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THE POLITICAL PARTIES ACT

(No. 11 of 2011)

THE POLITICAL PARTIES (REGISTRATION) REGULATIONS,
2019

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THE POLITICAL PARTIES ACT

(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,
2019

1. These Regulations may be cited as the Political Parties (Registration) Regulations, 2019. Citation.

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

“Act” means the Political Parties Act, 2011;

“founding members of a political party” means the persons who form a political party and who have contributed or offered to contribute either in cash or in kind to the initial assets of the party in respect of the first year of its existence;

“governing body” means the committee responsible for administering the affairs of a political party;

“office holder” in relation to a political party means any person who is elected by the members of the political party to hold office and is registered with the Registrar of Political Parties;

“Registrar” means the Registrar of political parties appointed under section 33 of the Act;

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

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

PART II—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 submitted to the Registrar in duplicate in Form PP1 set out in the First Schedule together with—

Application for provisional registration of a political party.

(a) two copies of the constitution and rules of a political party; and

(b) a declaration in support of the application in Form PP 2 set out in the First Schedule.

(2) 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.

(3) Where the Registrar is satisfied that the conditions for provisional registration have been fulfilled, the Registrar shall, within thirty days of the decision and upon payment of the fee set out in the Second Schedule, issue a certificate of provisional registration.

(4) Where the Registrar is not satisfied that the conditions for provisional registration have been fulfilled, the Registrar shall within thirty days of the decision, notify the political party giving reasons for the decision and recommendations.

(5) A request for the registration of the colours of the proposed political party under section 5 (2) of the Act shall specify a combination of at least three colours

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

(7) The certificate of provisional registration of a political party shall be in Form PP3 set out in the First Schedule.

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.

Application for full registration of a political party.

(2) When making the application under sub regulation (1) the applicants shall surrender the certificate of provisional registration to the Registrar.

(3) If for any reason the certificate of provisional registration cannot be surrendered as required under sub regulation (2), the political party 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.

(4) The Registrar, on receipt of an application under sub regulation (1), if satisfied that the conditions for full registration have been fulfilled, shall within thirty days of such receipt issue a certificate of full registration upon payment of the fees set out in the Second Schedule.

(5) Where the Registrar is not satisfied that the conditions for full registration have been fulfilled, the Registrar shall within thirty days of the decision, notify the political party giving reasons for the decision and recommendations.

(6) The certificate of full registration of a political party shall be in Form PP6 set out in the First Schedule.

5. (1) Where the 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.

Notice of change of office holders.

(2) The notice under sub regulation (1) shall be submitted in duplicate in Form PP7 set out in the First Schedule.

6. (1) Where 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

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

shall, within fourteen days of such change, send notice thereof to the Registrar.

(2) The notice of change of location under sub regulation (1) shall be submitted in duplicate in Form PP8 set out in the First Schedule.

(3) A notice of change of postal address, email address or telephone number shall be submitted in duplicate in Form PP9 set out in the First Schedule.

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 submitted to the Registrar 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.

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

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

(3) The Registrar may refuse, to effect a change under this regulation, if dissatisfied and shall notify the political party concerned of the reasons for the refusal 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 by the political party to the Registrar, unless its absence is accounted for to the satisfaction of the Registrar by way of an affidavit and a police abstract.

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 governing body 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.

Approval of change.

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

Register of political parties.

(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 fee set out in Second Schedule, obtain a copy of any document from the Registrar

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.

Correction of
information.

(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.

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

Removal of
particulars of a
political party from
the register.

- (a) a provisionally registered political party which has not applied for full registration within one hundred and eighty days from the date of issue of the certificate of provisional registration;
- (b) deregistration of the political party as per section 21 of the Act; or
- (c) mergers as per section 11 of the Act.

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

12. Every political party shall within fourteen days of full registration file in Form PP 13 set out in the First Schedule the names and specimen signatures of party officials authorized in its constitution to sign—

Designation of signatories.

- (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;
- (c) constitution, rules, symbol and colour of the political party;
- (d) the bank statements of the political party;
- (e) the audited annual accounts and financial statements of the political party;
- (f) any report or document of the political party required under the Act or any other written law;
- (g) the nomination certificates for any nomination for general and by-elections;
- (h) the return on elections of the political party officials; and
- (i) any document required to be signed by the political party.

13. The declaration required under section 16 of the Act shall—

Declaration after full registration of a political party.

- (a) be in Form PP14 set out in the First Schedule;
- (b) state the sources of all funds;
- (c) assets and liabilities of the political party; and
- (d) income and expenditure.

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 the notice —

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

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

15. Where a political party is suspended under section 21(3) of the Act, the Registrar shall notify the political party in Form PP 15 set out in the First Schedule.

Notification of suspension of a 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 16 set out in the First Schedule.

Deregistration of a political party.

(2) Where a political party does not comply with the notice issued under sub regulation (1), the Registrar shall de register the political party within fourteen days of the expiry of the notice.

(3) The Registrar shall, within fourteen days of deregistration of a political party, issue a notice in Form PP 17 set out in the First Schedule and cause a notice of the deregistration to be published in the *Gazette*.

PART III— OFFICES OF POLITICAL PARTY

17. Every political party shall maintain offices in accordance with section 7(2)(f)(ii) and (iii) of the Act and the offices shall —

Requirement to maintain a functioning office.

- (a) be open and manned by employees during working hours;
- (b) be accessible to the public; and
- (c) have signage and branding.

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

Location of party offices.

- (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.

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

Documents to be kept in political party offices.

20. If any political party office is closed or ceases to function, the political party shall notify the Registrar of the fact in Form PP18 set out in the First Schedule.

Notification of closure of office.

PART IV—POLITICAL PARTY COALITIONS

21. (1) Political parties which have agreed to form a coalition shall deposit the coalition agreement with the Registrar, together with Form PP 19 set out in the First Schedule, accompanied by—

Formation of coalitions.

- (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 scrutinize 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).

22. (1) Where a coalition is dissolved in accordance with the coalition agreement, the decision to dissolve the coalition shall be in writing and shall be—

Dissolution of coalition.

- (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.

23. The coalition agreements deposited under regulation 21 may be amended in accordance with the coalition agreement.

Amendment of coalition agreements.

PART V—POLITICAL PARTY MERGERS

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

Merger by forming a new political party.

- (a) Form PP20 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 20 set out in the First Schedule.

25. (1) Where the Registrar is satisfied that the documents under regulation 24 are in accordance with the provisions of the Act the Registrar shall—

Scrutiny by the Registrar of mergers to form a new party.

- (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.

(2) The gazette notice to be issued under sub-regulation 1(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.

26. (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—

Merger by merging into an already registered political party.

- (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 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.

(2) A merger agreement shall set out the matters specified in Form PP21 set out in the First Schedule.

27. (1) Where the Registrar is satisfied that the documents submitted under regulation 26 are in accordance with the provisions of the Act the Registrar shall—

Scrutiny by the Registrar of mergers into an already existing political party.

- (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.

(2) The Gazette Notice to be issued under sub-regulation 1(b) shall contain—

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

28. 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.

Effect of merger of political parties.

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

Revocation of LN 111/2008.

FIRST SCHEDULE—FORMS

FORM PP 1

(r. 3(1)(a))

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.

	<i>Matters to be set forth in the constitution or rules</i>	<i>Number of the rule under which provision is made for each matter</i>
1.	The name of the party and any abbreviation (if used).	
2.	The 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.	Membership requirements including; • 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.	Governing body requirements including; • 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.	A list of party management structure of the political party and systems to be documented at the party offices including— • 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.	The financial structure and system including— • 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.	The disciplinary measures against a member or official of a political party including— - 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 sign on behalf of the party— (a) documents presented to the registrar including membership register, mergers, coalitions and other reports to the registrar; (b) the accounts of the party; (c) the annual report of the party; (d) the financial reports of the party; (e) any report or document of the party required under this Act or any other written law; (f) the nomination certificates for any nomination or election of a member of the political party;	
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.	The political party rules and regulations with respect to— (a) elections of the party officials; (b) nomination of candidates for 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— • 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 – • 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)(b))

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 (7))

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 No which 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 this day of 20.....

Names and signatures of three officials:

1. Name
Signature
ID/Passport No.
2. Name
Signature
ID/Passport No.
3. Name

ID/Passport No.

Commissioner for Oaths/Magistrate

(r.4(1))

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

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.

PARTICULARS OF MEMBERS OF THE GOVERNING BODY OF THE POLITICAL PARTY

[illegible]

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 this day 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 REGISTERED VOTERS (MEMBERS) OF THE POLITICAL PARTY ACCORDING TO COUNTIES

S/No.	Name of County	Number of registered voters (members)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		

<i>S/No.</i>	<i>Name of County</i>	<i>Number of registered voters (members)</i>
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		
31.		
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:

<i>S/No.</i>	<i>County</i>	<i>Location</i>	<i>Address/Telephone No.</i>
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(6))

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.....

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

2.....				
--------	-------	--	--	-------

3.....				
--------	-------	--	--	-------

Dated this day 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.

*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 this day 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 certificate.....

5. Particulars of full registration of political party–

(a) Certificate of full registration serial No. (Form 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.....

FORM PP 13

(r.12)

DESIGNATION OF SIGNATORIES OF A POLITICAL PARTY

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

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 PP14

(r.13)

DECLARATION OF SOURCES OF FUNDS, ASSETS AND LIABILITIES UPON
REGISTRATION OF A POLITICAL PARTY

NAME OF POLITICAL PARTY.....CERT. NO.....

PART I

STATEMENT OF ASSETS AND LIABILITIES AS OF

(This date being Sixty Days from date of full registration)

CURRENT ASSETS

Cash on Hand

Cash on Deposit

Accounts Receivable

Stocks, Other Short term
Investments

Inventory

Surplus

Others (Describe)

TOTAL CURRENT ASSETS

FIXED/LONG TERM ASSETS

Long term Investments

Motor vehicle and machinery

Furniture and Fixtures

Office Equipment

Land and Buildings

Others (Describe)

TOTAL
FIXED
ASSETS
TOTAL
ASSETS (A)

A

CURRENT
LIABILITIESAccounts
PayableWages, Salaries
Payable

Short Term	
Loans Payable	
Deficit (if any)	
Others	
(Describe)	
TOTAL CURRENT LIABILITIES	

LONG TERM	
LIABILITIES	
Long Term Loans Payable	
Debentures	
Others (Describe)	
TOTAL LONG TERM	
LIABILITIES	
TOTAL LIABILITIES(B)	
SURPLUS/DEFICIT (A-B)	

ITEMIZED DETAILS OF SOURCES OF ASSETS AND LIABILITIES

(1) CURRENT ASSETS

Particulars	Name of Contributor	Address	Amount (Kshs)	Date Received
Cash on Hand	(a)			
	(b)			
Cash on Deposit	(a)			
	(b)			
Accounts Receivable	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(2) FIXED/LONG TERM ASSETS

Particulars	Name of Contributor	Address	Amount (Kshs)	Date Received
Investments	(a)			
	(b)			
Furniture and Fixture	(a)			
	(b)			
Office Equipment	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(3) CURRENT LIABILITIES

Particulars	Name of Contributor	Address	Amount (Kshs)	Date Received
Accounts Payable	(a)			
	(b)			
Wages and Salaries Payable	(a)			
	(b)			
Short Term Loans	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(4) LONG TERM LIABILITIES

Particulars	Name of Contributor	Address	Amount (Kshs)	Date Received
Long Term Loans	(a)			
	(b)			
Debentures	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

PART II

Statement of Income and Expenditure as of

Income

Membership Fees

Dividends on Shares

Rent Received

Profit on Sale of Assets

Others (Describe)

TOTAL INCOME(A)

A

EXPENDITURE

Salaries		
Rent Paid		
Transport		
Electricity Bill		
Stationery, Printing, Photocopying		
Others (Describe)		
	TOTAL EXPENDITURE(B)	B
	SURPLUS/DEFICIT (A-B)	C

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

Made this day of..... 20.....

Name and signature of authorized Party officials:

1. Name
Signature
ID/Passport No.
2. Name
Signature
ID/Passport No.
3. Name
Signature
ID/Passport No.

In the presence of a Commissioner of Oaths/Magistrate.

FORM PP 15

(r.15)

Serial No.

NOTIFICATION OF SUSPENSION OF 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 political party known as

.....

is suspended on the ground(s) that

.....

Dated this..... day of 20

REGISTRAR OF POLITICAL PARTIES
Official Stamp

FORM PP 16

(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 17

(r. 16(3))

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 PP 18

(r.20)

NOTIFICATION OF CLOSURE OF POLITICAL PARTY OFFICE

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

Dated this day of 20

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

Form PP 19

(r.21(1))

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:

- Coalition agreement including terms and conditions of the coalition; and
- 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 thisday of.....20

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

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

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

Form PP 20

(r.34 (1))

MERGER OF POLITICAL PARTIES TO FORM 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:.....
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 21

(r.26 (1)(a))

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:

(d) Full Name:

.....

(e) Address:

.....

.....

(f) Telephone number:

.....

(g)

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

(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. Inspection/perusal.....	500
5. Application for a copy of any certificate or filed document or for a certified extract from the register (per page)	
10	

ANNE NDERITU,
Registrar of Political Parties.

Legal Notice No. 141



DLP

29/8/19

THE POLITICAL PARTIES ACT
(No. 11 of 2011)

THE POLITICAL PARTIES (REGISTRATION) REGULATIONS,
2019

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 11 SEP 2019	
DAY: WEDNESDAY	
TABLED BY:	LEADER OF MAJORITY
PRESENTED BY:	ANNE SHIBU

LIST OF DOCUMENTS

1. The published, Political Parties (Registration) Regulations, 2019
2. Correspondence from the Attorney General, on the finalized
Political Parties (Registration) Regulations, 2019
3. Finalized Political Parties (Registration) Regulations, 2019 from
the Office of the Attorney General
4. Explanatory Memorandum for the Political Parties (Registration)
Regulations, 2019
5. Reports of reports of stakeholders engagements/proof of public
participation



REPUBLIC OF KENYA

OFFICE OF THE ATTORNEY-GENERAL
&
DEPARTMENT OF JUSTICE

Our Ref: 1113/2/5

26th July, 2019

ANN N. NDERITU, MBS,
Registrar of Political Parties,
Lion Place, 1st Floor,
Off Waiyaki Way,
P.O Box 1131-00606,
NAIROBI.

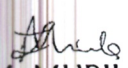


RE: PUBLICATION OF THE POLITICAL PARTIES ACT, 2011, REGULATIONS

We refer to your letter dated 11th January, 2019 and Ref No: RPP/ORG/035/44 and our various correspondences on the above captioned matter.

Enclosed herewith, please find the final draft Registration and Funding Regulations, one original and three copies of each, for your signature, if you approve.

Kindly let us have the signed original and two copies of each of the Notices for publication.


L.M. MURILA
CHIEF STATE COUNSEL
FOR: ATTORNEY-GENERAL

Copy to: 1. P. Kihara Kariuki
Attorney General.

2. Kennedy Ogeto, EBS,
Solicitor General.

SHERIA HOUSE, HARAMBEE AVENUE
P.O. Box 40112-00100, NAIROBI, KENYA. TEL: +254 20 2227461/2251355/07119445555/0732529995
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DEPARTMENT OF JUSTICE
CO-OPERATIVE BANK HOUSE, HAILLE SELLASIE AVENUE P.O. Box 56057-00200, Nairobi-Kenya TEL: Nairobi 2224029/ 2240337
E-MAIL: legal@justice.go.ke WEBSITE: www.justice.go.ke



LEGAL NOTICE.....

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

THE POLITICAL PARTIES (REGISTRATION) REGULATIONS, 2019

Arrangement of Regulations

Regulation

PART I—PRELIMINARY

- 1—Citation.
- 2—Interpretation.

PART II—REGISTRATION OF A POLITICAL PARTY

- 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—Designation of signatories.
- 13—Declaration after full registration of a political party.
- 14—Notices by Registrar to be sent by registered post, physical address or official e-mail address.
- 15—Notification of suspension of a party.
- 16—Deregistration of a political party.

PART III— OFFICES OF POLITICAL PARTIES

- 17— Requirement to maintain a functioning office.
- 18— Location of party offices.
- 19— Documents to be kept in political party offices.
- 20— Notification of closure of office.

PART IV— COALITIONS

- 21— Formation of coalitions.
- 22— Dissolution of coalition

23— Amendment of coalition agreements.

PART V— POLITICAL PARTY MERGERS

24— Merger by forming a new political party.

25— Scrutiny by the Registrar of mergers to form a new party.

26— Merger by merging into an already registered political party.

27— Scrutiny by the Registrar of mergers into an already existing political party.

28— Effect of merger of political parties.

29— Revocation of L.N. No. 111 of 2018.

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, 2019

Citation.

1. These Regulations may be cited as the Political Parties (Registration) Regulations, 2019.

Interpretation.

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

“Act” means the Political Parties Act, 2011;

“founding members of a political party” means the persons who form a political party and who have contributed or offered to contribute either in cash or in kind to the initial assets of the party in respect of the first year of its existence;

“governing body” means the committee responsible for administering the affairs of a political party;

“office holder” in relation to a political party means any person who is elected by the members of the political party to hold office and is registered with the Registrar of Political Parties;

“Registrar” means the Registrar of political parties appointed under section 33 of the Act;

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

“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 submitted to the Registrar in duplicate in Form PP1 set out in the First Schedule together with—
 - (a) two copies of the constitution and rules of a political party; and
 - (b) a declaration in support of the application in Form PP 2 set out in the First Schedule.
- (2) 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.

(3) Where the Registrar is satisfied that the conditions for provisional registration have been fulfilled, the Registrar shall, within thirty days of the decision and upon payment of the fee set out in the Second Schedule, issue a certificate of provisional registration.

(4) Where the Registrar is not satisfied that the conditions for provisional registration have been fulfilled, the Registrar shall within thirty days of the decision, notify the political party giving reasons for the decision and recommendations.

(5) A request for the registration of the colours of the proposed political party under section 5 (2) of the Act shall specify a combination of at least three colours

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

(7) The certificate of provisional registration of a political party shall be in Form PP3 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) When making the application under sub regulation (1) the applicants shall surrender the certificate of provisional registration to the Registrar, unless they account for its absence to his satisfaction by way of an affidavit and a police abstract.

(3) If for any reason the certificate of provisional registration cannot be surrendered as required under sub regulation (2), the political party 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.

(4) The Registrar, on receipt of an application under sub regulation (1), if satisfied that the conditions for full registration have been fulfilled, shall within thirty days of such receipt issue a certificate of full registration upon payment of the fees set out in the Second Schedule.

(5) Where the Registrar is not satisfied that the conditions for full registration have been fulfilled, the Registrar shall within thirty days of the decision, notify the political party giving reasons for the decision and recommendations.

(6) The certificate of full registration of a political party shall be in Form PP6 set out in the First Schedule.

Notice of change
of office holders.

5. (1) Where the 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) The notice under sub regulation (1) shall be submitted in duplicate in Form PP7 set out in the First Schedule.

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

6. (1) Where 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) The notice of change of location under sub regulation (1) shall be submitted in duplicate in Form PP8 set out in the First Schedule.

(3) A notice of change of postal address, email address or telephone number shall be submitted in duplicate in Form PP9 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 submitted to the Registrar 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 submitted to the Registrar in duplicate in Form PP 11 set out in the First Schedule.

(3) The Registrar may refuse, to effect a change under this regulation, if dissatisfied and shall notify the political party concerned of the reasons for the refusal 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 by the political party 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 governing body 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 by the Registrar 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 fee set out in Second Schedule, 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 issue of the certificate of provisional registration;
- (b) deregistration of the political party as per section 21 of the Act; or
- (c) mergers as per section 11 of the Act.

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

Designation of
signatories.

12. Every political party shall within fourteen days of full registration file in Form PP 13 set out in the First Schedule 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;
- (c) constitution, rules, symbol and colour of the political party;
- (d) the bank statements of the political party;
- (e) the audited annual accounts and financial statements of the political party;
- (f) any report or document of the political party required under the Act or any other written law;
- (g) the nomination certificates for any nomination for general and by-elections;
- (h) the return on elections of the political party officials; and
- (i) any document required to be signed by the political party.

Declaration
after full
registration of a
political party.

13. The declaration required under section 16 of the Act shall—

- (a) be in Form PP14 set out in the First Schedule;
- (b) state the sources of all funds;
- (c) assets and liabilities of the political party; and
- (d) income and expenditure.

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 the notice —

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

Notification of
suspension of a
party.

15. Where a political party is suspended under section 21(3) of the Act, the Registrar shall notify the political party in Form PP 15 set out in the First Schedule.

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 16 set out in the First Schedule.

(2) Where a political party does not comply with the notice issued under sub regulation (1), the Registrar shall de register the political party within fourteen days of the expiry of the notice.

(3) The Registrar shall, within fourteen days of deregistration of a political party, issue a notice in Form PP 17 set out in the First Schedule and cause a notice of the deregistration to be published in the Gazette.

PART III— OFFICES OF POLITICAL PARTY

Requirement to maintain a functioning office.

17. Every political party shall maintain offices in accordance with section 7(2)(f)(ii) and (iii) of the Act and the offices shall —

- (a) be open and manned by employees during working hours;
- (b) be accessible to the public; and
- (c) have signage and branding.

Location of party offices.

18. (1) The office of a political party shall be a public office, open for inspection by the Registrar 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.

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

Notification of closure of office.

20. If any political party office is closed or ceases to function, the political party shall notify the Registrar of the fact in Form PP18 set out in the First Schedule.

PART IV—POLITICAL PARTY COALITIONS

Formation of
coalitions.

21. (1) Political parties which have agreed to form a coalition shall deposit the coalition agreement with the Registrar, together with Form PP 19 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 scrutinize 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.

22. (1) Where 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.

23. The coalition agreements deposited under regulation 21 may be amended in accordance with the coalition agreement.

PART V—POLITICAL PARTY MERGERS

Merger by forming a new political party.

24. (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 PP20 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 20 set out in the First Schedule.

Scrutiny by the Registrar of mergers to form a new party.

25. (1) Where the Registrar is satisfied that the documents under regulation 24 are in accordance with the provisions of 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.

(2) The gazette notice to be issued under sub-regulation 1(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.

Merger by
merging into an
already registered
political party.

26. (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 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 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.

(2) A merger agreement shall set out the matters specified in Form PP21 set out in the First Schedule.

Scrutiny by the
Registrar of
mergers into an
already existing
political party.

27. (1) Where the Registrar is satisfied that the documents submitted under regulation 26 are in accordance with the provisions of the Act the Registrar shall—

- (a) immediately withdraw and cancel the certificates of

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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.

(2) The *gazette* notice to be issued under sub-regulation 1(b) shall contain—

(a) the names of the parties that have resolved to dissolve; and

(b) the name, symbol, and colours of the merged political party.

Effect of merger
of political
parties.

28. 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.

Revocation of
LN 111/2008.

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

FIRST SCHEDULE—FORMS

FORM PP 1

(r. 3(1)(a))

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 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.	Membership requirements including; • the eligibility criteria; • subscription fees for joining the party and for being a member of the party;	

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	• 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.	Governing body requirements including; • 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.	A list of party management structure of the political party and systems to be documented at the party offices including- • 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.	The financial structure and system including- - 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.	The disciplinary measures against a member or official of a political party including- - 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 sign on behalf of the party- (a) documents presented to the registrar including membership register, mergers, coalitions and other reports to the registrar; (b) the accounts of the party; (c) the annual report of the party; (d) the financial reports of the party; (e) any report or document of the party required under this Act or any other written law; (f) the nomination certificates for any nomination or election of a member of the political party;	

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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.	The political party rules and regulations with respect to— (a) elections of the party officials; (b) nomination of candidates for 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— • 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 – • 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)(b))

**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.

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3. Name

Signature

ID/Passport No.

In the presence of a

Commissioner for Oaths/Magistrate

FORM PP 3

(r. 3 (7))

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

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ID/Passport No.

In the presence of:

Commissioner for Oaths/Magistrate

The Political Parties (Registration) Regulations, 2019

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 REGISTERED VOTERS (MEMBERS) OF THE POLITICAL PARTY
ACCORDING TO COUNTIES**

S/No.	Name of County	Number of registered voters (members)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		

12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
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25.		
26.		
27.		
28.		
29.		
30.		
31.		
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 Political Parties (Registration) Regulations, 2019

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(6))

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:

1. Name

Signature

ID/Passport No.

2. 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 certificate.....
5. Particulars of full registration of political party—
 - (a) Certificate of full registration serial No. (Form 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.....

FORM PP 13

(r.12)

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.				

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

The Political Parties (Registration) Regulations, 2019

FORM PP14

(r.13)

**DECLARATION OF SOURCES OF FUNDS, ASSETS AND LIABILITIES UPON
REGISTRATION OF A POLITICAL PARTY**

NAME OF POLITICAL PARTY.....CERT. NO.....

PART I

STATEMENT OF ASSETS AND LIABILITIES AS OF

(This date being Sixty Days from date of full registration)

CURRENT ASSETS

Cash on Hand	
Cash on Deposit	
Accounts Receivable	
Stocks, Other Short term Investments	
Inventory	
Surplus	
Others (Describe)	
TOTAL CURRENT ASSETS	

FIXED/LONG TERM ASSETS

Long term Investments	
Motor vehicle and machinery	
Furniture and Fixtures	
Office Equipment	
Land and Buildings	
Others (Describe)	

TOTAL FIXED ASSETS

TOTAL ASSETS (A)

A

CURRENT LIABILITIES

Accounts Payable

Wages, Salaries Payable

Short Term Loans Payable

Deficit (if any)

Others (Describe)

**TOTAL
LIABILITIES**

CURRENT

LONG TERM LIABILITIES

Long Term Loans Payable

Debentures

Others (Describe)

**TOTAL LONG TERM
LIABILITIES**

TOTAL LIABILITIES(B)

SURPLUS/DEFICIT (A-B)

The Political Parties (Registration) Regulations, 2019

ITEMIZED DETAILS OF SOURCES OF ASSETS AND LIABILITIES

(1) CURRENT ASSETS

<i>Particulars</i>	<i>Name of Contributor</i>	<i>Address</i>	<i>Amount (Kshs)</i>	<i>Date Received</i>
Cash on Hand	(a)			
	(b)			
Cash on Deposit	(a)			
	(b)			
Accounts Receivable	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(2) FIXED/LONG TERM ASSETS

<i>Particulars</i>	<i>Name of Contributor</i>	<i>Address</i>	<i>Amount (Kshs)</i>	<i>Date Received</i>
Investments	(a)			
	(b)			
Furniture and Fixture	(a)			
	(b)			
Office Equipment	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(3) CURRENT LIABILITIES

<i>Particulars</i>	<i>Name of Contributor</i>	<i>Address</i>	<i>Amount (Kshs)</i>	<i>Date Received</i>
Accounts Payable	(a)			
	(b)			
Wages and Salaries Payable	(a)			
	(b)			
Short Term Loans	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

(4) LONG TERM LIABILITIES

<i>Particulars</i>	<i>Name of Contributor</i>	<i>Address</i>	<i>Amount (Kshs)</i>	<i>Date Received</i>
Long Term Loans	(a)			
	(b)			
Debentures	(a)			
	(b)			
Other (Describe)	(a)			
	(b)			

PART II

Statement of Income and Expenditure as of

Income

The Political Parties (Registration) Regulations, 2019

Membership Fees		
Dividends on Shares		
Rent Received	TOTAL INCOME(A)	A
Profit on Sale of Assets		
Others (Describe)		

EXPENDITURE

Salaries		
Rent Paid		
Transport		
Electricity Bill		
Stationery, Printing, Photocopying		
Others (Describe)	TOTAL EXPENDITURE(B)	B
	SURPLUS/DEFICIT (A-B)	C

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

Made this day of..... 20.....

Name and signature of authorized Party officials:

1. Name.....

Signature.....

ID/Passport

No.....

2. Name.....

Signature.....

ID/Passport

No.....

3. Name.....

Signature.....

ID/Passport
No.

In the presence of a Commissioner of Oaths/Magistrate.

FORM PP 15

(r.15)

Serial No.

NOTIFICATION OF SUSPENSION OF 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 political party known as

.....
is suspended on the ground(s) that

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

.....
REGISTRAR OF POLITICAL PARTIES
Official Stamp

FORM PP 16

(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

The Political Parties (Registration) Regulations, 2019

FORM PP 17

(r. 16(3))

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 PP 18

(r.20)

NOTIFICATION OF CLOSURE OF POLITICAL PARTY 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 19

(r.21(1))

**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 20

(r.34 (1))

MERGER OF POLITICAL PARTIES TO FORM 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:
.....
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 21

(r.26 (1)(a))

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:
.....

The Political Parties (Registration) Regulations, 2019

8. General Secretary of the new political party:

(d) Full Name:

.....

(e) Address:

.....

.....

(f) Telephone number:

.....

(g)

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

(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. Inspection/perusal.....	500
5. Application for a copy of any certificate or filed document or for a certified extract from the register (per page)	10

Made on the..... 2019.



ANNE NDERITU,
Registrar of Political Parties.

EXPLANATORY MEMORANDUM TO THE PROPOSED POLITICAL PARTIES (REGISTRATION) REGULATIONS OF 2018

PART I

Name of Statutory Instruments

Political Parties (Registration) Regulations, 2018

Name of the Parent Act:

Political Parties Act, 2011

Enacted pursuant to:

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 – Offices of political parties

Part IV – Coalitions

Part V – 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 number of stakeholder forums held and 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 from the members of the Committee on Delegated Legislation were shared in a Political Parties Liaison Committee meeting held in March 2017. A further review on the Regulations was conducted in October 2018 to confirm that all the proposed recommendations were incorporated into the draft regulations.

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

Ann N. Nderitu, MBS

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

REPORT ON THE TECHNICAL EXPERTS AND LEGAL DRAFTING MEETING RETREAT HELD AT THE OCEAN BEACH RESORT & SPA MALINDI ON THE 18TH – 21ST JULY, 2013

1.0 INTRODUCTION

The office of the Registrar of Political parties, with the support of IDEA organized a two days Drafters and technical Experts Retreat. The said retreat brought together experts from;

- i. The Office of the Attorney General
- ii. National Democratic Institute (NDI)
- iii. Electoral Institute for sustainable Democracy in Africa (EISA)
- iv. Kenya Law Reforms Commission.
- v. Independent Electoral and Boundary Commission

2.0 OBJECTIVE

The objective of the meeting was to discuss the following draft regulations for implementing the political Parties Act.

- a. The Political Parties (Funding) Regulation
- b. The Political Parties (Regulation) Regulation
- c. The Political Parties (Political Parties Liaison Committee) Regulation

The meeting was called to order by the Registrar of Political Parties. There were opening prayers from Dina Liech, followed by a brief introduction from the participants. The Registrar explained the objective of the retreat.

3.0 Opening remarks from Sponsors

- Mr. Tora for (IDEA) welcomed the participants in the meeting he reminded the participants that a lot has happened to bring the participants to the meeting. He also emphasized on the impotence of the regulations in the Kenya electoral system. He concluded by saying that the two days retreat was very important if well spent.
- Ms. Phoebe Mungai for (NDI) She expressed her gratitude to work with the team especially ORPP in other equally important areas. She wished the participant success in their deliberations with the purpose of achieving their goal.

- Madam Linda from the Office of the Attorney General- in her short opening remarks she welcomed everybody in the deliberations and requested full participation of everybody.

3.0 Opening remarks by Commissioner Kule Galma

The Commissioner appreciated the importance of the regulations in the political field he said that as practical one can't go through a house without using an entrance. He reminded the participants that good laws are very important for electoral management. He reiterated that with the knowledge gathered from what we have gone through we can do a better job. The Commission gave special thanks to the sponsors and pleaded with them to continue with that spirit.

4.0 Opening Remarks by Commissioner Muthoni Wangari

The Commission commended the good surprise of inviting them to attend such an important meeting. He was grateful for meeting the team again after such an election excise. She urged the participants to try and come out with very robust electoral laws for political parties. He emphasized on the importance of the Political parties especially in Kenya and the need to regulate them.

Agenda of the meeting

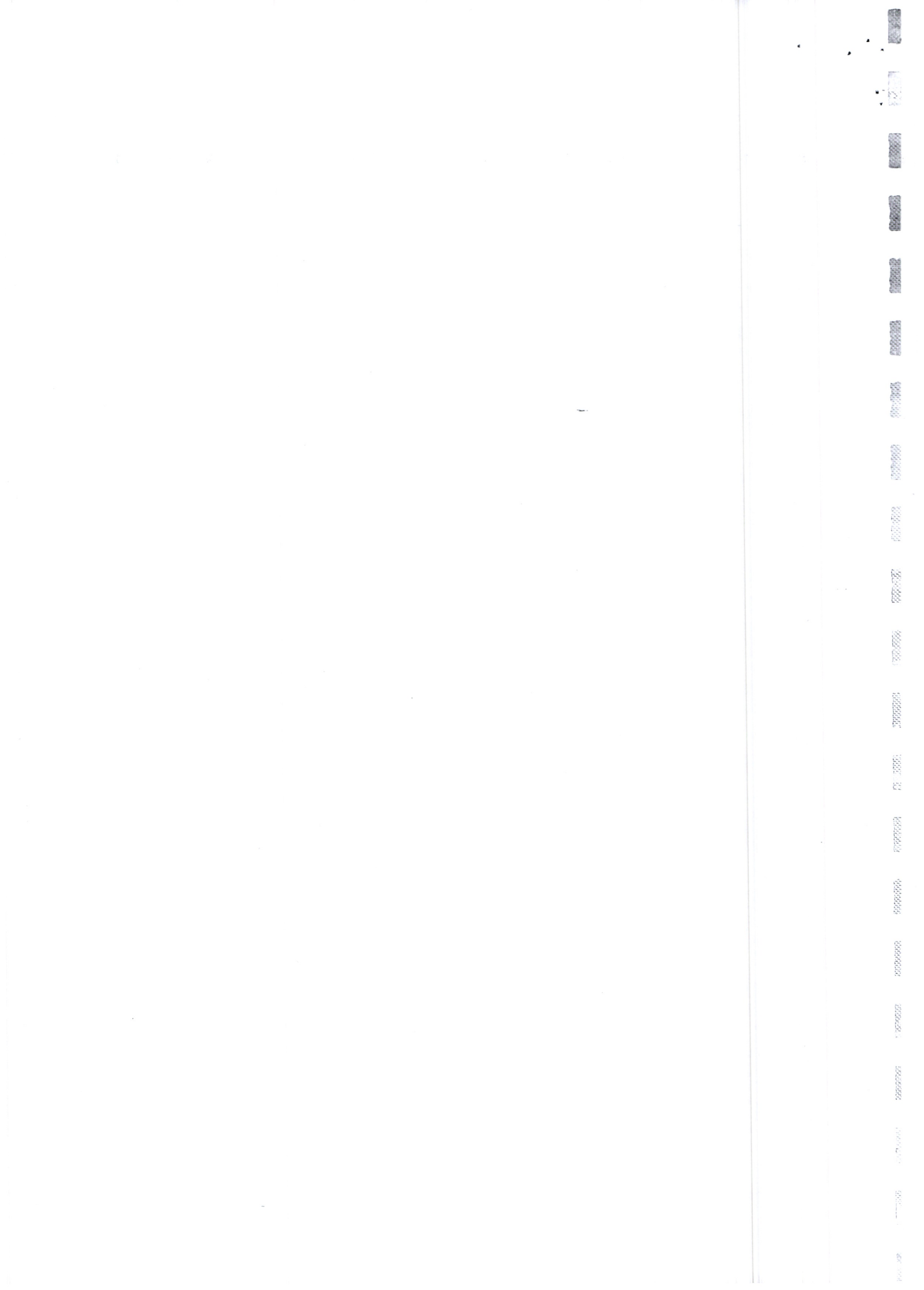
The participants were taken through the program me by Mr. Bosire Nyamori. It was suggested to a mend the program. It was agreed to start with the discussion of the Funding regulations.

He also assisted in setting the agenda by giving a brief history of the past events that lead to the meeting. He said that the Political Parties Liaison Committee Regulation and the Political Parties Regulation which were subject to deliberation had no much work as compared to the funding regulation since the two had been discussed in the past meetings.

The Political parties Funding Regulation was still a raw draft hence needed a more serious discussion from the participants.

Mr Tora an expert in the area moderated the meeting through deliberation on the Funding Regulations and an over view of the Political parties Act.

On his part he pointed out that Political parties cannot exist without money but on the other hand the said money has become a very serious challenge in the political field around the world. He paused a question that how can the political money be regulated.



In a country like Kenya Political parties get money from

- i. public funds known as the fund
- ii. Other sources which they also account for
- iii. The money that flows during campaigns.

The campaign money has been regulated by other relevant legislations i.e campaign finance bill. The meeting is to look at the other two respective sources of political parties' funds.

The regulations are meant to implement what is provided for in the law, in this case the Political parties Act.

He noted that there are various ways of implementing the Act

- a) implementation by considering the Act clause by clause or Section by section
- b) By the use of the time line approach

In drafting the regulation it is important to develop a plan

- i. Analyze the sections of regulation
- ii. Point out what is to be fixed in the law
- iii. How to go about fix them from a regulation point of view
- iv. Find specifics

The Political parties Act Sections that deal with funding was deliberated on as follows'

Section 24 of the Act provides for contribution and donations to the fund from any other law full sources. Sec 24 (2) deals with the balance of the fund at the end of financial year. What is the Government policy on the balance at the end of the financial year?

There is need for a requirement to open separate bank accounts for the fund.

In **Sec 25** of the Act, It is important to develop the forms that shall be used in the distribution of the fund to political parties.

The number of votes referred to are those that are given to the ORPP by the Commission. There is a need to develop the time line s of distribution of the funds. (Two people were assigned the role to draw the time lines for discussion by the participants)

It was noted that the term administration of funds need elaboration as it is not very clear as it in the Act. Administration of the funds requires another body to handle.

Sec 25 (2) (b) the term office bearers is not very clear thus need more clarity.

Sec. 26 that deals with the purpose of the fund, the 30 % as talked of need clarity, that is to say can a party only consider what is listed in the act and forget about the others. The provision in Sec 26 (1) (a) is a new provision and has to be included in the regulations. The regulation need to be specific on this.

Sec 26 (1) (f) needs clarity considering that the political leaders cannot be paid from consolidation fund. In case of contradiction in the Act there has to be a proper way of dealing with it.

The regulation should bring out clearly the procedure of administering sanction for political parties who fails to comply.

For proper implementation of **sec. 27** there ought to be forms such forms for disclosure as the sections intends.

The use of the term offence in **section 28 (4)** and is a over statement instead there should be clear guide lines of taking action on those Parties that violates the Act and the regulations.

Section 29

Provision of a form for publication of sources of funding.

Section 30

Declaration form for assets and liabilities as provided under subsection 1.

Section 31

Prescription of fees for provision of audited accounts of a party under subsection 5.

I. POLITICAL PARTIES (POLITICAL PARTY LIAISON COMMITTEE) REGULATIONS

Amendments to the draft regulation:

- Regulation 3 and 4 – Registrar of Political Parties to be the Chairperson of the committee.
- Regulation 3(1) and 4 (1) – remove (d) where it mentions independent candidates.
- Regulation 5 – provide for functions of PPLC that pertain to compliance with the Political Parties Act and its regulations (Refer to published PPLC booklet – Olwal to extract)

- Regulation 6 – quorum to be a simple majority.
- Regulation 7(b) – add the words “national level” at the end after county level.
- Regulation 7 –add sub-regulation (c) to provide for independent candidates representative appointed by the Commission.
- Regulation 9 – to be deleted.
- Regulation 10(4) – together with the notice of the meeting the agenda and minutes of previous meeting shall also be given to every member of the committee.
- Regulation 10(6) – remove the word “decision” and replace with “discussions and recommendations”.
- Regulation 11 – delete the word “report” and replace with “minutes”. Also delete the word “Commission’s” and replace with the word “Registrar’s”.
- Regulation 12(2) – delete the words “the membership”

OFFICE OF THE REGISTRAR OF POLITICAL PARTIES

**REPORT ON THE PPLC TECHNICAL COMMITTEE WORKSHOP HELD
AT MANZONI LODGE, MACHAKOS**

6TH – 8TH FEBRUARY, 2014

PREPARED BY: OFFICE OF REGISTRAR OF POLITICAL PARTIES

1.0 BACKGROUND

The Independent Electoral and Boundaries Commission (IEBC), the office of the Registrar of Political Parties (ORPP) with the support of National Democratic Institute (NDI), held the National Political Parties Liaison Committee (PPLC) workshop at Sentrim Lodge Elementaita on 29th November to 1st December 2013. During the meeting, a technical Committee comprised of 11(eleven) PPLC members was formed to among other things develop the following documents.

- i. The harmonized 2010, 2103 (PPLC) Regulation.
- ii. The Political Parties (Registration) Regulations
- iii. The PPLC work Plan

The technical committee thereafter, requested for a workshop to finalize its work. It is in this regard that, the ORPP and IEBC with the support of NDI organized a two day joint retreat with the legal consultants at Manzoni Lodge Machakos on 6th - 8th February 2014.

1.1 OBJECTIVE

The overall objective of the workshop was to finalize on the documents developed by the Technical Committee. However the specific objectives included:-

- To take Clause by clause discussion on the draft regulations.
- To take an over view on the annual PPLC work plan
- To Chart the way forward on the PPLC meetings.

1.2 THE MEETING PROCEDURE

(Day one)

1.2.0 OPENING REMARKS

After the workshop was called to order by the Registrar of political parties, there was an introduction session and thereafter the following participants gave their opening remarks.

- i. NDI Deputy County Director

The NDI Deputy Country Director expressed his gratitude for participating in the workshop. On behalf of the County Director he assured Political Parties for the NDI commitment on the agenda and any other support deemed necessary. He urged the participants to focus on the objectives of the documents, so as to produce a good document for the country.



ii. IECB Commissioner. (Amb. Yussuf Nzibo)

The Commissioner was delightful with the dedication expressed by the technical Committee members. According to him the number of meetings held by the committee demonstrated the good will on their part. The Commissioner again thanked the NDI for their unwavering support toward the electoral development in Kenya. He also assured the participants and PPLC for the Commission's full cooperation in all the endeavors.

iii. Col. Ben Muema

Speaking on behalf of the technical Committee Mr. Muema took a recap of the committee meetings. He thanked the technical committee member for their unfailing cooperation in coming up with the documents. He was thanked the office of Registrar of political parties for working hand in hand with the team in.

1.3 THE WORKSHOP PROCEDURE

The participants had an over view of the documents; Col. Muema led the participants in taking a clause to clause over view of the **Political Parties (Registration) Regulations**. The consultants assisted the participants in making various proposals and further amendments on the document. Attached is a copy of the proposed amendments.

Mr. Julius Wambua, moderated the section by section discussions on the **Political Parties (PPLC) Regulations**. Not so much alterations and amendments were made on the document. Attached is a copy of the draft developed document. The participants also discussed the **Political Parties Liaison Committee Elections Regulations**. This is the document that provides for the guideline on the PPLC elections. The same is attached to the main Regulations.

After full deliberation on the documents, the Participants divided themselves in three groups to discuss on the following issues respectively:

- i. Team one; discuss on how to fund the PPLC activities
- ii. Teams two; discuss on the forms relevant to the documents.
- iii. Team Three; deliberate on the mandates of the various sub committees established under the draft PPLC Regulations.

(Day Two)

The respective team leaders presented the assignment. During the plenary the participants deliberated the assignments in the following manner;

a. Funding of the PPLC activities. – Group one.

It was agreed that proper and further deliberation on the document be carried out with the assistance of the financial officers. This was for the reason that the time could not allow much deliberation. The teams were also tasked to develop a proposal which shall be tabled before the relevant ministry. The group was to further meet in Com. Amb. Nzibo's office for more discussion.

b. The Regulation Forms – Group two.

The group was to review the forms relevant to each document including the forms for Political Parties (Funding) Regulation. For that reason, the team were to spend more time to fully deliberate on the following forms.

- Political parties (funding) Regulation forms
- Political parties (Registration) Regulation forms
- Political Parties (PPLC) Regulation forms

c. The mandate of the sub-committees. Group Three.

The work was presented by Frank Njiru on behalf of the group. The team produced the mandate and functions for each subcommittee.

Before the conclusion of the meeting the participants adopted the draft PPLC work plan. (Attached is the work plan)

1.4 WAY FORWARD

- The drafters to work on the documents based on the proposal made by the Committee.
- The technical subcommittee to meet further to work on the mode of financing PPLC.
- The Commission to convene a meeting with the Political Parties representatives in March 2014.
- The documents to be tabled before the National PPLC.



1.5 List of participants (Twenty seven participants)

NO.	NAME OF THE PARTICIPANT	POLITICAL PARTY /ORGANIZATION
1	Yussuf Nzibo	IEBC Commissioner
2	Lucy Ndungu	RPP
3	Nur Awadh	ORPP
4	Bosire Nyamori	Consultant
5	Dickson Omondi	Deputy NDI Country Director
6	Phoebe Mungai	NDI
7	Edwin Mbaya	NDI
8	Joseph Kanja	ORPP
9	Olwal B. Ochieng	ORPP
10	Beatrice Nderi	ORPP
11	Lenard Rotich	ORPP
12	John Macharia	ORPP
13	Rebeca Wahu	ORPP
14	Geraldine Mukele	ORPP
15	Joel Onchwati	ORPP
16	Juliet Murimi	ORPP
17	Petronilla Were	U.D.F
18	Jephita Otuke	K.S.C
19	Alice Ndirangu	AGANO PARTY
20	Patience Chome	KADU – ASILI
21	Fred Muteti	URP
22	Frank Njiru	APK
23	COL. Ben Muema	NEW FORD KENYA
24	John Kahura	F.P
25	Joyce Mwambingu	MKENYA
26	Julius Wambua	WIPER
27	David Wakahu	MWANGAZA

Attached are the true Copies of the Regulations and the work plan.

OFFICE OF THE REGISTRAR OF POLITICAL PARTIES

**REPORT ON THE NATIONAL POLITICAL PARTIES LIAISON
COMMITTEE RETREAT HELD AT SENTRIM LODGE, ELEMENTAITA**

28TH TO 30TH MAY, 2014

PREPARED BY: OFFICE OF THE REGISTRAR OF POLITICAL PARTIES

BACKGROUND

The Independent Electoral and Boundaries Commission (IEBC), the office of the Registrar of Political Parties (ORPP) with the support of National Democratic Institute (NDI), held the National Political Parties Liaison Committee (PPLC) retreat at Sentrim Lodge Elementaita on 28th to 30th May 2014. This was a follow up of the meeting which was held in the same venue on 29th November to 1st December 2013.

1.1 OBJECTIVE

The overall objective of the workshop was to present and take an evaluation of the report from the PPLC Task Force, formed in the last NPPL meeting. The Term of Reference for the task force was as follows;

- i. To Review and harmonize the PPLC Regulation of 2010t and the 2010.
- ii. To follow up and ensure that the treasury allocates Political Parties Fund as provided by law
- iii. To follow up on the PPA amendment on the section that provides for only political parties that garner at least 5% of the all the votes should be funded.
- iv. To develop a draft work plan for the PPLC
- v. To incorporate the way forward as was deliberated at Sentrim Lodge

The following documents and Regulations were developed by the Task force.

- i. Political Parties(PPLC) Regulations
- ii. The Political Parties (Registration) Regulations
- iii. The Political Parties (Funding) Regulations.
- iv. The PPLC work plan moving forward.



1.2 THE RETREAT PROCEDURE

The following were agreed upon as the house keeping rules;

- a. Respect to all participants views and ideas
- b. No discussion about absent members
- c. Every contribution must be done through the respective chair of the session.

1.2.0 OPENING REMARKS

The retreat was called to order by the Registrar of political parties, there were prayers, followed by an introduction session.

i. NDI Deputy County Director

The NDI Deputy Country Director expressed his gratitude for participating in the in the retreat. On behalf of the County Director he assured Political Parties for the NDI commitment on the agenda and any other support deemed necessary. He urged the participants to focus on the objectives of the documents, so as to suggest amendments where necessary in the documents

ii. Commissioner. Amb. Dr. Yussuf Nzibo

The Commissioner apologized for coming late. He reminded the participants of the past PPLC meetings resolutions and the hurdles the Committee has gone through to this end. He reasserted that the Commission has a lot of respect for political parties. He informed the participants that the Commission has recommended a half day meeting with political parties in Nairobi to present to them the 2013 General election data which is being produced.

The Commissioner proposed the following issues for discussion;

- a. When is election deemed to have been fully held
- b. The rationale of have election in faces as other counties
- c. The role and training of agents in an electoral process
- d. The discussion on the training of political parties Election Boards
- e. The need to build a very simple but strong system for election.
- f. To work on judicial reforms that has impact on elections

- g. The timing party primaries so that there is ample time for dispute resolutions.
- h. The need for capacity building of political parties leaders.

The Commissioner explained that the financial constrain is the major obstacle in carry out the Continuous voters registration. He emphasized that the ongoing voter registration exercise in the constituency levels for the youths who has just attained 18 years. The registration is not fresh nor secretive as reported by a section of the media. He noted that the Commission wanted to hold the PPLC meeting before the commencement of the registration exercise but due to postponement of the meeting it was not possible

iii. *IEBC Director of Voter Registration and Electoral Operations.*

The Director was delightful with the dedication expressed by the Task force members. According to her the number of meetings held by the Task force demonstrated the good will. The Director again thanked the NDI for their unwavering support toward the electoral development in Kenya. She assured the PPLC for the Commission's full cooperation in all the endeavors. The Director out spelled the allegations that the Commission was not ready to work hand in hand with the PPLC. She passed the apology of the Chair of the Commission of who could not make it to the retreat due to other official duties.

iv. *Col. Ben Muema*

Speaking on behalf of the technical Committee Mr. Muema took a recap of the Task force meetings and activities. He thanked the Task force members for their unfailing cooperation in coming up with the documents. He also expresses his gratitude to the technical team from the office of Registrar. He expounded on the challenges faced during the development of the documents. He presented the Technical Committee report for adoption by the Participants.

