



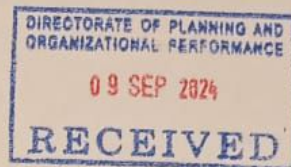
THE JUDICIARY

OFFICE OF THE REGISTRAR – TRIBUNALS

Ref: Jud/Tri/Sec/03/160

4th September, 2024

Dr. Joseph Osewe
Director, Planning and Organizational Performance
Forodha House, 3rd Floor
NAIROBI



Dear Sir

RE: INVITATION TO SENSITIZE TRIBUNALS' STAFF ON DATA CAPTURING

I hope this message finds you well.

The Office of the Registrar Tribunals has recently received the Tribunals' Case Statistics report FY 2023/2024 from your Directorate which highlighted recurring issues due to incorrect data entry. This has negatively impacted the accuracy of our records.

In response to these findings, the Office of the Registrar Tribunals has organized a sensitization session for all staff members involved in the data-capturing process within the CTS system that is reflected within the respective Tribunals DCRTs. The training aims to equip our team with the necessary skills to ensure accurate data entry and prevent the recurrence of such errors.

The training will be held on **Tuesday, 10th September 2024** at Kenya Re Towers Court Room 2 starting at **11.00 a.m.**

This communication is to request for your authority to have Ms. Margaret Ochieng facilitate this training session since she is the one responsible for compiling the Tribunals' case statistics report.

We wish to thank you for your continued support.

Yours sincerely,

Ann Asugah

Registrar & Head of Tribunals Secretariat

① Margaret Ochieng
Kindly facilitate
this session on request
J.O. Ochieng
9/9/2024

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