



**REMARKS BY THE CHIEF EXECUTIVE OFFICER OF
THE KENYA INSTITUTE OF SUPPLIES
MANAGEMENT (KISM) DURING THE OFFICIAL
OPENING OF THE SENIOR MANAGEMENT WORKING
CONFERENCE ON WEDNESDAY, 1 MAY 2024 AT
LAKE NAIVASHA RESORT FROM 9:00 A.M.**

Dear Colleagues,
Ladies and Gentlemen,
Good morning!

Happy Labor Day!

1. It is my privilege to welcome you to our **1st Senior Management Conference** which has been convened as **a matter of priority** to have a comprehensive understanding of;
 - a. Our institutional mandate,*
 - b. Organizational work plans,*
 - c. Financial position,*
 - d. Performance targets, and*
 - e. To agree on actionable roadmap to improve efficiency, and effectiveness to deliver on members-centric services.**
2. From the onset, I wish to convey **greetings from our Chairman and Council Members** who are all keen to support us in making the Institute a **model institution delivering to the expectations of its members.**
3. Colleagues, we are **holding positions of trust** and at all times, we have to remain cognizant of the fact that, there are **many people outside who are looking for employment and they are not lucky to find any.**

4. Therefore, let us be selfless and committed in our work as we seek to **make a difference in the lives and livelihoods of our members.**

We must **remain neutral and professional** at all times as we serve all our members equally. **The only loyalty we must have is to service.**

5. To start us of, Colleagues allow me to address you on the following **six (6) points;**

- i. **Internal and External Communication;** within the Institute, my position is that we have to consult and talk with each other as we seek to **build the KISM family, share information and care for one another.**

We should **entrench Confidentiality** on matters that come to our attention in the discharge of our roles, and **remain sensitive** on how we communicate with our staff to ensure they feel appreciated and onboard.

Regarding External Communication, I have issued a Circular. I request you as Senior Management to **ensure enforcement and compliance.**

Just for emphasis, communication to the Council will be done only through the Office of the CEO.

Any instructions executed outside this framework will not be honored by the Institute.

- ii. **Management Committees;** I have **appointed all us** to different Committees, others are yet to be constituted. My expectation is that you have, if not should be having a **calendar of your meetings to undertake business.**

Let us all **be proactive** in those Committees, keep clear records on your deliverables, and provide updates in our Management meetings.

I will be happy if we agree by the end of this Conference on the **date/time for our routine management meetings.** I also direct all of us in our respective Directorates to have **documented meetings** with our staff members.

- iii. **Core-business of the Institute;** training, registration, licensing and disciplinary requires **keen relook to ensure our membership services are top-notch.**

We need to prioritise **reduction o
bureaucracies and delays in serving our
members.** I want to hear from all of us
who have been entrusted with the
responsibilities **solutions-focused
deliberations.**

We have to think about our **revenues for
sustainable development.** It would be
noble to be updated on **our financial
position on a weekly basis,** and justify
by a **results fashioned framework** the
outcomes of activities.

Officers involved in our core-business are
our **face with the external
stakeholders.** Professional conduct and
responsiveness should therefore be our
embedded delivery brand.

**We can not engage with our
stakeholders without sufficient
preparation and professional sanity.**

I will be watching our conduct in this
frontier, where need be, let me know, I will
be happy to appoint **Technical Working
Teams (TWTs) to reinforce our efforts.**

- iv. **Unity of purpose and equality;** I want to make it very clear that to me, **everyone seated here and all our staff are important and equal.** I urge us to be our brothers and sisters' keepers as we take the Institute forward.

There is no need for **negative energy, rumors and segregation.** Let's focus on the **bigger picture and avoid silo mentality.....** "I should be the one doing and not so and so"...should not be anywhere, instead let us all join hands and work together.

Let us trust and delegate. When we have events, let us all pull our sleeves and rejoice in our joint successes. **Excellence and Delivering-As-One** has to be our clarion call both in **deeds and interactions as reinvigorate our institutional culture and brand.**

Undue contact with Council Members will not be tolerated, instead **we ought to treat our Chairman and Council Members with dignity, professionalism and respect.**

I am sure we will delve more in this during the **induction program, teambuilding, and strategic planning.**

- v. **Compliance;** Be sure that any document that is presented for the **CEO's approval** meets the required compliance thresholds.

Where there are **statutory timelines and deadlines**, ensure no gaps. Task Officers to monitor for us Compliance.

Ethics, Integrity and Honesty in our dealings will not be comprised. You will be on your own if you are found culpable.

Please note that **I will not approve any document presented outside the required framework and generated out of verbal instructions.**

- vi. **Personal and professional development;** staff welfare matters, continuous professional development will be prioritized.

I want to see a very **targeted proposal from the DCS and HRM in this regard.** We will mobilize resources and work with Development Partners in this sphere.

- 6. Last Friday's Annual General Meeting marked **my first members' event as the Chief Executive Officer**, and I want to extend my sincere gratitude to each one of you for your

efforts and commitment. It was truly inspiring to witness the passion and professionalism that you all brought to the event.

7. While over the years we have made significant strides in advancing our mission and serving our members and stakeholders, **I believe there is always room for improvement and growth.**
8. Together, I have no doubt that **we will excel and make a positive impact** as the Secretariat in the field of procurement and supply chain management.
9. Let us embrace **innovation, collaboration, and continuous learning** to stay at the forefront in service delivery. Let us remain focused on our goals, knowing that our collective efforts will make a meaningful impact on the profession and the communities we serve.
10. The review of annual work plans and performance contract deliverables serves as a **valuable mechanism for assessing organizational performance, identifying areas for enhancement, and driving continuous improvement within the organization.**

11. As I conclude, I look forward to productive discussions and collaborative efforts towards advancing our organizational objectives, as we also reflect on our **Strategic Plan for the period 2025-2030.**

12. Remember, **when we work as a team, our true strength and resilience shine through.** Feel free to share views during this 3-days working conference...and all our views will remain respected and profound.

13. With those remarks made, it is now **my humble duty to declare this conference officially opened.**

14. I thank you all most sincerely.

Kenneth Matiba
Chief Executive Officer
Kenya Institute Supplies Management

1st May, 2024
@ Lake Naivasha Resort