEDULE

(Section 35)

CONSEQUENTIAL AMENDMENTS

Name of Act	Section	Amendment
Public Service Commission Act, 2017	56(1)	Delete paragraphs (a), (b), (c), (d), (g), (h) and (i)
	57(1)	Delete the words “management of policies” appearing immediately after the words “includes the”

MEMORANDUM OF OBJECTS AND REASONS

The principal object of the Bill is to provide an overarching framework for the effective management and development of human resources by the national and county governments. The Bill also seeks to provide for the adoption and application of uniform norms and standards in Kenya while also establishing the Office of the Head of Public Service. Lastly, the Bill provides for the different responsibilities of the Cabinet Secretary, Ministry responsible for matters related to public service, the principal secretary, Authorised officers and various committees that are to be established in public service entities.

Part I of the Bill deals with Preliminary issues such as the Short title of the Act, the definition of terms as used in the Bill, application of the Act and the guiding principles in the implementation of the Act.

Part II of the Bill deals with the functions of the Office of the Head of Public Service and other human resource related committees within each public service entity.

Part III of the Bill deals with the public service norms and standards that are proposed to be adopted and applied for uniformity and seamlessness in the public service human resource.

Part IV of the Bill deals with public service human resource management matters such as the organisational structures, staff establishment, grading structures and career progression guidelines in the Public Service. The part also outlines the process and procedures for the transfer and secondment of public service officers between both levels of government and amongst county government.

Part V of the Bill addresses the public service human resource development matters by establishing the public service training revolving fund, internships and volunteer service, and skills gap analysis and training needs assessment in the public service.

Part VI of the Bill provides the Miscellaneous provisions which include the regulation making authority, the power of the Head of Public Service to give direction on matters related to management and administration of public service entities, offences in relation to the Act and consequential amendments.

Statement on how the Bill concerns county governments.

The Bill does not concern county governments in terms of Article 110(1)(a) of the Constitution in that it does not contain provisions that affect the functions and powers of the county governments as set out in the Fourth Schedule to the Constitution.

Statement that the Bill is a money Bill within the meaning of Article 114 of the

Constitution.

The enactment of this Bill will occasion additional expenditure of public funds which shall be provided for in the annual estimates.

Dated the November, 2024.

JUSTIN B. N. MUTURI, EGH

CABINET SECRETARY,

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

DRAFT FOR CONSULTATION