



SCIENCE TECHNOLOGY AND INNOVATION MAINSTREAMING ANNUAL WORK PLAN FY 2023-2024

NAME OF INSTITUTION:			KENHA							
S/ N	PC Indicator(s)	ACTIVITY	SPECIFIC ACTIVITIES	OUTPUT	TIME FRAME				Budget Allocati on	Responsibility
					Q 1	Q 2	Q 3	Q 4		
1.	Appoint or re-appoint focal person and champions	Appoint focal person and champions	<ul style="list-style-type: none">issuance of letter of appointment	✓ -See appointment letters	✓					Ag. DD (RI&KM)
2.	Attend a training for focal person and champions	training of focal person and champions	<ul style="list-style-type: none">participate in training programme s organized by NACOSTI	✓ -Attended NACOSTI on sensitization (Mon 18th Dec, 2023- Thur 21st Dec,2024)	✓	✓				DD (RI&KM)
3.	Conduct a training to staff/stakeholders	schedule training for	<ul style="list-style-type: none">undertake training and sensitizatio	✓		✓	✓			DD (RI&KM)

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		staff/stakeholders	on to staff/stakeholders	-Conducted Knowledge Management Champions Training (9th Oct, 2024- 13th Oct, 2024)						
4.	Provide details and submit evidence as requested on RSTI	I. SECTION A. Research, Science, Technology and Innovation (RSTI) Human Resources Capacity	<ul style="list-style-type: none"> Populate Table 1 on current in post staff & Table 2 on Human Resource Capacity Upload the duly filled Table 1 & Table 2 	✓ -Appointment of new department Deputy Director						KeNHA Board
		II. SECTION B. Research, Science, Technology and Innovation (RSTI) infrastructure, facilities	<ul style="list-style-type: none"> Populate Table 3 on Research, Science, Technology and Innovation (RSTI) equipment and facilities. 	✓ ✓						Ag. DD (RI&KM)

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		and equipment	<ul style="list-style-type: none"> Upload the duly filled Table 3 							
	III.	SECTION C. Research, Science, Technology and Innovation (RSTI) expenditure	<ul style="list-style-type: none"> Populate Table 4 on Research and Development Expenditure Upload the duly filled Table 4 	✓	✓					Ag. DD (RI&KM)
	IV.	SECTION D. Research, Science, Technology and Innovation (RSTI) inputs	<ul style="list-style-type: none"> Populate Table 5 on Collaborative Research, Science, Technology and Innovation (RSTI) Programmes or Projects Upload the duly filled Table 5 	✓ -Engagement of MOI University and Technical University of Kenya towards signing MOU.	✓	✓	✓	✓		DD (RI&KM)

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		V. SECTION E. Research, Science, Technology and Innovation (RSTI) outputs	<ul style="list-style-type: none"> Populate the Table 6 on Research, Technology and Innovation Outputs Attach evidence for all Research, Technology and Innovation Outputs Upload the dully filled Table 6 	✓ -KeNHA's innovation portal- -KENHAVATE -Updating of KeNHA's central repository -Engagement of proprietary products	✓	✓				DD (RI&KM)
		VI. SECTION F. Research, Science, Technology and Innovation (RSTI) Dissemination	<ul style="list-style-type: none"> Populate Table 7 on Dissemination of Research, Technology, and Innovation products or services. Upload the dully filled Table 7 	✓ -KeNHA's 1st Innovation Conference(14 th-15th Sep, 2023) -Knowledge extracting and	✓	✓	✓	✓		DD (RI&KM)

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				sharing sessions.						
STREAM A: STI Strategy Development (This part shall be filled by Institutions that are yet to develop the STI Mainstreaming Strategy)										
5.	Develop STI Strategy using the template provided by NACOSTI (<i>This will be anchored on the guidelines provided in the NACOSTI website (https://www.nacosti.go.ke/science-technology-and-innovation-mainstreaming-performance-indicator-fy-2023-24/</i>)	i.e Develop STI Strategy	e.g 1. Establishment or appointment of a STI Mainstreaming Committee 2. Committee (either with the help from Resource person(s)) to develop a draft STI Strategy 3. Hold internal stakeholder's meetings or workshop							

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<i>The MDAs shall submit their Work plans before the end of Q1)</i>			4. Validate developed draft STI Strategy.							
			5. Approval of the STI strategy							
STREAM B: STI Strategy implementation (This part shall be filled by Institutions that have developed the STI Mainstreaming Strategy, MDA's are advised to report at least 5 strategic issues below)										
6.	Identify and implement at least five (5) STI strategic issues identified in their respective Institutional STI strategy submitted	I. RSTI Human Resource	e.g Provide mechanisms to attract and retain human resource.	✓	✓					Ag. DD (RI&KM)
		II. STI infrastructure, facilities and equipment	e.g Establish the status of STI infrastructure in the identified priority areas;	✓	✓					Ag. DD (RI&KM)
		III. Funding and investment of RSTI	e.g. Allocate 2% of annual budgetary allocation to research, development of new technologies and innovation;	✓	✓					Ag. DD (RI&KM)
		IV. Collaborations and	e.g. establish multi-disciplinary and	✓	✓					Ag. DD (RI&KM)

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		partnerships	multi-institutional teams for collaborative research and development.							
		V. Education, training and research	e.g. promote science, research and development, innovation, commercialization, knowledge sharing, and creativity	✓	✓				Ag. DD (RI&KM)	
		VI. Technology development, Transfer, Diffusion and Commercialization	e.g. facilitate the development of institutional Intellectual Property policies;					✓		DD (RI&KM)
		VII. RSTI advocacy and awareness	e.g. Sensitize MCDA's to prioritize STI in resource allocation for R&D	✓	✓				Ag. DD (RI&KM)	

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7.	Submit quarterly reports to NACOSTI in the prescribed format (as provided on the NACOSTI website) within 15 days after the end of the quarter.	Timely Submission of Q1 (By 15 th October 2023), Q2 (By 15 th January 2024),, Q3 (By 15 th April 2024), and Q4 (By 15 th July 2024), Report		✓	✓	✓	✓	✓		DD (RI&KM)

APPROVED BY HEAD OF INSTITUTION

NAME: Eng. J. NYUGUNA GATIIY

DESIGNATION: Director Planning Research & Compliance

DATE: 10/01/2024

SIGNATURE: 

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