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**REPUBLIC OF KENYA
TWELFTH PARLIAMENT – (FOURTH SESSION)**

THE NATIONAL ASSEMBLY

COMMUNICATIONS FROM THE CHAIR

(No. 059 of 2020)

**GUIDE FOR CONDUCT OF COMMITTEE MEETINGS AND
LOCAL VISITS DURING THE COVID-19 PANDEMIC**

Honourable Members,

The Liaison Committee is established under Standing Order 217 to, among other things, guide and co-ordinate the operations, policies and mandates of all Committees, and give such advice relating to the work and mandate of select committees as it may consider necessary. The Committee consists of the Deputy Speaker as Chairperson, the First Chairperson of Committees who serves as the Vice-Chairperson and the Chairpersons of all Committees of the House.

Honourable Members, further to the Speaker's Guidelines of 2nd and 11th April, 2020 on the *Conduct of Sittings of the House and its Committees during the Covid-19 Pandemic*, the Liaison Committee, in keeping with its mandate, has set out a *Guide* specific to meetings and local visits by Committees during the ongoing pandemic. The *Guide* provides for standard operating procedures on the conduct of physical and virtual meetings, as well as local field visits and workshops by Committees.

Honourable Members, I wish to highlight just a few of these protocols –

- (i)** The Chairpersons of a Committee and the secretariat shall be **physically** present in the meeting room in the precincts of Parliament or at a venue approved by the Speaker for holding meetings;
- (ii)** For accountability purposes and validity of decisions taken, Members attending Committee meetings virtually are required to be within the precincts of Parliament or at the designated office of the Member within Nairobi City County, at the constituency office, or such other place as the Chairperson may permit;
- (iii)** All Committee proceedings, even when conducted virtually are covered by the parliamentary privileges and immunities as provided for in Article 117 of the Constitution and the Parliamentary Powers and Privileges Act, 2017. As such, whenever attending Committee meetings virtually, Members are reminded to ensure that they do not aid, facilitate or permit any strangers or other unauthorised persons to participate or listen into the Committee deliberations;
- (iv)** Members shall be required to dress decently while attending virtual parliamentary meetings; and,

(v) Not more than seven (7) Members shall be allowed to undertake a field or inspection visit, or public hearing. Committees are encouraged to establish sub-committees for purposes of undertaking inspection visits and public hearings.

Honourable Members, noting the need for a unified approach in the activities of Committees during this period, I have directed the Clerk to transmit the entire Guide to all Committees of the House for implementation and to ensure compliance. The House is accordingly guided.

I thank you.



THE HON. JUSTIN B. MUTURI, E.G.H., MP
SPEAKER OF THE NATIONAL ASSEMBLY

Thursday, October 8, 2020