

REF: KTTC/CF/TRN/2022

DATE: 17th October, 2022

ALL PRINCIPALS

Kenya Technical Trainers College
 All National Polytechnics
 Institutes of Science and Technology
 Technical Training Institutes
 Technical and Vocational Colleges

GOK/AFDB TVET PROJECT PHASE II: TRAINING OF TVET MANAGERS ON PUBLIC FINANCE MANAGEMENT AND GOVERNANCE OF TVET INSTITUTIONS IN KENYA

Further to the letter Ref No. DTE/GEN 6/75 dated 6th June 2022 from the Director, TVET on Training of TVET Managers on Public Finance Management and governance of TVET Institutions in Kenya, the training for the **Human Resource Officers** is scheduled to run from **24th October 2022 to 4th November 2022**.

Note that **week one** of the training will be delivered **online from 24th -28th October 2022 from 2.00 p.m. - 4.00 p.m.** while **week two** of the training will be delivered **face to face from 31st October to 4th November 2022** as follows:

	KATTI REGIONS	DATE	VENUE
WEEK ONE	ALL	24 TH -28 TH OCTOBER 2022	ONLINE
WEEK TWO	<u>COHORT 1.</u> <ul style="list-style-type: none"> • COAST • MT. KENYA • RIFT VALLEY 	31 ST OCTOBER TO 4 TH NOVEMBER 2022	COAST INSTITUTE OF TECHNOLOGY, VOI
	<u>COHORT 2.</u> <ul style="list-style-type: none"> • WESTERN • NAIROBI 		

The training begins at 8.00 a.m. daily

You are therefore requested to release the **Human Resource Officers** who will have attended at least 75% of the online training so that they can attend the face to face training. In addition, you are requested to provide the officers with transport and accommodation allowances.

Kindly share with your HR officer the following links:

Link to confirm attendance:

https://docs.google.com/forms/d/e/1FAIpQLSe8oSV1TX6K_X-4z9dSQyE4xX4xCNZevohnYtOh3NoKvt_5dQ/viewform

Link to join the training

<https://teams.microsoft.com/l/meetup-join/19%3awdW-xmhZQbONHJ9tVRH0JLBjLjW9ThMc2FyPDUwyNwg1%40thread.tacv2/1666008754422?context=%7b%22Tid%22%3a%225c8f4967-f12b-48a5-a769-a5875c07796b%22%2c%22Oid%22%3a%22547aed6e-8ea0-4cba-a48a-4ca446c15b41%22%7d>



DR. EDWIN TARNO, PhD, HSC
CHIEF PRINCIPAL/PROJECT MANAGER

CC. - DIRECTOR, TVET
- DIRECTOR GENERAL TVETA

REF: KTTC/CF/MOE/68

DATE: 17th October, 2022

TO ALL TVET HUMAN RESOURCE OFFICERS

Kenya Technical Trainers College
 All National Polytechnics
 Institutes of Science and Technology
 Technical Training Institutes
 Technical and Vocational Colleges

**GOK/AFDB TVET PROJECT PHASE II: TRAINING OF TVET MANAGERS ON
 PUBLIC FINANCE MANAGEMENT AND CORPORATE GOVERNANCE**

The ministry of education in collaboration with Kenya Technical Training College is in the process of training TVET managers under GOK/AFDB project Phase II, on Public Finance Management and Governance. This letter is to invite you to attend the training for **Human Resource Officers** that will take place on the dates stated below.

Note that **week one** of the training will be delivered **online from 24th -28th October 2022 from 2.00 p.m. - 4.00 p.m.** while **week two** of the training will be delivered **face to face from 31st October to 4th November 2022** as follows:

	KATTI REGIONS	DATE	VENUE
WEEK ONE	ALL	24 TH -28 TH OCTOBER 2022	ONLINE
WEEK TWO	<u>COHORT 1.</u> <ul style="list-style-type: none"> • COAST • MT. KENYA • RIFT VALLEY 	31 ST OCTOBER TO 4 TH NOVEMBER 2022	COAST INSTITUTE OF TECHNOLOGY, VOI
	<u>COHORT 2.</u> <ul style="list-style-type: none"> • WESTERN • NAIROBI 		

Note that only those **Human Resource Officers** who will have attended **at least 75%** of the online training **will be eligible** to attend the **face to face** training.

The training begins at 8.00 a.m. daily.

Kindly confirm your attendance by filling the link below

https://docs.google.com/forms/d/e/1FAIpQLSe8oSV1TX6K_X-4z9dSQyE4xX4xCNZevohnYtOh3NoKvt_5dQ/viewform

Here is the link to join the training

<https://teams.microsoft.com/l/meetup-join/19%3awdW-xmhZQbONHJ9tVRH0JLBjLjW9ThMc2FyPDUwyNwg1%40thread.tacv2/1666008754422?context=%7b%22Tid%22%3a%225c8f4967-f12b-48a5-a769-a5875c07796b%22%2c%22Oid%22%3a%22547aed6e-8ea0-4cba-a48a-4ca446c15b41%22%7d>

Sincerely

A handwritten signature in black ink, appearing to read 'Edwin Tarno', with a stylized flourish at the end.

DR. EDWIN TARNO, PhD, HSC

CHIEF PRINCIPAL/PROJECT MANAGER

CC. DIRECTOR, TVET

DIRECTOR GENERAL TVET