

## CPST Training Approaches:

1. Supply driven training based on our annual calendar
2. Demand driven training programmes based on special request from the Clerks and Directors within Parliament as well as Clerks in all the 47 County Assemblies and in the legislative Assemblies within the region.
3. Trainings organised in partnership or collaboration with development partners and collaborating institutions based on identified needs



Parliamentary Service Commission Signs an MoU with UNITAR

## Snapshot of our Training Manuals:

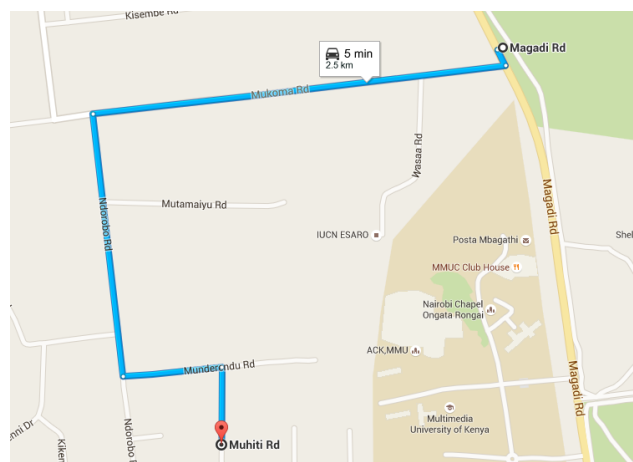


## Our Clients

1. Senators and Members of the National Assembly in Kenya
2. Staff of Parliament
3. Members of all the 47 County Assemblies in Kenya
4. Staff in all the 47 County Assemblies in Kenya
5. Members and staff of Parliaments within the region
6. Any other persons interested in knowledge on the workings of Parliament

## Our Location

We are located off Mombasa Road/Uhuru Highway at the Nyayo National Stadium, Take Lang'ata Road, branch off to the left at the Bomas of Kenya into Magadi Road; take the second right turn after Banda School onto Mukoma Road, drive upto Ndorobo Road; turning left followed by the next left turn onto Munderendu Road and finally onto Muhuti Road. The Centre is located at the end of the straight stretch, on your right.



## CONTACT DETAILS

**Tel:** +254-020 - 231-6455 / 020 - 231 5610 / 020-231 5618 / 020 - 231- 6453/ 020-210 2540

**Email:** cpst@parliament.go.ke

[www.facebook.com/TheCPST](http://www.facebook.com/TheCPST)

**Postal Address**  
P.O. Box 41842 - 00100  
Nairobi, Kenya



## THE CENTRE FOR PARLIAMENTARY STUDIES AND TRAINING (THE CPST)

### Our Vision

To be the Centre of Excellence in Parliamentary Studies and Governance

### Our Mission

Our Mission is to enhance the capacity of members and staff of Parliament, legislative assemblies and other stakeholders for effective and efficient execution of their mandate, roles and functions in democratic governance.

## Our History

The Centre for Parliamentary Studies and Training (CPST) was established by the Parliamentary Service Commission (PSC) in December 2008 and legalized by the publication of the Parliamentary Service Regulations, 2011 in the Kenya Gazette, Subsidiary Legislation, and Legal Notice No. 95 of July 22, 2011. In addition to serving the members and staff of Kenya Parliament, Commission Paper No. 286 of September 26, 2009, expands its objectives and mandate, to serve other stakeholders, who may be interested in gaining an appreciable understanding of Parliament, to also serve the Parliaments of the East African Community, the Great Lakes Region and the Continent of Africa at large but not limiting ourselves from engagement with other global Parliamentary institutions.

The purpose and objective of establishing CPST, was to have a one-stop specialized Resource Centre for the training and capacity development of both the members and staff of Parliament of Kenya, County Assemblies and other Legislatures.

## Our Core Values

**Professionalism:** We shall strive to maintain a high level of competence while promoting teamwork and professionalism

**Impartiality:** We shall strive to always remain objective and impartial in the delivery of our services.

**Excellence:** We shall have high expectations in meeting the needs of our clients and remain committed to the highest standards of training, service and performance.

**Accountability:** We shall always be accountable for our actions, ensuring efficient and effective use of our resources.

**Integrity:** We shall maintain the highest level of ethics, transparency and integrity in discharging our duties.

The CPST Strategic Plan 2013–2017 (Revised) is anchored on the Capacity Building and Training Pillar of the Parliamentary Service Commission Strategic Plan. It provides a road map for implementing of the CPST mandates and functions as espoused in the legal notice 95 of 2011.



## Mandate, Roles and Functions of the CPST

Based on legal notice No. 95 of 2011, the mandate, roles and functions of the CPST are as follows:

1. To Conduct courses for the exposition and enhancement of knowledge, skills and experience of members and Staff of Parliament and County Assemblies.
2. To Conduct courses on parliamentary practice and procedures to other stakeholders and to other publics on request and with approval of the Board
3. Provide directly or in collaboration with other institutions of higher learning, facilities for parliamentary research, studies and training.
4. To Participate in the preservation and transmission of Parliamentary knowledge in Kenya and beyond
5. To Conduct examinations for and grant academic awards as may be necessary in collaboration with Institution of Higher Learning
6. To Conduct examinations for and grant academic awards as may be necessary in collaboration with Institution of Higher Learning
7. To Contribute to the effective and efficient execution by Parliament of its roles and functions in democratic governance
8. Prepare modules of training in legislation, representation and oversight roles of Parliament, in partnership with National Assembly and the Senate, other national or supranational parliaments, and other centres or institutes executing similar mandates.
9. Undertake any other business which is incidental to the performance of any of the foregoing functions.



PSC Directors Forum at Sarova Whitesands Beach Resort & Spa Mombasa

## Management of the CPST

The Parliamentary Service Commission Regulations, 2011, which were gazetted in Legal Notice No. 95 of July 22, 2011, vest the management of the Centre in a Board which is responsible for the policy direction of the Centre.

Currently, the CPST Board is comprised of the Chairperson, Senator Beth Mugo, Members: Senator Sammy Leshore, Hon. Adan Keynan, Prof. Maria Nzomo, the Clerk of Senate, Mr. Jeremiah Nyegenye, the Clerk of National Assembly, Mr. Justin Bundi and Prof. Nyokabi Kamau, Director, CPST who is the Secretary to the Board. There are two directorates, namely, Directorate of Administration and Corporate Affairs, Directorate of Curriculum Development, Training and Research, which is supported by a team of officers in other cadre that bring together a robust technical team that support the entire operations of the institute.

## CPST Curriculum & Manuals

Our curriculum has several short courses covering six thematic areas as follows:

1. The Constitution and Systems of Governance;
2. Legislative and Procedural Matters;
3. Information and Public Engagement;
4. Public Finance Management;
5. Human resource and Administration of Parliament;
6. Other Facilitative/Cross-Cutting such as ICT, Image Management and Rules of Etiquette; Parliamentary Diplomacy and Protocol; Conflict Management and Gender Mainstreaming in Parliamentary context.

**Training manuals** have been developed in all the six thematic areas to ensure that training service is of high quality.

## Our Trainers

Trainers of the CPST are drawn from current and former Senior Staff of Parliament; the Academia and other professionals from key public and private sector institutions. Some of our trainers are also former Members of Parliament who served as chairpersons and members of various committees or as commissioners. All our trainers undergo Training of Trainers programmes to enhance their skills in training adult learners. The CPST uses a unique training model also known as "**The CPST Way of Training**".

Our trainings are sometimes conducted through partnerships and collaborations with development partners.