KENYA SOCIAL CONGRESS (KSC)
CENTRAL EXECUTIVE BUREAU
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14 APR 2025
APPROVED

# CONSTITUTION

## 1. NAME AND ADDRESS

(a) The name of the Party shall be KENYA SOCIAL CONGRESS (KSC) (otherwise referred to as THE CONGRESS).

(b) The Postal Address, Headquarters and Offices of the CONGRESS shall be as follows:

Kenya Social Congress (KSC)
Isolated Plot
Venture Building Next To Fahari Hotel
Benedicta-Utawala Road
Utawala
P.O. Box 9211-00200
NAIROBI.
Website: kscparty.or.ke
Email: kscparty2@gmail.com

(c) (i) Party Symbol: Broom

(ii) Slogan: Justice and Equity (Haki na Usawa)

(iii) Colours – Blue, Yellow and Green

**VISION**

To create a society in which an informed and active citizenry is sovereign and makes policy decisions based on the will of the majority.

## 3. MISSION

To build democracy through activism, education and collaboration.

## 4. PRINCIPLES AND ASPIRATIONS

The Kenya Social Congress shall be a political Party with the following basic Principles and Aspirations:

(a) To create and foster a national, patriotic and non-sectarian ethos in Kenya.

(b) To foster and sustain a plural society and multiparty democracy in Kenya with the full protection and respect for national minority rights through democratic avenues and pragmatic policies.

(c) To be vigilant and fight against all forms of political authoritarianism, dictatorship and totalitarianism in Kenya by individuals or oligarchies and guarantee freedom of conscience, religion and worship.

(d) (i) To recognize and subscribe to the geo-political necessities and realities of the times in regional and international cooperation and solidarity within the framework of the Organization of African Union, IGAD, East African Cooperation, the Commonwealth and the United Nations in the best interests of Kenya without domination, exploitation and subservience.

(ii)To protect and safeguard all the fundamental human rights and freedoms enshrined in the United Nations Human Rights Charter and the Constitution of Kenya, and to adhere to the precepts of International Law.

(e) To promote and safeguard judicial and social justice within the broad parameters of constitutionalism, rule of law and a national code of ethics.

(f) To reject and resist all forms of negative ethnicity, cultism, nepotism, racism gender discrimination, all forms of cultural, economic, ideological and political domination and exploitation in Kenya.

## 5. IDEOLOGY: SOCIAL DEMOCRATS

The Kenya Social Congress (KSC) is rooted in the ideology of **Social Democracy**, which aims to balance economic development with social justice, inclusivity, and political accountability. The party upholds the following ideological principles:

*1. Economic Justice & Equity*

- Promotion of a **mixed economy** that balances market-driven growth with government intervention to reduce inequality.
- Ensuring fair distribution of national resources, prioritizing marginalized and vulnerable communities.
- Strengthening social welfare programs, including **universal healthcare, affordable housing, and free education**.

*2. Participatory & Inclusive Governance*

- Commitment to **multi-party democracy, free and fair elections, and political inclusivity**.
- Ensuring equal representation of all social groups, including **women, youth, persons with disabilities, and marginalized communities**.
- Strengthening **devolution** to promote local governance and grassroots participation.

*3. Human Rights & Social Justice*

- Upholding and defending **constitutional freedoms, human rights, and the rule of law**.
- Fighting against corruption, tribalism, nepotism, and political discrimination.
- Promoting policies that **empower workers, small businesses, and cooperative movements** to drive economic independence.

*4. Environmental Sustainability & Development*

- Advocating for **climate justice, renewable energy, and environmental conservation** as part of national development.
- Supporting sustainable agricultural practices to enhance food security and rural economic growth.

*5. Pan-Africanism & Global Solidarity*

- Strengthening **Kenya's role in regional and international organizations** such as the African Union (AU), East African Community (EAC), and the United Nations (UN).
- Promoting policies that advance **economic cooperation, peace, and security** in Africa.

This ideological foundation guides the **policies, programs, and decision-making** of the Kenya Social Congress, ensuring that all actions align with the principles of **justice, equity, and social progress**.

## 6. AIMS AND OBJECTIVES

The KSC shall have the following short and long-term Aims and Objectives:

(a) To recruit members from all parts of Kenya and Kenyans in the Diaspora without, favoritism.
(b) To establish branches and other organs known as "CONGRESSES" throughout Kenya.
(c) To organize democratic and regular elections of all office bearers of the CONGRESS and its organs.
(d) To organize seminars, study groups, workshops and other forms of political education for members and officials throughout Kenya.
(e) To organize public meetings and rallies for mass political and voter education throughout Kenya.
(f) To participate in all local, national and other democratic elections throughout Kenya.

(g) To publish a newspaper, known as THE SOCIAL CONGRESS (VOICE OF THE PEOPLE) and other publications to articulate and spearhead these aspirations, objectives and policies of the CONGRESS throughout Kenya.

(h) To organize fund-raising activities throughout Kenya and diaspora for the fulfillment and implementation of these Aims and Objectives.

## 7. MEMBERSHIP ELIGIBILITY RIGHTS AND OBLIGATIONS

**A.** Any adult Kenyan citizen is eligible to be a member of KSC on application to the Secretary General indicating the Full Names, ID/No, Date of Birth, Gender, Region, Ethnicity and County. The recruitment of members shall be a continuous exercise.

**Eligibility and Ethical Standards**

a. Prospective members must complete an application reviewed by the Membership Vetting Committee to verify commitment to party values and ethics.
b. New members:
   i. Shall undergo a six-month probationary period, assessing alignment with party principles, and
   ii. Must sign a Code of Ethics agreement.

**B.** A member shall have the following membership Rights and Obligations:

### 1. DUTIES

(a) To adhere to the Ideology, Principles, Objectives, Discipline and Policies of the CONGRESS at all times.

(b) To make payment of all membership contributions, fees and subscriptions as determined from time to time by the CEB.

(c) To participate in all legitimate activities and other functions without discrimination or hindrance.

(d) To participate in all elections to elect, and be elected without discrimination or hindrance.

(e) To be vigilant and fight against corruption, exploitation, ethnicity, racism, gender discrimination, and abuse of authority or power by individuals or oligarchies.

(f) To foster and promote cordial and fraternal relations and goodwill within all the segments of society in Kenya and beyond.

(g) To adhere and subscribe to the living spirit of the Constitution of Kenya, and the Rule of Law

### 2. RIGHTS

(h) Members shall have the right of the protection of their interest and redress against any adverse disciplinary measures of the CONGRESS through the judicial and due process of laws of Kenya

(i) Any member wishing to leave the party shall be required to give a fourteen-day notice to the secretary general indicating the reason for the action. Such a member wishing to leave shall not be entitled to any refund for any membership fees or any contribution made to the party while he or she was a member.

(j) Any member of the party has a right to inspect the books of accounts, record of the party and other records of the party after making such request in writing upon payment of ksh.500 to the secretary general.

(k) The party shall maintain a membership register detailing membership identification, region, ethnicity, gender, disability and county which will be regularly updated through continuous recruitment.

## C. GROUNDS FOR TERMINATION OF MEMBERSHIP

a. Membership may be terminated by the National Congress if a member engages in conduct damaging to the party's principles or reputation, violates financial ethics, or is convicted of a serious offense.
b. Members shall be entitled to a fair hearing before the Membership Review Board, with the right to appeal.
c.

## D. RESIGNATION

### 1. A member is deemed to resign from the party if:

a) **Join another political party** – Any member who formally registers with another political party will be considered to have resigned from KSC.
b) **Promote ideologies of another party** – Actively supporting, campaigning, or endorsing the policies of a different political party is grounds for automatic resignation.
c) **Form a new political party** – Initiating or registering a new political entity leads to immediate resignation from KSC.
d) **Are jailed for a term exceeding six months** – A member convicted and sentenced for a period beyond six months loses party membership.
e) **Are declared bankrupt** – In line with national legal requirements, a bankrupt individual may be deemed unfit to hold party membership.
f) **Contravene Chapter Six of the Kenyan Constitution** – Violation of integrity and leadership provisions (such as corruption, abuse of office, or criminal activity) leads to automatic resignation or removal.

This also applies to serving party officials.

### 2. Procedures for Resignation

#### a. Resignation Process for Party Officials

When an official of the party resigns:

i. Must **submit a formal resignation letter** to the Secretary General, indicating the reasons for stepping down.
ii. The resignation shall take effect **upon acceptance and official communication** from the CEB.

iii. The party shall initiate a process to **fill the vacant position** through appointment or election, as determined by party regulations.
iv. Such officials return all party properties in his or her possession.

**b. Resignation of Ordinary Members**

i. A member who wishes to leave the party **must submit a 14-day notice** to the Secretary General.
ii. The resignation is **voluntary and irreversible**, with no entitlement to a refund of membership fees or contributions made during their tenure.
iii. The Secretary General shall **update the membership register** accordingly.
iv. Resign by a formal letter to the secretary general
v. Resign using the USSD code.

## 8. ORGANISATION AND STRUCTURE

The KSC (NC AND CC) shall have the following institutional and organizational structure:

### A. COUNTY STRUCTURE

The county structure shall include: -

**(a) Village Congress**

i. The Village Congress shall be the lowest organ based on electoral units (WARDS) throughout Kenya.

ii. The Village Congress shall consist, of the following office bearers and members: Chairman, Vice Chairman, Secretary, Assistant Secretary, Organizing Secretary, Assistant Organizing Secretary, Treasurer, Assistant Treasurer, Women Leader, Youth Leader, special interest groups representative and four (4) members.

iii. Village Congress shall meet at least once a year and from time to time as need arises under the direction of the Chairman, Vice Chairman or Acting Chairman as the case may be.

iv. The meetings of the Village Congress shall be convened by the Secretary, Assistant Secretary or Acting Secretary under the direction of the Chairman, Vice Chairman or Acting Chairman as the case may be, and shall maintain all minutes and records of the meetings.

v. All monies collected by the village congress shall be banked at the party Headquarters account, original records sent to the party Headquarters and copies of the same kept at the village congress.

vi. The Village Congress shall initiate local activities and programs under the general direction of the Divisional Congress and implement policies ratified by the National Congress.

vii. The Village Congress shall organize a Regular Village Congress (RVC) of all members at which elections of office bearers shall be carried out by Secret Ballot once every five (5) years.

**iii.** The Village Congress shall organize Special Village Congress (SVC) of all members from time to time as need arises.

**ix.** The village congress shall send chairman, secretary and treasurer to the Regular Delegates Congress (RDC) and the Special Delegates Congress (SDC) of the Divisional Congress

**(b) Divisional Congress**

i. The Divisional Congress shall be based on electoral units (CONSTITUENCIES) throughout Kenya.
ii. The Divisional Congress may open a Constituency Congress office with the permission from the CEB.
iii. The Divisional Congress shall consist of the following office bearers and members: Chairman, Vice Chairman, Secretary, Assistant Secretary, Organizing Secretary, Assistant Organizing Secretary, Treasurer, Assistant Treasurer, Women Leader, Youth Leader, Special interest groups representative and three (3) officials from each Village Congress in the Division.
iv. The Divisional Congress shall meet at least once a year and from time to time as need arises under the direction of the Chairman, Vice Chairman or Acting Chairman as the case may he.
v. The meetings of the Divisional Congress shall be convened by the Secretary, Assistant Secretary or Acting Secretary under the direction of the Chairman, Vice Chairman or Acting Chairman as the case may be, and shall maintain all minutes and records of the meetings.
vi. All monies collected by the divisional congress shall be banked at the party Headquarters account, original records sent to the party Headquarters and copies of the same kept at the division congress.
vii. The Divisional Congress shall initiate local activities and programs in liaison with Village Congresses under the general direction of the County Congress and implement policies ratified by the National Congress.
viii. The Divisional Congress shall organize a Regular Delegates Congress (RDC) from the Village Congresses in the Division at which elections of office bearers shall be carried out by Secret Ballot once every five years.
ix. The Divisional Congress shall organize Special Delegates Congress (SDC) from Village Congresses in the Division from time to time as need arises.
x. The divisional congress shall send its chairman, secretary and treasurer to all RDC and SDC meetings of the county congress.

**(c) County Congress**

i. The County Congress shall be based on COUNTIES in the country.
ii. There shall be County Congress offices in at least 24 counties throughout the country.

iii. The County Congress shall consist of the following office bearers and members: Chairman, Vice Chairman, Secretary, Assistant Secretary, Organizing Secretary, Assistant Organizing Secretary, Treasurer, Assistant Treasurer and Women Leader. Youth Leader, Specials interest groups representative and three (3) officials from each Divisional Congress in the County.

iv. The County Congress shall meet at least once a year and from time to time as need arises under the direction of the Chairman, Vice Chairman, Acting Chairman as the case may be.

v. The meetings of the County Congress shall be convened by the Secretary, Assistant Secretary or Acting Secretary under the direction of the Chairman, Vice Chairman or Acting Chairman as the case may be, and shall maintain all minutes and records of the meetings.

vi. All monies collected by the County congress shall be banked at the party Headquarters account, original records sent to the party Headquarters and copies of the same kept at the County congress.

vii. The County Congress shall initiate local activities and programs in liaison with the Divisional and Village Congresses in the County, and implement policies ratified by the National Congress.

viii. The County Congress shall organize Regular Delegates Congress (RDC) from the Divisional Congresses in the County at which elections of office bearers shall be carried out by Secret Ballot once every 5 years.

ix. The County Congress shall organize Special Delegates Congress (SDC) from the Divisional Congresses in the County from time to time as need arises.

x. The County Congress shall send its Chairman, Secretary and Treasurer to the RDC and SDC of the national congress.

## B. NATIONAL STRUCTURE

Includes the functions, composition and powers of the National Congress and Central Executive Bureau:

### (a) NATIONAL CONGRESS

i. The National Congress shall be the highest and supreme organ of the CONGRESS

ii. The National Congress shall consist of the Central Executive Bureau, National Secretariat, Parliamentary groups, and delegates from the County Congresses.

iii. The National Congress shall ratify, change or revise all policies and programs formulated and prepared by various organs of the CONGRESS. The National Congress shall meet at least once a year,

iv. The National Congress is responsible for establishing essential rules and guidelines to enhance Party governance, aligned with the Constitution. This includes the preparation of thorough reports, such as the annual financial overview, to ensure transparency and accountability.

v. The National Congress shall meet in a Regular National Convention (RNC) convened by the Secretary General, Assistant Secretary General or Acting Secretary General as the case may be under the direction of the Central Executive Bureau at which elections of the Central Executive Bureau, and National Trustees shall be carried out by secret ballot once every five (5) years.

vi. The National Congress shall meet in Special National Convention (SNC) convened by the Secretary General, Assistant Secretary General or Acting Secretary General as the case may be, under the direction of the Central Executive Bureau from time to time as need arises.

vii. The National Congress shall be able to work with other organs of the Congress to ensure that there is cohesion, and unity in all the dealings, activities and decisions align.

viii. The National Congress shall offer party policies, political direction, manage party membership, oversee the formation of committees and bodies, facilitate communications with state entities and others, and foster regional and international collaboration with governments and partners."

ix. The National Congress being the supreme shall hold the administrative functions within the congress and shall ensure to uphold the administrative objectives of the Congress including the supervisory roles.

x. The National Congress shall be able to call in any special or urgent meetings with the other organs of the congress where necessary.

xi. The National Congress reviews and approves employment terms for Party staff, promoting fair working conditions and a supportive environment.

xii. It approves the annual budget and audits financial statements, ensuring the Party's commitment to responsible fiscal management.

xiii. The National Congress appoints representatives to relevant organizations, enhancing collaboration and advancing the Party's interests.

xiv. It designs and implements initiatives to stimulate Party activities, fostering greater engagement among members.

xv. The National Congress formulates and enforces rules necessary to uphold the Constitution, ensuring all actions align with its principles.

xvi. It designates deputies to assume the duties of absent office holders, or appoints other officials to maintain continuity in leadership.

xvii. The National Congress facilitates the recognition and coordination of diaspora chapters, strengthening global connections and support for the Party's mission.

**(b) THE CENTRAL EXECUTIVE BUREAU**

i. The Central Executive Bureau (CEB) shall consist of the following office bearers: Congress Leader, Deputy Congress Leader, Chairman General, Vice Chairman Gen. Secretary General, Assistant Secretary General, National Organizing Secretary, National Assistant Organizing Secretary, National Treasurer, National Assistant Treasurer, National Women Leader, National Youth Leader, Special Interest Groups Representative, and three (3) National Trustees.

ii. The Central Executive Bureau shall be responsible for the general management of the CONGRESS, and its organs and policies.

iii. The Central Executive Bureau (CEB) shall be responsible for the management of the party funds and investments.

iv. The CEB shall from time to time establish adhoc .committees to manage specific programmes of the party.

v. The Central Executive Bureau shall formulate and prepare all the policies in liaison with all organs of the CONGRESS for ratification by the National Congress.

vi. The Central Executive Bureau shall collaborate with all Congress organs to formulate policies for ratification by the National Congress.

vii. The Central Executive Bureau shall convene meetings under the leadership of the Chair, in consultation with CL ensuring proper documentation of discussions.

viii. The Central Executive Bureau shall develop long-term strategies to align the Party's objectives with community needs.

ix. The Central Executive Bureau shall foster active participation of members in Party activities and decision-making processes.

x. The Central Executive Bureau shall allocate resources effectively to support initiatives and maximize impact.

xi. The Central Executive Bureau shall evaluate the effectiveness of implemented policies and programs regularly.

xii. The Central Executive Bureau shall maintain open lines of communication between the Central Executive Bureau and grassroots members.

xiii. The Central Executive Bureau shall organize training sessions to enhance the skills and knowledge of Party members.

xiv. The meetings of the central executive bureau shall be convened by the secretary general , assistant secretary or acting secretary general under the direction of the chairman general, vice chairman general or acting chairman general as the case may be in consultation with the congress leader and shall maintain all minutes and records of the meetings.

**(c) Eligibility& Qualifications to be Elected in the Central Executive Bureau (CEB)**

To qualify for election into the **Central Executive Bureau (CEB)**, a candidate must:

i. **Be a Registered Party Member**
   - Must be a fully paid-up member of the Kenya Social Congress (KSC).
   - Must have actively participated in party activities for at least **three (3) years** before the election.

ii. **Meet Leadership & Integrity Standards**
   - Must comply with **Chapter Six of the Constitution of Kenya** on leadership and integrity.
   - Must not have a criminal record or history of corruption or abuse of office.
   - Must not have been declared bankrupt.

iii. **Demonstrate Leadership & Political Experience**
   - Must have held a leadership role within the party at **county, national, or other recognized party structures**.
   - Must demonstrate commitment to **party policies, principles, and ideology**.

iv. **Educational & Professional Requirements**
   - The **Congress Leader, Secretary General, and Treasurer** must hold at least form four level of education.
   - Other positions may require relevant professional or leadership experience.

v. **Adhere to Gender & Regional Balance**
   - Elections shall comply with the **two-thirds gender rule**.
   - There must be fair regional representation to ensure inclusivity and diversity.

vi. **Not Hold Membership in Another Political Party**
   - Any candidate must **not be a member of another political party** at the time of nomination.

vii. **Pass Party Vetting & Nomination Process**
   - All candidates must be vetted and cleared by the **Elections Board** before contesting.
   - A non-refundable nomination fee, as set by the CEB, must be paid before consideration.

**(d) How to Fill Any Vacancy in the Central Executive Bureau (CEB)**

A vacancy in the **Central Executive Bureau (CEB)** may arise due to:

- Resignation
- Death
- Permanent incapacity
- Expulsion due to disciplinary action
- Appointment or election to another position that creates an incompatibility

**Procedure for Filling a Vacancy in CEB**

i. **Notification & Declaration of Vacancy**
   - The **Secretary General** shall officially notify the CEB and National Congress of the vacancy.
   - The CEB shall determine the method of filling the vacancy within **30 days**.

ii. **Interim Appointment (if necessary)**
   - The CEB may appoint an **interim official** to hold office until a formal election is conducted.
   - The appointment shall be ratified by the National Congress.

iii. **Election Process**
   - If the vacancy occurs **more than one (1) year before the next party elections**, a **by-election** shall be conducted.
   - Candidates shall be vetted by the **Elections Board** and approved by the CEB.
   - A simple majority vote shall determine the winner.

iv. **Direct Appointment (if election is not feasible)**
   - In exceptional cases where an election cannot be conducted, the CEB may **nominate a qualified replacement**, subject to National Congress approval.

## (e) SECRETARIAT

### A. National Secretariat

i. The National Secretariat shall be the administrative organ of the CONGRESS under the general direction of the Central Executive Bureau and National Congress.

ii. The National Secretariat shall consist of the following Bureau and National Directors: Administration and Finance, Health, Planning and National Development, Constitutional and Legal Affairs, Education, Science and Technology, Culture and Social Services, Commerce and Industry, Agriculture Lands and Housing, Cooperative Development, Transport and Communication, Foreign Affairs, public Relations, Water Energy Environment and Natural Resources and party employees

iii. There shall be employment manual developed by the CEB to guide the principles of staff establishment and employment regulations

#### 1) Recruitment Process for Party Staff and Secretariat Members

The recruitment of party staff and secretariat members shall be conducted transparently and based on merit to ensure efficiency and professionalism within the party structure. The recruitment process shall follow these steps:

i. **Identification of Vacancies**
   - The **Central Executive Bureau (CEB)** and the **National Secretariat** shall determine vacant positions based on party needs.
   - A detailed job description and qualifications required for each position shall be drafted.

ii. **Advertisement & Application**
   - Vacancies shall be **publicly advertised** through the party website, internal notices, and relevant media channels.
   - Interested candidates shall submit their applications to the **National Secretariat** within the specified deadline.

iii. **Screening & Shortlisting**
   - A **Recruitment Committee**, appointed by the CEB, shall screen applications to ensure candidates meet the required qualifications.
   - A shortlist of qualified candidates shall be prepared for interviews.

iv. **Interviews & Selection**
   - Shortlisted candidates shall be invited for **interviews and competency assessments** conducted by the Recruitment Committee.
   - Selection shall be based on **merit, experience, and adherence to party ideology and values**.

v. **Approval & Appointment**
   - The **CEB shall approve final selections** and issue appointment letters to successful candidates.
   - Appointed staff shall **sign an employment contract**, which outlines duties, responsibilities, and ethical conduct.

vi. **Induction & Training**

- New recruits shall undergo an **orientation program** to familiarize themselves with party policies, objectives, and working procedures.
- Training on **party administration, finance management, and political strategy** shall be provided.

**2) Daily Activities and Responsibilities of Staff & Secretariat Members**

The **National Secretariat** and its staff shall perform administrative and operational duties under the direction of the **CEB** to ensure smooth running of the party. Their daily activities shall include:

i. **Administrative Functions**

- Managing official **party correspondence** (emails, letters, press releases).
- Organizing **meetings, conferences, and workshops** for party officials and members.
- Keeping records of **minutes, decisions, and policy documents**.
- Coordinating **party membership registration and database management**.

ii. **Financial & Resource Management**

- Managing **party finances**, including budget preparation and financial reporting.
- Processing **payments, salaries, and procurement of office supplies**.
- Maintaining **financial transparency** by ensuring records are updated and audited regularly.

iii. **Political & Strategic Operations**

- Assisting in **policy research, drafting, and documentation** for party programs.
- Coordinating **electoral processes**, including nominations and campaign strategies.
- Engaging with **government agencies, media, and other stakeholders** on behalf of the party.

iv. **Public Relations & Communications**

- Managing **party social media platforms, website updates, and media engagements**.
- Preparing and distributing **press statements and official party communications**.
- Handling inquiries from **party members, the public, and the media**.

v. **Party Mobilization & Outreach**

- Coordinating **membership recruitment drives** and grassroots mobilization.
- Planning **political education programs, civic engagement, and advocacy initiatives**.
- Supporting the organization of **rallies, fundraising events, and political meetings**.

These functions ensure that the party remains well-organized, financially accountable, and politically active at all levels.

**B. COUNTY SECRETARIAT**

i. There shall be a county secretariat which will be regulated and answerable to the national secretariat

ii. Will be responsible for administrative activities at the county and supervises divisional and village congresses

**(f) ELECTIONS BOARD**

There is established an elections board which shall:-

**I. Functions**

a. Handle all election matters of the party

b. Vet all candidates for national elections and forward the list to CEB for processing

c. Shall meet regularly whenever elections matters arises and the quorum shall be four.

**II. Composition**

a. Shall be composed of seven members nominated by the CEB from the party membership

b. It shall adhere to the two third gender rule

c. The chairperson of the board shall hold a degree from a recognized university

d. The functions of the board shall be under the direction of the CEB as per the party nomination rules.

e. The board will hold office for two terms of four years nonrenewable.

**(g) NATIONAL BUREAUX AND DIRECTORS**

The National Bureau and Directors shall be responsible for the functions of the respective Bureau assisted by elected committees of the National Congress and support staff under the general direction of the Central Executive Bureau as follows:

(i) The Administration and Finance Bureau shall be responsible for all administrative and financial matters of the CONGRESS and shall formulate all budgetary policies for the Central Executive Bureau, National Congress and Parliamentary Groups.

(ii) The Planning and National Development Bureau shall be responsible for all planning and development matters of the CONGRESS and shall formulate planning and development policies for the Central Executive Bureau, National Congress and Parliamentary Groups.

(iii) The Constitutional and Legal Affairs Bureau shall be responsible for all constitutional and legal matters of the CONGRESS, and shall formulate and draft all proposed legislation for the Central Executive Bureau, National Congress, Parliamentary Groups and shall provide legal assistance and advice to them at all times.

(iv) The Foreign Affairs and Public Relations Bureau shall be responsible for all foreign relations and publicity matters of the CONGRESS, formulate all foreign relations and publicity policies for the Central Executive Bureau, National

Congress, Parliamentary Groups and shall be responsible for the recruitment of members of the CONGRESS in the Diaspora.

(v) The Education Research Science and Technology Bureau shall be responsible for all educational research science and technology matters of the CONGRESS and shall formulate all national education research science and technology policies for the Central Executive Bureau, National Congress and Parliamentary Groups.

(vi) The Culture, Labour and Social Services Bureau shall be responsible for all cultural labour and social services matters and shall formulate all policies in culture, community development and sports

(vii) The land and housing bureau shall be responsible for all matters and shall formulate all policies of the CONGRESS on land and housing issues for the central executive bureau, national congress and parliamentary groups.

(viii) The cooperative development bureau shall be responsible for all matters on cooperatives, and shall formulate all policies of the CONGRESS on consumer production, savings and cooperative development for the central executive bureau, national congress, and parliamentary groups.

(ix) The commerce and industry bureau shall be responsible for all matters of commerce, trade and industry and shall formulate all policies of the CONGRESS in commerce and industry for the CEB, national congress and the parliamentary groups.

(x) The transport and communications bureau shall be responsible for all matters in transport and communication and shall formulate all policies of CONGRESS on road transport, rail, air , harbors, shipping, cargo handling, posts and telecommunications and public works for the CEB, national congress and parliamentary groups.

(xi) The energy, water, environment and natural resources bureau shall be responsible for all matters of energy, water, environment and natural resources, and shall formulate all policies of the CONGRESS on electricity, oil, water, ecology, minerals and wildlife for the CEB, national congress and the parliamentary groups.

(xii) The health bureau shall be responsible for health matters and activities of the CONGRESS and shall formulate all policies of the CONGRESS on health for the CEB, national congress and the parliamentary groups.

**(h) PARLIAMENTARY CONGRESS**

i. There shall be three (3) parliament Congresses comprising of elected and nominated members of the National Assembly, Senate and County Assemblies namely:
   (i) National Assembly Congress
   (ii) Senate Congress
   (iii) County Assembly Congress

ii. All elected and nominated members to the assemblies shall support the party through monthly contributions that shall be decided by the CEB from time to time.

iii. All elected and nominated members to the assemblies shall adhere to the party constitution.

iv. The parliamentary groups shall articulate the interests and policies of the CONGRESS in their respective assemblies under the general direction of the CEB and national congress.

v. The meetings of the parliamentary groups shall be convened by their respective whips under the general direction of the president or deputy president as the case may be, shall maintain all minutes and records of their meetings with express consultation with the congress leader.

vi. In the absence of the president/deputy with the congress leader.

**(i) WOMEN CONGRESS**

i. The Women Congress shall he responsible for all matters relating to the exclusive affairs of women throughout the country in liaison with other organs of the CONGRESS at all levels under the general direction of the Central Executive Bureau and National Congress.

ii. The Women Congress shall perform its functions and responsibilities within the organizational structure of the CONGRESS at all levels.

iii. The Women Congress shall organize relevant activities and programs for women throughout the country to ensure their full participation in all public affairs.

iv. The membership of the Women Congress shall not be subject to any age limit.

v. The organization and structure of the Women Congress shall be analogous to the general institutional organization and structure of CONGRESS from the Village Congress to the National Congress.

**(j) YOUTH CONGRESS**

i. The Youth Congress shall be responsible for all matters relating to the exclusive affairs of youth throughout the country in liaison with other organs of the CONGRESS at all levels under the general direction of the Central Executive Bureau and National Congress.

ii. The Youth Congress shall perform its functions and responsibilities within the organizational structure of the CONGRESS at all levels.

iii. The Youth Congress shall organize relevant activities and programs for youth throughout the country to ensure their full participation in all public affairs.

iv. The membership of the Youth Congress shall be subject to upper age limit of 35 years.

**(k) COOPERATIVE CONGRESS**

i. There shall be a Cooperative Congress based on the cooperative movement throughout the Country which shall be responsible for the articulation of the interests and welfare of the general membership of all cooperative societies and unions.

ii. The Cooperative Congress shall perform its functions and responsibilities in consultation with the Cooperative Development Bureau and other organs of the CONGRESS at all levels.

iii. The Cooperative Congress shall organize relevant activities and programs for its members throughout the Country in liaison with the other organs of the CONGRESS at all levels.

iv. The Organization and structure of the Cooperative Congress shall be based on the institutional structure of cooperative societies and unions throughout the Country and shall be analogous to the other organs of the CONGRESS at all levels.

**(l) LABOUR CONGRESS**

i. There shall be a Labour Congress based on the Labour Movement throughout the Country which shall be responsible for the articulation of the interests and welfare of all workers.

ii. The Labour Congress shall perform its functions and responsibilities in consultation with the Culture Labour and Social Services Bureau and other organs of the CONGRESS at all levels.

iii. The Labour Congress shall organize relevant activities and programs for its members throughout the Country in liaison with other organs of the CONGRESS at all levels.

iv. The organization and structure of the Labour Congress shall be based on the socioeconomic sectoral groups throughout the Country, and shall be analogous to the other organs of the CONGRESS at all levels.

**(m) SPECIAL INTEREST CONGRESS**

i. This will include people with disability, marginalized communities, the aged and total orphans

ii. To qualify as a member one must be registered with disabilities board of Kenya

iii. The county secretariat with the guidance of the national secretariat will identify and vet those not registered with the board and forward the list to CEB for processing and admission.

**(n) DIASPORA CONGRESS**

i. Kenyans leaving outside Kenya qualify to join the party through this congress
ii. Diaspora member must provide a Kenyan ID or a valid passport to be eligible to join
iii. Diaspora members shall enjoy all membership rights.
iv. They shall advance party policies and ideology through the directorate of foreign affairs
v. Establish diaspora programs and activities which shall be approved by the CEB
vi. Will assist in resource mobilization and same banked in the party account
vii. Shall elect their representative (diaspora rep) who will be domiciled in the directorate of foreign affairs

**(o) BRANCHES**

**I. Organ Determining the Existence & Number of Branches**

i. The **Central Executive Bureau (CEB)** has the mandate to establish, regulate, and dissolve branches.
ii. The number and structure of branches shall be determined based on **geographical, political, and strategic considerations**. And shall not be less than 24 spread across 24 counties.

**II. Functions of Branches**

i. **Recruitment of Members** – Mobilizing and enrolling new party members.
ii. **Local Representation** – Acting as a link between grassroots members and the national leadership.
iii. **Political Education & Awareness** – Conducting civic engagement, voter education, and party awareness programs.
iv. **Election Coordination** – Assisting in party primaries, campaign mobilization, and election monitoring.
v. **Community Engagement** – Addressing local socio-political issues in alignment with party policies.

## 9. FUNCTIONS OF NATIONAL OFFICIALS

The National Officials of the CONGRESS shall be vested with the following functions and responsibilities:

**(a) Congress Leader (CL)**

i. The Congress Leader shall be the leader and executive head of the CONGRESS.
ii. The Congress Leader shall preside over all National Congress Meetings.
iii. The Congress Leader shall advice the (CEB) on policy matters of the CONGRESS.
iv. The (CL) shall chair all the Parliamentary Group (PG) and Senate Group (SG) meetings.
v. The congress leader/deputy congress leader shall sit in all the CEB meetings
vi. Supervise on a regular basis all the functions and operations of the congress organs

**(b) Deputy Congress Leader (DCL)**

i. The Deputy Congress Leader shall be the deputy leader and deputy executive head of the CONGRESS.
ii. The Deputy Congress Leader shall preside over all National Congress Meetings in the absence of the (CL).
iii. The Deputy Congress Leader shall advice the (CEB) on policy matters of the CONGRESS in the absence of the Congress Leader.
iv. The Deputy Congress Leader shall chair all the Parliamentary Group and Senate Group meetings in the absence of the Congress Leader.

**(c) Chairman General (CG)**

i. The Chairman General shall preside over all the meetings of the Central Executive Bureau.
ii. The Chairman General shall delegate functions and responsibilities as need arise from time to time.

iii. The Chair General shall be assisted by the Vice Chairman, Secretary General and other National Officials and the National Directors.

iv. The Chairman General shall run the daily functions of the Congress in consultation with Congress Leader.

v. Supervises activities of the national secretariat.

**(d) Vice Chairman General**

i. The Vice Chairman General, in the absence of the Chairman General shall preside over all the meetings of the Central Executive Bureau.

ii. The Vice Chairman General, in the absence of the Chairman General shall delegate functions and responsibilities as need arise from time to time.

iii. The Vice Chairman General, in the absence of the Chairman General shall be assisted by the, Secretary General, other National Officials and the National Directors.

iv. The Vice Chairman General, in the absence of the Chairman General shall run the daily functions of the Congress in consultation with Congress Leader.

**(e) Secretary General**

i. The Secretary General shall be the administrative and executive officer of the CONGRESS under the general direction of the Central Executive Bureau and National Congress.

ii. The Secretary General shall convene all meetings of the Central Executive Bureau and National Congress under the direction of the Central Executive Bureau.

iii. The Secretary General shall maintain minutes and records of all meetings of the Central Executive Bureau and National Congress.

iv. The Secretary General shall supervise the general activities of the CONGRESS at all levels under the general direction of the Central Executive Bureau and National Congress.

v. The Secretary General shall delegate functions and responsibilities and shall be assisted by the Assistant Secretary General and the National Secretariat.

vi. The Secretary General shall prepare the annual reports of all the activities of the CONGRESS and present them to the RNC and SNC of the National Congress.

vii. The Secretary General shall formulate and prepare all policy documents for the Central Executive Bureau and National Congress

viii. The Secretary General shall formulate and prepare all policy documents for the Central Executive Bureau and National Congress.

**(f) Assistant Secretary General**

i. The Assistant Secretary General shall be the principal assistant of the Secretary General in all matters of the CONGRESS.
ii. The Assistant Secretary General shall assist and deputize for the Secretary General at all times.

**(g) National Organizing Secretary**

i. The National Organizing Secretary shall be responsible for membership recruitment under the general direction of the Central Executive Bureau.
ii. The National Organizing Secretary shall be responsible for the organization and management of all public meetings, seminars, study groups, workshops, mass political education and other-activities under the general direction of the Central Executive Bureau.
iii. The National Organizing Secretary shall be responsible for all public relations and publicity under the general direction of the Central Executive Bureau.
iv. The National Organizing Secretary shall delegate functions and responsibilities and shall be assisted by the National Assistant Organizing Secretary and National Secretariat.

**(h) National Assistant Organizing Secretary**

i. The National Assistant Organizing Secretary shall be the principal assistant of the National Organizing Secretary in all matters of the CONGRESS.
ii. The National Assistant Organizing Secretary shall assist and deputize for the National Organizing Secretary at all times.

**(i) National Treasurer**

i. The National Treasurer shall he responsible for all the financial management of the CONGRESS under the general direction of the Central Executive Bureau.
ii. The National Treasurer shall supervise all the financial matters of the various organs of the, CONGRESS at all times.
iii. The National Treasurer shall prepare and present the annual budget and accounts of the CONGRESS to the Central Executive Bureau and National Congress.
iv. The National Treasurer shall maintain a Bank Account managed by the Congress leader, Secretary General under the general direction of the Central Executive Bureau.

**(j) National Assistant Treasurer**

i. The National Assistant Treasurer shall be the principal assistant of the National Treasurer in all financial matters of the CONGRESS.
ii. The National Assistant Treasurer shall assist and deputize for the National Treasurer at all times.

**(k)Special interest group representative**

i. Shall be responsible for all operations and activities of people with disability and the marginalized in the CEB
ii. Establish programs and activities for this group under the general direction of the CEB

## 10. MEETINGS

The meetings of the CONGRESS shall be convened and conducted as follows:

a. The regular meetings of all the organs of the CONGRESS shall be convened by the respective secretaries generals or official concerned by giving a written notice of fourteen days (14) days to the members concerned.

b. The special or emergency meetings shall be convened within a five (5) days written notice or by the quickest possible means.

c. The notice shall indicate the date, time and venue of the meeting.

d. The meetings shall be chaired by the congress leader or chairman general and in his absence the deputy congress leader or vice chairman general will chair the meeting,or any appointed member as per this constitution.

e. The meetings shall require a quorum of half of the bona fide members concerned.

f. The minutes and records of the meetings shall be taken and maintained by the respective secretaries or assistants.

### (a) Challenges of Quorum & How to Mitigate Them

- If meetings fail to meet the required **quorum**, the following measures shall be applied:
  i. **Advance Communication** – Notices and reminders shall be sent to members well in advance.
  ii. **Use of Technology** – Virtual or hybrid meetings shall be allowed to improve participation.
  iii. **Delegation System** – If key members are absent, their roles may be temporarily assigned to alternates.
  iv. **Threshold Adjustments** – In cases of continued failure to meet quorum, the **CEB may authorize decisions by a simple majority of present members**.

### (b) How Resolutions Are Passed

i. **Regular resolutions** shall be passed by a **simple majority vote**.
ii. **Key policy changes, constitutional amendments, and financial decisions** shall require a **two-thirds majority** approval.
iii. **Secret ballot voting** shall be used in sensitive decisions such as leadership elections and major policy approvals.

## 11.ELECTIONS BY CONGRESS

i. All elections of the CONGRESS shall be held after every five years.

ii. The elections of all officials of the CONGRESS shall be conducted by Secret Ballot and all vacancies in committees shall be filled by appointment by the Central Executive Bureau (CEB) for the National and County committees. For the Divisional and Village committees the appointment will be done by the County Congress.

iii. The candidates for elections shall be required to follow the nomination rules which shall be reviewed by CEB from time to time.

iv. The results of the elections and all decisions shall be based on simple majority of the electors or members.

v. In the event of a tie during voting in the party meeting the respective chairman of that organ shall have a second vote.

vi. The party presidential candidate shall be head of government once the CONGRESS forms the government.

vii. In the event of coalition formation or merger, the party presidential candidate shall lead the process in consultation with the CEB, the merger and coalition documents shall be signed by the congress leader and the secretary general.

viii. Unless disqualified under article **6 (b)** all serving officials are free to vie.

ix. For a member to qualify to vie for any position in the party must be a fully paid up member and must make a formal application to the secretary general.

x. The applicants are vetted by the elections board for clearance

xi. All party nomination certificates shall he signed by Congress Leader, Secretary General and National Treasurer or as it shall be determined by the CEB from time to time.

## 12.FINANCE AND REVENUE

**(a) The management of the finances and revenue of CONGRESS shall be as follows:**

I. The finances and revenue shall accrue from contributions, donations, fees, subscriptions, funds from the Political Parties Fund, fund-raising activities and funds from contributions from elected leaders as will be determined by the Central Executive Bureau (CEB) from time to time.

II. The sources of funds shall include;

i. Member Contributions and Fees

a. Membership registration fees
b. Monthly or annual subscription fees
c. Special levies for election campaigns or party activities

ii. Donations & Grants

a. Donations from well-wishers and supporters
b. Grants from NGOs or international organizations supporting democracy, governance, and gender equality.

iii. Political Parties Fund

a. Government funding as per the Political Parties Act, allocated based on parliamentary representation and compliance.

iv. Fundraising Activities & Events

a. Gala dinners, auctions, and charity events
b. Crowdfunding and online fundraising campaigns

v. Elected Leaders' Contributions
a. Mandatory or voluntary contributions from elected officials within the party

vi. Business Ventures & Investments

a. Income-generating projects such as party merchandise sales (T-shirts, caps, flags, books)
b. Party-owned media outlets or publications

vii. Partnerships and Collaborations

a. Financial support from institutions that promote governance, democracy, and political participation

III. The records of accounts of all the finances and revenues shall be maintained by the Secretary General, Assistant Secretary General and National Treasurer.

IV. The financial records of the Village, Divisional and County Congress shall inspected by the CEB**.**

V. The accounts of the party shall be audited annually and from time to time as need arises by the Auditor General or by an auditor appointed by the Central Executive Bureau and approved by the National Congress.

VI. The accounts, budget and expenditure of the finances and revenue of the CONGRESS shall be subject to ratification by the National Congress

VII. The Financial Year of the CONGRESS shall be from July 1st to June 30th of the following year.

VIII. SG to sign all statutory/ audit accounts

IX. All party bank accounts shall be operated by the Congress Leader, Secretary General and National Treasurer.

**(b) The finances of the party shall be used;**

i. To promote educational development of democracy, good governance, and gender equality in Kenya.
ii. To meet the basic obligations of running the secretariat, and election related expenses.
iii. Fund Seminars and workshops for political education of members

**(c) Financial integrity and fund management**
Prohibition on Unauthorized Fund Distribution

i. Use of Party Funds

a. Party funds are strictly reserved for advancing the party's mission, values, and official activities.
b. No member or affiliate may allocate party funds for personal or unauthorized purposes. Violations shall result in disciplinary action, including potential expulsion or legal proceedings.

ii. Financial Oversight and Transparency

a. The Financial Oversight Committee shall audit all transactions quarterly, ensuring transparency in fund management.
b. Disbursements must be documented, justified, and pre-approved by both the Financial Oversight Committee and the Central Executive Bureau.

iii. Reporting Mechanism for Financial Misconduct

a. A confidential mechanism shall be established to report suspected financial misconduct.
b. All reports shall be reviewed by an independent Ethics Committee, which will investigate and recommend corrective actions. Severe violations may result in expulsion and, if necessary, legal action.

## 13.NATIONAL TRUSTEES

i. The National Trustees shall be the custodians of all the assets of the CONGRESS at all times.
ii. The assets and liabilities of the CONGRESS shall be vested in the National Trustees at the dissolution of CONGRESS.
iii. The National Trustees shall be elected at the Regular National Convention ( RNC) of the National Congress, and shall not be removed from office except by voluntary resignation in writing or by resolution of the National Congress supported by two-thirds (2/3) of the members of the National Congress.
iv. Shall be composed of three members who will also be members of the CEB.
v. Quorum for their meeting is two.

## 14.PARTY POLICY DOCUMENTS

i. All party policy documents shall be prepared by the CEB and ratified by the Regular National Convention once every year. Once ratified the documents shall be available to all members of the CONGRESS.

ii. All party records, financial statements, investment reports shall be opened for inspection for members, ORPP and OAG and shall be signed by the congress leader and secretary general.

iii. Upon request in writing by any member or body and upon payment of the required fees the records should be available within five working days.

iv. The list of policy documents to be used by the party includes:-

a) Work plans
b) Strategic plans
c) Nomination rules
d) Human Resource manuals

e) Circulars from ORPP ,OAG, Treasury and any other government agencies as developed from time to time.

## 15. SIGNATURES & AUTHORIZATION

To ensure **proper governance and financial accountability**, the following documents and decisions require authorized signatures:

### i. Accounts & Bank Signatories

- **Signatories:** Congress Leader, Secretary General, and National Treasurer.
- **Requirement:** At least **two signatories** must approve any financial transaction.

### ii. Annual Reports

- **Signed by:** Congress Leader, Secretary General, and National Treasurer.
- **Requirement:** Must be audited and presented to the National Congress.

### iii. Nomination Certificates

- **Signed by:** Congress Leader, Secretary General, and National Treasurer.
- **Requirement:** Must be issued only to vetted and approved candidates.

### iv. Mergers & Coalition Agreements

- **Signed by:** Congress Leader and Secretary General.
- **Requirement:** Approval by two-thirds (2/3) majority of the National Congress.

### v. Official Correspondence & Communications

- **Signed by:** Secretary General or congress leader.
- **Requirement:** All letters and statements must bear the official party seal.

### vi. Official Party Records & Policy Documents

- **Signed by:** Congress Leader and Secretary General.
- **Requirement:** Must be filed with relevant party organs and, where applicable, with the Office of the Registrar of Political Parties (ORPP).

## 16.MERGERS AND COALITIONS

i. The Party shall have the authority to forge strategic mergers and coalitions with other political parties and organizations to enhance collective influence and shared objectives.

ii. The Central Executive Bureau (CEB) shall sanction the process of any mergers or coalitions.

iii. Any mergers or coalitions must follow the Political Parties Act 2011 in particular schedule 3 guidelines.

iv. Notices for mergers and coalitions shall be issued by the Secretary General using any quickest means possible.

v. Proposals for mergers or coalitions shall be evaluated and approved by a two-thirds majority of the National Congress, ensuring that all branches of the Party are represented in the decision-making process.

vi. In case there shall be any voting during the process, voting shall be by secret ballot and the merger / coalition documents shall be signed by the congress leader and the secretary general.

vii. Formal agreements for mergers and coalitions must be drafted collaboratively, with contributions from the Central Executive Bureau, National Secretariat, and relevant Parliamentary groups, ensuring comprehensive input and consensus.

viii. Upon approval, the Congress leader and Secretary General shall execute the final agreements, which shall be filed with the appropriate regulatory authorities and made accessible to all Party members.

ix. The Secretary General shall be responsible for maintaining custody of all documents related to mergers and coalitions, providing transparency and facilitating future reviews.

x. In preparation for negotiations regarding proposed mergers and coalitions, the National Congress shall establish a specialized task force to conduct thorough assessments and gather stakeholder feedback.

xi. The National Congress shall conduct periodic reviews of existing mergers and coalitions, evaluating their effectiveness and alignment with the Party's mission, with findings presented to the membership for discussion.

xii. In exceptional circumstances requiring expedited action, the Central Executive Bureau may convene an emergency session to consider urgent coalition proposals, ensuring timely responses to emerging circumstances.

## 17. DISPUTES RESOLUTION AND DISCIPLINARY MEASURES AND PROCEDURE

I. There is established the National Disciplinary Committee and devolved disciplinary committees at the County (branch) and Sub-County (sub-branches).

II. The committees shall be appointed by the CEB.

### A. MATTERS CONSTITUTING DISCIPLINARY MEASURES

Disciplinary action shall be instituted against a member in cases of: -

i. Gross misconduct;
ii. Corruption;
iii. Misappropriation of Party funds and/or misuse of the Party facilities;

iv. Disloyalty to the Party;
v. Allegiance to another Political Party;
vi. Acting or advancing positions in contrary to the party position;
vii. Failure, refusal or neglect to carry out directives or instructions of the Party;
viii. Failure to make remittance/or pay dues to the Party;
ix. Lack of respect to decisions of the party and the organs of the Party;
x. Failure to abide by the Code of conduct of the Party; and
xi. Any other conduct, act or omission that may bring the party into disrepute.

The penalties meted shall be proportionate to the offence committed.

## B. NATIONAL DISCIPLINARY COMMITTEE

### (a) Composition of the National Disciplinary Committee

i. The committee shall be composed of not less than three (3) and not more than seven (7) members including the chairperson at the national level;

ii. The Chairperson of the National Disciplinary Committee shall be appointed by the CEB.

iii. The Chairperson of the National Disciplinary Committee shall be a person qualified to be a judge of the High Court of Kenya and a person of integrity and high standing in society and in compliance with Chapter six of the Constitution of Kenya.

iv. The members of the National Disciplinary Committee shall appoint from among themselves the Deputy Chairperson who shall be opposite gender of the Chairperson.

v. The members of the National Disciplinary Committee shall be appointed by the CEB from among persons who are: -

a. Adults above the age of 18 years;
b. Citizens of Kenya;
c. Paid up members of the party.
d. Not holding any other office in the party.

### (b) Jurisdiction and powers of the National Disciplinary Committee

i. The National Disciplinary Committee shall have both original and appellate jurisdictions to hear and determine matters relating to or concerning discipline within the party.

ii. The National Disciplinary Committee shall have appellate jurisdiction to hear appeals from County Disciplinary Committee and shall have original jurisdiction to hear matters referred to it by the Congress Leader, Secretary General or the CEB.

iii. The National Disciplinary Committee shall have the power to fine, de-whip, suspend, recommend expulsion of any member of office bearer at the National, County, Constituency, and Ward level and impose any other penalty provided for in this constitution.

**(c) Conduct of disciplinary proceedings**

i. The National Disciplinary Committee shall make rules and regulations and guidelines governing the procedures to be employed by it, and the County Disciplinary Committee.

ii. In all cases before the National Disciplinary Committee, every person appearing for a hearing shall be entitled to a fair hearing. The individual shall be notified of the disciplinary procedure against them; accorded an opportunity to defend himself; and may be represented by an advocate or any other party members.

iii. The quorum of the National Disciplinary Committee shall be half of the bona fide members concerned.

iv. The disciplinary matters shall be heard and concluded within the shortest time possible not exceeding two (2) months from the commencement of the matter.

v. Appeals from decisions of the committees should be filed within seven (7) days from the decision and concluded in the shortest time possible not exceeding twenty-one (21) days from the filing of the appeal.

vi. The National Disciplinary Committee shall report its findings and decisions to the CEB for adoption, ratification, variation or substitution.

vii. The decision of the CEB shall be final.

## C. COUNTY DISCIPLINARY COMMITTEE

**(a) Composition of the County Disciplinary Committee**

i. The committee shall be composed of not less than three (3) and not more than five (5) members including the chairperson at the county level;

ii. The Chairperson of the County Disciplinary Committee shall be appointed by the CEB.

iii. The Chairperson of the County Disciplinary Committee shall be a person of integrity and high standing in society and in compliance with Chapter six of the Constitution of Kenya.

iv. The members of the County Disciplinary Committee shall appoint from among themselves the Deputy Chairperson who shall be opposite gender of the Chairperson.

v. The members of the County Disciplinary Committee shall be appointed by the CEB from among persons who are: -

e. Adults above the age of 18 years;
f. Citizens of Kenya;
g. Paid up members of the party; and
h. Not holding any other office in the party.

**(b) Jurisdiction and powers of the County Disciplinary Committee**

i. The County Disciplinary Committee shall have jurisdiction to hear and determine matters relating to or concerning discipline in the party within the County.

ii. The County Disciplinary Committee shall hear matters referred to it by the County Congress or the CEB.

iii. The County Disciplinary Committee shall have the power to fine, de-whip, suspend, recommend expulsion of any member of office bearer in a County, Constituency, and Ward Congress. Such suspension or recommendation for expulsion shall be reported to the CEB for adoption, ratification or variation.

**(c) Conduct of disciplinary proceedings**

i. In all cases before the County Disciplinary Committee, every person appearing for a hearing shall be entitled to a fair hearing. The individual shall be notified of the disciplinary procedure against them; accorded an opportunity to defend himself; and may be represented by an advocate or any other party members.

ii. The quorum of the County Disciplinary Committee shall be half of the bona fide members concerned.

iii. The disciplinary matters shall be heard and concluded within the shortest time possible not exceeding two (2) months from the commencement of the matter.

iv. The County Disciplinary Committee shall report its findings and decisions to the CEB for adoption, ratification, variation or substitution.

## 18.INTERNAL DISPUTE RESOLUTION MECHANISMS

There is established an internal dispute resolution organ known as Conflict Resolution Committee (CRC) that shall be Independent.

**(a) Composition of the Conflict Resolution Committee**

i. The committee shall be composed of not less than three (3) and not more than five (5) members including the chairperson at the national level;

ii. The Chairperson of the Conflict Resolution Committee shall be appointed by the CEB.

iii. The Chairperson of the Conflict Resolution Committee shall be a person qualified to be a judge of the High Court of Kenya and a person of integrity and high standing in society and in compliance with Chapter six of the Constitution of Kenya.

iv. The members of the Conflict Resolution Committee shall appoint from among themselves the Deputy Chairperson who shall be opposite gender of the Chairperson.

v. The members of the Conflict Resolution Committee shall be appointed by the CEB from among persons who are: -

a. Adults above the age of 18 years;
b. Citizens of Kenya;
c. Have proven relevant experience in any of the following fields:
   (i) Electoral matters;
   (ii) Management;
   (iii) Finance;
   (iv) Governance;
   (v) Public administration;
   (vi) Law;
d. Meets the requirements of Chapter six of the Constitution of Kenya.

**(b) Jurisdiction and powers of the County Disciplinary Committee**

i. The Conflict Resolution Committee (CRC) shall manage internal disputes to prevent escalation and preserve party unity.

ii. The Conflict Resolution Committee (CRC) shall facilitate confidential mediation sessions, investigate grievances impartially, and prepare periodic reports on recurring issues.

iii. The Conflict Resolution Committee (CRC) shall conduct its affairs in accordance with Article 47 and 50 of the Constitution of Kenya.

## 19.AMENDMENT OF PARTY IDENTITY AND STRUCTURE

### i. Amendment of Party Name and Symbol

a. Any proposal to amend the party's name, symbol, or colors shall be initiated by either the National Congress or the Central Executive Bureau when there is significant ideological, strategic, or legal justification.
b. Approval of amendments to the party's name, symbol, or colors requires:
   (i) A supermajority vote of two-thirds of the National Congress membership, and
   (ii) A comprehensive assessment report by an Ad Hoc Committee detailing impacts on party identity, member unity, and legal compliance.

### ii. Amendment of Party Constitution

a. The constitution may be amended from time to time as need arises by 75% majority at the RNC or SNC of the National

Congress.

### iii. Relocation of Party Headquarters

a. Relocation of the party's headquarters shall only occur in cases of security concerns or substantial strategic benefits.
b. Such a proposal shall be supported by an impact report and must secure a two-thirds majority approval from the National Congress.

### iv. Amendment of Rules and Operational Procedures

a. Proposed amendments to internal rules or operational guidelines must undergo a review by the Constitution Review Committee (CRC).
b. Approval of such amendments shall require a two-thirds majority vote from the National Congress to ensure alignment with party values, constitutional principles, and legal compliance.

## 20.DISSOLUTION

The dissolution of KSC shall be subject to the following procedure: -

a) The KSC may be dissolved at any time by a unanimous resolution at the RNC or SNC of the National Congress supported by all the County Congresses, Parliamentary Group, Women, Youth and all auxiliary Congresses.
b) The assets and liabilities of the defunct CONGRESS shall be duly vested in the National Trustees and shall be disbursed according to the Law.

## 21. GOVERNANCE AND OPERATIONAL GUIDELINES

Structure and Responsibilities of Governing Bodies

i. National Congress and Central Executive Bureau

a. The National Congress and Central Executive Bureau shall have responsibilities including policy formulation, strategic planning, and financial oversight.
b. These bodies shall undergo an annual review by an Internal Audit Committee to ensure adherence to the party's goals and compliance with legal and ethical guidelines.

ii. Committee Formation and Operations

a. Each committee within the Central Executive Bureau shall maintain balanced representation by region, gender, and expertise.
b. Committees shall:
   (a) Convene regular meetings, maintaining transparent records accessible to members, and
   (b) Conduct annual self-assessments to measure their alignment with the party's objectives.
c. The Central Executive Bureau may form ad hoc committees for urgent issues, with specified terms for their eventual dissolution.

iii. Reporting and Accountability

a. All governing bodies and committees shall provide bi-annual reports to the National Congress detailing decisions made, actions undertaken, and expenses incurred.
b. An independent audit shall be conducted annually to ensure compliance with financial and ethical standards.

## 22. LEADERSHIP ACCOUNTABILITY AND RESPONSIBILITIES

Leader Audits, Financial Disclosures, and Conduct

i. Annual Leadership Audits and Performance Reviews

a. All leaders shall undergo annual evaluations by the Leadership Accountability Committee, reviewing effectiveness, compliance with policies, and achievement of key performance indicators.
b. Feedback will be collected from members, and a report shall be submitted to the National Congress.

ii. Financial Disclosure Requirements
a. Leaders shall disclose their financial interests annually to prevent conflicts of interest with party obligations.
b. Any leader exploiting their position for personal gain shall face disciplinary action, including potential expulsion or prosecution.

iii. Temporary Suspension for Leadership Misconduct
a. Leaders under investigation for serious misconduct may be temporarily suspended by the Leadership Accountability Committee and barred from representing the party until the investigation concludes.

## 23.CODE OF CONDUCT AND PUBLIC REPRESENTATION POLICY

Member Obligations and Media Protocols

i. Code of Conduct for Members

a. Members must sign a Code of Conduct outlining expectations regarding diversity, non-discrimination, and ethics.
b. Members shall avoid inflammatory statements, misuse of party resources, and promotion of external interests.

ii. Public Representation and Media Engagement

a. Members representing the party publicly must obtain prior authorization to ensure alignment with official party messaging.
b. Authorized representatives shall adhere to media guidelines established by the Public Relations Committee.

iii. Penalties for Breach of Conduct

a. Members violating the Code of Conduct shall be subject to review by the Disciplinary Committee, with penalties including suspension, revocation of privileges, and in severe cases, expulsion with a 30-day appeal period.

## 24. IMPLEMENTATION OF NATIONAL VALUES & PRINCIPLES OF GOVERNANCE

The Kenya Social Congress (KSC) is committed to **upholding and implementing** the **national values and principles of governance** as enshrined in **Article 10 of the Constitution of Kenya, 2010**. These include:

**i. Integrity, Transparency & Accountability**

a. All party officials and members shall uphold **ethical leadership and integrity**, ensuring no misuse of resources or power.
b. Financial records, procurement processes, and political decisions shall be **open for scrutiny** by relevant party organs and oversight bodies.

**ii. Public Participation & Inclusivity**

a. The party shall promote **citizen engagement** in decision-making and policy formulation.
b. Members from **marginalized groups, youth, and persons with disabilities** shall be given leadership opportunities.

**iii. Social Justice & Human Rights Protection**

a. KSC shall advocate for **equal opportunities for all**, ensuring gender, regional, and ethnic balance.
b. The party shall **reject all forms of discrimination, corruption, and abuse of office**.

**iv. Rule of Law & Constitutionalism**

a. The party shall align all its activities with **Kenyan laws and international conventions**.
b. Any disputes within the party shall be resolved through **legal and procedural mechanisms**.

## 25. DEMOCRATIC PRACTICES

The KSC shall uphold **democratic values** in all aspects of governance, ensuring fairness, accountability, and participation.

**i. Rights to be heard**

a. Every member shall have the **right to voice their opinion** in party meetings, policymaking, and decision-making processes.
b. In case of disciplinary action, an accused member shall be granted a **fair hearing before the Disciplinary Committee**.

**ii. Handling of Fees & Charges Related to Gender**

a. **Membership fees and subscriptions** shall be charged uniformly regardless of gender.
b. However, women, youth, and marginalized groups may receive **special consideration** in financial obligations, such as nomination fees for elections, to promote inclusivity.