



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

Promoting Professionalism in Supply Chain Management

COMMUNICATION TO ALL MEMBERS

{For Immediate Release}

Issue No. CC/001/2026

REMINDER FOR REGISTRATION & RENEWAL FOR 2026 MEMBERSHIP AND LICENSURE

Dear Esteemed Member,

The Procurement and Supply Chain Management profession in Kenya is regulated under the provisions of the Supplies Practitioners Management Act (Act No. 17 of 2007) and the Supplies Practitioners Management Regulations.

Pursuant to Sections 3A, 5(a), 16, 19 and 20 of the Act, read together with Regulations 25, 26 and 27(1) and (2) of the Regulations, **every Supply Chain Management practitioner is required to be a registered member of the Institute and to hold a valid practicing license.**

The Institute wishes to notify all its Members that **registration and practicing licenses for the year 2025 lapsed on 31st December 2025.** Accordingly, all Supply Chain Management professionals are hereby kindly reminded to regularize their **membership and practicing license for the year 2026 to remain in good standing.**

Members are further reminded that prior to renewal of their Practicing License/Membership Certificate, they **MUST have attained the requisite Thirty (30) Continuous Professional Development (CPD) hours for the year 2025,** in accordance with the Institute's CPD Guidelines, 2024 (Legal Notice No. 118).

Responsibility to Employers

All employers who have engaged Supply Chain Management professionals are required to ensure that such practitioners are duly registered and licensed. The Institute will be grateful for your support to help our employers understand this requirement.

Engaging an unregistered or unlicensed practitioner constitutes an offence under **Section 32** of the Act.

Further, pursuant to Section 20 of the Act and as reinforced by Circular Ref. No. SH/GM/3 III (10) issued by the Chief of Staff and Head of Public Service on 23rd August 2023, employers are required to ensure that all relevant officers regularize their professional status.

Benefits of Renewing Your Membership

The Kenya Institute of Supplies Management (KISM) reminds members that renewal enables them to continue enjoying exclusive benefits, including:

1. Access to Continuous Professional Development (CPD) trainings at discounted rates;
2. Support in recruitment and career placement processes;



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3. Access to online resources, newsletters, magazines, and the e-library;

4. Participation in professional networking forums;
5. Professional representation on procurement and supply chain matters;
6. Advisory support for corporate members and subsidized in-house trainings;
7. Representation in professional, regulatory, and statutory matters;
8. Formal recognition by employers and the public through registration and licensing; and
9. Eligibility to participate in the SPUR Awards Scheme.

Consequences of Non-Compliance

Non-compliance with the Act may result in:

1. De-registration and consequent prohibition from practicing as a procurement and supply chain professional;
2. Imprisonment for a term not exceeding three (3) years;
3. A fine not exceeding Kenya Shillings Five Hundred Thousand (Kshs. 500,000); or
4. Both a fine not exceeding Kenya Shillings Five Hundred Thousand (Kshs. 500,000) and imprisonment for a term not exceeding three (3) years.

Renewal guidelines are available on the Institute's Website: www.kism.or.ke

Members may renew through the Self-Service Portal: member.kism.or.ke

Members who are making new applications, the guidelines available on <https://kism.or.ke/kism-membership-categories/> for membership or <https://kism.or.ke/kism-supplies-practitioners-licence-registration-guidelines/> for licenses.

MEMBERSHIP & LICENSE RENEWAL CHARGES

Annual Membership Subscription:	Ksh.4,000
Annual Practice License:	Ksh.6,000
Associate	Ksh.4.000

NEW REGISTRATION

New Membership Subscription:	Ksh.4,500
Practice License:	Ksh.6,000
Associate	Ksh. 4,500

We appreciate your continued support to the Institute.

Kenneth Matiba, MBS, MKISM
CEO/SECRETARY TO THE COUNCIL

Dated this Wednesday, 18 February 2026