



**SPECIAL ISSUE**

1797

*Kenya Gazette Supplement No. 159*

*19th September, 2025*

*(Legislative Supplement No. 83)*

LEGAL NOTICE NO. 159

THE NATIONAL POLICE SERVICE COMMISSION ACT

(Cap. 85)

THE NATIONAL POLICE SERVICE COMMISSION  
(RECRUITMENT AND APPOINTMENT) REGULATIONS, 2025

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DATE	30 SEP 2025
	DAY. TUESDAY
TABLED BY	HON. KIMANI ICUNGUWARI (MAJORITY LEADER)
FOR THE TABLE:	INZAPU MWALU

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## THE NATIONAL POLICE SERVICE COMMISSION ACT

(Cap. 85)

IN EXERCISE of the powers conferred by section 28 of the National Police Service Commission Act, the National Police Service Commission makes the following Regulations—

THE NATIONAL POLICE SERVICE COMMISSION  
(RECRUITMENT AND APPOINTMENT) REGULATIONS, 2025

## PART I—PRELIMINARY

1. These Regulations may be cited as the National Police Service Commission (Recruitment and Appointment) Regulations, 2025. Citation.
2. In these Regulations, unless the context otherwise requires— Interpretation.
- “accredited observer” means a person or institution accredited by the Commission to observe a recruitment process;
- “Act” means the National Police Service Commission Act; Cap. 85.
- “acting appointment” means temporary conferment upon a member of the Service, of the power to perform duties of an office other than the office the member substantively holds, while the member continues to hold the substantive appointment;
- “administrative units” includes a ward, location and sub-location, within the meaning of the National Government Coordination Act; Cap. 127.
- “allocated slots” means the number of candidates to be recruited in a particular constituency and the number distributed to administrative units within a constituency, based on a weighted formula determined by the Commission using the parameters in regulation 7(4);
- “civilian” means a person employed in the Service who is not a police officer within the meaning of the National Police Service Act but does not include staff of the Commission secretariat; Cap. 84.
- “Commission” means the National Police Service Commission established under Article 246 of the Constitution;
- “constituency” has the meaning assigned under section 2 of the Elections Act; Cap. 7.
- “designated fields” means specialised fields specified in the Third Schedule as determined by the Commission under regulation 27 ;
- “establishment” means the required number of staff in the Service determined upon a staffing needs analysis;
- “exceptionally talented person” means a person recruited into the Service under regulation 28;
- “marginalised community” has the meaning assigned under Article 260 of the Constitution;
- “member of the Service” has the meaning assigned under section 2 of the National Police Service Act; Cap. 84.

"merit" in relation to a candidate seeking to enter the Service, means that the person—

- (a) has the ability, aptitude, knowledge, and personal qualities relevant to undertaking the duties to be assigned to that person;
- (b) satisfies integrity requirements of Chapter Six of the Constitution and the Leadership and Integrity Act;
- (c) has potential for further development;
- (d) has the required academic qualifications and experience; and
- (e) meets the criteria set out in the advertisement for the vacancy for which the person is being considered.

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"merit list" means the official ranked list of candidates arranged based on their performance scores in a selection process;

"officer of the Commission" means a member of staff serving within the secretariat of the Commission;

"recruitment centre" means a place designated and publicised by the Commission for conducting the recruitment process specified under regulation 15 (b);

"recruitment panel" means a panel constituted by the Commission under regulation 8;

"recruitment system" means the police recruitment platform provided by the Commission to facilitate the recruitment process specified under regulation 15;

"reserve police officer" means a person appointed as a member of the National Police Reserve under regulation 30;

"Reserve" has the meaning assigned under the National Police Service Act;

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"Service" means the National Police Service established by Article 243 of the Constitution;

"specialist" means a person recruited pursuant to regulation 27;

"strength" means the actual number of members within the Service;

"training" means the imparting and inculcating of skills, knowledge, ability, and behaviour which is necessary for a person to undertake the responsibilities of the relevant office;

"transfer" means the relocation of a member of the service, together with matters relating to the officer, from a duty station to a new duty station, including the pay point of the officer, to a new duty station;

"vacancy" means a position in the Service that is authorized under the establishment but is not filled by a member of the Service; and

“vetting” means the process of assessing a candidate’s suitability for appointment into the Service, and includes background check.

3. These Regulations shall apply to the recruitment and appointment of members of the Service. Application

4. The object of these Regulations is to— Object.

- (a) provide a standardised procedure for the recruitment of members of the Service;
- (b) ensure that the recruitment and appointment process is fair, objective, transparent and upholds the values, principles and standards provided in the Constitution and the applicable written laws;
- (c) specify the responsibilities of the Commission and recruitment panels in the recruitment process; and
- (d) enhance the efficiency and accountability of the recruitment process, including through the use of technology.

5. Every person involved in implementing these Regulations shall adhere to the following principles— Guiding principles.

- (a) respect for the Constitution and the rule of law;
- (b) equity and inclusiveness;
- (c) equality and non-discrimination;
- (d) integrity and accountability, in accordance with Chapter Six of the Constitution and the Leadership and Integrity Act;
- (e) transparency and fairness;
- (f) merit and professionalism; and
- (g) values and principles of public service under Article 232 of the Constitution.

Cap. 185C.

#### PART II—RECRUITMENT FRAMEWORK

6. The Commission shall, in respect of each recruitment process— Duties of the Commission during recruitment

- (a) review and approve the proposed recruitment centres, prior to commencement of the recruitment process;
- (b) declare vacancies in two newspapers of wide national circulation and locally available communication channels;
- (c) inform candidates of the three stages of the recruitment process and communicate to candidates the requirements for each stage, including the actions to be taken and documents to be presented;
- (d) constitute within the Commission’s secretariat the Technical Recruitment Committee and recruitment panels, each comprising officers from the Commission and the Service as may be necessary for the recruitment process;

- (e) oversee the activities of the Technical Recruitment Committee and the recruitment panels constituted under paragraph (d);
- (f) approve and accredit individuals or organisations to serve as recruitment observers, in accordance with administrative guidelines formulated by the Commission;
- (g) oversee the activities of the Technical Recruitment Committee and the recruitment panels;
- (h) provide strategic directions on any matter arising during the recruitment process including suspension, postponement or cancellation of the whole or part of the recruitment process;
- (i) approve the names of the successful candidates for consideration and approval;
- (j) ensure that due diligence is conducted on successful candidates including undertaking background checks;
- (k) hear and determine unresolved complaints or appeals arising from the recruitment process or appointments; and
- (l) consider any other matter that may arise from in relation to the recruitment process and appointments.

7.(1) The Commission shall, in accordance with Article 246(3)(a) of the Constitution and section 10, 11 and 12 of the Act, in undertaking the recruitment and appointment of members of the Service—

General recruitment process.

- (a) advertise vacancies available in the Service on its website, in at least two newspapers of national wide circulation and through any other available media, and shall invite applications within a specified period which shall not be less than fourteen days;
- (b) approve, publish and publicise the list of shortlisted or successful candidates in the Commissions website or any other platform; and
- (c) address any matter incidental to the recruitment exercise.

(2) The Commission shall for each recruitment process determine and allocate the specific number of candidates to be recruited into the Service from each constituency.

(3) In allocating numbers to each constituency, the Commission shall ensure that the distribution promotes gender equity and reflects a geographical balance across the administrative units within the constituency.

(4) In determining the allocations under sub-regulation (3), the Commission shall apply a weighted formula that considers—

- (a) the national population;
- (b) the poverty index;

- (c) an equal share component;
- (d) affirmative action measures in favour of marginalized groups or communities, where necessary; and
- (e) any other criteria that the Commission may from time to time determine.

(5) In this regulation, "poverty index" means the most recent poverty index published by the Kenya National Bureau of Statistics established under section 3 of the Statistics Act. Cap. 112.

8. (1) The Commission shall, for each recruitment exercise, constitute such number of recruitment panels as it may consider necessary for purposes of undertaking recruitment. Recruitment panel.

(2) The Commission shall ensure that the composition of each recruitment panel under sub-regulation (1) complies with the requirement on gender equity.

(3) A recruitment panel shall consist of—

- (a) an officer of the Commission not below Scale 6, or such other officer as the Commission may appoint who shall serve as the chairperson;
- (b) an officer of the Service not below the rank of Superintendent of Police, who shall serve as the vice-chairperson;
- (c) an officer of the Commission not below Scale 4;
- (d) an officer of the Service not below the rank of Chief Inspector of Police;
- (e) a medical officer of health; and
- (f) any other officer that the Commission may assign to the panel.

(4) The officers referred to in sub-regulation (3) (c) and (d) shall serve as joint secretaries to the recruitment panel.

(5) The recruitment panel shall—

- (a) prepare and set up the designated recruitment centre prior to the commencement of a recruitment process;
- (b) carry out recruitment at the designated recruitment centres;
- (c) verify the original documents presented by each candidate against the information submitted through the recruitment system or any other mode specified by the Commission;
- (d) conduct physical assessment of each shortlisted candidate, in accordance with regulation 21;
- (e) prepare and submit to the Commission —
  - (i) the final list of successful candidates to the Commission for consideration;

- (ii) a comprehensive report on the recruitment conducted at the designated centre including the minutes of the recruitment panel meetings;
  - (iii) a report of complaints received indicating those resolved and those pending resolution;
  - (f) submit through the recruitment system or any other mode specified by the Commission, a return in Form 1 set out in the First Schedule;
  - (g) subject to the approval of the Commission, cancel a recruitment process at a designated recruitment centre; and
  - (h) perform any other function or task as may be assigned by the Commission.
- (6) A member of the recruitment panel shall, before undertaking any duty, take and subscribe to the oath of integrity set out in the Second Schedule.
- (7) The chairperson shall preside over the meetings and activities of the recruitment panel and shall be responsible for overseeing and coordinating the recruitment process at the designated recruitment centre, including addressing and resolving any complaints lodged with the recruitment panel at that level.
- (8) A recruitment panel shall discharge its assigned tasks in a professional and accountable manner free from any conflict of interest and in strict compliance with the guiding principles set out in regulation 5.
- (9) A member of a recruitment panel shall not be assigned to serve in the constituency from where they originate.
- (10) The joint secretaries designated under sub-regulation (4) shall serve as technical advisors to the recruitment panel on any matters relating to the recruitment process.
- (11) Members of a recruitment panel shall be individually and collectively accountable for any act or omission that contravenes these Regulations or any applicable law, and may be subjected to disciplinary or other legal process.

9. The Commission shall ensure that every person who is involved in the recruitment process—

Integrity of the process.

- (a) takes an oath to uphold and apply the principles and values enshrined in the Constitution;
- (b) complies with the applicable laws, regulations and policies;
- (c) discharges their duties honestly, impartially, diligently, without fear or favour, and free from conflict of interests; and
- (d) is briefed or trained on the recruitment process prior to undertaking their responsibilities.

10. A person may enter the Service as—
- (a) a police constable;
  - (b) a cadet;
  - (c) a specialist;
  - (d) an exceptionally talented person;
  - (e) a civilian staff; or
  - (f) a police reserve officer.
11. (1) A person shall be qualified to be considered for recruitment into the Service if the person—
- (a) is a citizen of Kenya;
  - (b) holds a National Identity Card;
  - (c) has attained the minimum academic qualifications specified by the Commission in the advertisement for the vacancy;
  - (d) has attained the age of eighteen years by the closing date for submission of applications and—
    - (i) has not attained the age of twenty-eight years in the case of a constable;
    - (ii) has not attained the age of thirty years in the case of a cadet;
  - (e) is physically and medically fit; and
  - (f) makes a declaration confirming that he has no criminal record.
- (2) The Commission shall in each recruitment cycle set a proportion of the available vacancies for affirmative action and shall record in writing the reasons for such recruitment under this regulation.
- (3) A person recruited pursuant to sub-regulation (2) shall satisfy all other requirements for recruitment.
- (4) In addition to satisfying the requirements for recruitment, a candidate shall undergo and pass such interviews, physical assessments, examinations and vetting processes.
12. (1) Whenever there are vacancies in the Service, the Commission shall—
- (a) declare the vacancies; and
  - (b) advertise the intention to recruit—
    - (i) on the Commission's website;
    - (ii) in at least two newspapers of national wide national circulation;
    - (iii) on the Commission's official social media accounts; and
    - (iv) through any other available media.

Categories of recruitment.

General entry criteria.

Declaration of vacancies and advertisement.

- (2) The advertisement shall include information on—
- (a) the application procedure, including guidance on the use of the recruitment system where applicable;
  - (b) the criteria for the recruitment;
  - (c) the closing date for submission of applications, which shall not be less than fourteen days from the date of the advertisement;
  - (d) where additional information concerning the advertisement may be accessed, including the designated recruitment centres; and
  - (e) any other information which the Commission may consider necessary.

13.(1) The Commission shall, at the commencement of a recruitment process, invite relevant stakeholders to submit the names of individuals from their institutions for accreditation as independent observers.

Accreditation of independent observers.

(2) An institution or person seeking accreditation under this regulation shall apply in Form 2 set out in the First Schedule, either electronically through the recruitment system or by physical submission as the Commission may direct.

(3) The Commission shall issue an official identification badge to each accredited observer which shall be prominently displayed at all times during the recruitment process.

(4) Accreditation granted under this regulation shall—

- (a) apply only to the specific recruitment exercise for which it is granted; and
- (b) not extend to any other recruitment exercise or activity.

(5) The chairperson of a recruitment panel shall grant accredited observers access to the designated recruitment centres.

(6) A person or institution shall not be permitted to observe the recruitment process unless duly accredited by the Commission.

(7) The Commission may revoke the accreditation of an observer—

- (a) if satisfied that the observer has acted in a biased manner or pursued interests prejudicial to the fairness of the recruitment process; or
- (b) if the observer contravenes any provision of these Regulations.

(8) Upon conclusion of the recruitment process every accredited observer shall within the period specified by the Commission submit a

report in Form 3 set out in the First Schedule either electronically through the recruitment system, or in print form as the Commission may direct.

14. Subject to regulation 37, the recruitment process shall be completed within one hundred and twenty days from the date of declaration of vacancies, excluding any period during which the process is suspended by a court order.

Duration of recruitment process.

#### PART III—RECRUITMENT OF CONSTABLES AND CADETS

15. The recruitment of constables and cadets shall be conducted in three stages—

Stages of recruitment.

- (a) stage one shall comprise—
  - (i) submission of applications;
  - (ii) shortlisting of candidates by the Commission through the recruitment system or any other method the Commission may specify; and
  - (iii) notification of shortlisted candidates;
- (b) stage two shall comprise—
  - (i) verification of documents;
  - (ii) physical assessment of candidates;
  - (iii) medical assessment; and
  - (iv) issuance of admission letters; and
- (c) stage three shall comprise—
  - (i) admission of successful candidates into the designated police training colleges; and
  - (ii) commencement of training.

16. (1) A person interested to fill an advertised vacancy shall apply through—

Procedure for applying.

- (a) the recruitment system; or
  - (b) such other means the Commission may specify in the advertisement.
- (2) The recruitment system shall be—
- (a) transparent;
  - (b) secure and free from improper influence or unlawful interference;
  - (c) administered in an impartial, neutral, accurate and accountable manner; and
  - (d) capable of being audited for transparency and accountability.
- (3) An application under sub-regulation (1) shall be made in Form 4 set out in the First Schedule.
- (4) The Commission shall—

- (a) provide the necessary information and support to assist applicants who encounter technical challenges while using the recruitment system; and
- (b) ensure that all applications submitted in electronic or print form are duly acknowledged.

(5) A candidate who fails to provide the mandatory information as specified shall be ineligible to be shortlisted, and the application deemed to be invalid.

17. The Commission shall—

- (a) process all applications received ;
- (b) shortlist candidates who meet the specified minimum eligibility criteria; and
- (c) consider affirmative action in the shortlisting process.

Shortlisting of candidates.

18. (1) The Commission shall, within seven days of shortlisting, publish and publicize the names of shortlisted candidates on its official website and through such other modes as it may determine.

Publication of the shortlisted candidates.

(2) The Commission shall notify each shortlisted candidate through the email address or telephone contact provided in their application to report to the designated recruitment centres at least seven days before the scheduled date for the verification of documents and physical assessment.

(3) A notification under sub-regulation (2) shall specify—

- (a) the name of the candidate and the designated recruitment centre;
- (b) the date on which the candidate is required to attend;
- (c) that the verification of documents and physical assessment shall be conducted between 8 a.m. and 5 p.m. on the specified date or at such other time as the Commission may determine;
- (d) the documents required for verification;
- (e) that late arrival at the recruitment centre or failure to attend shall result in automatic disqualification; and
- (f) any other relevant information that the Commission may consider necessary.

19. (1) On the scheduled day of recruitment at the designated centre, the recruitment panel shall—

- (a) brief all shortlisted candidates and accredited observers present on the procedures applicable to the recruitment exercise; and
- (b) organise shortlisted candidates to queue in accordance with their respective administrative units to facilitate the physical assessment.

Procedure on recruitment day.

(2) Where a recruitment exercise in the designated recruitment centre fails to commence as scheduled and the delay exceeds thirty minutes, the chairperson of the recruitment panel shall—

- (a) inform the Commission of the failure to undertake the recruitment process;
- (b) record reasons for such variation in the panel's report; and
- (c) on approval of the Commission, vary the commencement time .

20. (1) A shortlisted candidate shall appear in person before the relevant recruitment panel and present the original documents and copies of the documents specified in the invitation notice.

Physical verification of documents.

(2) The recruitment panel shall scrutinise and verify the original documents against the information provided in the application submitted through the mode specified by the Commission.

(3) The recruitment panel shall retain copies of the verified documents and return the originals to the candidate immediately after verification.

(4) The Commission may undertake a verification or authentication process of the documents submitted during the recruitment process.

(5) Failure to provide original documents as specified in the invitation notice shall result in disqualification.

21. (1) The chairperson of a recruitment panel shall be responsible for ensuring that physical assessment of candidates is conducted in a professional, transparent, accountable and ethical manner.

Physical assessment of candidates.

(2) Each candidate shall be assessed on observable physical attributes and physical fitness, in accordance with the criteria provided in Form 5 set out the First Schedule.

(3) The criteria for physical assessment shall—

- (a) be objective and applied uniformly to all candidates;
- (b) be communicated to all candidates at the commencement of the recruitment exercise; and
- (c) include running over a specified distance as part of the assessment.

22. (1) On completion of the physical assessment, a successful candidate shall undertake a medical assessment conducted by a qualified medical practitioner to determine their fitness to commence and undertake police training.

Medical assessment.

(2) The medical assessment, including the collection, handling, storage and processing of information, samples, and data shall be carried out in accordance with applicable written law, including the Data Protection Act.

Cap. 411C.

23. (1) A recruitment panel shall—

- (a) assess each candidate in accordance with the recruitment criteria; and

Selection of candidates.

(b) prepare a list of candidates who have passed the assessment, in Form 6 set out in the First Schedule, and shall forward the list to the Commission for confirmation.

(2) The list referred to under sub-regulation (1) shall be generated and submitted electronically through the designated recruitment system or by such other mode as the Commission may specify.

(3) Subject to the number of applications received, the Commission shall ensure that the number of candidates selected in each constituency is at least three times the number of slots allocated to that constituency, and the same principle shall where applicable be applied to the numbers selected at the recruitment centres.

(4) A constituency shall not have fewer than three times the allocated slots selected unless the number of eligible applicants is insufficient.

(5) In selecting candidates, the recruitment panel shall be guided by—

- (a) the aggregated score sheet generated through the recruitment system or such other method as the Commission may specify;
- (b) the allocation criteria determined by the Commission; and
- (c) equity in the distribution of opportunities among administrative units within the constituency.

(6) Upon completion of physical and medical assessment of candidates, and not later than seven days after the assessment, the recruitment panel shall submit to the Commission, through the recruitment system or such other mode as the Commission may specify, —

- (a) the names of the successful candidates at each recruitment centre;
- (b) a report of the recruitment exercise;
- (c) any reports or feedback submitted by accredited observers;
- (d) details of complaints received and the manner in which they were handled, resolved or escalated to the Commission; and
- (e) copies of documents submitted by the candidates and retained by the recruitment panel.

(7) The documents referred to in sub-regulation (6) shall constitute the official record of the Commission for the recruitment exercise at the relevant centre.

(8) A recruitment panel or any member of the panel who—

- (a) fails to submit the documents required under sub-regulation (6); or
- (b) submits falsified documents or information.

commits a disciplinary offence and shall be subject to appropriate disciplinary action in accordance with applicable laws, regulations or policy guidelines.

24. (1) The Commission shall—

Approval of final selection list.

- (a) approve the final selection list, in accordance with the recruitment principles and criteria set out in these Regulations;
- (b) transmit the approved final selection list to the Inspector-General; and
- (c) upload the final selection list on the Commission's official website, and simultaneously publish a notice in at least two newspapers of national circulation—
  - (i) inform the public of the successful completion of that stage of the recruitment exercise; and
  - (ii) notify the public that the details of selected candidate have been uploaded on the website.

(2) A successful candidate —

- (a) shall report to the designated training college on the date specified in the letter of admission; and
- (b) may be allowed to report at a later date but not less than three days from the date specified under paragraph (a).

(3) The Inspector-General shall within three days after the deadline for reporting, submit to the Commission a return, in Form 7 set out in the First Schedule, indicating the names of candidates who have reported and those who have failed to report to the designated training colleges.

(4) Upon receipt of the return referred to in sub-regulation (3), the Commission may within fourteen days, replace a candidate who has forfeited admission with another shortlisted candidate of the same gender, ethnicity and locality.

(5) Where a suitable replacement under sub-regulation (4) is not available after reasonable effort, the Commission may select another qualified candidate from the merit list.

(6) Where a candidate withdraws from the process or dies within fourteen days of reporting to the training college, the procedure under this regulation shall apply.

(7) Any replacement under sub-regulation (6) shall be effected not later than thirty days after the date of commencement of training and no replacement shall be permitted after that period.

25. (1) The Commission shall upon successful medical assessment generate and issue letters of admission to candidates who have successfully met the specified recruitment requirements.

Issuance of letters of admission.

(2) A candidate shall only be admitted to the respective police training college if they meet the requirements specified under these Regulations.

(3) A letter of admission shall contain—

- (a) the full name of the candidate;
- (b) the candidate's national identity card number;
- (c) the name of the designated training college;
- (d) the date for reporting to the training college;
- (e) essential items to be carried; and
- (f) any other relevant information as the Commission may determine.

26. (1) A recruit admitted to a police training college shall be disqualified if the candidate—

Grounds for disqualification.

- (a) fails to meet the specified physical and medical fitness standards;
- (b) is found to have willfully provided false information or submitted forged or fraudulent documents;
- (c) has a criminal record; or
- (d) fails to meet the standards of integrity required in the Service.

(2) A recruit shall not be disqualified under this regulation unless the candidate has been afforded an opportunity to be heard and due process has been observed.

(3) Where a recruit has been disqualified under this regulation, the Commission may replace the recruit if—

- (a) the replacement meets the specified requirements for recruitment; and
- (b) the replacement is done not later than thirty days from the date of commencement of training.

(4) A replacement under sub-regulation (3) shall be guided by the procedure provided under regulation 23 (4) and (5).

#### PART IV — RECRUITMENT OF SPECIALISTS, EXCEPTIONALLY TALENTED PERSONS AND CIVILIAN STAFF

27. (1) The Commission may recruit into the Service a person who possesses professional or technical expertise in a designated field at a rank higher than the entry level rank of police constable.

Recruitment of specialists.

(2) For the purpose of this regulation, a specialist shall be a person who has a professional background in any of the fields designated in the Third Schedule.

(3) The Commission may—

- (a) amend the Third Schedule by adding or removing a category of specialists as the Commission considers necessary;
- (b) designate additional fields and the number of professionals to be recruited under the specialists' entry scheme; and

- (c) ensure that such recruitment does not prejudice the career progression of officers appointed at entry level ranks.
- (4) The specialists category shall apply exclusively to persons recruited and appointed into the Service on the basis of their specialised skills or expertise.
- (5) A specialist recruited and appointed under this regulation shall not hold a command position in the Service.
- (6) The procedure applicable to the recruitment of police constables shall, with necessary modifications, apply to the recruitment of specialists.

28. (1) The Commission may recruit exceptionally talented persons into the Service.

Recruitment of exceptionally talented persons.

(2) The recruitment of exceptionally talented persons shall, with the necessary modifications, follow the procedure applicable to the recruitment of police constables.

(3) Where the Commission identifies a need to recruit exceptionally talented persons, it shall scout for and identify individuals who possess the requisite talent.

(4) The criteria for identifying and selecting exceptionally talented persons shall include—

- (a) demonstrable outstanding ability in any sport, music, performing art, visual art or other recognised creative discipline, supported by a portfolio or performance record;
- (b) verifiable proof of participation in international, national, regional or local competitions, festivals or showcases, relevant to the area of talent;
- (c) possession of certificates, trophies, medals or other forms of official recognition received at any level of competition or artistic engagement;
- (d) demonstrable active membership of, or involvement in, accredited or recognised talent academies, federations, associations or creative institutions, where applicable; and
- (e) production of a letter of recommendation from relevant government institutions or industry experts, or recognised professional bodies within the candidate's field of expertise, where applicable.

(5) A person seeking entry into the Service under this regulation shall apply to the Commission through the recruitment system or such other means as the Commission may specify and shall indicate—

- (a) the academic qualification and where applicable, professional certification;
- (b) a description of the applicant's demonstrated talent;
- (c) particulars of participation in national, regional, or international competition, festival, showcases, or similar forums relevant to the talent areas;

- (d) awards, recognition or portfolio supporting the claimed talent; and
  - (e) any other information that the Commission may require.
- (6) An eligible person shall undergo an audition or talent assessment.
- (7) The audition, talent assessment and review shall be conducted by a recruitment panel, and where necessary, in consultation with relevant government ministries, departments or industry experts.
- (8) A person who passes the talent assessment shall be subjected to physical and medical assessment in accordance with these Regulations.

29. (1) The Commission shall recruit civilian staff to serve in the Service. Recruitment of civilian staff.

(2) The Commission may appoint a person to hold a civilian position in the Service—

- (a) from within the Service; or
- (b) from outside the Service.

(3) In recruiting a civilian staff, the Commission shall—

- (a) adhere to the national values and principles of governance under Article 10 of the Constitution;
- (b) observe the values and principles of public service as set out under Article 232 of the Constitution; and
- (c) apply affirmative action to ensure—
  - (i) inclusion of youth and persons with disabilities; and
  - (ii) consideration of the needs of marginalised groups or communities to the extent permissible under the Constitution.

(4) The recruitment procedure shall, with necessary modification, be conducted in accordance with regulation 12.

(5) The Commission shall—

- (a) invite qualified shortlisted applicants for personal interviews, and where applicable, shall conduct additional tests; and
- (b) notify the successful candidates in writing.

#### PART V—RECRUITMENT OF RESERVE POLICE OFFICERS

30. (1) The Commission in line with section 110C (a) of the National Police Service Act shall recruit and appoint such number of police reserve officers as may be recommended by the Inspector-General. Appointment of reserve police officers.

(2) The Inspector-General shall—

- (a) assess the need for recruitment of reserve police officers;
- (b) identify qualified and suitable persons for appointment;
- (c) submit to the Commission a report containing—
  - (i) the identified need;
  - (ii) the proposed names of persons to be recruited and appointed;
  - (iii) qualifications of the proposed persons; and
  - (iv) recommendations for their recruitment into the Reserve.

(3) The Commission shall determine the number of reserve police officers in accordance with any recommendation made by the National Security Council under section 110(2) of the National Police Service Act.

(4) No recruitment shall proceed without a report under sub-regulation 2(c).

(5) The Commission shall consider the report and recommendations submitted under sub-regulation (2) and make a determination on the matter, and no appointment shall be made without the approval of the Commission.

31. (1) A person is qualified to be recruited as a reserve police officer if the person—

- (a) is a citizen of, and resident in Kenya;
- (b) has attained the age of eighteen years and is not more than fifty-five years of age;
- (c) satisfies the integrity requirements under Chapter Six of the Constitution;
- (d) has no criminal record; and
- (e) is willing to volunteer services to the Reserve.

Qualification for  
recruitment of  
reserve police  
officers.  
Cap. 84.

(2) The Commission shall vet or conduct a background check on every person prior to appointment into the Reserve.

(3) A reserve police officer shall—

- (a) be subject to the laws and regulations applicable to police officers in the Service, except where a law or regulation expressly provides otherwise;
- (b) serve for a non-renewable period of five years;
- (c) be subject to such terms and conditions as the Commission may determine; and
- (d) serve on a voluntary basis and shall not be entitled to remuneration except for allowances as may be specified or determined by the Commission.

Cap. 84.

## PART VI—APPOINTMENTS

32. (1) A person appointed to any rank in the Service shall upon appointment, be issued with a certificate of appointment in accordance with section 74 of the National Police Service Act.

Certificate of  
appointment

Cap. 84.

(2) The information and data, including biometric data, submitted by a person upon appointment shall be retained by the Service and the Commission.

(3) A person appointed into the Service shall, before assuming office, take an oath or make an affirmation, as applicable to their category of Service, in accordance with the Fourth Schedule to the National Police Service Act.

Cap. 84.

33. (1) The Commission shall, upon appointing a person to the Service, issue a letter of appointment setting out the terms and conditions of service.

Terms of  
appointment.

(2) The terms and conditions of service shall include—

- (a) the period of probation;
- (b) career progression guidelines;
- (c) the salary and allowances;
- (d) other benefits, including, insurance, medical cover, if any;
- (e) leave days;
- (f) information on expectations on performance management;
- (g) circumstances for transfer;
- (h) retirement and pension;
- (i) bonding of services, where applicable; and
- (j) service standing orders, where applicable.

(3) An appointed officer shall—

- (a) be subject to the Constitution and all applicable laws;
- (b) comply with human resource policies, procedures and other instruments issued by or with the concurrence of the Commission;
- (c) uphold the values and standards of conduct applicable to members of the Service; and
- (d) comply with such other requirements as the Commission may determine from time to time.

(4) The Commission shall maintain approved job descriptions and standard job specifications for both civilian and uniformed positions, which shall form the basis for recruitment and appointment.

34. Every person appointed into the Service shall complete and submit to the Commission a declaration of assets and liabilities, and shall thereafter submit the declaration once every two years, in accordance with section 31 of the Conflict of Interest Act.

Declaration of  
assets and  
liabilities.

No. 11 of 2025.

35. (1) Where a vacancy arises and there is an urgent need to fill the vacancy pending a substantive appointment, the Commission may appoint a qualified person to act in that position. Acting appointment.

(2) An acting appointment shall not exceed six months.

36. The Commission shall ensure that every person appointed into the Service undergoes the induction and training as may be necessary to equip them with the knowledge, skills and competencies required for the effective discharge of their duties. Training.

#### PART VI—MISCELLANEOUS PROVISIONS

37. The Commission may, by written resolution, extend or vary any timeline prescribed in these Regulations. Power to extend time.

38. (1) Any person may lodge a complaint with the Commission at any stage of the recruitment process through such mode as the Commission may determine, including online platforms, telephone hotlines or physical complaint boxes at the recruitment centres. Resolution of complaints.

(2) Without prejudice to sub-regulation (1), the Commission shall, during the recruitment process, provide—

- (a) a dedicated portal on its website for receiving recruitment complaints; and
- (b) a standard complaint form at each recruitment centre which any person may complete and submit.

(3) A complaint submitted through the website or at the recruitment centre shall be—

- (a) recorded in a complaint register, and
- (b) addressed to the Commission.

(4) A complaint that cannot be resolved by a recruitment panel shall be escalated to the Commission.

(5) The Commission shall, as far as practicable, communicate every decision to the complainant and maintain a record of all resolutions.

(6) Where the Commission, upon reviewing the returns submitted by the recruitment panels, finds evidence of irregularities or anomalies that may compromise the integrity of the recruitment process, it may conduct or direct an investigation into the affected recruitment process.

(7) In handling complaints, the Commission or officer handling a complaint shall—

- (a) make every effort to resolve the complaint fairly and expeditiously;
- (b) undertake or cause to be undertaken an investigation necessary to gather additional information;

- (c) receive written or oral statements;
  - (d) not be bound by the strict rules of evidence; and
  - (e) involve other state agencies, departments or organs, where necessary, for effective resolution of a complaint.
- (8) Where an investigation under sub-regulation (7) is undertaken, the Commission may—
- (a) determine that the complaint has been resolved and notify the affected party;
  - (b) recommend disciplinary action against the concerned officer;
  - (c) annul the results of the relevant recruitment centre or centres, and order a repeat of the recruitment exercise in the affected centre or centres;
  - (d) annul the entire recruitment exercise where the anomalies are so widespread across multiple recruitment centres that the integrity of the exercise cannot be assured;
  - (e) recommend the prosecution of a person suspected of committing a criminal offence during the recruitment process; or
  - (f) take any other action that the Commission may consider appropriate.

39. (1) Recruitment into the Service shall be conducted free of charge, and no person shall, directly or indirectly, solicit, offer, or receive any payment or other form of consideration in connection with the recruitment process.

Prohibition  
against  
malpractices.

(2) Any member of the public, officer of the Service, or staff of the Commission who solicits, offers, or accepts money or any other form of consideration, whether directly or indirectly, to secure or influence recruitment into the Service commits an offence and shall be liable to prosecution under the Anti-Corruption and Economic Crimes Act, the Anti-Bribery Act, the Penal Code, or any other applicable written law.

Cap. 65.  
Cap. 79B  
Cap. 63.

(3) Where a person is found or reasonably suspected to have solicited, offered, or accepted money or any other form of consideration to influence or in an attempt to influence recruitment into the Service, the Commission shall refer the matter to the relevant authorities for investigation and prosecution in accordance with applicable laws.

(4) A candidate who personally or through an agent engages in any malpractice contemplated under this regulation shall be disqualified from the recruitment process.

40. (1) Any person, candidate or recruit dissatisfied with, a decision made by the Commission, may appeal or seek review to the Commission.

Appeal and  
review.

(2) An appeal or review shall be submitted in print or electronic form, through the designated appeal portal and shall be accompanied by—

- (a) a written request to the Commission, setting out the grounds for the appeal or review; and
  - (b) the supporting evidence.
- (3) The Commission shall—
- (a) determine an appeal or review; and
  - (b) communicate the decision to the affected person, with seven days.

41. The Commission may issue policies, administrative guidelines procedures or administrative procedures—

Policies, procedures and guidelines.

- (a) to facilitate the implementation of these Regulations; and
- (b) to ensure the effective performance of its recruitment and appointment functions.

42. Where there is a conflict between the provisions of these Regulations and the Service Standing Orders on matters relating to recruitment or appointment into the Service, the provisions of these Regulations shall prevail.

Conflict with service standing orders.

43. Personal data and information submitted by a candidate or obtained by the Commission during recruitment process shall be received, processed, stored, retained, deleted or disposed of in accordance with the Data Protection Act and any other applicable law.

Data protection and privacy.

44. (1) The National Police Service Commission (Recruitment and Appointment) Regulations are revoked.

Cap.411C.  
Revocation.  
of LN No. 41 of  
2015

(2) Despite Regulation 27(5) a specialist who prior to the commencement of these Regulations holds a command position in the Service at the commencement of these Regulations shall continue holding that position.

(3) The Commission shall, upon publication of these Regulations, regularise the appointment of the existing reserve police officers in consultation with the Inspector- General, to ensure compliance with the provisions of these Regulations.

FIRST SCHEDULE

FORM 1

(r. 8(5)(f))

RECRUITMENT RETURN

Name of the Region and Counties: .....

Name of the Chairperson: .....

Signature: .....

CHECK LIST FOR BRIEFING SESSION

1. Venue for the briefing: .....

Comments /Observations

2. Who participated in the briefing? .....

3. How adequate was the briefing? .....

Comments

4. What questions and issues were raised during the briefing? .....

5. How were these issues raised during the briefing handled? .....

Comments

General Comments

1. Availability of various registration forms at the centre .....

Comments

2. Were there complaints from members of the public as far as the documents were concerned? If any list them.
    - i. ....
    - ii. ....
    - iii. ....Comments  
.....
  3. How were the complaints handled?  
Comments  
.....
  4. The start time? If not 8.00 a.m any explanations?  
Comments  
.....
  5. Was public briefing conducted prior to the start of the recruitment exercise? If yes by whom?  
Comments  
.....
  6. Issues raised by the members of the public out of the briefing?  
.....  
Overall Comments and Observations on the following;  
What went well?  
.....  
What went wrong?  
.....  
What can be done away with?  
.....  
What needs improvement?  
.....
- RECOMMENDATIONS
- .....
- .....

FORM 2

(r. 13(2))

OBSERVER ACCREDITATION APPLICATION FORM

This form is to be completed by individuals or representatives of organizations seeking accreditation to observe the upcoming nationwide recruitment exercise. Please provide accurate and complete information. All submissions will be subject to verification and approval by the recruitment oversight committee. Accredited observers are expected to adhere to the established code of conduct throughout the exercise.

First Name ..... Surname .....

Other Name(s)..... ID. Number .....

Institution Name .....

Employment Number .....

County of Recruitment .....

Constituency of Recruitment .....

Recruitment Centre .....

Signature .....

Date .....

FORM 3

r. 13(8)

OBSERVER FEEDBACK FORM/REPORT

Name: .....

(Surname)

(First Name)

Other Name(s)

ID NO.: .....

Institution Name: .....

Employment NO.: .....

Date: .....

County: .....

Constituency: .....

Recruitment Centre: .....

REMARKS
.....
.....
.....
.....

Signature: .....

Date: .....

FORM 4

( r. 16(3))

**POLICE CONSTABLE RECRUITMENT APPLICATION FORM**

- Please fill 2 copies of this form in neat BLOCK letters
- Do not leave any section blank, sections that do not apply should be marked N/A

**SECTION 1 : PERSONAL DETAILS**

Name of applicant: .....		
(Surname)	(First Name)	Other Name(s)
Title (Mr/Mrs/Miss/Ms): .....		
Gender: Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Nationality .....	ID NO .....	Tribes .....
The following details should be entered exactly as they appear on your ID.		
Home County .....	Sub-County .....	Division .....
Location .....	Sub-Location .....	
Additional Information		
Home Constituency .....	Ward .....	
Select Recruitment: County, Constituency & Centre:		
County of Recruitment .....		
Constituency of Recruitment .....		
Recruitment Centre .....		
Weight (kgs) .....	Height .....	
Current Physical Address .....		
Mobile Number .....	Email Address .....	

SECTION 2: EDUCATIONAL BACKGROUND (starting with the highest)

School/ College /University/ Institution	Duration		Award / Attainment (Degree, diploma, certificate )	Course Undertaken	Grade Attained
	From	To			

SECTION 3: EMPLOYMENT HISTORY (starting from the recent)

Employer's name	Duration		Position Held	Monthly gross salary	Employer's name
	From	To			

SECTION 4: DISCIPLINARY/CONVICTIONS

Tick on the box provided where applicable

Have you ever been dismissed or otherwise removed from employment?

Yes  No

If Yes, State reason (s) for dismissal/removal

.....  
 .....

effective date.....

(dd-mm-yyyy)

Do you have any criminal charges pending and/or awaiting hearing in court?

Yes  No

Have you ever been convicted of any criminal offence?

Yes  No

If yes please tabulate in the table below:

Offence	Year of Conviction	Detail of fine/ supervision/Imprisonment

#### SECTION 5: MEDICAL HISTORY

Do you have an injury or psychological or medical condition, disease or infection (e.g. hearing loss) or any other disability, which may affect your ability to perform the duties of the position satisfactorily?

Yes  No

If yes, please provide details and describe any facilities, technical aids, equipment or adaptations to the workplace that you would require to satisfactorily carry out the duties of this position.

.....

.....

.....

#### SECTION 6: REFEREES

Please indicate the name, position and telephone numbers of THREE people you would like to nominate as referees in support of your application (e.g. chief, the principal of your immediate former school, recognized professional). The referees will need to be able to talk to us about your suitability for this position. Referees may be contacted at any time after the short-listing phase.

(By signing the declaration at the end of this application form you are authorizing the Commission to contact these referees and acknowledging that the information they provide will be supplied in confidence as evaluative material (the person(s) nominated must **NOT** be a relative).

	Name of Referee	Referee's phone number	Position Held by Referee or Relationship to Applicant
1			
2			
3			

SECTION 7: ADDITIONAL INFORMATION

Indicate the language(s) you are proficient in

.....

Please give details of your abilities, skills and experience which you consider are relevant to the position applied for. The information may include an outline of your most recent achievements and your reasons for applying:

.....

.....

.....

DECLARATION

- i. I declare that the information given in this application is true and complete to the best of my knowledge and information.
- ii. I acknowledge the purpose of this application form and the material associated with it is to assist in assessing my suitability for the position I am applying for.
- iii. I authorize the selection panel to contact the referees I have nominated above seeking verbal and/or written information for the purposes of validating my suitability for the position I am applying for.
- iv. I understand that the information provided to the selection panel by my referees is supplied in confidence as evaluative material and will not be disclosed to me.
- v. I acknowledge that if I give any incorrect or misleading information or if I have omitted any information during the appointment process, I may be disqualified from consideration or, if appointed and this is subsequently discovered, I may be liable for dismissal.
- vi. I understand that under Section 25 of the NPSC Act, any person who willfully gives to the Commission any information which is false or misleading in any material particular, commits an offence and shall on conviction be liable to a fine not exceeding two hundred thousand Shillings or to imprisonment for a term not exceeding two years or to both.

PLEASE ATTACH THE FOLLOWING DOCUMENTS TO EACH APPLICATION FORM:-

- 1. Copy of your ID.
- 2. Copy of your Secondary School Leaving Certificate.
- 3. Copy of your KCSE (and other academic certificates if any).
- 4. Copy of your birth certificate.

Signed: .....Date: .....

## FORM 5

(r. 21(2))

## PHYSICAL ATTRIBUTES

Running exercise: Men 6km: Ladies 4km

Minimum height (Men 5 feet 8 inches, Ladies - 5 feet 3inches)	.....	
Flat foot	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Limping while walking	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Teeth:.....Number: .....	FULL SET: <input type="checkbox"/>	MISSING TEETH: <input type="checkbox"/>
Eyes (can wink with each eye)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Has squint (cross-eyed)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Hands — can the hands stretch straight? Check the elbow, observable deformities	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Fingers - (person has all fingers)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Knock-knees	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Bow-legs	YES <input type="checkbox"/>	NO <input type="checkbox"/>

FORM 6

(r. 23(1)(b))

RECRUITMENT PANEL'S LIST OF SELECTED CANDIDATES (MERIT LIST)

(fill in block letters only)

COUNTY .....

CONSTITUENCY .....

RECRUITMENT CENTRE.....

S/No	Name	Sex	Sub-County	Division	Location	Academic Qualification (Grade)	Total Scores	I.D No.	Mobile No.	Remarks

DATE: .....

NATIONAL POLICE SERVICE COMMISSION (JOINT SECRETARY)

NAME: .....

SIGNATURE: .....

NATIONAL POLICE SERVICE (JOINT SECRETARY)

NAME: .....

SIGNATURE:.....

CHAIRPERSON RECRUITMENT PANEL

NAME: .....

SIGNATURE: .....



SECOND SCHEDULE

FORM 8

(r. 8(6))

Oath for a Member of Recruitment Panel

I ..... of ID. N° ..... having been appointed member of the National Police Service Commission Recruitment Panel for the 20.... recruitment of Police Constables/Police Cadets/ Police Specialist do confirm that I have been inducted into the recruitment process and briefed on my role in the recruitment panel. I attest that I shall apply and uphold the principles of the Constitution, the relevant laws, policies and guidelines and shall discharge my duty honestly, impartially and without fear or favour.

SO, HELP ME GOD.

SWORN BY THE SAID )

..... ) .....

) DEPONENT

At Nairobi this ..... day of .....20..... )

BEFORE ME )

COMMISSIONER FOR OATHS )

## THIRD SCHEDULE

( r. 27(2) )

## DESIGNATED SPECIALISTS

1. Lawyers
2. Doctors

Made on the 19th September, 2025.

AMANI YUDA KOMORA,  
*Chairperson,*  
*National Police Service Commission.*



REPUBLIC OF KENYA

## National Police Service Commission



### PUBLIC PARTICIPATION AND RECEIPT OF WRITTEN MEMORANDA ON: - THE DRAFT NATIONAL POLICE SERVICE COMMISSION (RECRUITMENT AND APPOINTMENT) REGULATIONS, 2025

Pursuant to the provisions of Section 28 of the National Police Service Commission Act, CAP 85, the National Police Service Commission, has developed Draft National Police Service Commission (Recruitment and Appointment) Regulations, 2025.

The Draft Regulations 2025, aim at providing standardized framework for the recruitment of members of the Service, promoting transparency and merit-based selection.

The Commission invites stakeholders and the public to submit their views through written memoranda. The Memoranda may be sent to the Commission Secretary/CEO, National Police Service Commission, P.O Box 47363 - 00100, Nairobi or hand-delivered to the National Police Service Commission offices at CBK Pension Towers building, 6th floor Harambee Avenue or emailed to [regulations@npsc.go.ke](mailto:regulations@npsc.go.ke) to be received on or before **11<sup>th</sup> August 2025**.

The Commission has further organized public participation fora to be held across the country in designated regions on **11<sup>th</sup> August 2025 from 9am to 1pm** at the specified venues in the schedule below:

S/NO.	COUNTIES	TOWN	VENUE
1.	Murang'a, Nyeri, Kirinyaga, Laikipia	Nyeri	Ruring'u Social Hall
2.	Embu, Tharaka Nithi, Meru, Isiolo	Embu	Talent Academy
3.	Machakos, Makueni, Kitui	Machakos	Machakos Social Hall
4.	Nakuru, Nyandarua, Baringo	Nakuru	Kenya Redcross Hall
5.	Bomet, Kericho, Kisii, Narok, Nyamira	Bomet	St. Bakhita Conference Centre
6.	Uasin Gishu, Nandi, Elgeiyo Marakwet, Trans Nzoia, West Pokot	Eldoret	County Hall
7.	Kakamega, Vihiga, Bungoma	Kakamega	Magharibi Hall
8.	Kisumu, Busia, Homa Bay, Siaya, Migori	Kisumu	Mama Grace Onyango Social Hall
9.	Mombasa, Kwale	Mombasa	Tononoka Social Hall
10.	Samburu	Maralal	Maralal Vocational Training Centre
11.	Tana River, Lamu, Taita Taveta, Kilifi	Malindi	D'Goose Centre
12.	Nairobi, Kiambu, Kajiado	Nairobi	KICC
13.	Garissa	Garissa	Government Guest House Social Hall
14.	Marsabit	Marsabit	Catholic Social Hall
15.	Wajir	Wajir	Wajir ICT Hall
16.	Mandera	Mandera	Amara Blue Conference Hall
17.	Turkana	Lodwar	St. Michael Conference Hall

The Draft National Police Service Commission (Recruitment and Appointment) Regulations 2025, can be accessed from the Commission's website <https://www.npsc.go.ke/> under Resources-Publication.

**Peter Leley, EBS, CHRP(K).**  
CS/ Chief Executive Officer  
National Police Service Commission  
CBK Pension Towers, 9th Floor  
Harambee Avenue  
P.O Box 47363-00100 NAIROBI.  
Email: [regulations@npsc.go.ke](mailto:regulations@npsc.go.ke) Tel: 0709 099 000

THE NATIONAL ASSEMBLY  
MEMBERS LAID

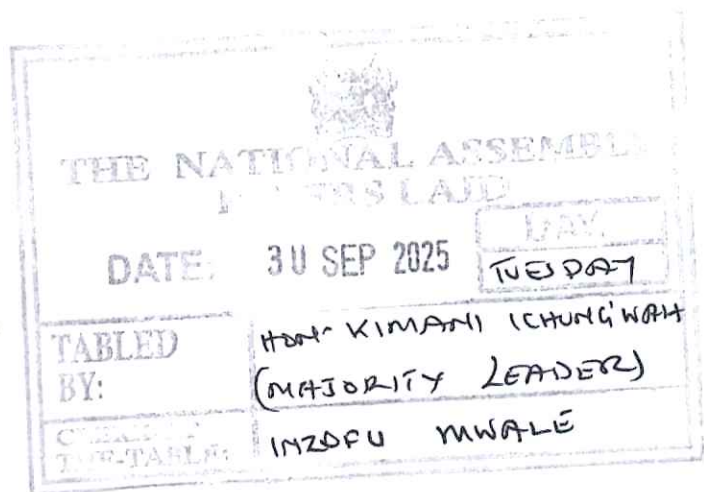
DATE: 30 SEP 2025 DAY: TUESDAY

TABLED BY: HON. ICHUNG'WAH KIMANI (MAJORITY LEADER)  
IMZOFU MWALU

# STAKEHOLDERS INVITED TO SUBMIT WRITTEN MEMORANDA ON THE DRAFT NPSC (RECRUITMENT AND APPOINTMENT) REGULATIONS, 2025

## A. CABINET SECRETARIES:

1. **H.E. Hon. Musalia Mudavadi, E.G.H**  
Prime Cabinet Secretary  
Office of the Prime Cabinet Secretary &  
Ministry of Foreign & Diaspora Affairs  
Kenya Railways Headquarters  
Off Haile Selassie Avenue  
P.O. Box 30551 - 00100  
**NAIROBI**
2. **Hon. Onesimus Kipchumba Murkomen, EGH**  
Cabinet Secretary, Ministry of Interior & National Administration  
P.O. Box 30510-00100  
NAIROBI.
3. **Hon. Aden Duale, EGH**  
Cabinet Secretary, Ministry of Health  
Afy House, Cathedral Road  
P.O. Box 30016 -00100  
**NAIROBI**
4. **Hon. Roselinda Soipan Tuyu, EGH**  
Cabinet Secretary, Ministry of Defence  
Ulinzi House  
P.O Box 40668-00100  
**NAIROBI**
5. **Hon. William Kabogo Gitau, EGH**  
Cabinet Secretary Ministry of Information, Communications and the Digital Economy  
Teleposta Towers  
P.O Box 30025-00100  
**NAIROBI**
6. **Hon. Julius Migos Ogamba, EGH**  
Cabinet Secretary Ministry of Education  
Jogoo House "B" Harambee Avenue  
P.O Box 30040-00100  
**NAIROBI**
7. **Hon. Salim Mvurya, EGH**  
Cabinet Secretary, Ministry of Youth Affairs, Creative Economy and Sports  
Talanta Plaza  
P.O. Box 49849-00100  
**NAIROBI**



- 8. Hon. Hannah Wendot Cheptumo**  
Cabinet Secretary, Ministry of Gender, Culture, The Arts & Heritage  
Maktaba Kuu Building  
P.O Box 30221-00100  
**NAIROBI**
- 9. Hon. Hannah Wendot Chebumo**  
Cabinet Secretary, Ministry of Gender, Culture, The Arts & Heritage  
Maktaba Kuu Building  
P.O Box 30221-00100  
**NAIROBI**
- 10. Hon. Davis Chirchir, EGH**  
Cabinet Secretary, Ministry of Roads and Transport  
Transcom House, Ngong Road  
P.OBox 52692 - 00200  
**NAIROBI**
- 11. Hon. Hassan Ali Joho, EGH**  
Cabinet Secretary for Mining, Blue Economy and Maritime Affairs  
Works Building, 3<sup>rd</sup> Flr, Ngong Rd  
P.O. Box 30009 – 00100  
**NAIROBI**
- 12. Hon. Alice Wahome, E.G.H.**  
Cabinet Secretary, Ministry of Lands, Public Works, Housing and Urban Development  
Ardhi House 1<sup>st</sup> Ngong Avenue  
P.O. Box 30450 – 00100  
**NAIROBI**
- 13. Dr. Alfred. N. Mutua, EGH**  
Cabinet Secretary  
Ministry of Labour and Social Protection  
**Bishops Road, Social Security House**  
P.O. Box 40326 – 00100  
**NAIROBI**
- 14. Ms. Rebecca Miano, E.G.H.**  
Cabinet Secretary, Ministry of Tourism and Wildlife  
Tourism Fund Building, 10<sup>th</sup> Floor.  
P.O Box 30027-00100  
**NAIROBI**
- 15. Hon. FCPA Dr. Wycliffe Ambetsa Oparanya, EGH**  
Cabinet Secretary Ministry of Cooperatives and Micro, Small, and Medium Enterprises (MS  
Social Security Building, Nairobi.  
Bishop Road  
P.O Box 30547 – 00100  
**NAIROBI**

**16. CPA John Mbadi Ng'ongo, EGH**

Cabinet Secretary, The National Treasury and Economic Planning  
The National Treasury  
Harambee Avenue, Treasury Building,  
P.O Box 30007-00100  
**NAIROBI**

**17. Eng.Eric Murithi Mugaa**

Cabinet Secretary Ministry of Water, Sanitation and Irrigation  
P.O BOX 49720 – 00100  
**NAIROBI.**

**18. Dr. Deborah Mulongo Barasa**

Ministry of Environment and Forestry. NHIF Building Ragati Road, Upperhill  
P.O. Box 30126-00100  
**NAIROBI**

**19. Hon. Lee Kinyanjui**

Ministry of Investment, Trade, and Industry Social Security House, Block A, 17<sup>th</sup> Flr P.O. Box  
30418-00100  
**NAIROBI**

**20. Mutahi Kagwe E.G.H.**

Ministry of Agriculture and Livestock Development  
Cathedral Road  
P. O. Box 30028-00100  
**NAIROBI**

**21. James Opiyo Wandayi, E.G.H**

Ministry of Energy and Petroleum  
Ministry of Energy and petroleum  
Kawi Complex  
P.O. Box 30582-00100  
**NAIROBI**

**22. Geoffrey Kiringa Ruku**

Public Service and Human Capital Development  
Harambee House, Harambee Avenue  
P.O Box 30050 - 00100  
**NAIROBI**

**23. Hon. Dorcas Oduor SC, E.B.S., O.G.W.**

The Attorney General  
P.O. Box 40112-00100  
**NAIROBI.**

## **B. HEAD OF PUBLIC SERVICE**

**24. Hon. Felix K Koskei, EGH**  
Chief of Staff and Head of Public Service  
Executive Office of the President  
P.O. Box 62345-00200  
**NAIROBI.**  
[info@cabinetoffice.go.ke](mailto:info@cabinetoffice.go.ke)

## **C. PRINCIPAL SECRETARIES**

**25. Mr. Moses N. Mbaruku, MBS**  
Principal Administrative Secretary  
Office of the Deputy President  
P.O. Box 74434 – 00200  
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**28. Ms. Betsy Muthoni Njagi, CBS**  
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**29. Mr. Harsama Kello**  
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**32. Dr. Jane Kere Imbunya (PhD)**

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**34. Ms. Kabale Tache Arero, MBS**

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**E. COUNCIL OF GOVERNORS**

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**73.CPA John Kamande Kariuki**

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**80. Mr. Patrick Mwiti Aranduh, MBS**

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**I. UNIONS**

**81. Mr. Shadrack Kiruki**

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**82. Mr. Collins Oyuu**

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**83. Hon. Tom Odege**

The Secretary General  
Union of Kenya Civil Servants  
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**84. Davis Malombe**

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S/ NO.	REGION	ENTITY	RECEIVED ON	EMAIL	DESCRIPTION	
1.	Maua	Individual	02/August/ 2025	<a href="mailto:paulmachira@googlemail.com">paulmachira@googlemail.com</a>	Attached document	Officer Commanding, DCI-ATPU Maua Detachment
2.	Not Indicated	Individual	02/August / 2025	<a href="mailto:kimelisilas85@gmail.com">kimelisilas85@gmail.com</a>	Attached document	
3.	Not Indicated	Individual	03/ August. 2025	<a href="mailto:grantonmbele78@gmail.com">grantonmbele78@gmail.com</a>	Comments email	on
4.	Not Indicated	Individual	03/August/ 2025	<a href="mailto:leonardkiprotich74@gmail.com">leonardkiprotich74@gmail.com</a>	Comments email	on
5.	Not Indicated	Individual	03/ August/ 2025	"Joseph Lokadongoi" < <a href="mailto:josewoi@gmail.com">josewoi@gmail.com</a> >;	Comments email	on
6.	Not Indicated	Individual	03/ August/ 2025	<a href="mailto:abdimudeali@gmail.com">abdimudeali@gmail.com</a>	Comments email	on
7.	Not Indicated	Individual	04/ August/ 2025 05/ August/ 2025 08/ August/ 2025	<a href="mailto:greatkennedymut@gmail.com">greatkennedymut@gmail.com</a>	Attached documents	
8.	Not Indicated	Individual	04/ August/ 2025	"alinory KWENA" < <a href="mailto:alinory.kwena@gmail.com">alinory.kwena@gmail.com</a> >;	Comments email	on
9.	Not Indicated	Individual	04/ August/ 2025	"Boniface Korir" < <a href="mailto:bkorir41@gmail.com">bkorir41@gmail.com</a> >;	Comments email	on
10.	Machakos	Individual	04/ August/ 2025	<a href="mailto:kwemboikintai@gmail.com">kwemboikintai@gmail.com</a>	Comments email	on Deputy Sub-County Police Commander
11.	Not Indicated	Individual	05/ August/ 2025	"Dumaz Heiz" < <a href="mailto:dumazheiz@outlook.com">dumazheiz@outlook.com</a> >;	Comments email	on

12.	Not Indicated	Individual	05/ August/ 2025	<a href="mailto:advocatesmaxwella@gmail.com">advocatesmaxwella@gmail.com</a>	Comments email	on	
13.	Not Indicated	Individual	06/ August/ 2025	<a href="mailto:ngenokipkemoijohn@gmail.com">ngenokipkemoijohn@gmail.com</a>	Comments email	on	
14.	Not Indicated	Individual	06/ August/ 2025	<a href="mailto:ingutiaallan@gmail.com">ingutiaallan@gmail.com</a>	Comments email	on	
15.	Not Indicated	Individual	06/ August/ 2025	<a href="mailto:josephrotich220@gmail.com">josephrotich220@gmail.com</a>	Comments email	on	
16.	Not Indicated	Individual	07/ August/ 2025	<a href="mailto:oskahfrasha@gmail.com">oskahfrasha@gmail.com</a>	Comments email	on	
17.	Not Indicated	Individual	07/ August/ 2025	<a href="mailto:mukungijoseph22@gmail.com">mukungijoseph22@gmail.com</a>	Comments email	on	
18.	Not Indicated	Individual	08/ August/ 2025	<a href="mailto:rollersauto254@gmail.com">rollersauto254@gmail.com</a>	Comments email	on	
19.	Nakuru County	NC-POCI	08/ August/ 2025	<a href="mailto:dannmurugu@yahoo.com">dannmurugu@yahoo.com</a>	Comments email	on	
20.	Nairobi	State Department for the Blue Economy and Fisheries	08/ August/ 2025	<a href="mailto:lennybettbirir@gmail.com">lennybettbirir@gmail.com</a>	Attached document		
21.	Lamu	Lamu Minority People and Development Organization (LMPD)	08/ August/ 2025	<a href="mailto:lamuminority@gmail.com">lamuminority@gmail.com</a>	Attached document		
22.	Likoni-Mombasa County	Individual	09/ August/ 2025	<a href="mailto:mwandandajohn@gmail.com">mwandandajohn@gmail.com</a>	Comments email	on	STATION LIKONI SUBCOUTY MOMBASA COUNTY.
23.	Garissa County	Individual	09/ August/ 2025	<a href="mailto:gedimohamed078@gmail.com">gedimohamed078@gmail.com</a>	Comments email	on	

24.	Baringo	-	10/ August/ 2025	<a href="mailto:apccbaringo@gmail.com">apccbaringo@gmail.com</a>	Attached document	
25.	Not Indicated	Individual	10/ August/ 2025	"Atunga Darwin" < <a href="mailto:atungadarwin38@gmail.com">atungadarwin38@gmail.com</a> >;	Comments on email	
26.	Not Indicated	Individual (PWD)	10/ August/ 2025	<a href="mailto:albertkingori@gmail.com">albertkingori@gmail.com</a>	Attached document	
27.	Not Indicated	Individual	10/ August/ 2025	<a href="mailto:absalom.dennis@gmail.com">absalom.dennis@gmail.com</a>	Attached document	
28.	Not Indicated	Individual	10/ August/ 2025	<a href="mailto:danieltabut@gmail.com">danieltabut@gmail.com</a>	Attached document	
29.	Turbo Sub County	Individual	10/ August/ 2025	<a href="mailto:dccturbo2016@gmail.com">dccturbo2016@gmail.com</a>	Comments on email	Deputy County Commissioner - Turbo Sub-County
30.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:andrewsimotwo941@gmail.com">andrewsimotwo941@gmail.com</a>	Comments on email	
31.	Maralal	Northern Kenya human security Network. CBO.	11/ August/ 2025	<a href="mailto:northernkenyahum@gmail.com">northernkenyahum@gmail.com</a>	Comments on email	
32.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:wesleykipyegon@gmail.com">wesleykipyegon@gmail.com</a>	Attached document	
33.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:lamokeyo@gmail.com">lamokeyo@gmail.com</a>	Comments on email	
34.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:jkamau119@gmail.com">jkamau119@gmail.com</a>	Comments on email	
35.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:ekirapandrew@gmail.com">ekirapandrew@gmail.com</a>	Comments on email	

36.	Tana River	-	11/ August/ 2025	<a href="mailto:tanariver.ap@gmail.com">tanariver.ap@gmail.com</a>	Attached Document	County APs HQ - Tana River
37.	Nairobi	Kenya School of government	11/ August/ 2025	<a href="mailto:sarah.hepworth@ksg.ac.ke">sarah.hepworth@ksg.ac.ke</a>	Attached Document	
38.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:lelijames67@gmail.com">lelijames67@gmail.com</a>	Comments on email	
39.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:mwaniki.dennis@gmail.com">mwaniki.dennis@gmail.com</a>	Comments on email	
40.	Kangema Sub County	APS- Kangema Sub County	11/ August. 2025	<a href="mailto:dapckangema@gmail.com">dapckangema@gmail.com</a>	Attached document	APS- Kangema Sub County
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42.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:koechbenjamin@gmail.com">koechbenjamin@gmail.com</a>	Attached document	
43.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:dennismakori23@gmail.com">dennismakori23@gmail.com</a>	Attached document	
44.	Not Indicated	Individual	11/ August/ 2025	"Nehemiah Kipkemboi" <a href="mailto:kipkemboinehemiah657@gmail.com">kipkemboinehemiah657@gmail.com</a>	Comment on email	
45.	Western Region	Individual	11/ August/ 2025	<a href="mailto:abelonyapidi@gmail.com">abelonyapidi@gmail.com</a>	Comment on email	The O/C Forensic Investigations - Western Region
46.	Narok County	Narok County APS	11/ August/ 2025	<a href="mailto:narokcountyap@yahoo.com">narokcountyap@yahoo.com</a>	Attached document	Narok County APS
47.	Not Indicated	Individual	11/ August/ 2025	<a href="mailto:edwinkasienvo@gmail.com">edwinkasienvo@gmail.com</a>	Attached document	

48.	Not Indicated	Individual	12/ August/ 2025	<a href="mailto:estonkim60@gmail.com">estonkim60@gmail.com</a>	Attached document	
49.	Emali	NPSSSC EMALI CAMPUS	12/ August/ 2025	<a href="mailto:apssc.emali@gmail.com">apssc.emali@gmail.com</a>	Attached document	
50.	Baringo County	BARINGO COUNTY PROFESSIONAL CAUCUS	12/ August/ 2025	<a href="mailto:saritareng@gmail.com">saritareng@gmail.com</a>	Attached document	
51.	Not indicated	Individual	12/ August/ 2025	<a href="mailto:emlynngwiri1@gmail.com">emlynngwiri1@gmail.com</a>	Attached Document	
52.	Not indicated	Individual	12/ August/ 2025	<a href="mailto:janetndukukivuva254@gmail.com">janetndukukivuva254@gmail.com</a>	Attached Document	
53.	Not indicated	Individual	12/ August/ 2025	<a href="mailto:carochemu576@gmail.com">carochemu576@gmail.com</a>	Comments on Email	
54.	Lamu	COUNTY AP COMMANDER LAMU	13/ August/ 2025	<a href="mailto:capclamu@gmail.com">capclamu@gmail.com</a>	Attached document	COUNTY AP COMMANDER LAMU
55.	Nairobi	COMMANDANT NATIONAL POLICE COLLEGE EMBAKASI A CAMPUS	13/ August/ 2025	<a href="mailto:apccdt@gmail.com">apccdt@gmail.com</a>	Attached Document	COMMANDANT NATIONAL POLICE COLLEGE EMBAKASI A CAMPUS
56.	Not indicated	Individual	13/ August/ 2025	<a href="mailto:kevinorando15@gmail.com">kevinorando15@gmail.com</a>	Attached document	
57.	Nairobi	EACC	14/ August/ 2025	<a href="mailto:fonjoma@integrity.go.ke">fonjoma@integrity.go.ke</a>	Attached document	
58.	Nairobi	MINISTRY OF PUBLIC SERVICE AND CAPITAL HUMAN	15/ August/ 2025	<a href="mailto:emilyowaga@gmail.com">emilyowaga@gmail.com</a>	Attached document	

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59.	Nairobi	Independent Policing Oversight Authority (IPOA)	15/ August/ 2025	<a href="mailto:ceo_office@ipoa.go.ke">ceo_office@ipoa.go.ke</a>	Attached Document	
60.	Nairobi	Cabinet Secretary Ministry of Public Service, Human Capital Development and Special Programmes	21/August/2025		Attached Document	
61.	Nairobi	Principal Secretary, State Department for Gender Affairs and Affirmative Action	22/ August/ 2025	<a href="mailto:agbv@gender.go.ke">agbv@gender.go.ke</a>	Attached document	
62.	Nairobi	Principal Secretary, State Department for Gender & Affirmative Action.	22/ August/ 2025	<a href="mailto:agbv@gender.go.ke">agbv@gender.go.ke</a>	Attached Document	
63	Nairobi	Office of Controller of Budget	21/August/2025		Hard Copy Letter	
64	Nairobi	Ministry of Defense	9/September/2025		Hard Copy Letter	

## SCHEDULE

### EXPLANATORY MEMORANDUM

#### THE NATIONAL POLICE SERVICE COMMISSION (RECRUITMENT AND APPOINTMENT) REGULATIONS, 2025

##### PART I

<b>Name of Statutory Instrument:</b>	The National Police Service Commission (Recruitment and Appointment) Regulations, 2025
<b>Name of the Parent Act:</b>	The National Police Service Commission Act, Chapter 85
<b>Enacted Pursuant to:</b>	Section 28 of National Police Service Commission Act, Chapter 85
<b>Name of the Commission/Ministry:</b>	National Police Service Commission

**Gazetted on:**

**Tabled on:**

##### PART II

#### 1. Purpose of the Statutory Instrument

The purpose of these Regulations is to provide a clear and standardised procedure for the recruitment of members of the National Police Service. Specifically, the Regulations provide for-

- 1.1 ensuring fairness, objectivity and transparency in the recruitment process;
- 1.2 specifying the roles and responsibilities of persons involved in the recruitment process;
- 1.3 enhancing efficiency and accountability through the use of technology;
- 1.4 establishing institutional framework for recruitment comprising steering and technical committees;
- 1.5 outlining the general recruitment framework including categories of recruitment for constables, cadets, specialists, exceptionally talented persons and civilian staff;
- 1.6 detailing the three-phase recruitment process for constables and cadets;

- 1.7 providing for recruitment of reserve police officers;
- 1.8 covering post-recruitment procedures including issuance of certificates of appointment;
- 1.9 addressing administrative matters including complaint resolution mechanisms and appeals;
- 1.10 integration of anti-corruption measures and data protection requirements.

## **2. LEGISLATIVE CONTEXT**

- 2.1 The Constitution of Kenya, 2010 under Article 246 establishes the National Police Service Commission and mandates it to recruit and appoint persons to hold or act in offices in the Service;
- 2.2 Parliament enacted the National Police Service Commission Act (Chapter 85) which came into force to operationalize the constitutional mandate of the Commission;
- 2.3 By virtue of section 28 of the Act, delegated regulation-making powers were conferred upon the Commission to make regulations for the better carrying out of the functions of the Commission;
- 2.4 These Regulations revoke and replace the National Police Service Commission (Recruitment and Appointment) Regulations, 2015 (Legal Notice No. 41 of 2015);
- 2.5 The Regulations are necessary to align the recruitment and appointment procedures with constitutional requirements and contemporary best practices in public service recruitment.

## **3. POLICY BACKGROUND**

- 3.1 The establishment of the National Police Service Commission through the Constitution of Kenya, 2010 was part of comprehensive police reforms aimed at depoliticizing the police service and ensuring professional management;
- 3.2 The Commission was mandated to ensure that the values and principles referred to in Articles 10 and 232 of the Constitution are promoted in the National Police Service;
- 3.3 Previous recruitment exercises identified gaps in the regulatory framework that needed to be addressed to enhance transparency, accountability and public confidence;
- 3.4 The Government's commitment to fighting corruption and promoting good governance necessitated strengthening of recruitment procedures with robust oversight mechanisms;
- 3.5 Technological advancement and the need for efficiency in service delivery required integration of modern systems in the recruitment process;

- 3.6 Constitutional requirements for affirmative action and promotion of diversity needed to be reflected in the recruitment framework.
- 3.7 The October 2009 *Report of the National Task Force on Police Reform*, chaired by Mr. Justice Philip Ransley called for transparency in recruitment of police officers;
- 3.8 *The National Task Force on Improvement of the Terms and Conditions of Service and other Reforms for Members of the National Police Service, Kenya Prisons Service and National Youth Service*, chaired by Mr. Justice David K. Maraga, dated November 2023 also echoed the need for transparency and accountability in the recruitment process;
- 3.9 Judicial pronouncements by the High Court and the Court of Appeal in 2015 on recruitment also added impetus to reforms that are geared towards transparency and accountability in the process.

#### **4. CONSULTATION OUTCOME**

- 4.1 As required under Article 10 of the Constitution of Kenya, 2010 as well as under the Statutory Instruments Act, the Commission held consultative fora involving stakeholders over a considerable period;
- 4.2 The following stakeholders were involved in the development of the Regulations: the Inspector General of Police, senior police officers, civil society organizations, the Office of the Attorney General, Ethics and Anti-Corruption Commission (EACC), Kenya School of Government, Independent Policing Oversight Authority (IPOA), the Cabinet Secretary for Public Service Human Capital Development and Special Programmes and the Principal Secretary State Department for Gender and Affirmative Action among others;
- 4.3 Stakeholder meetings were held to gather input on various aspects including recruitment procedures, integrity requirements, complaint mechanisms, and use of technology;
- 4.4 The problems being addressed include: lack of transparency in recruitment processes; limited public participation and oversight; inadequate complaint resolution mechanisms; manual processes that are prone to manipulation; absence of clear timelines for recruitment processes; weak institutional framework for recruitment; limited provisions for recruiting specialized personnel and exceptionally talented persons;
- 4.5 The following were the outcomes of consultations with stakeholders: -
- (a) transparency and public participation should be enhanced through independent observers and public involvement;

- (b) technology should be integrated to improve efficiency and reduce opportunities for corruption;
- (c) clear institutional framework should be established with defined roles and responsibilities;
- (d) the recruitment of National Police Reservist should be provided for in regulation in line with the section 111(2) of the National Police Service Act;
- (e) comprehensive complaint resolution mechanism should be established;
- (f) provisions should be made for recruiting specialists and exceptionally talented persons;
- (g) data protection requirements should be integrated throughout the process;
- (h) clear timelines should be established for all stages of recruitment;
- (i) anti-corruption measures should be explicitly provided for.

## **5. GUIDANCE**

- 5.1 Upon gazettment of these Regulations, the Commission shall organize sensitization meetings for all stakeholders including the public, recruitment officers, and oversight bodies;
- 5.2 Training programmes will be conducted for all persons involved in the recruitment process to ensure proper understanding and implementation of the new procedures;
- 5.3 The Commission will develop detailed policies and guidelines to supplement these Regulations.

## **6. IMPACT STATEMENT**

### **6.1 Impact on Fundamental Rights and Freedoms**

- (a) The Regulations are expected to have positive impact on fundamental rights by promoting equality and non-discrimination in recruitment processes;
- (b) The Regulations address matters that relate to the Bill of Rights, especially on fair administrative action and equal treatment before the law;
- (c) The Regulations promote transparency and accountability which are essential for protection of citizens' rights;
- (d) Provision for appeals and complaint mechanisms ensures that aggrieved persons have recourse to justice.

### **6.2 Impact on the Public Sector**

- (a) Enhanced transparency and accountability in police recruitment will improve public confidence in the National Police Service;
- (b) Merit-based recruitment will ensure that competent personnel are recruited to the Service;
- (c) Integration of technology will improve efficiency in recruitment processes;
- (d) Clear institutional framework will enhance coordination and reduce duplication of roles;
- (e) Robust oversight mechanisms will reduce opportunities for corruption and malpractices;
- (f) Professional recruitment processes will contribute to overall police reforms and improved service delivery.

### **6.3 Impact on the Private Sector**

- (a) Use of technology in recruitment processes may create opportunities for private sector involvement in providing technological solutions;
- (b) Transparent recruitment processes will enhance public-private partnerships in security matters;
- (c) Professional police service will create a conducive environment for business operations.

### **7. Monitoring and Review**

The implementation of the Regulations will be monitored through the following measures:

- (a) The Commission will maintain comprehensive records of all recruitment exercises and their outcomes;
- (b) Regular evaluation of recruitment processes will be conducted to identify areas for improvement;
- (c) Feedback from stakeholders including successful and unsuccessful candidates will be collected and analyzed;
- (d) Independent observers' reports will be reviewed to assess the effectiveness of the recruitment process;
- (e) The Commission will conduct regulatory impact assessment within the first three years of implementation;
- (f) Annual reports on recruitment activities will be published and tabled before Parliament;
- (g) Complaints and their resolution will be tracked to identify systemic issues;
- (h) Data on diversity and inclusivity in recruitment will be maintained and published.

## **8. Contact**

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