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**THE CONSTITUTION OF KENYA****THE NATIONAL POLICE SERVICE COMMISSION ACT**

(No. 30 of 2011)

**THE NATIONAL POLICE SERVICE ACT, 2011****THE NATIONAL POLICE SERVICE COMMISSION (NPSC)****VACANCIES IN THE POSITION OF INSPECTOR-GENERAL  
AND DEPUTY-INSPECTOR GENERALS**

PURSUANT to the Constitution, particularly Articles 10; 232; 243; 245(1), (2), (3), (6); 246 (3) and Chapter Six and sections 9, 11 and 13 of the National Police Service Act, the NPSC seeks to recruit an Inspector-General and two Deputy Inspector-Generals who satisfy the provisions of the Constitution and that of the National Police Service Act, 2011, and the additional criteria below. The Kenya Police Service and the Administration Police Service shall each be headed by a Deputy Inspector-General. Qualified persons may apply for more than one position and are requested to apply for and submit an application indicating the position to which they are applying for as follows:

**1. QUALIFICATION FOR INSPECTOR-GENERAL OF POLICE  
(V.NO/NPS/1/2012)**

The Inspector-General shall be a person who:

- (a) is a citizen of Kenya;
- (b) holds a degree from a university recognized in Kenya;
- (c) has had a distinguished career in their respective fields;
- (d) meets the requirements of Chapter Six of the Constitution;
- (e) has served in a senior management position for at least fifteen years and has knowledge and experience in matters relating to any of the following disciplines—
  - (i) criminal justice;
  - (ii) policy development and implementation;
  - (iii) finance and public administration;
  - (iv) strategic management;
  - (v) security;
  - (vi) law;
  - (vii) sociology; or
  - (viii) Government.

The Inspector-General shall be appointed for a single four year term and is not eligible for re-appointment.

*Position Description*

The functions of the Inspector-General shall be to—

- (a) implement policy decisions;
- (b) audit of police operations and functioning;
- (c) co-ordinate all police operations;
- (d) advise the Government on policing matters and services;
- (e) prepare budgetary estimates and develop a policing plan before the end of each financial year, setting out the priorities and objectives of the service and the justification thereof;
- (f) determine the establishment and maintenance of police stations, posts, outposts, units or unit bases in the county and determine the boundaries of the police stations, outposts or unit bases;
- (g) determine the distribution and deployment of officers in the Service and recommend to the Commission and the County Policing Authorities;
- (h) organize the Service at national level into various formations, units or components;
- (i) recommend the establishment of, manage and maintain training institutions, centers or places for the training of officers joining the service and other officers;
- (j) commission research and benchmark against best practices;
- (k) issue guidelines on community policing and ensure co-operation between the Service and the communities it serves in combating crime;
- (l) provide the command structure and system of the Service for the efficient administration of the Service nationally;
- (m) subject to the Constitution and this Act, or any written law cooperate with, and implement the decisions of the Independent Policing Oversight Authority;
- (n) designate any police station, post, outpost, unit or unit base as a place of custody;
- (o) promote co-operation with international police agencies;
- (p) establish and devolve the services of the Internal Affairs Units that are able and equipped to conduct investigations into police

misconduct in a fair and effective manner and report directly to the Inspector-General;

- (q) monitor the implementation of policy, operations and directions of the Service;
- (r) issue and document Service Standing Orders;
- (s) cooperate with other public or private bodies to provide reliable police statistics on crime rates, detection rate, public confidence in the police, number of complaints against the police, as well as personnel statistics;
- (t) act on the recommendations of the Independent Policing Oversight Authority, including compensation to victims of police misconduct; and
- (u) perform any other lawful act on behalf of the Service.

## 2. QUALIFICATION FOR DEPUTY INSPECTOR-GENERAL OF POLICE (V.NO/NPS/2/2012)

The Deputy Inspector-General shall be a person who:

- (a) is a Kenyan citizen;
- (b) holds a degree from a university recognized in Kenya;
- (c) has had a distinguished career in their respective fields;
- (d) meets the requirements of Chapter Six of the Constitution;
- (e) has served the Police Service for at least fifteen years and has knowledge and experience in matters relating to any of the following disciplines—
  - (i) criminal justice;
  - (ii) policy development and implementation;
  - (iii) finance and public administration;
  - (iv) strategic management;
  - (v) security;
  - (vi) law;
  - (vii) sociology; or
  - (viii) Government.
- (f) is a serving police officer of or above the rank of superintendent of Police;

### *Position Description—Deputy Inspector-General, Kenya Police Service*

The Kenya Police Service shall be headed by a Deputy Inspector-General who shall subject to the direction, command and control of the Inspector-General —

- (a) be responsible for the effective and efficient day to day administration and operations of the Kenya Police Service;
- (b) implement policies and directions of the Service in relation to the Kenya Police Service;
- (c) prepare the budget, planning and provision of support for the Kenya Police Service;
- (d) establish and maintain police stations, outposts, units or unit bases in the counties and determine the boundaries of the police stations, outposts or unit bases and establish a facility in each police station for receiving, recording and reporting of complaints from members of the public;
- (e) manage, monitor and evaluate the Kenya Police Service;
- (f) undertake the supervision of the Kenya Police Service;
- (g) coordinate training in the Kenya Police Service;
- (h) provide internal oversight of the Kenya Police Service;
- (i) establish and maintain a relationship between the Kenya Police Service and the community;
- (j) improve transparency and accountability in the Kenya Police Service;
- (k) co-operate and engage in joint security operations with the Deputy Inspector-General, in charge of the Administration Police Service, other Government departments or other security organs to ensure the safety and security of the public.
- (l) implement the decisions of the Inspector-General, and

- (m) perform such other duties as may be assigned by the Inspector-General, the Commission, or as may be prescribed by this Act or by any other written law.

### *Position Description—Deputy Inspector-General, Administration Police Service*

The Administration Police Service shall be headed by a Deputy Inspector-General who shall subject to the direction, command and control of the Inspector-General—

- (a) be responsible for the effective and efficient day-to-day administration and operations of the Administration Police Service;
- (b) provide strategic guidance and direction for the Administration Police Service;
- (c) prepare the budget, planning and provision of support for the Administration Police Service;
- (d) monitor and evaluate the Administration Police Service;
- (e) undertake the supervision of the Administration Police Service;
- (f) establish and maintain outposts, units or unit bases in the county and determine the boundaries of the outposts or unit bases and establish a facility in each police post or other premises for receiving, recording and reporting to the Independent Police Oversight Authority of complaints from members of the public;
- (g) coordinate training in the Administration Police Service;
- (h) provide internal oversight of the Administration Police Service;
- (i) establish and maintain a relationship between the Administration Police Service and the community;
- (j) improve transparency and accountability in the Administration Police Service;
- (k) co-operate and engage in joint security operations with the Deputy Inspector-General in charge of the Kenya Police Service, other Government departments or other security organs to ensure the safety and security of the public;
- (l) implement the decisions of the Inspector-General, and
- (m) perform such other duties as may be assigned by the Inspector-General or the Commission, or as may be prescribed by this Act or any other written law.

## 3. DISQUALIFICATION CRITERIA

No person shall be qualified for appointment as Inspector-General or Deputy Inspector-General if the person—

- (a) is a member of Parliament or a county assembly, a Governor or Deputy Governor;
- (b) has served as a member of Parliament, county assembly, trade union or an office in a political party in Kenya in the preceding five years;
- (c) has previously been convicted of any criminal offence;
- (d) has violated the Constitution;
- (e) is an undischarged bankrupt;
- (f) has been adversely mentioned in any report by a Commission of Inquiry or any Parliamentary Committee;
- (g) canvasses directly, indirectly, by proxy, by emissary, by ethnic or clan whipping, by pressure groups, by other associations or in any other way;
- (h) knowingly, willingly and blatantly lies, misrepresents, cheats and fails to disclose material facts.

## 4. ADDITIONAL CRITERIA FOR SELECTION

The NPSC will be seeking evidence of a candidate's suitability to serve in the positions advertised.

- (a) Applicants should attach their Curriculum Vitae, testimonials, samples of their three top writings (if any), or supervised projects or any other evidence of proven relevant expertise herein being sought;

(b) In addition to the qualifications set out in the Constitution and the enabling Statute, applicants must further furnish the following clearance certificates from:

- (i) Director, Ethics and Anti Corruption Commission (EACC);
- (ii) Commissioner General, Kenya Revenue Authority (KRA);
- (iii) Director of Public Prosecutions (DPP);
- (iv) Chief Executive Officer, Higher Education Loans Board (HELB);
- (v) Professional bodies (where applicable) to which the applicant belongs such as LSK, ICPAK, AAK, IEK, etc;
- (vi) Certificate of good conduct;
- (vii) Credit Reference Bureau

#### 5. GENDER PARITY

One of the three positions of the Inspector-General and the two Deputy Inspector-Generals shall be of the opposite gender.

#### 6. SECURITY REPORT

In addition, the National Security and Intelligence Service (NSIS) may be requested by the NPSC to provide a report on all shortlisted applicants.

#### 7. APPLICATION SUBMISSION

- (a) An applicant must clearly indicate on the sealed envelope containing the Application letter and accompanying documents, the position and vacancy number to which they are applying for;
- (b) An applicant may apply (in separate envelopes) for position of the Inspector-General and Deputy Inspector-General;

(c) Applications and certified copies of the supporting documentation should be;

- (i) delivered to the Public Service Commission, Commission House, Room No. 008, Harambee Avenue, Nairobi, and/or
- (ii) submitted online together with scanned accompanying documents to: NPSC@publicservice.go.ke

(d) All applications will be referenced;

(e) The applications should be addressed to:

The Chairperson  
National Police Service Commission  
Public Service Commission  
Commission House, Room 008  
P.O. Box 30095-00100  
Harambee Avenue  
Nairobi

(f) The applications should be submitted on or before 5.00 PM, Monday, 29th October, 2012.

#### 8 IMPORTANT NOTICE

- (a) Names of all applicants and the interview schedule of those shortlisted shall be published in the print media and the Kenya Gazette;
- (b) Only shortlisted candidates will be contacted for the interviews.

Dated the 12th October, 2012.

JOHNSTON M. KAVULUDI,  
*Chairperson,*  
*National Police Service Commission.*