

REPUBLIC OF KENYA



INTER-GOVERNMENTAL STEERING COMMITTEE FOR THE CAPACITY ASSESSMENT AND RATIONALIZATION OF THE PUBLIC SERVICE PROGRAMME

The Inter-Governmental Steering Committee for the Capacity Assessment and Rationalization of the Public Service (CARPS) programme would like to thank Public Servants from the National Government and the Nairobi City County for their successful participation in the ongoing CARPS programme.

Public Servants from the National Government who have not yet registered are advised to do so by **Thursday 18th September, 2014** and those from the Nairobi County Government by **24th September, 2014**.

Please note that there will be no further extension for those who will not have registered after the set deadlines.

The National Government employees working in the Counties will be registered in their respective Counties.

The activities of the CARPS Programme in the Counties will run concurrently and will involve the following;

1. Skills and Competence Assessment using Biometric Data Capture,
2. Institutional and Organizational Reviews
3. Workload Analysis for determination of optimal staffing levels.

The exercise will be carried out in two phases as follows;

PHASE 1: 22nd September-5th October, 2014.

PHASE 2: 6th October -24th October, 2014.

For the Skills and Competence Assessment using Biometric Data Capture, you are required to present yourself physically at identified centers in your County with the following **Original** documents:

1. **National identity card,**
2. **Letter of 1st appointment to the Service,**
3. **Letter of appointment to the current post,**
4. **Duly filled Biometric Data Capture form** (This will be supplied in advance to all officers by your respective HRM offices before the data capture exercise),
5. **Academic and professional certificates,**
6. **Birth certificate**

For more information on the schedule of Counties in the 1st and 2nd phase, please contact your respective County Commissioner's Office and the Governor's Office at the County.

You may also access more information on the CARPS programme from the website www.ghris.go.ke

#Tambulika! Register Now!

'The Civil Service We Want'

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