



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

Promoting Professionalism in Supply Chain Management

Ref. No. CC/SC/2026/ADV.02

20 February 2026

STATUTORY COMMITTEES UNDER THE SUPPLIES PRACTITIONERS MANAGEMENT ACT, CAP 537

CALL FOR APPLICATIONS FOR **MEMBER** OF THE DISCIPLINARY COMMITTEE UNDER THE SUPPLIES PRACTITIONERS MANAGEMENT ACT, CAP 537

The Disciplinary Committee is established under **section 22** of the Supplies Practitioners Management Act, Cap 537 ("the Act"). **The Disciplinary Committee is constituted of –**

- (a) *the Chairperson shall be appointed by the Council from amongst members of the Council;*
- (b) *three persons shall be nominated by the Council from among members of the Institute;*
- (c) *one member shall be nominated by the Director-General of Public Procurement Regulatory Authority;*
- (d) *one member shall be nominated by the Attorney-General;*
- (e) *one Advocate shall be nominated by the Law Society of Kenya;*
- (f) *one engineer nominated by the Institute of Engineers of Kenya;*
- (g) *one accountant nominated by the Institute of Certified Public Accountants of Kenya.*

MANDATE OF THE DISCIPLINARY COMMITTEE

The Disciplinary Committee is charged with the responsibility to receive and investigate complaints against supplies practitioners in accordance with the Supplies Practitioners Management (Discipline) Regulations, 2015 and the SPMA Cap. 537 of 2007.

VACANCIES AVAILABLE

As provided in section 22 of the Act, three (3) slots are available for the Members of the Institute. This is therefore to call on all members of the Institute in good standing to consider and apply for this role through the channels indicated below and within the stipulated timelines.



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ELIGIBILITY CRITERIA FOR APPOINTMENT

The Institute hereby invites applications from among its qualified members, who meet the following criteria for appointment to the Disciplinary Committee:

- (1) Must be a Kenyan Citizen;
- (2) Must be a Member of the Institute with valid membership for the Year 2026;
- (3) Must be a Member of the Institute with a valid Practitioners License for the Year 2026;
- (4) At least five (5) years' experience in Supply Chain Management;
- (5) Minimum of a Bachelor's Degree in Procurement and Supply Chain Management or any other Business-related Course.
- (6) Professional Qualification in Procurement and Supply Chain Management or any other recognised by KISM such as CPSP-K.
- (7) Compliance with Chapter Six (6) of the Constitution will be mandatory for successful candidates, thus; -

(a) Clearance by the Ethics and Anti-Corruption Commission.

(b) Tax Compliance Certificate from Kenya Revenue Authority (KRA).

(c) Certificate of Good Conduct from the Directorate of Criminal Investigations (DCI).

(d) Clearance by the Higher Education Loans Board (HELB).

(e) Credit Reference Bureau Clearance.

****Public officers must provide written authorization from their respective employers before appointment in line with the requirements of the Conflict of Interest Act, 2025.***

Interested applicants should email their duly signed application letter; updated CV indicating names of at least three (3) professional referees; copies of academic certificates and professional certificates; and a copy of their National ID indicating ***"Application for Registration Committee Member"*** in the subject line of the email, **on or before 16 March 2026 at 11:59pm (East African Time).**

TERMS OF SERVICE

- (1) Committee Members shall serve on a part-time basis for a term of three (3) years and shall be eligible for re-appointment for one further term only, subject to satisfactory performance and statutory provisions.
- (2) Remuneration and allowances shall be paid in accordance with prevailing government guidelines for State Corporations.
- (3) The nature of business will be on need-basis.



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IMPORTANT NOTES:

- (1) **One (1) Slot** shall be reserved for the **YOUTH** and another **One (1) Slot** shall be reserved for the **PERSONS LIVING WITH DISABILITY (PLWD)**. Please specify accordingly in your application on the subject email and/or on the envelop for hard copy application.
- (2) Applicants should provide all the details requested for in the advertisement.
- (3) Applicants shortlisted for interview will be required to produce **original copies of their National ID & professional and academic certificates**.
- (4) Details of academic and professional certificates not obtained by closure of the advert should not be included or considered.
- (5) Only shortlisted and successful applicants will be contacted.
- (6) Canvassing in any form will lead to automatic disqualification.
- (7) The Institute is committed to implementing the provisions of the Constitution – Chapter 232 (1) on fair competition and merit, representation of Kenya’s diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities.
- (8) Shortlisted candidates shall be required to produce originals of their National Identity Card, academic and professional certificates and transcripts during interviews.
- (9) It is a criminal offence to present fake certificates/documents.

HOW TO APPLY

Address your application to:

Chairperson of the Council
Kenya Institute of Supplies Management
KISM Towers, 12th Floor,
P.O. Box 30400-00100
NAIROBI
Phone No: +254 111 024 800

Applications to be submitted in soft copy via email to; chairperson@kism.or.ke. Or in Hard Copy via the designated address. The Deadline for Submission: Applications should reach the Institute on or before **Monday, 16 March 2026 at 11:59pm (East African Time)**.

“Nurturing Competent and Ethical Supply Chain Professionals in Kenya”