REGISTRATION AND LICENSING STAKEHOLDER POLICY COMMENTS – 30/8/2021 – 3/9/2021

	DAY 1 - WESTERN AND NYANZA – COMMENTS (94 participants)		
S/NO	**Question/Comment**	**Response**	**Overarching/Overriding**
1	Participant inquired on the communication on intention to gazette names of KISM members	At the time of the communication, the list had 1100 members but at present, they are 1850 a notable indication that the communication had a positive impact. This will still be done because the purpose is to discourage members from practicing without a license.	Overriding
2.	Record management – How do you plan to do regular records of all members in a department?	This is in two fold. One is for the purpose of up-scaling skills for which an IT strategy has already been developed. Two- coming up with a good curriculum and using the automated record system, encourage members to update regularly.	Record management - Overriding
3.	How can a member ascertain the number of CPDs currently earned?	A member can write to kism.or.ke citing membership number or the portal upon activation. For continuing member renewal will be down subject to attainment of 24 CPDs.	CPD - overriding
4.	KISM trainings are extremely expensive. Make them affordable	The webnairs are used to bridge the gap some of which are free and the free ones most add –up to 24cpds The expensive ones which have also been reviewed downwards are expensive because of place, but still there are more pocket friendly ones such as those offered at KISM towers or the in-house ones. There various other ways of acquiring CPDs as cited in the CPD policy document	CPD - Overriding
5.	Can membership cards run for say 2years?	This will be looked into.	Membership period – overarching
6.	Can one have license and membership without attainment of the CPDs	There was a waiver this year. The procedure for payment of membership and license fees was shared.	CPD - Overriding

7.	Do we have a list of substandard and unethical conducts?	This list is made up of members who applied but upon verification their documents were not authentic. The committee can give orders for names to be struck of the register – based on the other regulations and policies e,g Disciplinary policy	Ethical conduct – Addressed by the disciplinary policy - Overriding
8.	Is it possible for the renewals to be done the same way Tax compliance is done?	Details of how this should be done are contained in the SPMA and it is not easy to change without repealing the Act.	Overriding -Membership renewal – Covered also by the strategy.
9.	Group licensing and corporate membership	There is corporate licensing, individual and corporate membership. Operationally, the process is segregated so that each individual gets their specific membership as per their membership number.	Licensing clarified - overriding
10.	Participant suggested use of courier services to dispatch member cards when they are ready Can licensing be decentralized to regions or Huduma centres to avoid costs for members?	This is already happening in respect of delivery to regions.	Membership cards dispatch - Overriding
	DAY 2 – CENTRAL AND EASTERN (		
1.	Why is membership taking so long to renew with challenges also to give feedback and service to customers?	This particular case was as a result of error with membership number and hence payment was not reflected.	Membership service delivery – Overriding – Covered under the registration process
2.	Is there a WhatsApp group?	There isn't one for the Institute but a member's portal and members can login once as long a member has activated it. The emails are the other medium.	Communication - Overriding
3.	Licensing delays!	Licensing is done by the committee every two weeks	License processing - Overarching
4.	Elaborate on the categorization of members referred to in these presentations	This is based on the target participants especially when conducting training. E.g new entrants versa	Member categories – Overarching - 3.3.2.2 – addresses

		Senior practitioners or Logistics relating to venue and place where the participants are based.	demographics, to include place and type of training.
5.	How far has the Institute gone in automating the portal so that members can view their CPDs	-Internal ERP processes have been completed - The Institute is focusing on training and the programs are being finalized - By the end of the year members will be able to check for their CPDs online	Automation of CPDs – Overriding Covered under the registration process
6.	What is considered a high percentage of CPDs?	CPD is not pegged on cost of training because even the free ones are adequate to cover the 24 required per year. The institute is committed to ensuring quality in offered programs	CPD threshold - Overriding
7.	Consider revising fees and waivers etc.	To the extent necessary membership and licensing is a personal responsibility and government to some extent.	Fees waiver - overriding
8.	Participants requested consideration of CIPS and MKISM and not only degrees.	To be referred to as a procurement professional you must have done the relevant courses. The degree is but another avenue.	Membership avenues – Overarching – Clarity since the requirement is not fully qualified
9.	Does KISM CPD have structured and unstructured system just like ICPAK?	The way they compute is the same but the approach is different. KISM's is more superior and it will be coupled with training for ease of understanding.	CPD award procedure – Overriding
10.	Consider hosting meetings in western since they participate in large numbers compared to other regions. Participant appreciated that the online meetings were affordable and consideration of CIPS. He was of the view that some degrees that tailored to act as entry requirement to membership should not be disregarded.	The position on entry to membership is what is official communicated by the council. This will become clear under the policy on accreditation.	Membership entry requirement – Overarching – Clarity

11.	When is KISM planning to release the licensing policy?	The policy will take about four weeks before it is released and it will be sent to members when complete.	Policy implementation – release etc. - Overarching
12.	Participant comment – consider lifetime membership		Membership period – Overriding
	DAY 3 - COAST AND NORTH EASTERN (36 participants)		
1.	Will KISM partner with British council in order for those who have done CIPS to the last level graduate and get graduation certificate having acquired MCIPS?	KISM collaborates with other certification bodies. The legal mandate is for KISM to align those qualifications to CSP(K). KISEB will determine the equation for purpose of recognition and consideration.	Collaborations – Overarching – How about including an accreditation procedure?
2.	Does SRC recognize the need for SCM licensed practitioners to benefit from non-practicing allowance?	It will be noted that various organizations have picked this item and incorporated it in their internal policies. This is not the case with KISM. The advice is for members to remain ethical and professional. Take note that in future those organization offering it will discontinue doing so since it will not be valid in future.	SRC benefits - Overriding
3.	Participant was of the opinion that the licensing fee be reduced to say kshs 2500.	The membership base is small to cover the operational cost. It is hoped that with automation there will be more efficiency which would probably make fee reduction viable.	Fees reduction and automation – Overarching – 3.2.3.4
4.	Participant expressed fear that details of members such as membership numbers are displayed on the website.	This is a common practice and it aids in achieving compliance. Directory of members is what is shared.	Membership information – good practice - overriding
5.	What is the difference between associate and member? Membership and advantage of each and whether renewal is the same amount?	Associate is a bridge to membership. It is a transition category for students to KISEB. Associate members do not have voting rights	Membership categories - Overriding

	NAIROBI REGION – DAY 4 (51 Participants)		
1.	Any timeline for weeding out quacks?	The process has begun through giving member notices and sharing of the member in good standing list. Immediately after that the Gazettment will be done.	Dealing with non-licensed practitioners -Gazettment strategy - overriding
2.	Why do we have to pay both membership and license annually? Participant was of the view that membership should be charged once and license to be pain annually as per Sec 21(1) of SPMA 2007.	The Council will accommodate such views when the SPMA will be reviewed. The dues received from members support the running of the Institute. Sec 20 (3a) relates to renewal of membership.	Membership and licensing fees - Overriding
3.	Is it possible to have short online courses that enable members to earn CPD points like we do with CIPS?	Some courses are available, but KISM will endeavor to develop more detailed programs. There is a proposal that has been developed for sector specific short courses where certificates will be issued.	CPD and Online courses - Overarching
4.	Concern for high renewal charges How can one register for KISM at regional level?	There are regional chapters in line with devolution and their purpose is activation. The are expected to sensitize people so that no one operates as a practitioner without membership and license as per PPADA. Registration is centralized that is achieved through online registration and two because the sub-committee which runs it is based centrally. The regional chapters are also working on a proposal to operationalize the work for these chapters	Decentralization of KISM registration process - Overarching
5.	Participant sought clarification of SPMA 2007, Sec 21 on license validity period.	The Act has not specified this but the Regulations have. Whatever the case licensing is mandatory for legitimacy to the practice. Good standing is always the objective.	License validity period - overarching
6.	Participant - The Council should write to MDAs and Council of		

	Governors reminding them that it is a requirement for practitioners to be licensed.		
7.	A participant affirmed commitment to have names of practitioners published,	Council will publish the names as per Section 28 of the Act and other legislative policies.	Publication of practitioners – Overarching – captured as a strategy
8.	Can CPDs be carried forward to the following year?	No.	
9.	Is there an analysis on membership to give the breakdown of members from private, NGOs and public sector?		
	RIFT VALLEY – DAY 5 (83 Participants)		
1.	Why are some membership numbers not found in the database?	This might be due to a change of member phone number or email address. The challenge will now be addressed by the portal where members are required to activate. The clean-up process is on-going.	Member records - Overarching
2.	Why is KISM publishing membership and licensed members.	It's a legal requirement Sec 27 and 28.	Publishing status of members – Overarching – captured under Gazettment strategy
3.	KISM policy document to be aligned to capture specific market and industry	This is envisioned in the document and a review will be done from time to time. Benchmarking was also done in preparation of this policy.	Aligning policy to industry standards - overriding
4.	Can KISM be able to custom make a training program as per entity need putting into consideration its daily operations?	There is room for that where KISM offers in-house training. It is two ways. The organization can also request for specific training.	Customer oriented training programs – Overarching There will be need for a procedure which can even be placed on the website
5.	How long does it take for validation and licensure of license after application.	The process takes approximately two weeks provided the applicant provides sufficient information.	License processing period – Overarching – addressed under 3.7.1

6.	Is there a difference in membership between KISM and KISEB?	KISEB is the examination body that will be granting the new qualifications for membership.	Link between KISEB and KISM – Overarching -
7.	In case of renewals, how long does it take to get a license?	Renewals are not supposed to take long unless in cases where number of applications are very few to warrant a meeting by the signatories	Renewals - Overriding
8.	Advice on how the Institute updates CPDs for practitioners who train with licensed firms like GPA, CAPs etc.	The information comes from the trainer to KISM. It is the trainer's responsibility to seek approval from the Institute before commencement of the training. The detailed procedure is well captured in the CPD policy which is awaiting validation.	Determination of CPDs issued by other firms other than KISM – Overarching – To mention where the detailed procedure can be found

Summary

Thematic Area	Action	
1. Registration process	Membership avenues – Overarching – Clarity required.	(on completion of an academic or professional course) – to specify level and type. How about including an accreditation procedure? Linkage with KISEB can be mentioned.
2. Licensing	Fee reduction	3.2.3.4 – objective is to make it affordable (already addressed)
	Categorization	Categorization -3.3.2.2 – addresses demographics. add place and type of training.
3. Membership and license renewal	Whether membership period can be revised to 2 years – committee response was that they would look it.	Renewal strategy has taken care of this
4. Member engagement	Customer oriented training programs -	Engaging corporates – 3.4..3.2 needs more emphasis.
5. Quality assurance		
6. Compliance monitoring		

7. Record management	Missing member records.	Clean-up and training of registration staff – captured in the policy
8. Continuous Professional Development	Questions about CPDs were many so of which are operational in nature. Need to clarify or mention where the procedures are.	– Overarching – To mention where the detailed procedure can be found e.g Determination of CPDs issued by other firms other than KISM
	Customer oriented training programs -	Captured under 3.8.3.6 -
9. Policy administration, monitoring, evaluation and review	License validity period is a policy decision	License validity period – overarching but can be a matter to be addressed under review of policy