

LEGAL NOTICE NO.....



THE POLITICAL PARTIES ACT
(No. 11 of 2011)



THE POLITICAL PARTIES (POLITICAL PARTIES LIAISON COMMITTEE)
REGULATIONS, 2017

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THE POLITICAL PARTIES ACT, 2011

(No.11 of 2011)

THE POLITICAL PARTIES (POLITICAL PARTIES LIAISON COMMITTEE) REGULATIONS, 2017

IN EXERCISE of the powers conferred by section 49 of the Political Parties Act, 2011 the Registrar of Political Parties makes the following regulations—

PART I-PRELIMINARY

Citation.

1. These Regulations may be cited as the Political Parties (Political Parties Liaison Committee) Regulations, 2017.

Interpretation.

2. In these Regulations, unless the context otherwise requires—

“Act” means the Political Parties Act, 2011;

“County Committee” means the County Political Parties Liaison Committee;

“Commission” means the Independent Electoral and Boundaries Commission established under Article 88 of the Constitution;

“National Committee” means the National Political Parties Liaison Committee;

“Registrar” means the Registrar of Political Parties appointed under section 33 of the Act;

PART II – COMPOSITION AND FUNCTIONS OF COMMITTEES

Composition of National Committee.

3.(1) The National Committee shall comprise of—

(a) the Chairperson or the designated member of the Commission;

(b) the Registrar or an assistant Registrar; and

(c) a representative of every fully registered political party or an alternate of the opposite gender duly appointed by the party through the party structures in accordance with the party constitution.

(2) For purposes of sub-regulation 1(c) the names of the representatives shall be submitted to the Registrar in Form PPLC 1 set out in the Schedule.

Composition of a County Committee.

4.(1) A County Committee shall comprise of—

- (a) a representative of the Commission;
- (b) a representative of the Registrar in the County; and
- (c) a representative of every fully registered political party or an alternate of the opposite gender duly appointed by the party.

(2) For purposes of 1(c) the names of the representatives shall be submitted to the Registrar in Form PPLC 2 set out in the Schedule.

Representation

5. A representative of a political party can only be nominated to one level of the Political Parties Liaison Committee.

Change of a political party representative.

6. (1) A political party may change its representatives by giving notice to the Registrar and the Commission—

- (a) in Form PPLC 3 set out in the Schedule, in the case of the National Political Parties Liaison Committee; and
- (b) in Form PPLC 4 set out in the Schedule, in the case of the County Political Parties Liaison Committee.

(2) For purposes of paragraph (1) a proposed change of a representative shall take effect upon receipt of the notice by the Registrar.

Functions of the Political Parties Liaison Committee.

7. The functions of the National and County Political Parties Liaison Committees shall be to—

- (a) promote consultation, cooperation and information sharing between the Commission, the Registrar and political parties, on electoral matters, in order to promote free, fair and credible elections;
- (b) promote democracy and peace at all times;
- (c) promote a culture of respect, tolerance, cooperation and consultations in matters relating to elections and referendum;
- (d) promote institutionalization and democratization of political parties;
- (e) dialogue, consult and make recommendations on issues affecting the electoral process throughout the electoral cycle;
- (f) consult on membership registration;

(g) promote adherence to the Code of Conduct for Political Parties and electoral Code of Conduct within the County;

(h) promote adherence to the Constitution and laws governing elections and political parties;

(i) liaise on the review of the code of conduct for political parties;

(j) consult on the review of the boundaries of constituencies and wards or in the designation of polling stations; and

(k) consult on the review of laws relating to elections and political parties.

National Steering Committee

8. (1) There shall be a steering committee at the national level to be known as the National Steering Committee.

(2) The function of the National Steering Committee shall be to coordinate the activities of the National and County Committees.

Composition of National steering Committee

9.(1) The National Steering Committee shall comprise of representatives of political parties elected as -

(i) Chairperson;

(ii) Deputy chairperson;

(iii) Secretary;

(iv) Deputy secretary;

(v) Treasurer;

(vi) Organizing Secretary;

(vii) Four other members representing special interest groups; and

(viii) Chairperson of a sub-committee co-opted by the Steering Committee.

(2) The Chairperson or designated member of the Commission and the Registrar or an Assistant Registrar shall upon invitation by the Chairperson participate in the Steering Committee meeting.

Sub-committees of the National Steering Committee

10. (1) The National Committee shall, for the effective discharge of its functions, establish not more than six standing sub-committees as follows –

- (a) internal and external affairs sub-committee;
- (b) legal and dispute resolution sub-committee;
- (c) audit and compliance sub-committee;
- (d) electoral processes sub-committee;
- (e) civic and voter education sub-committee; and
- (f) finance and resource mobilization sub-committee.

(2) The National Committee shall elect not less than six members to the sub-committees, two of whom shall be the Chairperson and Secretary of the sub-committee.

(3) The National Committee may co-opt into the sub-committees established under paragraph (1), any person whose knowledge and skills are considered necessary for the effective discharge of the functions of the Committee.

Vacancy in the National Steering Committee and sub-committees

11. (1) A vacancy in the National Steering Committee and sub-committees may arise –

- (a) upon resignation;
- (b) upon death;
- (c) where a member ceases to be a member of the political party that he or she is representing; or
- (d) upon the Political Parties Liaison Committee passing a vote of no confidence.

(2) A member of the National Committee who intends to move a vote of no confidence shall table a notice of motion in writing to the National Committee for inclusion in the agenda of the subsequent National Committee meeting.

(3) The motion in sub-regulation (2) shall be supported by at least one third of all political party representatives of the National Committee.

(4) A resolution in a meeting convened under sub-regulation (2) shall be passed by two thirds of all political party representatives of the National Committee.

(5) Principles of natural justice shall apply during the procedure under

sub-regulations (3) and (4).

Secretariat to the National Steering Committee.

12. The National Steering Committee and the Office of the Registrar shall appoint at least two staff members to serve as the secretariat to the Steering Committee.

PART III – MEETINGS

Meetings of the Political Parties Liaison Committee.

13. (1) The National Committee shall meet at least once in every three months.

(2) The Steering Committee may meet at least once every three months.

Provided that during the year a General election is held and during by-elections, the Steering Committee shall meet at least once every month.

(3) The sub-committees may meet at least once every three months.

(4) The County Committee shall meet as determined by the National Steering Committee.

Notice of the Political Parties Liaison Committee meetings at National and County levels

14.(1) The Registrar or the Chairperson of the Commission, shall in consultation with the Chairperson, give at least seven days written notice which shall specify the agenda of the meeting of the Political Parties Liaison Committee, together with the minutes of the previous meeting, to every member of the Political Parties Liaison Committee.

(2) A special meeting of the National Committee may be convened by–

(a) the Chairperson;

(b) the Commission;

(c) the Registrar; or

(d) more than a third of political party members of the National Committee through a written petition submitted to the National Steering Committee.

(3) A special meeting convened under sub-regulation 2 (d) shall be held within fourteen days of receipt of the petition by the National Steering Committee.

(4) In the case of a special meeting, the Office of the Registrar shall give a written notice of the meeting together with the agenda, to every member of the Political Parties Liaison Committee.

Notice of National Steering committee meetings

15. (1) The Secretary to the National Steering Committee shall give at least three days written notice which shall specify the agenda of the meeting of the National Steering Committee, together with the minutes of the previous meeting, to every member of the National Steering Committee.

(2) In the case of a special meeting, the Secretary to the National Steering Committee shall give written notice of the meeting, together with the agenda to every member of the National Steering Committee.

Notice of sub- committee meetings

16. (1) The Secretary to the sub-committee shall give at least three days written notice which shall specify the agenda of the meeting of the National Steering Committee, together with the minutes of the previous meeting, to every member of the sub-committee.

(2) In the case of a special meeting, the Secretary to the sub-committee shall give written notice of the meeting, together with the agenda to every member of the sub-committee.

Quorum of meetings

17. (1) The quorum of the National Committee shall be the Chairperson or a designated member of the Commission, the Registrar or an Assistant Registrar and fifty percent of all the fully registered political parties.

(2) The quorum of the County Committee shall be a representative of the Commission, a representative of the Registrar and fifty percent of all the fully registered political parties.

(3) The quorum of the Steering Committee and sub-committees shall be fifty percent of the members.

Provided that if after the first meeting the Steering Committee and sub-committees, the quorum is not achieved, the subsequent meeting shall proceed with those present.

Procedure of meetings

18. (1) The Chairperson shall preside at every meeting of the National Committee.

(2) The Chairperson of the National Steering Committee and sub-committee shall preside at every meeting of the National Steering Committee and sub-committee respectively and if absent, the deputy chairperson shall preside over the meeting.

Provided that in the absence of both the chairperson and deputy chairperson, the members of the National Steering Committee or the sub-committee shall elect a chair to preside over that meeting.

(3) Decisions of the Political Parties Liaison Committee shall be by consensus.

Proceedings of the Political Parties Liaison Committee and the National Steering Committee

19. (1) Minutes of a meeting of the National Political Parties Liaison Committee may be published in the Commission and Registrar's websites within fourteen days after signing by the Chairperson of the Commission or a representative, the Registrar or a representative and the Chairperson.

(2) The minutes of every meeting of the Steering Committee shall be prepared by the Secretary.

PART IV – ELECTIONS AND GENERAL PROVISIONS

Elections and term of members of the National Steering Committee and sub-committees

20. (1) There shall be an election of members of the National Steering Committee and sub-committees.

(2) The term of office of all elected party representatives under sub-regulation (1) shall be three years, provided that no person shall hold office for more than two terms.

Conduct of elections

21. (1) Elections under regulation 20 shall be presided over and conducted by the Commission.

(2) Every political party represented at the National Committee shall be entitled to one vote.

(3) Voting during elections shall be by secret ballot.

Allowances

22. Allowances shall be paid to the Political Parties Liaison Committee members as per the rates set out in the Second Schedule to these Regulations.

Transitional clause

23. The members elected to the National Steering Committee and the sub-committees holding office immediately before the commencement of these regulations shall continue to hold office until the end of their term.

FIRST SCHEDULE

FORM PPLC 1

(r. 3(2))

**APPOINTMENT OF POLITICAL PARTY REPRESENTATIVE TO THE NATIONAL
POLITICAL PARTIES LIAISON COMMITTEE**

The representative of Political party to the National
Political Parties Liaison Committee is-

Name.....

ID/Passport No.....

Party Membership No

Telephone No.....

Gender

And the alternate representative is:-

Name.....

ID/Passport No.....

Party Membership No

Telephone No.....

Gender

Dated thisday of 20.....

Submitted by authorized officials:-

1. Name

ID/ Passport No.

Telephone No

Signature

2. Name

Designation

ID/Passport No.

Signature

3. Name

Designation

ID/Passport No.

Signature

FORM PPLC 2.

(r. 4(2))

**APPOINTMENT OF POLITICAL PARTY REPRESENTATIVE TO THE COUNTY
POLITICAL PARTIES LIAISON COMMITTEE**

The following are the party representatives ofPolitical party in each
County Political Parties Liaison Committee:

County	Name	Gender (F/M)	ID No.	Address/ Telephone

Dated thisday of 20

Submitted by authorized officials:-

- 1. Name
- ID/ Passport No.
- Telephone No

Signature

2. Name

Designation

ID/Passport No.

Signature

3. Name

Designation

ID/Passport No.

Signature

FORM PPLC 3

(r. 6(1)(a))

**NOTICE OF CHANGE OF POLITICAL PARTY REPRESENTATIVE TO THE NATIONAL
POLITICAL PARTY LIAISON COMMITTEE**

Name of political party

1. The following person has ceased to be the party representative to the National Political Party Liaison Committee:

Full name	ID/Passport No.	Gender (M/F)	Telephone/Contact Number
1.			
2.			

2. The following person has been appointed to be the new representative to the National Political Party Liaison Committee:

Full name	ID/Passport No.	Gender (M/F)	Telephone/Contact No.
1.			
2.			

Dated this day of 20

Submitted by Authorized signatories:-

1. Name

ID/ Passport No.

Telephone No

Signature

2. Name

Designation

ID/Passport No.

Signature

3. Name

Designation

ID/Passport No.

Signature

FORM PPLC 4

(r.6(1)(b))

**NOTICE OF CHANGE OF POLITICAL PARTY REPRESENTATIVE TO THE COUNTY
POLITICAL PARTY LIAISON COMMITTEE**

Name of political party

1. The following person has ceased to be the party representative to the County Political Party Liaison Committee:

County	Full Name	ID/Passport No.	Gender (M/F)	Telephone/Contact No.
1.				
2.				

2. The following person has been appointed to be the new representative to the County Political Party Liaison Committee:

County	Full Name	ID/Passport No.	Gender (M/F)	Telephone/Contact No.
1.				
2.				

Dated this day of 20

Submitted by Authorized signatories:-

1. Name

ID/ Passport No.

Telephone No

Signature

2. Name

ID/Passport No.

Signature

3. Name

Designation

ID/Passport No.

Signature

FORM PPLC 4

(r.6(1)(b))

**NOTICE OF CHANGE OF POLITICAL PARTY REPRESENTATIVE TO THE COUNTY
POLITICAL PARTY LIAISON COMMITTEE**

Name of political party

1. The following person has ceased to be the party representative to the County Political Party Liaison Committee:

County	Full Name	ID/Passport No.	Gender (M/F)	Telephone/Contact No.
1.				
2.				

2. The following person has been appointed to be the new representative to the County Political Party Liaison Committee:

County	Full Name	ID/Passport No.	Gender (M/F)	Telephone/Contact No.
1.				
2.				

Dated this day of 20

Submitted by Authorized signatories:-

1. Name

ID/ Passport No.

Telephone No

Signature

2. Name

Designation

ID/Passport No.

Signature

3. Name

Designation

ID/Passport No.

Signature

SECOND SCHEDULE

(r.22)

ALLOWANCES FOR POLITICAL PARTIES LIAISON COMMITTEE MEMBERS

	Daily Allowance (Kshs.)
1. Chairperson	25,000
2. Members	20,000

Made on the2017

Lucy K. Ndungu,
Registrar of Political Parties

**EXPLANATORY MEMORANDUM TO THE PROPOSED POLITICAL PARTIES
(POLITICAL PARTIES LIAISON COMMITTEE) REGULATIONS, 2017**

PART I

Name of Statutory Instruments:

Political Parties (Political Parties Liaison Committee) Regulations, 2017.

Name of the Parent Act:

Political Parties Act, 2011, No. 11 of 2011.

Enacted pursuant to:

The powers conferred by section 49 of the Political Parties Act, 2011

Name of the regulatory-making authority:

Attorney General's Office and the Department of Justice

Gazetted on:

Tabled on:

PART II

1. Purpose of the Statutory Instrument

The Political Parties (Political Parties Liaison Committee) Regulations is intended to enforce Section 38 of the Political Parties Act, 2011, which establishes the Political Parties Liaison Committee at the National and County level. This instrument provides for the structured guidelines for the composition, functions and procedures of the Political Parties Liaison Committee and other matters connected thereto.

The Regulations are divided into four parts –

Part I – Preliminary

Part II – Composition and functions of Committees

Part III – Meetings

Part IV – Elections and General Provisions

2. Legislative Context

Pursuant to the promulgation of the Constitution in 2010, Parliament was mandated to enact legislation to govern political parties under Article 92 of the same. The Political Parties Act, 2011 therefore came into effect in November 2011 to govern the registration, regulation and funding of political parties and for connected purposes. The proposed

regulations are vital to give effect and enhance implementation of section 38 of the Political Parties Act, 2011.

3. Policy Background

The Political Parties Act, 2011 repealed the Political Parties Act, 2007. However, there is need to operationalize the inclusion of the Political Parties Liaison Committee into legislation hence informing the drafting of the proposed regulations. The proposed regulations provide precise procedures for implementation of the Act. The regulation was developed following various consultative meetings with fully registered political parties and stakeholders where the need to have the regulation was underscored.

4. Consultation Outcome

The consultation process has taken place since the enactment of the parent Act in 2011, with key stakeholders being the political parties, Independent Electoral and Boundaries Commission, Kenya Law Reform Commission, The Judiciary, The Political Parties Dispute Tribunal, the Office of the Attorney General, the National Gender and Equality Commission and Kenya National Commission on Human Rights. There have been a total of sixteen stakeholder forums held with the final one held on 30th August 2016. Attached as *Annex 1* is the *Table of Public Participation Events*.

All stakeholder recommendations were consolidated and drafters from the Office of the Attorney General and Kenya Law Reform Commission came up with initial draft regulations. The Office of the Registrar of Political Parties then tabled the regulations before the Parliamentary Committee on Delegated legislation in September 2016 where the members of the Committee gave their recommendations. The recommendations were incorporated into the draft regulations by a team of drafters who produced the final draft.

5. Guidance

The ORPP has developed and published simplified versions of the Act and Regulation in the form of manuals which have been disseminated to all political parties, key stakeholders and the general public.

6. Impact

6.1 Impact on fundamental rights and freedoms

This regulation will enhance the rights of citizens to make political choices stipulated under Article 38 of the Constitution.

6.2 On private sector

It will be a long term benefit to the private sector since the political environment will be effectively regulated and fair to promote peace during the electoral cycle. This will enhance achievement of the Kenya Vision 2030 Political objectives.

6.3 Public sector

The Kenyan citizenry will be aware of their political rights, the management of political parties and the importance of political parties in promoting democracy.

7. Monitoring and Review

The Office of the Registrar of Political Parties will undertake continuous monitoring and evaluation in line with the mandate conferred to the Office vide Section 34 of the Political Parties Act, 2011.

8. Contact

Lucy K. Ndungu, E.B.S

Registrar of Political Parties

Office of the Registrar of Political Parties

Lion Place 1st Floor Westlands, off Waiyaki Way

P.O Box 1131-00606

Nairobi, Kenya.

Telephone: +254(020)4272000, Email: rpp@iebc.or.ke

Annex 1 Table of Public Participation Events

S/No.	Date	Venue	Stakeholders	Outcome
1.	18 th – 21 st July 2013	Ocean Beach Resort Malindi	<ul style="list-style-type: none"> • Independent Electoral Boundaries Commission • Judiciary • Kenya Law Reform Commission • Electoral Institute for Sustainable democracy in Africa • International IDEA • National Democratic Institute 	Deliberated on the draft regulations and gave suggestions as to appropriate amendments
2.	29 th November – 1 st December 2013	Sentrim Lodge Elementaita Naivasha	<ul style="list-style-type: none"> • Political Parties • Political Parties Disputes Tribunal 	Deliberated on the draft regulations and gave suggestions as to appropriate amendments
3.	6 th – 8 th Feb 2014	Manzoni Lodge Machakos	<ul style="list-style-type: none"> • Consultants • Political Parties Representatives 	Further proposals were given to the draft regulations
4.	28 th – 30 th May 2014	Sentrim Lodge Elementaita Naivasha	<ul style="list-style-type: none"> • National Political Parties Liaison Committee 	Adoption of the draft regulations with amendments A taskforce formed to further deliberate on the draft regulations and follow up with the process
5.	7 th July 2014	ORPP Office	<ul style="list-style-type: none"> • Meeting between ORPP and Taskforce 	Taskforce adopted draft regulations and came up with timelines for the procedure of tabling the same in Parliament
6.	11 th July 2014	Anniversary Towers	<ul style="list-style-type: none"> • Political Parties Liaison Taskforce Members 	Adoption of the draft regulations with amendments

			<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission 	
7.	14 th July 2014	Anniversary Towers Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • National Democratic Institute • National Political Parties Liaison Committee 	Adoption of the draft regulations with amendments
8.	16 th July 2014	ORPP Offices , Lion Place Westlands, Nairobi	<ul style="list-style-type: none"> • Office of the Attorney General • Judiciary • Commission on the Implementation of the Constitution • Independent Electoral and Boundaries Commission • Political Parties Disputes Tribunal • National Democratic Institute • Political Parties Liaison Taskforce Members • Electoral Institute for Sustainable democracy in Africa • IED 	Draft regulations adopted with amendments
9.	22 nd July 2014	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Kenya Law Reform Commission 	Drafting of the regulations incorporating stakeholder comments

10.	25 th July 2014	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Kenya Law Reform Commission 	Drafting of the regulations finalized
11.	21 st July 2015	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Political Parties Liaison Taskforce Members 	Adopted draft regulations with amendments
12.	29 th October – 1 st November 2015	Sarova Lion Hill Lodge Nakuru	<ul style="list-style-type: none"> • Kenya Law Reform Commission • Office of the Attorney General • Political Parties Disputes Tribunal • Electoral Institute for Sustainable • IED 	Drafting of the regulations finalized
13.	23 rd – 25 th August 2016	Kenya Law School Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • National Political Parties Liaison Committee 	Briefed parties on status of the regulations 2016 as the same had been forwarded to the Parliamentary Committee on Delegated Legislation
14.	30 th August 2016	Lilian Towers Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • IDEA KENYA • Electoral Institute for Sustainable Democracy in Africa 	Adopted the draft regulations 2016 with amendments
15.	15 th – 16 th November 2016	Maanzoni Lodge Machakos	<ul style="list-style-type: none"> • Kenya Law reform Commission • Office of the Attorney General 	Incorporated final proposals to the draft regulations
16.	17 th March 2017	Maanzoni Lodge	<ul style="list-style-type: none"> • Independent Electoral and 	Adopted the draft regulations 2017 as

		Machakos	Boundaries Commission • National Political Parties Liaison Committee	presented
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Annex 2 Regulatory Impact Assessment

1. Objectives of the proposed legislation and reasons for them.

This Regulatory Impact Assessment (RIA) report discusses the potential regulatory impacts of adopting the new Political Parties (Political Parties Liaison Committee) Regulations, 2017 for the operationalization of section 38 of the Political Parties Act, 2011. The concept of the Political Parties Liaison Committee is not new, it was first established after the 2007 General Elections because of the post-election violence witnessed in Kenya. The Commission, known as the Independent Review Commission (IREC), headed by Justice (retired) Johann Kriegler from South Africa focused on, amongst other areas, the relationship between the Electoral Commission and Political Parties. In its recommendations it proposed a standing liaison committee to be set up comprising the ECK and political parties as a first step towards the enactment of nomination rules.

In July 2009, the Interim Independent Electoral Commission met with all registered political Parties and modalities for having a structured liaison framework between parties, the Registrar of Political Parties and the Commission was resolved. The Political Parties Liaison Committee (PPLC) was thus established through the Nakuru resolutions between the then registered parties (47 in number) and the Commission in Nakuru on 13th March 2010.

After the enactment of the Political Parties Act, 2011 the Political Parties Liaison Committee was established in law under section 38. This therefore necessitated the drafting of the Political Parties (Political Parties Liaison Committee) Regulations, 2017 to govern the procedure by which the Committee would operate including membership to the PPLC, establishment of a Steering Committee and the meeting procedures. The objective of the regulations is therefore to:

- a) Provide for the composition of the Political Parties Liaison Committee at the national and county levels;
- b) Provide for the functions of the Political Parties Liaison Committee;
- c) Establish a National Steering Committee for the coordination of activities of the Liaison Committee;
- d) Provide for the procedure of meetings of the Political Parties Liaison Committee and the National Steering Committee and connected purposes;
- e) Provide for the conduct of elections and term of office of the member of the National Steering Committee; and
- f) Provide for other general provisions related to the operations of the Political Parties Liaison Committee.

2. Effect of the proposed legislation

The Political Parties (Political Parties Liaison Committee) Regulations, 2017 once published will govern the already existing liaison committee which has membership of all registered political parties, the Registrar of Political Parties and the Independent Electoral and Boundaries Commission.

The evaluation conducted in this Regulatory Impact Assessment (RIA) of the Political Parties (Political Parties Liaison Committee) Regulations, 2017 indicates that the Kenyan political sector, including all registered political parties, the Office of the Registrar of Political Parties and the Independent Electoral and Boundaries Commission will be able to comply with all of the provisions of the regulations when they are gazetted.

The RIA has identified four categories of requirements with which political parties and the Office of the Registrar will be initially non-compliant and that will require the investment of time, staff resources, and financing in order to achieve full compliance. Compliance can however be achieved within three months from the beginning of the 2017/2018 financial year. These four categories are illustrated in *Table 1* below:

s/No.	Category of requirements	Non-Compliant entity	Timeline for Compliance
1.	Composition of County PPLC	Political Parties	7 days
2.	Frequency of meetings	Political Parties, Office of the Registrar	30 days
3.	Secretariat	Political Parties, Office of the Registrar	3 months
4.	Allowances	Office of the Registrar	3 months

Table 1. Categories of requirements and non-compliance

In order to fully implement the Regulations, the Office of the Registrar will need to coordinate and liaise with the National Treasury, Public Service Commission and other Government agencies to allocate adequate resources for the operations of the Liaison Committee.

3. Assessment of costs and benefits of the proposed regulations

Based on the requirements under the Regulations and the areas of non-compliance, the schedule of activities, resource needs, as well as labour and costs have been developed and presented in *Table 2*.

s/No.	Requirement	Activities	Resources	Cost per F/y
1.	Composition of the PPLC	Filing Forms with the ORPP	Human	-
2.	Meetings of the PPLC	Minimum quarterly meetings scheduled	Human and Financial	15,000,000
3.	Meetings of the National Steering Committee	Minimum quarterly meetings scheduled During an election year minimum monthly meetings	Human and Financial	1,800,000
4.	Secretariat	Recruitment of staff Recurrent expenditure for salaries and allowances for staff	Human and Financial	2,380,000
5.	Allowances payable to the PPLC members		Financial	10,820,000
	TOTAL			30,000,000

Table 2. Schedule of activities, resource needs and costs

The benefit of operationalizing the Political Parties Liaison Committee and consequently the publication of the Political Parties (Political Parties Liaison Committee) Regulations, 2017 are to first and foremost to create a forum for dialogue between political parties, the Office of the Registrar and the Independent Electoral and Boundaries Commission towards the holding of peaceful, free and fair elections.



Republic of Kenya

REGISTRAR OF POLITICAL PARTIES

REPORT OF A MEETING HELD BETWEEN ORPP AND A
DELEGATION OF PARTY REPRESENTATIVES LED BY PPLC
CHAIRPERSON

VENUE: ORPP BOARDROOM

LION PLACE, NAIROBI

DATE: 20TH MARCH, 2017

Lion Place, 1st floor
Off Waiyaki way
P.O. Box 1131-00606
NAIROBI

Tel: +254 (020) 4022000
Email: registrar@orpp.or.ke
Website: www.orpp.or.ke

Present

- a. Political Party Representatives (Participants List attached as Annex 1)
- b. Lucy K. Ndungu Registrar of Political Parties
- c. Rebecca Wahu Legal Officer, ORPP

Deliberations on the Political Parties (Political Parties Liaison Committee) Regulations 2017

1. Philip Obonyo -Chair National Steering Committee

The Chair supported by the members present stated that the discussions held over the Political Parties (Political Parties Liaison Committee) Regulations 2017 during the Maanzoni meeting held on 17th March 2017 were not exhaustive. It was noted that there various areas that needed further consensus and hence the need for them to have come to the ORPP's offices to have their input considered.

2. Lucy K. Ndungu – Registrar of Political Parties

The Registrar agreed that indeed the Maanzoni meeting did not exhaustively look at the PPLC Regulations and therefore the group was welcomed in deliberating further on the same. The Regulations would then be presented to the parliamentary Committee on Delegated Legislation with the suggestions made for their approval and further action.

Deliberations and Way forward

The following areas were considered by the members;

- i. The number of the steering committee members was agreed upon to constitute 10 members thus reducing the initial number of 16.
- ii. The sub-committees established were given names for better understanding of their functions.
- iii. The secretariat if working independently from the ORPP should be recruited by the Steering Committee together with the ORPP.
- iv. Procedure for a vote of no confidence for a member of the Steering Committee was deliberated and amended.

Attached as *Annex 2* is the Draft Political Parties (Political Parties Liaison Committee) Regulations 2017 as agreed upon

The meeting ended at 4:00 pm.

Prepared by;

Rebecca Wahu

Office of the Registrar of Political parties

*Paperland
by Hon. S. M. W. H. H. H.
mpif
14/3/2018*

LEGAL NOTICE NO.....

THE POLITICAL PARTIES ACT, 2011
(No. 11 of 2011)



THE POLITICAL PARTIES (REGISTRATION) REGULATIONS, 2017
ARRANGEMENT OF REGULATIONS

Regulation

PART I—PRELIMINARY

- 1— Citation
- 2— Interpretation

PART II—REGISTRATION OF POLITICAL PARTIES

- 3— Application for provisional registration of a political party
- 4— Application for full registration of a political party
- 5— Notice of change of office holders
- 6— Notice of change of location of head office or postal address, etc
- 7— Notification of changes, alterations in name, colour, symbol and constitution of political party
- 8— Approval of change
- 9— Register of political parties
- 10— Correction of information
- 11— Removal of particulars of a political party from the register
- 12— Reports
- 13— Designation of signatories
- 14— Notices by Registrar to be sent by registered post, physical address or official e-mail address
- 15— Notification of suspension of a party
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PART III— MEMBERSHIP OF POLITICAL PARTIES

- 17— Recruitment of members of a political party
- 18— Party membership card
- 19— Verification of party membership status
- 20— Resignation of member of a political party
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- 22— Resignation following an order of the Court or Tribunal
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PART IV—OFFICES OF POLITICAL PARTIES

- 24— Requirement to maintain a functioning office
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- 26— Documents to be kept in political party offices
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PART V—COALITIONS

- 28— Formation of coalitions
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PART VI—MERGERS

- 31— Merger by forming a new political party
- 32— Scrutiny by the Registrar
- 33— Merger by merging into an already registered political party
- 34— Scrutiny by the Registrar
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- 37— Revocation

SCHEDULES

FIRST SCHEDULE—FORMS

SECOND SCHEDULE—FEES

THE POLITICAL PARTIES ACT, 2011
(No 11 of 2011)

IN EXERCISE of the powers conferred by section 49 of the Political Parties Act, 2011 the Registrar of Political Parties makes the following Regulations—

THE POLITICAL PARTIES (REGISTRATION) REGULATIONS, 2017

PART I-PRELIMINARY

Citation. 1. These Regulations may be cited as the Political Parties (Registration) Regulations, 2017.

Interpretation. 2. In these Regulations, unless the context otherwise requires—

“Act” means the Political Parties Act, 2011;

“register” means the register of particulars of political parties kept by the Registrar under section 34 of the Act;

“registered political party” means a political party that is fully registered under the Act.

PART II— REGISTRATION OF A POLITICAL PARTY

Application for provisional registration of a political party.

3. (1) An application for provisional registration of a proposed political party in accordance with section 6 of the Act shall be in duplicate, in Form PP 1 together with a declaration in support of the application in Form PP 2 set out in the First Schedule.

(2) A request for the registration of the colours of the proposed political party under section 5 (4) of the Act shall—

- (a) specify a combination of at least three colours; and
- (b) identify the printing code of each colour.

(3) An application under sub regulation (1) shall be signed by three of the founding members of the proposed political party who shall attach certified copies of their National Identity cards or valid Kenyan Passport to the application.

(4) The Registrar, on receipt of an application under sub regulation

(1) and (2), shall within fourteen days, publish a notice in the *Gazette* and in at least two newspapers with nationwide circulation, inviting objections from any person or any other political party concerning the registration of the name, symbol, colour of the political party, or any other issue relating to the registration of the political party.

(5) The Registrar, if satisfied that the conditions for provisional registration have been fulfilled, shall within thirty days of such receipt, and upon payment of the prescribed fee specified in the Second Schedule –

- (a) register the name, colours and symbol of the political party; and
- (b) issue a certificate of provisional registration.

(6) A political party may, upon registration of the colours and symbol under sub regulation (5), print or display such logo and symbol.

(7) The certificate of provisional registration of a political party shall be in Form PP 3 set out in the First Schedule.

Application for full registration of a political party.

4.(1) An application for full registration of a political party in accordance with section 7 of the Act shall be in duplicate in Form PP 4 set out in the First Schedule, and shall be submitted to the Registrar together with a declaration in Form PP 5 set out in the First Schedule.

(2) The Registrar, on receipt of an application under sub regulation (1), will scrutinise it, and if satisfied that the conditions for full registration have been fulfilled, shall within thirty days of such receipt issue a certificate of full registration on payment of the prescribed fees specified in the Second Schedule.

(3) The certificate of full registration of a political party shall be in Form PP 6 set out in the First Schedule.

(4) Upon being issued with a certificate of full registration of a political party, the applicant shall surrender the certificate of provisional registration to the Registrar.

(5) If for any reason the certificate of provisional registration cannot be surrendered as required under sub regulation (4), the applicant shall submit an affidavit and a police abstract explaining the circumstances of its unavailability and the Registrar shall, if satisfied by the reasons, file the

documents and cancel the provisional certificate.

Notice of change of office holder.

5. (1) Where an office holder of a registered political party ceases to hold office, and another person is elected to that office, the political party shall, within fourteen days of the appointment, send notice thereof to the Registrar.

(2) A notice under sub regulation (1) shall be in duplicate in Form PP 7 set out in the First Schedule.

Notice of change of location of head office, postal address, etc

6.(1) If a registered political party changes the location of its head office or county office, the postal address, email address or telephone numbers of its head office or county office, the political party shall, within fourteen days of such change, send notice thereof to the Registrar.

(2) A notice of change of location shall be in duplicate in Form PP 8 set out in the First Schedule.

(3) A notice of change of postal address, email address or telephone number shall be in duplication in Form PP 9 set out in the First Schedule.

Notification of changes, alterations in name, colour, symbol, constitution of political party.

7.(1) A notification by a registered political party of its intention to change its name, abbreviation of the name, colour or symbol shall be in duplicate in Form PP 10 set out in the First Schedule, and the Registrar shall, in writing, notify the applicant of the decision thereon.

(2) A notification by a registered political party of its intention to change any of the provisions of its constitution or rules shall, be in duplicate in Form PP 11 set out in the First Schedule.

(3) The Registrar shall, prior to refusing to effect a change under this regulation, notify the intention and reasons for the refusal to the political party concerned and shall give the political party an opportunity to submit reasons, if any, why the application should be granted.

(4) If within two weeks of receiving the notification from the Registrar under sub regulation (3), the political party fails to submit reasons why the Registrar should effect the proposed changes, the Registrar shall dispense with the application made by that political party to effect changes under this regulation.

(5) Where the name of a registered political party is changed, the Registrar shall issue a new certificate of registration upon the original certificate being surrendered to the Registrar, unless its absence is accounted for to the satisfaction of the Registrar by way of an affidavit and a police abstract.

Approval of
change.

8. A notification to the Registrar under regulations 5, 6 and 7 shall be accompanied by a copy of the minutes of the meeting of the body authorized at which the resolution to effect the change was passed, certified as a true copy and signed by three authorised officials of the political party.

Register of
political parties

9. (1) The register of political parties required to be kept under section 34 (e) of the Act shall be in Form PP 12 set out in the First Schedule.

(2) The register of political parties shall include the following information relating to each political party—

- (a) a duplicate copy of the registration certificate of the political party;
- (b) a copy of the constitution of the political party;
- (c) a status report of the political party indicating whether the political party is active, suspended or deregistered;
- (d) an accurate and updated list of offices of the political party;
- (e) an accurate and updated list of members of the political party;
- (f) an accurate and updated list of the political party officials including their full names, addresses, telephone numbers and email addresses;
- (g) the election rules of the political party;
- (h) the nomination rules of the political party; and
- (i) any other particulars which the Registrar may, from time to time, determine.

(3) The Registrar shall record in the register all, changes of the name, abbreviation of the name, symbol or colour of the political party and any other particulars.

(4) Any person may inspect the register and any other document lodged

with the Registrar relating to a political party pursuant to the Act, and may, on payment of the prescribed fee, obtain a copy of any document from the Registrar.

Correction of information.

10. (1) The Registrar or a person authorised by the Registrar, may correct any clerical error or omission in the register or in a certificate issued to a political party.

(2) The signature of the Registrar or authorised person and the date of the correction shall be inserted against the correction.

(3) A correction of an error or omission under sub regulation (1) shall be made without rendering what was written illegible and without erasing the original entry.

(4) If the Registrar determines that any information required to be included in the register is missing, the Registrar shall notify the political party to furnish such information within fourteen days of such notification.

(5) Where after fourteen days the required information under sub regulation (4) is not furnished, the Registrar may suspend any service to the political party until the information is furnished.

Removal of particulars of a political party from the register.

11.(1) The Registrar may remove the name and particulars of a political party from the register in case of—

- (a) a provisionally registered political party which has not applied for full registration within one hundred and eighty days from the date of provisional registration;
- (b) deregistration of the political party;
- (c) winding-up of the political party; or
- (d) dissolution of the political party.

(2) Where the name, symbol and colours of a political party have been removed from the register under sub regulation (1), the Registrar shall not register a political party with the same or a similar name, symbol, or colours for a period of five years.

Reports

12. The Registrar may, at any time, require a political party to

submit a report relating to the constitution, objectives and purpose of the political party, the office holders and membership of the political party.

Designation of signatories.

13. Every political party shall within fourteen days of full registration file in Form PP 13 the names and specimen signatures of party officials authorized in its constitution to sign -

- a) documents presented to the Registrar, including membership register, coalition agreements, mergers, and other reports to the Registrar;
- b) documents presented to the registrar for changes of name, constitution, rules, symbol and colour of the political party;
- c) the bank accounts of the political party;
- d) the audited annual accounts and financial statements of the political party;
- e) any report or document of the political party required under the Act or any other written law;
- f) the nomination certificates for any nomination for general and by-elections; and
- g) the return on elections of the political party officials.

Notices by Registrar to be sent by registered post, physical address or official e-mail address

14. Any notice which the Registrar is required to give to any political party shall be deemed to have been given to the political party if -

- a) sent by registered post;
- b) delivered to the registered physical address; or
- c) sent to the official e-mail address.

Notification of suspension of a party

15. Where a political party is suspended under section 21 of the Act, the Registrar shall notify the political party in Form PP 14 set out in the First Schedule.

Notification of deregistration of a political party.

16. (1) Where the Registrar intends to deregister a political party under section 21 of the Act, the Registrar shall notify the political party in Form PP 15 set out in the First Schedule.

(2) The Registrar shall, within fourteen days of deregistration of a

political party or upon its declaration as a prohibited organisation under any law, issue a notice in Form PP 16 set out in the First Schedule and cause a notice of the deregistration to be published in the *Gazette*.

PART III— MEMBERSHIP OF POLITICAL PARTIES

Recruitment of members of a political party.

17. (1) A political party shall require every person it has recruited as a member to complete the party membership recruitment form as set out in Form PP17 in the First schedule.

(2) A political party shall not recruit members before the proposed political party has been issued with a certificate of provisional registration.

(3) A political party shall, within twenty one days of the recruitment of a member, insert the details in sub regulation (1) in the membership register and submit to the Registrar.

(4) The Registrar may from time to time require a political party to submit the register of members in a specific format including electronic

Party membership card.

18. (1) A political party shall issue a party membership card to each member as evidence of the person's membership.

(2) A political party may incorporate electronic formats of the membership card.

(3) A membership card issued under this regulation shall be in Form PP 18 set out in the First Schedule.

Verification of party membership status

19. (1) Upon receipt of the political party membership lists, the Registrar shall publish a notification to the effect that the list of all members of political parties is publicly available.

(2) The Registrar shall put in place measures to enable registered political party members to verify their membership status electronically.

Resignation of member of a political party.

20. For purposes of section 14 (5) of the Act, a member of a political party shall have resigned from a political party upon —

- (a) a resolution of the national executive committee of the political party constituted to determine the membership of the person based on a pre-determined criteria contained in its constitution or rules and procedure for expulsion of a member;
- (b) a declaration based on a reasonably justifiable complaint from any person to the Registrar after following the procedure stipulated in regulation 21; or
- (c) an order of a court or the Political Parties Disputes Tribunal to that effect.

Resignation following a complaint.

21. (1) Whenever the Registrar receives a complaint from any person requesting that a member of a political party be deemed to have resigned, the Registrar shall assess whether the complaint is justified or not.

(2) If the Registrar is satisfied that the conduct of the member against whom the complaint was made does not present sufficient grounds for the member to be deemed to have resigned, the Registrar shall dismiss the complaint and inform the complainant of the decision.

(3) Where the Registrar is of the opinion that there is a reasonably justifiable cause, the Registrar shall notify the member so complained of and the political party and require it to, within seven days of the notification, convene the requisite party organ to consider whether or not the member should be expelled, and to notify the Registrar accordingly.

(4) Where the Registrar is satisfied that the complaint has been duly addressed by the political party in accordance with the procedure in the party constitution and rules under sub paragraph (3), the Registrar shall uphold the decision of the political party.

(5) Where the Registrar is not satisfied that the complaint has been duly addressed by the political party in accordance with the procedure in the party constitution and rules, the Registrar shall send it back to the political party setting out the breach of procedure.

Resignation following an order of the court or Tribunal

22. Upon receipt of an order of the Political Parties Disputes Tribunal or a court of competent jurisdiction to the effect that a member

Removal from membership register

has resigned, the Registrar shall within fourteen days remove the name of the member from the membership register of the political party

23. Where a person has resigned from a political party, under regulation 20 and 21 the Registrar shall within seven days of the resignation remove the name of the member from the membership register of the political party.

PART IV— OFFICES OF A POLITICAL PARTY

Requirement to maintain a functioning office.

24. Every political party shall maintain offices in accordance with section 7(2)(f)(ii) and (iii) which shall —

- (a) be open for at least eight hours a day of each working day;
- (b) be manned by employees during working hours;
- (c) be accessible to the public; and
- (d) have signage and branding.

Location of party offices.

25. (1) The office of a political party shall be a public office, open for inspection and shall not be located in —

- (a) a house concurrently used as a residence by any person;
- (b) a public officers' place of work; or
- (c) any place that is restrictive to any section of the general public.

(2) Where the office of the political party is—

- (a) rented, details of the lease agreement shall be maintained in the office; and
- (b) provided as support to the political party, the agreement to that effect shall be maintained in the office and be available for inspection.

Documents to be kept in political party offices.
Notification of closure of office.

26. A political party shall maintain at its offices, all the documents required under section 17 of the Act.

27. If any political party office is closed or ceases to function, the

political party shall notify the Registrar of the fact in Form PP 19 set out in the First Schedule.

PART V—POLITICAL PARTY COALITIONS

Formation of coalitions.

28. (1) Political parties which have agreed to form a coalition shall deposit the coalition agreement with the Registrar, together with Form PP 20 set out in the First Schedule, accompanied by-

- (a) a declaration showing that the rules and procedures of the political parties entering into the coalition relating to the formation of the coalition have been followed; and
- (b) minutes of the meeting of the governing bodies of each of the political parties entering into the coalition, sanctioning the coalition.

(2) Upon receiving the coalition agreement and the documents specified in sub regulation (1), the Registrar shall scrutinise the documents deposited and if satisfied that the coalition agreement is in accordance with the Act and the party constitution or rules, issue a letter confirming that the coalition has complied with the Act and the party constitution or rules, within five working days of receipt of the documents.

(3) Upon issuing the letter of confirmation of a coalition under sub regulation (2), the Registrar shall publish a notice in at least two newspapers with national circulation stating the name of the coalition and the political parties that are members of the coalition.

(4) Where the Registrar is not satisfied that the coalition agreement is in accordance with the Act and the rules and the constitution or rules of the Political Parties entering into the coalition, the Registrar shall request for additional information to be submitted within seven working days of the request.

(5) Where the political parties entering a coalition do not submit the information requested by the Registrar under sub regulation (4), the Registrar shall not issue a letter of confirmation and shall inform the political parties that are proposed members of the coalition of the decision within two days of the lapse of the period specified in sub regulation (4).

Dissolution of coalition.

of 29.(1) If a coalition is dissolved in accordance with the coalition

agreement, the decision to dissolve the coalition shall be in writing and shall be—

- (a) accompanied by signed minutes containing the resolution of the governing body of the political party;
- (b) signed by the authorised officials of the political party; and
- (c) submitted to the Registrar within two weeks after the date of the decision.

(2) If a coalition is dissolved in accordance with sub-regulation (1), the Registrar shall publish a notice of the dissolution in at least two newspapers with national circulation.

Amendment of coalition agreements

30. The coalition agreements deposited under regulation 28 may be amended in accordance with the coalition agreement.

PART VI—POLITICAL PARTY MERGERS

Merger by forming a new political party

31. (1) Political parties entering into a merger by forming a new political party shall deposit the merger agreement with the Registrar together with—

- (a) Form PP 21 set out in the First Schedule;
- (b) documentation showing that the rules and procedures of each of the political parties entering into the merger relating to the formation of the merger have been followed;
- (c) minutes of the meeting of the governing bodies of each of the political parties entering into the merger sanctioning the merger;
- (d) certificates of full registration for the merging parties;
- (e) constitution, rules and regulations of the new political party;
- (f) name, symbol, and colours of the new political party;
- (g) particulars of members of the governing body of the new political party; and
- (h) list of location and address of new party head and county offices.

(2) A merger agreement shall set out the matters specified in Form PP 21.

Scrutiny by the Registrar.

32. (1) Upon receiving the merger agreement under Regulation 31, the Registrar shall scrutinize the documents deposited.

(2) Where the Registrar is satisfied that the documents under Regulation 31 are in accordance with the Act the Registrar shall—

(a) immediately withdraw and cancel the certificates of registration of all the political parties that have merged;

(b) gazette the dissolution of the merged parties; and

(c) within seven days issue a certificate of full registration to the new political party.

(3), The gazette notice to be issued under sub-regulation 2(b) shall contain—

(a) the names of the merging parties;

(b) The name, symbol, and colours of the new political party;

(c) Particulars of members of the governing body of the new political party; and

(d) List of location and address of new party head office.

(4) Where the Registrar is not satisfied that the merger agreement is in accordance with the requirements of the Act, and the rules and procedures of the merging political parties, the Registrar may request for additional information to be deposited within two days.

(5) Upon receipt of the required additional information the provisions of sub regulations (1), (2) and (3) shall apply.

(6) Where the political parties entering a merger do not submit the information requested by the Registrar under sub regulation (4), the Registrar shall reject the agreement and notify the political parties within two days of the lapse of the period specified in sub regulation (2(c)).

Merger by merging into an already registered political party

33. (1) Political parties entering into a merger by merging into an already registered political party shall deposit the merger agreement with the Registrar together with—

- (a) Form PP 22 set out in the First Schedule;
- (b) documentation showing that the rules and procedures of each of the political parties entering into the merger relating to the formation of the merger have been followed;
- (c) minutes of the meeting of the governing bodies of each of the political parties entering into the merger sanctioning the merger;
- (d) certificates of full registration for the parties that have resolved to dissolve;
- (e) constitution, rules and regulations of the merged political party;
- (f) name, symbol, and colours of the merged political party;
- (g) particulars of members of the governing body of the merged political party; and
- (h) list of location and address of party head and county offices of the merged political party.

(3) A merger agreement shall set out the matters specified in Form PP 22.

Scrutiny by the Registrar

34. (1) Upon receiving the merger agreement under Regulation 33, the Registrar shall scrutinize the documents deposited.

(2) where the Registrar is satisfied that the documents under Regulation 30 are in accordance with the Act the Registrar shall—

- (a) immediately withdraw and cancel the certificates of registration of all the political parties that have resolved to dissolve; and
- (b) within seven days gazette the dissolution of the parties that have resolved to dissolve and the merged party.

(3), The gazette notice to be issued under sub-regulation 2(b) shall contain—

- (a) the names of the parties that have resolved to dissolve;
- (b) the name, symbol, and colours of the merged political party;

(4) Where the Registrar is not satisfied that the merger agreement is in accordance with the requirements of the Act, and the rules and procedures of the merging political parties, the Registrar may request for additional information to be deposited within two days.

(5) Upon receipt of the required additional information the provisions of sub regulations (1), (2) and (3) shall apply.

(6) Where the political parties entering a merger do not submit the information requested by the Registrar under sub regulation (4), the Registrar shall reject the agreement and notify the political parties within two days of the lapse of the period specified in sub regulation (2)(c).

Effect of merger
of political parties

35. Where political parties merge in accordance with the Act and these regulations, the Registrar shall, within forty five days of the publication of the Gazette Notice, remove the particulars of the dissolved political parties from the register including their names, symbols, and colours.

Access to
information

36. A person who intends to access information held by the Registrar may, subject to payment of the prescribed fee, apply for an official search.
(2) The Registrar shall respond to the application not later than twenty one days from receipt of the application.

Revocation of
LN 111/2008

37. The Political Parties (Registration) Regulations, 2008 are revoked.

FIRST SCHEDULE

FORM PP 1

(r. 3(1))

APPLICATION FOR PROVISIONAL REGISTRATION OF A POLITICAL PARTY

Application is hereby made for provisional registration of

(Name of political party) (Hereinafter called “the party”) under the Political Parties Act, 2011.

1. The Head office of the party is situated at

.....

.....

2. The postal address of the party is

.....

.....

.....

3. The titles, names, postal addresses and telephone number of the founder members

Title.....

Name

Postal Address.....

Telephone Number

4. The abbreviation of the proposed party is

.....

.....

5. We annex hereto marked “A” two true copies of the constitution and rules of the party and the proposed emblem. Provision has been made in the constitution of the political party for the matters specified in the Second Schedule to the Act.

	Matters to be set forth in the constitution or rules	Number of the rule under which provision is made for each matter
1.	The name of the party and any abbreviation (if used).	
2	The logo and symbol of the political	

	party and party colours	
3.	The objects of the political party.	
4.	Clearly defined vision, mission, guiding principles and values	
5.	The physical and postal address of the registered office of the party.	
6.	<p>Membership requirements including;</p> <ul style="list-style-type: none"> • the eligibility criteria; • subscription fees for joining the party and for being a member of the party; • the criteria for resignation from party membership or ceasing to be a member; and • the rights and duties of members of the party; • membership details to be contained in the register including identification details, region, ethnicity, disability, gender and county; • the procedure for conducting the annual general meeting or the other general meetings of the political party, including matters which may only be decided upon by a meeting of the party members or, as the case may be, of the county representatives of the party; • the continuous updating of the membership register. 	

7.	<p>Governing body requirements including;</p> <ul style="list-style-type: none"> • the name of the governing body • the eligibility criteria for election to the governing body; • the positions, titles and term of office; • the rights and duties of members of the governing body; • the procedure for the election of members of the governing body and other party organs, including committees; • guidelines for the operations of the governing body and its committees; • quorum; • frequency of meetings; • decision making powers; and • guidelines for meetings: procedures of convening meetings; procedure of meetings and the official recording of resolutions passed at meetings. 	
8.	<p>A list of party management structure of the political party and systems to be documented at the party offices including-</p> <ul style="list-style-type: none"> • the employee details and terms of employment; • the party human resource, financial and audit and administration and management policies and procedures; and • the party sub- branches within each county. 	
9.	The forming of party branches,	

	including in the diaspora, and their roles and responsibilities.	
10.	<p>The financial structure and system including-</p> <ul style="list-style-type: none"> • the roles and responsibilities of individual party officials, organs and governing bodies with regard to the finances of the political party; • the periodical audit of accounts of the political party; and • the purposes for which the funds may be used, and in particular the prohibition against the distribution of funds among members. 	
11.	The general organisation structure and management of the party, including the county structures and systems and county governing bodies.	
12.	The establishment and management of National Assembly, Senate and County Assemblies Caucuses.	
13.	<p>The disciplinary measures against a member or official of a political party including-</p> <ul style="list-style-type: none"> • the methods and procedure of disciplinary action in accordance with Article 47 and 50 of the Constitution; • possible disciplinary actions and reasons; • criteria for various disciplinary actions; and • consequences of each action for the national and county levels. 	
14.	The right to inspect the books or list of members of the political party by a member of the party or a member of the public.	
15.	The officials of the party authorized to	

	<p>sign on behalf of the party-</p> <p>(a) documents presented to the registrar including membership register, mergers, coalitions and other reports to the registrar;</p> <p>(b) the accounts of the party;</p> <p>(c) the annual report of the party;</p> <p>(d) the financial reports of the party;</p> <p>(e) any report or document of the party required under this Act or any other written law;</p> <p>(f) the nomination certificates for any nomination or election of a member of the political party;</p>	
16.	The policy documents which the party will develop and on which the party will perform including the manner and procedures in which they will be developed, approved and implemented	
17.	The policy reporting documents and their regularity which the party will produce including the manner and the procedures in which they will be developed, approved and publicized.	
18.	Asset management policies and procedures, the custody and investment of the funds and property of the party, and the designation of the persons responsible for them.	
19.	<p>The political party rules and regulations with respect to—</p> <p>(a) elections of the party officials;</p> <p>(b) nomination of candidates for</p>	

	elections; and Nomination of candidates to political party lists	
20.	Provisions for the amendment of the name, symbol, party colours, constitution, and rules of the party.	
21.	Rules for mergers and coalitions including- <ul style="list-style-type: none"> • the circumstances and criteria for mergers and coalitions; and • the procedure and guidelines for such mergers and coalitions as approved by an annual general meeting of the political party. 	
22	Provisions on dissolution of the party, including – <ul style="list-style-type: none"> • provisions on the disposal of the property of the political party; and • the manner of and procedures to be followed for the dissolution of the party or any branch of the party. 	
23.	Internal party dispute resolution mechanism in accordance with Article 47 and 50 of the Constitution.	
24.	Democratic practices that cover gender, affirmative action for minorities and marginalized groups.	
25.	Reflect democratic practices covering human rights and gender.	
26.	The manner of implementing national values and principles of governance as provided in the Constitution.	

6. We annex hereto marked “B” a declaration in Form PP.2 in support of this application.

FORM PP2

(r.3(1))

**DECLARATION IN SUPPORT OF AN APPLICATION FOR PROVISIONAL
REGISTRATION OF A POLITICAL PARTY**

We, the founding members, whose signatures are subscribed hereto, do hereby solemnly declare as follows—

1. That the constitution or policy of our party –
 - (a) does not advocate or further the interests of –
 - (i) any religious belief or group; or
 - (ii) only a particular area within Kenya;
 - (b) does not accept or advocate the use of force or violence as a means of attaining its political objectives; and
 - (c) does not advocate or aim to carry on its political objectives exclusively in one part of Kenya.

2. That the party will carry out periodic and democratic elections of its leadership as provided in the constitution submitted with the application for provisional registration.

This declaration is made to the best of our knowledge, information and belief.

Made this day of 20.....

Names and signatures of three founding members

1. Name

Signature

ID/Passport No.

2. Name

Signature

ID/Passport No.

3. Name

Signature

ID/Passport No.

In the presence of a

Commissioner for Oaths/Magistrate

FORM PP 3

(r. 3 (6))

Serial No.

CERTIFICATE OF PROVISIONAL REGISTRATION OF A POLITICAL PARTY

I hereby certify that has this day been provisionally registered as a political party under the Political Parties Act, 2011

Dated this day of 20...

This certificate is valid for one hundred and eighty days from the date of issue.

.....
REGISTRAR OF POLITICAL PARTIES
Official Stamp

FORM PP 4

(r. 4(1))

APPLICATION FOR FULL REGISTRATION OF A POLITICAL PARTY

PART I

Application is hereby made for full registration of
.....
(Name of the party) as a political party under the Political Parties Act, 2011.

1. The political party has been provisionally registered under Certificate of Provisional Registration Nowhich is annexed hereto, marked "A".
2. The party has fulfilled all the conditions with regard to:
 - (a) obtaining not less than one thousand members who are registered as voters from each of more than half of the counties;
 - (b) ensuring the members referred to in paragraph (a) reflect regional and ethnic diversity, gender balance and representation of special interest groups;
 - (c) ensuring the composition of its governing body reflects regional and ethnic diversity, gender balance and representation of special interest groups;
 - (d) ensuring that not more than two-thirds of the members of its governing body are of the same gender;
 - (e) having demonstrated that members of its governing body meet the requirements of Chapter Six of the Constitution and the laws relating to ethics;
 - (f) the location of its head office, which shall be a registered office within Kenya and a postal address to which notices and other communication may be sent, as stated in our declaration in Form PP.5 which is annexed hereto, marked "B";
 - (g) the location and addresses of the branch offices of the political party, which shall be in more than half of the counties, as stated in our declaration in Form PP.5 which is annexed hereto;
 - (h) submitting an undertaking to be bound by the Act and the Code of Conduct which is annexed hereto;
 - (i) the nomination and disposition of the party leadership, as stated in our declaration in Form PP 5 which is annexed hereto; and
 - (j) we annex hereto, two true copies of the constitution and rules of the party;

Dated thisday of 20

Names and signatures of three officials:

1. Name

Signature

ID/Passport No.

2. Name

Signature

ID/Passport No.

3. Name

Signature

ID/Passport No.

In the presence of:

Commissioner for Oaths/Magistrate

FORM PP. 5

(r.4 (1))

**DECLARATION IN SUPPORT OF AN APPLICATION FOR FULL
REGISTRATION OF A POLITICAL PARTY**

..... (Name of the political party)

We, the applicants whose signatures are subscribed hereto do hereby solemnly declare as follows—

1. The political party in respect of which we seek full registration has been provisionally registered and the provisional registration is subsisting.
2. The names of the members of the governing body of the party are indicated in Part I of this Form.
3. The party has recruited as members, not fewer than one thousand registered voters from each of more than half of the counties the details of which are indicated in Part II of this Form.
4. The location of its head office, which shall be a registered office within Kenya and party branch offices of the political party which shall be in more than half of the counties indicated in Part III of this Form.

PART I

**PARTICULARS OF MEMBERS OF THE GOVERNING BODY OF THE
POLITICAL PARTY**

Name	Gender	Special interest (Indicate category)	County	Address/ Telephone	Designation /Position Held	Date of Appointment/ Election

This declaration is made to the best of our knowledge, information and belief.

Dated thisday of 20

Names and signatures of three authorised officials:

1. Name

Signature

ID/Passport No.

2. Name

Signature

ID/Passport No.

3. Name

Signature

ID/Passport No.

PART II

NUMBER OF MEMBERS OF THE POLITICAL PARTY ACCORDING TO COUNTIES

S/No.	Name of County	Number of members
1.		
2.		

3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
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22.		
23.		
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32.		
33.		
34.		
35.		
36.		
37.		
38.		
39.		
40.		
41.		
42.		
43.		
44.		
45.		

46.		
47.		
	TOTAL	

PART III

LOCATION AND ADDRESS OF PARTY HEAD OFFICE AND COUNTY BRANCH OFFICES

The location of the head office of the political party is.....
 and the address is P.O. Box or/and Telephone Number
 (Add building, L.R No., street, road or nearest location)

The location and address of party branch offices which shall be in more than half of the counties are as follows:

S/No.	County	Location	Address/Telephone No.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			

22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			
46			
47			

This declaration is made to the best of our knowledge, information and belief.

Dated thisday of 20

Names and signatures of three authorised officials:

1. Name

Signature

ID/Passport No.

2. Name

Signature

ID/Passport No.

3. Name

Signature

ID/Passport No.

FORM PP.6

(r. 4(3))

Serial No.

CERTIFICATE OF FULL REGISTRATION OF A POLITICAL PARTY

I hereby certify that
has this day been fully registered as a political party under the Political Parties Act, 2011.
Dated this day of 20

.....
REGISTRAR OF POLITICAL PARTIES
Official Stamp

FORM PP.7

(r.5(2))

NOTICE OF CHANGE OF PARTY OFFICIALS

Name of political party

1. The following persons have ceased to be party officials:

Full name	Designation	National Identification No./ Valid Passport	Postal Address/ Email/ Telephone No.	Date of Vacating office
1.....
.....
2.....
.....

2. The following persons have been appointed/elected as party officials—

Full name	Designation	National Identification No./ Valid Passport	Postal Address/ Email/ Telephone No.	Date of Appointment / Election to Office
1.....
.....
2.....
.....
3.....
.....

Dated this day of 20

Names and signatures of three authorised officials:

- Name
- Signature
- ID/Passport No.
- Name

Signature

ID/ Valid Passport No.

3. Name

Signature

ID/ Valid Passport No.

*We annex confirmed minutes containing the resolution for change of party officials.

FORM PP. 8

(r. 6 (2))

**NOTICE OF CHANGE OF LOCATION OF HEAD OFFICE /COUNTY OFFICE
OF A POLITICAL PARTY**

Notice is hereby given that the location of the head office/.....county office of the political party known as was on the day of20..... changed from to

Dated thisday of 20

Full name	Designation	Signature	ID/Passport No.
1.....
.	.	.	.
2.....
.	.	.	.
3.....
.	.	.	.

*We annex confirmed minutes containing the resolution for change of location of head or county office.

FORM PP.9

(r. 6 (3))

**NOTICE OF CHANGE OF POSTAL ADDRESS/EMAIL/TELEPHONE
NUMBERS OF A POLITICAL PARTY**

Notice is hereby given that the postal address/Email/ telephone number of the political party known as was on the day of 20

changed from to

Dated thisday of 20

Full name	Designation	Signature	ID/Passport No.
1.....
.
2.....
.
3.....
.

*We annex confirmed minutes containing the resolution for change of postal address/email/telephone numbers of the political party.

FORM PP. 10

(r.7 (1))

NOTICE OF CHANGE OF NAME/SYMBOL/COLORS OF A POLITICAL PARTY

Notice is hereby made for an intention to change the name/symbol/colors of the political party known as

.....
Fromto

Dated this day of 20

Full name	Designation	Signature	ID/Passport No.
1.....
...
2.....
...
3.....
...

*We annex confirmed minutes containing the resolution for change of name/ symbol/ colors of the political party.

FORM PP. 11

(r.7 (2))

NOTICE OF CHANGE OF CONSTITUTION OR RULES OF A POLITICAL PARTY

Notice is hereby given that the political party known as
.....
has changed its Constitution/Rules in the following respects, that is to say:

.....
.....
.....

Dated this day of 20.....

Full name	Designation	Signature	ID/Passport No.
1.....
...
2.....
...
3.....
...

*We annex confirmed minutes containing the resolution for change of constitution or rules of the political party.

FORM PP 12

(r.9(1))

REGISTER OF PARTICULARS OF POLITICAL PARTIES

FOLIO No.

1. Name of Political Party File No
2. Postal Address of Party
3. Location of Head Office of Party
4. Particulars of Provisional Registration–
 - (a) Date of receipt of application for provisional registration.....
 - (b) Date when application refused or granted (delete as applicable on.....
 - (c) Certificate Serial No.(Form PP.3).....
 - (d) Date of issue of provisional licence.....
5. Particulars of full registration of political party–
 - (a) Certificate of full registration serial No.(From PP.6).....
 - (b) Date of issue.....
 - (c) Date of cancellation.....
6. Change of name of political party:
 - (a) New name
 - (b) Date of change of name
 - (c) Change of constitution/rules (date)
 - (d) Change of office holders.....

Dated the20.....

Registrar of Political Parties

FORM PP 13 **(r 13)**
DESIGNATION OF SIGNATORIES OF A POLITICAL PARTY

Name of Political Party:				
Name of Signatories	Designation	ID. No.	Specimen Signature	Category of documents authorized to sign
1.				
2.				
3.				
4.				
5.				
6.				
7.				

We the undersigned do hereby certify that the above information is true to the best of our knowledge, information and belief.

Dated theday of.....20.....

Full name	Designation	Signature	ID/Passport No.
1.....
...
2.....
...
3.....

In the presence of:

Commissioner for Oaths/Magistrate

FORM PP 15

(r.16(1))

Serial No.

NOTIFICATION OF INTENTION TO DEREGISTER A POLITICAL PARTY

ToPolitical Party

Notice is hereby given that, in exercise of the powers conferred by section 21 of the Political Parties Act, 2011, the Registrar intends to deregister the political party known as.....

.....
Ninety days from the date hereof unless the political party remedies the breach or contravention or otherwise show cause why the party should not be deregistered.

on the ground(s) that

.....
.....

Dated this..... day of 20

REGISTRAR OF POLITICAL PARTIES

Official Stamp

FORM PP 16

(r. 16(2))

Serial No.

NOTIFICATION OF DEREGISTRATION OF A POLITICAL PARTY

Notice is hereby given that, in exercise of the powers conferred by section 16 or 21 of the Political Parties Act, 2011, the Registrar has this day deregistered the political party known as

.....
on the ground that

.....
.....
.....
.....
.....

Dated this..... day of 20

.....
REGISTRAR OF POLITICAL PARTIES
Official Stamp

FORM PP17

(r. 17(1))

PARTY MEMBERSHIP RECRUITMENT FORM

Name of County.....
Name of Member
Age.....
Gender.....
Special Interest (indicate category)

Occupation.....
Profession.....
Religion.....
Residence (Constituency).....
Postal Address/ Telephone No.

.....
Party Membership Card No.

Issued (date) at (place)

ID/Passport No.

I the undersigned do hereby affirm/declare/confirm/verify that I am not a registered member of any other registered political party in Kenya.

Signature of Member

Name and Signature of Recruiting person

*Note: These particulars must be given in respect of at least 1000 party members in a majority of the counties in Kenya.

FORM PP 18

(r. 18(3))

POLITICAL PARTY MEMBERSHIP CARD

COUNTER FOIL	MEMBERSHIP CARD
<ol style="list-style-type: none"> 1. Party name and Code 2. Party symbol 3. Membership card number 4. Name of the member 5. ID/passport number of the member 6. Gender 7. Date of birth 8. Phone Number 9. County 10. Special interest category (if any) 11. The subscription / membership fee 12. Date of issue 13. Place of issue 14. The signature of the member 15. The signature of the recruiter 	<ol style="list-style-type: none"> 1. Party name and Code 2. Party symbol 3. Membership card number 4. Name of the member 5. ID/passport number of the member 6. Gender 7. Date of birth 8. Phone Number 9. County 10. Special Interest category (if any) 11. The subscription / membership fee 12. Date of issue 13. Place of issue 14. The signature of the member 15. The signature of the recruiter

FORM PP19

(r.27)

NOTIFICATION OF CLOSURE OF COUNTY OFFICE

Notice is hereby given that the county office of the political party known as was on the day of20 closed.

Dated thisday of 20

Full name	Designation	Signature	ID/Passport No.
1.....
.	.	.	.
2.....
.	.	.	.
3.....
.	.	.	.

Form PP 20

(r.28)

FORMATION OF PRE-ELECTION/POST ELECTION COALITION OF POLITICAL PARTIES

1. Name of the coalition:
.....
2. Abbreviation/acronym of the name of coalition:
.....
3. Names of all constituent political parties:
.....
.....
.....
4. Address and location of the coalition head office (include email address):
.....
.....
5. Particulars of coalition officials:

S/No.	Name	ID No./ Valid Passport No.	Designation	Telephone / Email Address
1.				
2.				
3.				
4.				
5.				

6. Documents which must be submitted together with this form:
 - (a) Coalition agreement including terms and conditions of the coalition;
and
 - (b) Signed minutes of the governing bodies of each of the political parties entering into the coalition containing the resolution sanctioning the coalition .

It is hereby declared that the contents of this declaration together with all the attachments are true and correct.

Dated this.....day of.....20

.....
Authorized officials of constituent party (A)

.....
Authorized officials of constituent party (B)

.....
Authorized officials of constituent party (C)

Form PP 21

(r.31 (1))

MERGER OF POLITICAL PARTIES INTO A NEW POLITICAL PARTY

1. Name of the new political party:
.....
2. Abbreviation/acronym of the new political party:
.....
3. The symbol, and party colours of the new party:
.....
4. Names of all constituent political parties:
.....
.....
.....
5. Address and location of the new political party head office including email address and telephone number:
.....
.....
6. Chairperson of the new political party:
 - (a) Full Name:
.....
 - (b) Address:
.....
.....
 - (c) Telephone number:
.....
 - (d) Email:
.....
7. Secretary General of the new political party:
 - (a) Full Name:
.....
 - (b) Address:
.....
.....
 - (c) Telephone number:
.....
 - (d)
8. All political parties entering into a merger shall submit together with the form:
 - (a) merger agreement including terms and conditions of the merger;
 - (b) certified copies of the resolution adopted by the executive committee of each political party consenting to the merger;

- (c) signed minutes of the meetings of all the political parties to the agreement sanctioning the merger;
- (d) certificates of full registration for the dissolving parties;
- (e) constitution, rules and regulations of the merged/new political party in Form PP1 in the First Schedule;
- (f) particulars of members of the governing body of the merged/new political party in Form PP5 in the First Schedule; and
- (g) list of location and address of merged/new party head and county offices in Form PP5 in the First Schedule.

It is hereby declared that –

- (a) the contents of this declaration together with all the attachments are true and correct.
- (b) the political parties have followed their procedures and rules with regards to entering into merger agreements.

Dated this.....day of.....20.....

.....
Authorized signatories of political party (a)

.....
Authorized signatories of political party (b)

In the Presence of:

Commissioner for Oaths/Magistrate

Form PP 22

(r.33 (1))

MERGER OF POLITICAL PARTIES INTO AN EXISTING POLITICAL PARTY

1. Name of the merged political party:

.....

2. Abbreviation/acronym of the merged political party:

.....

3. The symbol and party colours of the merged party:

.....

4. Names of all political parties entering into the merger:

.....

.....

.....

.....

5. Name of the political party into which other political parties are merging:

.....

6. Address and location of the merged political party head office (include email address):

.....

.....

.....

7. Chairperson/Leader of the merged political party:

(a) Full Name:

.....

(b) Address:

.....

.....

(c) Telephone number:

.....

(d) Email:

.....

8. General Secretary of the new political party:

(e) Full Name:

.....

(f) Address:

.....

.....

(g) Telephone number:

.....

(h)

9. All political parties entering into a merger shall submit together with the form:
- (a) merger agreement including terms and conditions of the merger;
 - (b) certified copies of the resolution adopted by the governing body of each political party consenting to the merger;
 - (c) signed minutes of the meetings of all the political parties to the agreement sanctioning the merger; and
 - (d) certificate of full registration of the dissolving parties.

It is hereby declared that the contents of this declaration together with all the attachments are true and correct.

Dated this.....day of.....20.....

.....
Chairperson of the merged party

.....
Secretary General of the merged party

.....
Authorized signatories of dissolving political party (a) *

.....
Authorized signatories of dissolving political party (b) *

In the presence of:

Commissioner for Oaths/Magistrate

SECOND SCHEDULE

(r. 3(4), (4(2)))

FEES

Matter	Fees (Kshs.)
1. Application for provisional registration	100,000
2. Application for full registration	500,000
3. Application for official search	500
4. Application for a copy of any certificate or filed document or for a certified extract from the register (per page)	5

Made on the2017

Lucy K. Ndungu,
Registrar of Political Parties

**EXPLANATORY MEMORANDUM TO THE PROPOSED POLITICAL PARTIES
(REGISTRATION) REGULATIONS, 2017**

PART I

Name of Statutory Instruments

Political Parties (Registration) Regulations, 2017.

Name of the Parent Act:

Political Parties Act, 2011, No. 11 of 2011.

Enacted pursuant to:

The powers conferred by section 49 of the Political Parties Act, 2011

Name of the Ministry /Department:

Attorney General's Office and the Department of Justice

Gazetted on:

Tabled on:

PART II

1. Purpose of the Statutory Instrument

The Political Parties (Registration) Regulations is intended to enforce Part II of the Political Parties Act, 2011, which provides for the registration and regulation of political parties. This instrument provides for the structured guidelines for the process of application for provisional and full registration, procedure for entering into coalitions and mergers, deregistration of political parties and other matters connected thereto.

The Regulations are divided into six parts –

Part I – Preliminary

Part II – Registration of political parties

Part III – Membership of political parties

Part IV – Offices of political parties

Part V – Coalitions

Part VI – Mergers

2. Legislative Context

Pursuant to the promulgation of the Constitution in 2010, Parliament was mandated to enact legislation to govern political parties under Article 92 of the same. The Political

Parties Act, 2011 therefore came into effect in November 2011 to govern the registration, regulation and funding of political parties and for connected purposes. The proposed regulations are vital to give effect and enhance implementation of the Political Parties Act, 2011.

3. Policy Background

The Political Parties Act, 2011 repealed the Political Parties Act, 2007. However the regulations subsisting at the time continued to be in operation. The regulations enacted under the former Act have been in operation with alterations, adaptations and qualifications to bring it into conformity with the Constitution and the Political Parties Act, 2011. However, there is need to legislate the alterations hence informing the drafting of the proposed regulations. The proposed regulations provide precise procedures for implementation of the Act. The regulation was developed following various consultative meetings with fully registered political parties and stakeholders where the need to have the regulation was underscored.

4. Consultation Outcome

The consultation process has taken place since the enactment of the parent Act in 2011, with key stakeholders being the political parties, Independent Electoral and Boundaries Commission, Kenya Law Reform Commission, The Judiciary, The Political Parties Dispute Tribunal, the Office of the Attorney General, the National Gender and Equality Commission and Kenya National Commission on Human Rights. There have been a total of sixteen stakeholder forums held with the final one held on 30th August 2016. Attached as *Annex 1* is the *Table of Public Participation Events*.

All stakeholder recommendations were consolidated and drafters from the Office of the Attorney General and Kenya Law Reform Commission came up with initial draft regulations. The Office of the Registrar of Political Parties then tabled the regulations before the Parliamentary Committee on Delegated legislation in September 2016 where the members of the Committee gave their recommendations. The recommendations were incorporated into the draft regulations by a team of drafters who produced the final draft.

5. Guidance

The ORPP has developed and published simplified versions of the Act and Regulations in the form of manuals which have been disseminated to all political parties, key stakeholders and the general public.

6. Impact

6.1 Impact on fundamental rights and freedoms

This regulation will enhance the rights of citizens to make political choices stipulated under Article 38 of the Constitution.

6.2 On private sector

It will be a long term benefit to the private sector since the political environment will be effectively regulated and fair to promote peace during the electoral cycle. This will enhance achievement of the Kenya Vision 2030 Political objectives.

6.3 Public sector

The Kenyan citizenry will be aware of their political rights, the management of political parties and the importance of political parties in promoting democracy.

6.4 Regulatory Impact Assessment

The Statutory Instruments Act No. 23 of 2013 section 9 has been considered and the Office of the Registrar of Political parties is satisfied that these regulations are substantially complimentary to the Political Parties Act, 2011 as amended and does not fundamentally affect the legislation's application or operation. Consequently, a Regulatory Impact Statement need not be prepared.

7. Monitoring and Review

The Office of the Registrar of Political Parties will undertake continuous monitoring and evaluation in line with the mandate conferred to the Office vide Section 34 of the Political Parties Act, 2011.

8. Contact

Lucy K. Ndungu, E.B.S

Registrar of Political Parties

Office of the Registrar of Political Parties

Lion Place 1st Floor Westlands, off Waiyaki Way

P.O Box 1131-00606

Nairobi, Kenya.

Telephone: +254(020)4272000, Email: rpp@iebc.or.ke

Annex 1 Table of Public Participation Events

S/No.	Date	Venue	Stakeholders	Outcome
1.	18 th – 21 st July 2013	Ocean Beach Resort Malindi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • Judiciary • Kenya Law Reform Commission • Electoral Institute for Sustainable democracy in Africa • International IDEA • National Democratic Institute 	Deliberated on the draft regulations and gave suggestions as to appropriate amendments
2.	29 th November – 1 st December 2013	Sentrim Lodge Elementaita Naivasha	<ul style="list-style-type: none"> • Political Parties • Political Parties Disputes Tribunal 	Deliberated on the draft regulations and gave suggestions as to appropriate amendments
3.	6 th – 8 th Feb 2014	Manzoni Lodge Machakos	<ul style="list-style-type: none"> • Consultants • Political Parties Representatives 	Further proposals were given to the draft regulations
4.	28 th – 30 th May 2014	Sentrim Lodge Elementaita Naivasha	<ul style="list-style-type: none"> • National Political Parties Liaison Committee 	Adoption of the draft regulations with amendments A taskforce formed to further deliberate on the draft regulations and follow up with the process
5.	7 th July 2014	ORPP Office	<ul style="list-style-type: none"> • Meeting between ORPP and Taskforce 	Taskforce adopted draft regulations and came up with timelines for the procedure of tabling the same in Parliament
6.	11 th July 2014	Anniversary Towers	<ul style="list-style-type: none"> • Political Parties Liaison Taskforce Members 	Adoption of the draft regulations with amendments

			<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission 	
7.	14 th July 2014	Anniversary Towers Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • National Democratic Institute • National Political Parties Liaison Committee 	Adoption of the draft regulations with amendments
8.	16 th July 2014	ORPP Offices , Lion Place Westlands, Nairobi	<ul style="list-style-type: none"> • Office of the Attorney General • Judiciary • Commission on the Implementation of the Constitution • Independent Electoral and Boundaries Commission • Political Parties Disputes Tribunal • National Democratic Institute • Political Parties Liaison Taskforce Members • Electoral Institute for Sustainable democracy in Africa • IED 	Draft regulations adopted with amendments
9.	22 nd July 2014	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Kenya Law Reform Commission 	Drafting of the regulations incorporating stakeholder comments

10.	25 th July 2014	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Kenya Law Reform Commission 	Drafting of the regulations finalized
11.	21 st July 2015	ORPP Offices, Lion Place Nairobi	<ul style="list-style-type: none"> • Political Parties Liaison Taskforce Members 	Adopted draft regulations with amendments
12.	29 th October – 1 st November 2015	Sarova Lion Hill Lodge Nakuru	<ul style="list-style-type: none"> • Kenya Law Reform Commission • Office of the Attorney General • Political Parties Disputes Tribunal • Electoral Institute for Sustainable • IED 	Drafting of the regulations finalized
13.	23 rd -25 th August 2016	Kenya Law School Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • National Political Parties Liaison Committee 	Briefed parties on status of the regulations 2016 as the same had been forwarded to the Parliamentary Committee on Delegated Legislation
14.	30 th August 2016	Lilian Towers Nairobi	<ul style="list-style-type: none"> • Independent Electoral and Boundaries Commission • IDEA KENYA • Electoral Institute for Sustainable Democracy in Africa 	Adopted the draft regulations 2016 with amendments
15.	15 th – 16 th November 2016	Maanzoni Lodge Machakos	<ul style="list-style-type: none"> • Kenya Law reform Commission • Office of the Attorney General 	Incorporated final proposals to the draft regulations
16.	17 th March 2017	Maanzoni Lodge	<ul style="list-style-type: none"> • Independent Electoral and 	Adopted the draft regulations 2017 as

		Machakos	Boundaries Commission • National Political Parties Liaison Committee	presented
--	--	----------	--	-----------