



REPUBLIC OF KENYA



COUNCIL OF LEGAL EDUCATION



ANNUAL REPORT

2024/2025

INSIDE FRONT COVER



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VISION

Innovative Legal Professionals Transforming Society



MISSION

To ensure quality legal education through responsive regulation and administration of Bar Examination



CORE VALUES

The Council of Legal Education will uphold the following values;

- Accountability
- Excellence
- Integrity
- Inclusiveness
- Innovation



STRATEGIC GOAL

Transforming legal education and training in Kenya

LIST OF ACRONYMS AND ABBREVIATIONS

AI	Artificial Intelligence
A-I-A	Appropriate in Aid
ADA	Alcohol & Drug Abuse
ATP	Advocates Training Programme
AG	Attorney General
BEL	Bar Examination Loan
BETA	Bottom-Up Economic Transformation Agenda
CAJ	Commission on Administrative Justice
CBE	Competence-Based Education
CBET	Competence-Based Education and Training
CEO	Chief Executive Officer
CLE	Council of Legal Education
CPD	Continuing Professional Development
CUE	Commission for University Education
CRAMP	Corruption Risk and Mitigation Plan
EACC	Ethics and Anti-Corruption Commission
ERC	Examination Reforms Committee
ERP	Enterprise Resource Planning
FY	Financial Year
GOK	Government of Kenya
HELB	Higher Education Loans Board
HIA	Head of Internal Audit
HIV	Human Immunodeficiency Virus
HR	Human Resource
HRAC	Human Resource Advisory Committee
ICT	Information Communication Technology

LIST OF ACRONYMS AND ABBREVIATIONS

ICTA	Information Communication Technology Authority
IDLO	International Development Law Organization
IPPF	International Professional Practices Framework
IIA	Institute of Internal Auditors
ISO	International Organization for Standardization
JAMS	Judiciary Advocates Management Systems
KASNEB	Kenya Accountants & Secretaries National Examination Board
KRA	Key Result Area
KNEC	Kenya National Examination Council
KNQA	Kenya National Qualifications Authority
KSL	Kenya School of Law
LSK	Law Society of Kenya
LEPs	Legal Education Service Providers
MCDAs	Ministries, Counties, Departments & Agencies
MSME	Micro, Small, Medium Enterprises
MTP	Medium Term Plan
NACADA	National Authority for the Campaign Against Drug Abuse
NTSA	National Transport and Safety Authority
NCAJ	National Council on the Administration of Justice
ODPC	Office of the Data Commissioner
OAG	Office of the Attorney General
PC	Performance Contracting
PIC	Public Investment Committee
PPAD	Public Procurement & Disposal Act
PSASB	Public Sector Accounting Standards Board
PSC	Public Service Commission

LIST OF ACRONYMS AND ABBREVIATIONS

QAIP	Quality Assurance & Improvement Program
RAAS	Regulatory Authorities & Agencies
SCAC	State Corporations Advisory Committee
SLS&C	Standards, Licensing, Supervision & Compliance
SP	Strategic Plan
SSL	Secure Socket Layer
STI	Science, Technology & Innovation
TNA	Training Needs Assessment
UN	United Nations
UNODC	United Nations Office on Drugs and Crime



DEFINITION OF TERMS

Term	Definition
Key Result Areas (KRAs)	Critical focus areas identified by CLE that are essential for achieving its strategic goals. KRAs serve as benchmarks for setting targets and evaluating performance, ensuring that key activities contribute directly to organizational success.
Bar Examination Loans	Financial support is offered to students preparing for the bar exam. These loans help cover costs related to exam preparation and associated expenses, easing the financial burden on future legal practitioners.
Stakeholders	Individuals or groups with an interest in, or affected by, CLE's decisions and operations. This includes students, staff, faculty, legal professionals, government bodies, and the wider community.
Financial Year (FY)	A 12-month accounting period, typically running from July to June, is used by CLE for budgeting, financial reporting, and monitoring financial performance.



STATEMENT FROM THE CHAIRPERSON



On behalf of the Council, it is my pleasure to present the Council of Legal Education's Annual Report for the Financial Year ending 30th June 2025. This marks the second year in the implementation of CLE's Strategic Plan (2023-2027), a roadmap that continues to steer our transformative journey in Legal Education and Training in Kenya.

During the period under review, CLE remained steadfast in fulfilling its mandate as the regulator of Legal Education and Training in Kenya. Significant milestones were achieved, including the development and implementation of key regulatory policies and frameworks, reform of the Bar Examination administration, digitization of core business processes, and enhanced stakeholder engagement.

Notably, during the same period, CLE recorded key achievements under its Strategic Plan, attained ISO QMS Re-Certification, implemented new Human Resource instruments, developed and implemented productivity metrics and developed several institutional policies. These accomplishments reflect our collective commitment to delivering quality legal education and supporting a robust and responsive Advocate Training Programme (ATP).

We also continued to deepen engagements with our stakeholders through forums and collaborative initiatives, most notably with the Parent Ministry - the Office of the Attorney General, Judiciary, Law Society of Kenya (LSK), Kenya School of Law (KSL), Ethics and Anti-Corruption Commission (EACC), National Council on the Administration of Justice (NCAJ), United Nations Office on Drugs and Crime (UNODC), International Development Law Organization (IDLO), Office of the Data Commissioner (ODPC), Legal Education Service providers (LEPs) in Kenya and other Regulatory Authorities & Agencies (RAAS).

Despite these gains, CLE faced several challenges, including limited budgetary allocations, the need to keep pace with rapidly evolving technologies and legislative gaps that hinder the effective delivery of our mandate. These obstacles have only strengthened our resolve and reaffirmed the importance of strategic foresight. We remain focused on overcoming them through robust policy formulation, enhanced resource mobilization, and the cultivation of strong institutional partnerships.

STATEMENT FROM THE CHAIRPERSON

Progressively, CLE will implement targeted measures to bridge legislative and regulatory gaps, strengthen the ATP curriculum, and ensure the delivery of transformative legal education. Our priorities for the upcoming year include full implementation of Year Three programs under the Strategic Plan's Key Result Areas: Innovative Curricula; Robust Regulatory Framework and Policy; Institutional Image; Stakeholder Engagement; and Institutional Sustainability.

I extend my sincere appreciation to all Council Members for their continued dedication and strategic stewardship. I also thank our stakeholders for their unwavering support and fruitful collaboration throughout the year.

To the Secretariat, I acknowledge your tireless efforts, professionalism and commitment to executing CLE's mandate. Your contributions have been instrumental in advancing our vision of innovative legal professionals transforming society.

Together, we re-affirm our commitment to upholding the highest standards in legal education and fostering a regulatory environment that supports quality, accessibility, and transformative learning in Kenya's legal sector.



Prof. Collins Odote
CHAIRPERSON
COUNCIL OF LEGAL EDUCATION.



FOREWORD



The Council of Legal Education's Annual Report for the Financial Year 2024/2025 anchors our commitment to delivering on our mission of promoting quality legal education through effective regulation and the administration of credible Bar Examination.

The Report presents a comprehensive review activities that were implemented in the FY 2024/25, highlighting challenges faced during the year and provides recommendations.

CLE made key achievements during the year includes a major transformational reforms in the Administration of the Advocates Training Programme, improvement of ICT infrastructure, tremendous performance improvement in the Financial Audited reports, review of the CLE regulatory framework, Audits and Inspections of the Legal Education Providers, and the development and implementation of various policies and manuals in the organization.

Additionally, CLE successfully conducted two (2) Advocate Training Examination Series in November 2024 and April 2025. A total of 4,880 candidates were examined during the review period and a further 1,751 candidates were gazetted for Admission to the Bar. More so Additionally, four (4) Legal Education Providers were audited, and three (3) Legal Education Providers were inspected. CLE also implemented short periods of release of the Advocates Training Programme Examination results.

In line with our Strategic Plan (2023-2027), CLE undertook a comprehensive two-year implementation review, aimed at taking stock of progress made, identifying key achievements, interrogating encountered challenges, drawing lessons, and proposing actionable strategies to fast-track lagging targets. Further, CLE continued to enhance its human resource capacity, providing a conducive working environment for staff, reviewing the institutional, legal, and regulatory framework.

I appreciate the Council for the strategic direction that made CLE's accomplishments possible, the dedicated leadership of Management, and the unwavering commitment of the entire staff. I sincerely commend the Management and staff for their steadfast dedication, teamwork, and resilience, which enabled CLE to overcome numerous challenges and attain key milestones aligned with our mandate. I also extend my heartfelt appreciation to all our stakeholders for their consistent support throughout the review period.

FOREWORD

Finally, I wish to acknowledge and appreciate the Annual Report Committee for their efforts in compiling this report. I also extend my gratitude to the Heads of Directorates, Divisions, Units, Committees, and all staff members for their invaluable contributions and input on the activities undertaken during the review period.



Ms. Jennifer Gitiri, HSC
AG. SECRETARY/CHIEF EXECUTIVE OFFICER
COUNCIL OF LEGAL EDUCATION.



COUNCIL MEMBERS



Prof. Collins Odote
PhD, LL.M, LL.B HON

Prof. Collins Odote the Chairperson of the Council of Legal Education, and an Advocate of the High Court of Kenya. He holds a Doctor of Philosophy in Law from the University of Nairobi. An Associate Professor of Law and the Associate Dean at the Faculty of Law and Research Director of the Centre for Advanced Studies in Environmental Law and Policy (CASELAP) both at the University of Nairobi, Collins is also an arbitrator and a Fellow of the Chartered Institute of Arbitrators and a member of the Law Society of Kenya.

Professor Odote also serves as the President of the Association of Environmental Law Lecturers in Africa (ASELLAU), a continental network of scholars focusing on capacity building, research and knowledge exchange amongst universities and lecturers on teaching of environmental law in Africa.

His teaching and research instruments include land law, environment and natural resource management and governance. He is an accomplished consultant, facilitator, trainer public speaker and intellectual across legal and policy environments both nationally and internationally.

He was appointed to the CLE Board as the chairperson on 6th October 2023

Justice Wanjala is a Judge of the Supreme Court of Kenya since 2011. He holds a Bachelor of Laws (LL.B, Hons.) from the University of Nairobi, a Diploma in Law from the Kenya School of Law, a Master of Laws (LL.M) from Columbia University, New York and a Doctorate in Law (PhD) from the University of Ghent, Belgium. He is an accomplished academic, widely published and read.

Justice Wanjala is one of the four founder members of the Centre for Law and Research International (CLARION) where they pioneered Civic Education in the Country. He is a member of the International Commission of Jurists, ICJ-Kenya Chapter and the Kenya National Academy of Sciences.

He is also a member of the Quality Assurance & Compliance Committee and the Audit, Risk and Governance Committees of the Council.

Date of appointment: 23rd January, 2020.



Hon. Justice (Dr.)
Smokin C. Wanjala,
PhD, SCJ, CBS

COUNCIL MEMBERS



Professor Winfred Wambui Kamau

PhD, LLM, LLB

Professor Winfred Kamau holds a PhD in Law, LLM and LLB, and is an Advocate of the High Court of Kenya of over 30 periods' standing. She is an Associate Professor at the University of Nairobi and is currently Dean of the Faculty of Law.

The Professor represents the Public Universities, and she is a member of the Examination Committee as well as the Finance Human Resource And Administration committee of the Council.

Date of appointment: 9th July, 2021; Re- appointment 8th November 2024

Prof. Lois Mwende Musikali

Prof. Mwende is currently the Dean, School of Law at Africa Nazarene University and a Senior Lecturer with a Doctor of Philosophy in Law degree from the University of Manchester, UK. Dr. Mwende also holds a Master of Laws from the University of Durham, UK and a Bachelor of Laws from the University of Leicester, UK. She's also an Advocate of the High Court of Kenya with ten years of legal practice experience and over 13 years of teaching experience at university level both locally and internationally.

She sits in the Audit & Risk committee as well as the Examination Committee of the Council.

Date of appointment: 8th November 2024



Mr. Oscar Mmene Eredi, OGW

Mr. Eredi is the Chief State Counsel and Head of the Specialised Courts Section (consisting of the Land and Environment Courts Division as well as the Employment and Labour Relations Courts Division) in the Civil Litigation Department. He represents the Hon. the Solicitor General at the Council of Legal Education. Mr. Eredi is a member of the Examination and Quality Assurance & Compliance Committees.

Date of appointment: February, 2022

COUNCIL MEMBERS



Mr. George Nyakundi, LL.B

Mr. Nyakundi is a State Counsel and an advocate of the High Court of Kenya since 1996. George holds a Bachelor of Laws LL.B from the University of Nairobi. Mr. Nyakundi Chairs the Finance & Human Resource & Administration Committee and is also a member of the Quality Assurance & Compliance Committee. Mr. Nyakundi serves as the Alternate to the Attorney General.

Date of re-appointment: 20th May, 2023

CPA Rita Njiru

Ms. Rita Njiru is a CPA(K) graduate who holds a Master degree in Business Administration (MBA) in Strategic Management from Daystar University. She is a member of the Institute of Certified Public Accountants of Kenya (ICPAK).

She has a stellar career in Civil Service in particular Finance and Accounting, currently serving in the National Treasury as an Assistant Accountant General.

Ms. Njiru is a member of the Finance & Human Resource & Administration Committee and the Audit, Risk & Governance Committee.

Date of appointment: 30th September, 2019



Ms. Aisha Abdallah

Aisha is a Partner at ALN Kenya | Anjarwalla & Khanna where she heads the regional Dispute Resolution department, Nairobi. based at the Nairobi Head Office. She is a holder of LL.B from the University of Bristol, LL.M from the King's College London, University of London in comparative Competition Law, comparative law of trust, Islamic law of succession and International law of the sea. she was admitted as an advocate of the High Court of Kenya in 2000 and as a solicitor of the Supreme Court of England and Wales in 2004.

Aisha is passionate about the rule of law and the impact of quality legal training. She is the first female and second African lawyer to be admitted to the International Association for Defence Counsel, an invitation-only group of distinguished litigation counsel.

She is a member of the Audit, Risk and Governance and the Quality Assurance & Compliance Committees.

Date of appointment: 29th September 2023

COUNCIL MEMBERS



Mr. Sam Alosa

Mr. Samson Alosa is an Advocate of the High Court of Kenya with over ten (15) years of experience and is currently the Managing Partner at Alosa Advocates LLP.

Mr. Alosa holds a Master of Laws (LLM) in Constitutional and Administrative Law from the University of Dar Es Salaam, a Post Graduate Diploma in Law from the Kenya School of Law and a Bachelor of Laws (LLB) from Nagpur University. Mr. Alosa is the chairperson of the Examination committee, as well as a member of the Finance, Human Resource, and Administration Committee of the Council.

Date of appointment: 9th of February 2024

Ms. Jennifer Gitiri, HSC

Ag. Secretary/Chief Executive Officer

Ms. Jennifer Gitiri is an Advocate of the High Court of Kenya with over ten (10) years of experience and is currently the Deputy Director of Legal Services and Corporation Secretary at the Assets Recovery Agency. She is a Certified Public Secretary (CPS-K) and trained assessor under the Eastern and South Africa Anti-Money Laundering Group (ESAAMLG).

Ms. Gitiri holds a Master of Laws (LLM) in Comparative Constitutional Law from the Central European University, a second LLM in Public International Law from the University of Nairobi, an Advanced Masters course in International Human Rights Law from the University of Oslo, a Post Graduate Diploma in Law from the Kenya School of Law and a Bachelor of Laws (LLB) from the University of Nairobi.

Ms. Gitiri is an awardee of the Head of State Commendation by the President of the Republic of Kenya for her outstanding service.

Date of appointment: 11th October 2023



SENIOR MANAGEMENT TEAM



Ms. Jennifer Gitiri, HSC
Ag. Secretary/Chief Executive Officer



CPA Ednah Kerubo Oyori
Director, Corporate Services
(Exited CLE in January 2025)



Dr. Felix Othiambo
Director, Examinations



Ms. Annah Konuche
Director
Standards, licensing, supervision and compliance



Ms. Ignazia K. Kaimba
Deputy Director, Internal Audit

SENIOR MANAGEMENT TEAM



Mr. Duncan Nalwenge
Assistant Director, Finance and Accounts



Mr. Lawrence Njoroge
Assistant Director, ICT



Mr. Timothy Tseurey
Assistant Director, Supply Chain Management



Mr. Morris Gitonga
Principal Planning and Strategy Officer



Ms. Victoria Wahu
Principal Legal Officer



Mr. Mathew Ndolo
Senior HR and Administration Officer

EXECUTIVE SUMMARY

The 2024/2025 Financial Year was a pivotal period for the Council of Legal Education (CLE), marking the second year in the implementation cycle of the Strategic Plan (2023-2027). During the reporting period, significant strides were made in advancing the CLE's statutory mandate and in actualising its vision of *“Innovative Legal Professionals Transforming Society.”* This second Annual Report comprehensively outlines the programmes, activities, and strategic interventions undertaken by the CLE for the year ending 30th June 2025.

The report articulates the progress registered under the four (4) Key Result Areas (KRAs) of the Strategic Plan, which remains the long-term institutional framework guiding the delivery of CLE's mandate. Activities and outcomes from the various Directorates, Divisions, Units, and Committees have been systematically presented within this results-based structure.

Preliminary sections of the report include a Statement from the Chairperson of the Council, a Foreword from the Acting Chief Executive Officer (CEO), and profiles of Council Members, Council Committees, and the Senior Management Team. Chapter One provides an introduction and contextual background, detailing the establishment, mandate, and historical evolution of the CLE. It also articulates the CLE's Quality Policy Statement and outlines its Governance and Organisational Structure.

Chapter Two elaborates on the Council's core mandate as stipulated under Section 8 of the Legal Education Act, providing a synopsis of the key programmes and regulatory functions executed during the review period in furtherance of that mandate.

Chapter Three presents a performance review for the FY 2024/2025. It documents key achievements aligned with the Strategic Plan's four KRAs:

- KRA 1: Innovative Curricula
- KRA 2: Legal Education Regulatory Framework and Policy
- KRA 3: Image, Partnerships, and Collaborative Engagements
- KRA 4: Institutional Strengthening and Sustainability

The performance review demonstrates that CLE remains on course in realising its strategic objectives, with commendable progress recorded across all thematic areas.

Chapter Four outlines the CLE's financial performance during the reporting period. The analysis indicates prudent financial management, effective budget absorption, and adherence to fiscal accountability. The Chapter also includes a comparative budget

EXECUTIVE SUMMARY

performance analysis over the last six financial years, offering insights into trends in resource mobilisation and utilisation.

Chapter Five captures the key challenges encountered during the financial year and proposes strategic recommendations for enhancing institutional effectiveness and sustainability. These recommendations are intended to ensure that CLE continues to deliver on its mandate efficiently and responsively in the evolving legal education landscape.

In summary, the 2024/2025 Annual Report reflects the CLE's continued commitment to regulatory excellence, quality assurance, and stakeholder engagement in pursuit of transformative legal education in Kenya.



CEO, Ms Jennifer Gitiri, HSC, pause for a group photo with CLE Staff and interns

KEY HIGHLIGHTS FOR THE FY 2024/2025

No.	HIGHLIGHT	ACHIEVEMENT
1	 Number of beneficiary Candidates of the Bar Examination Loan	448 448
2	 Number of Key Result Areas (KRA)	4 4
3	 Strategic Objectives	12 12
4	 Number of applications for recognition and approval of Foreign Qualification	138 138
5	 Licensed Legal Education Programs	27 27
6	 Licensed Legal Education Providers	19 19
7	 Number of ATP Candidates Examined	4,880 4,880
8	 Performance Contract Composite Scores	2021/2022 - 3.75 2022/2023 - 3.17 2023/2024 - 2.97
9	 No. of special needs Candidates supported to undertake ATP Examination	18 18
10	 Total number of Candidates gazetted for admission to the Roll of Advocates since 2015	14,324 14,324
11	 Number of Staff	40 Male - 20 Female - 20 Total - 40
12	 Number of Directorates	2 2
13	 Number of Division	12 12

Chapter 1

INTRODUCTION

1.0 Overview

This chapter gives the background and introductory information. It captures the history of CLE, the mandate, the quality policy statement, as well as the Council and its committees

1.1 Background and History of CLE

The history of Legal Education in Kenya dates back to 1960, when the British Government appointed a Committee, chaired by Lord Denning, to review and make recommendations on how to strengthen members of local bars in Africa who had obtained legal qualifications in Britain. The Committee concluded the task in 1961 and recommended that those trained in Britain should have additional local training in Africa. The report underlined the need for legal training to focus on practical experience, local context, and procedures. This informed the establishment of schools of law in Africa.

In Kenya, this development saw the establishment of the Kenya School of Law. At the same time, the Advocates Ordinance of 1961 led to the establishment of the Council of Legal Education with a mandate to vet those who would be admitted as Advocates in Kenya. However, the Council was placed under the Attorney General and, therefore, had limited independence in decision-making. The 1990s witnessed several efforts to address the challenge of legal education. First, in 1995, the government established the Justice Akiwumi Task Force to streamline the management of the Kenya School of Law and the provision of legal education. The Committee recommended the re-establishment of the Council of Legal Education, which would also have the Kenya School of Law as an agent to provide legal education. Secondly, in 1998, Justice Richard Kwach chaired a committee that also examined broader matters of the administration of justice.

Intertwining the Council of Legal Education and the Kenya School of Law remained problematic. In 2004, another task force chaired by Professor Githu Muigai was established and mandated to recommend an institutional design for the provision of legal education. The team recommended the establishment of both the Kenya School of Law and the Council of Legal Education as separate bodies. In 2012, these were established under separate laws - the Legal Education Act, Act Number 27 of 2012; and the Kenya School of Law Act, Act No. 26 of 2012.

There have been several recommendations in the past on how to improve legal education, but their implementation has not registered adequate success. Stakeholders continually demand improvement in the regulatory environment and enforcement, administration of examinations, and increased engagement between

CLE and relevant institutions. The Strategic Plan recognizes the importance of these past interventions and the need to be responsive to stakeholders. This Strategic Plan, therefore, has identified core objectives and strategies that will improve the quality of legal education. It has identified innovative strategies which, if applied, will make legal education transformative and fit for the multifaceted world.

1.2 CLE Mandate

The mandate of the Council of Legal Education is provided under the Legal Education Act Cap 16B. The Council is established to:

- i. Regulate legal education and training in Kenya offered by legal education providers;
- ii. License legal education providers;
- iii. Supervise legal education providers;
- iv. Advise the Government on matters relating to legal education and training;
- v. Recognize and approve qualifications obtained outside Kenya for purposes of admission to the Roll; and
- vi. Administer Advocates Training Programme examination.

1.3 Quality Policy Statement

The Council of Legal Education is committed to setting standards for legal education and training, licensing of legal education providers, recognition and approval of foreign legal qualifications, and administration of credible ATP examinations in conjunction with our partners and in compliance with the legislative and regulatory framework.

The Council commits to meet the Legal and Customer requirements and to exceed the expectations of Stakeholders.

This quality policy statement is communicated and availed to Customers and Stakeholders.

It will be reviewed continuously in order to take into account the dynamics in the operating environment and emerging best practices in quality management.

1.4 Council Committees

In the financial year 2024/25, various committees of the council continued to perform their duties and execute their terms of reference. The following are the standing committees of Council:

1.4.1 Quality Assurance, Compliance & Licensing Committee

The committee's terms of reference are as follows:-

- i. Recommend for approval standards set to meet or exceed expectations prescribed in the mandate of the Council under Section 8 of the Legal Education Act.
- ii. Enforce the standards to license legal education providers and recognize qualifications in Law obtained outside Kenya.
- iii. Ensure compliance with the standards set to ensure quality legal education.

1.4.2 Examinations Committee

The committee's terms of reference are as follows-;

- i. Overseeing the ATP Examination function of the Council while remaining accountable and focused on the Council's strategic plan.
- ii. Recommending the release of the ATP examination to the Council.
- iii. Overseeing the implementation of Examination policy and regulatory guidelines.
- iv. Recommending for approval to the Council Budgetary requirements for the ATP Examination.
- v. Recommending for approval to the Council personnel engaged in the delivery of the ATP Examination.
- vi. Hear appeals by candidates on examination-related matters.
- vii. Overseeing the development and implementation of structures and infrastructure that assure quality, credibility, and defensible ATP Examination.
- viii. Following up on the Council's resolutions on the Directorate of Examination.
- ix. Providing strategic direction to the Directorate of Examination.
- x. Recommending to the Council for approval the recommendations of the Disciplinary Committee on examination irregularities.

1.4.3 Finance, Human Resource & Administration Committee

The Committee's terms of reference are as follows:

Finance Matters:

- i. Establishing and reviewing the overall budgeting and budgetary control policies of the Council.

- ii. Developing and recommending for approval by Council financial policies and procedures in line with international best practices and relevant regulations and guidelines.
- iii. Periodically reviewing the Council's financial statements before submission to relevant statutory bodies.
- iv. Recommending to the Council areas where the Council may invest any of its funds in securities in which trustees may by law invest trust funds, or in any other securities, which the Treasury may from time to time approve for that purpose.
- v. Recommending for approval by the Council the annual estimates before the commencement of the financial year to which they relate.
- vi. Causing to be kept all proper books and records of account of the income, expenditure, and assets of the Council.
- vii. Ensuring that expenditure is in line with regulations, budgets, and strategic plan objectives.

Human Resources and Administration matters:

- i. Creating and establishing a conducive working environment for a high-performance organizational culture.
- ii. Establishing and regularly reviewing the Human Resources and Administration strategies and policies of CLE.
- iii. Establishing and periodically reviewing the overall remuneration and benefits policy for all employees of CLE.
- iv. Reviewing and recommending an appropriate Organizational Structure that effectively supports the Council in fulfilling its constitutional mandate.
- v. Performing or delegating, reviewing, and monitoring the Sponsor function of the Council concerning the employee pension scheme sponsored by the Council.
- vi. Ensuring compliance with relevant legislation and practices governing human resources strategy.
- vii. Establishing and enforce the performance management system.

Planning & Strategy matters:

- i. Reviewing the strategic plan of the Council.
- ii. Ensuring the strategic plan is aligned with the core mandate of the Council.
- iii. Periodically monitoring the implementation of the Strategic Plan.

- iv. Receiving and review quarterly reports on the performance of CLE.
- v. Overseeing review and implementation of the quality management systems of CLE.
- vi. Ensuring a versatile risk management framework at all times.

Supply Chain Management Matters:

- i. Overseeing compliance with the Public Procurement and Disposal Act, 2015 (“PPDA”) and Regulations issued thereunder.
- ii. Establishing a procurement policy that promotes sustainability, high ethical standards, and best practices.
- iii. Ensuring that CLE's credibility is enhanced by promoting fair dealings with suppliers and other stakeholders.
- iv. Recommending approval of the annual procurement plan that is aligned with the budget.
- v. Receiving and review quarterly reports on the implementation of the procurement plan.

Communication matters:

- i. Ensuring CLE develops a strategy for corporate reputation and image.
- ii. Ensure that there is a robust policy framework for effective internal and external communication.
- iii. Ensuring that the communication department has the most accurate and up-to-date information on the Council's mandate, operations and activities.
- iv. Ensuring a positive image of the Council is maintained at all times.

ICT matters:

- i. Establishing and review ICT policy that is aligned with the CLE objectives and make appropriate recommendations to the Council.
- ii. Reviewing the Council's ICT governance structure.
- iii. Assisting the Council in fulfilling its oversight responsibilities for the implementation of ICT infrastructure within the CLE and ensure ICT integration in CLE operations.
- iv. Ensuring an appropriate BCP is in place.
- v. Ensuring ICT risks are identified and managed.
- vi. Utilizing ICT in monitoring the performance of CLE.

1.4.4 Audit And Risk Committee

The mandate of the Committee is as set out in Section 174 of PFMR 2015, the operationalizing Audit Committee Guidelines of 2016, and the Mwongozo Code of Governance 2015 which empowers the Committee, through the Council, to:

- i. Investigating any matters within the Council's terms of reference;
- ii. Having unrestricted access to information and resources;
- iii. Obtaining any professional advice and if necessary, invite third parties with relevant expertise including the Council's external auditor to attend meetings to carry out such work as is necessary;
- iv. Summoning anyone connected with the CLE directly or indirectly to provide information to the Committee to enable it to achieve its objectives;
- v. Driving the assessment of the performance of the Head of Internal Audit (HIA);
- vi. Examining internal and external audit reports and recommendations after management response to ensure action is taken.
- vii. Receiving assurance from Management, that adequate mechanisms exist for enabling the Committee to facilitate adequate disposal of PIC and or Office of the Auditor General recommendations.



CLE Staff in a Training Session



Dr. Felix Odhiambo, Director Examinations (2nd left) Representing the CEO during the Ethics Conference organized by EACC.



Ms. Jennifer Gitiri, Ag. CEO (far right) leads the Senior Management Team during the PC Evaluation Proceedings in the CLE Boardroom.

Chapter 2

DELIVERY ON THE MANDATE

2.0 Overview

This chapter elaborates on the Mandate of the Council of Legal Education pursuant to Section 8 of the Legal Education Act.

2.1 Regulation, Supervision, and Licensing of Legal Education Providers

CLE is mandated under section 8(1) of the Legal Education Act to regulate, supervise, and license Legal Education Providers operating in Kenya. This is carried out by CLE through regulations and standards established by the Council. Under the Act, CLE is required to license all institutions intending to offer legal education and training in Kenya. Once licensed, an institution must:

- i. Comply with the quality standards set out by CLE and the regulations.
- ii. Comply with the license conditions prescribed at the point of issuance of the license.
- iii. Comply with the conditions and requirements prescribed by the Council; and
- iv. Submit Annual Reports of its activities and progress of compliance with the license conditions;

The Council conducts inspections of LEPs institutions to assess the level of compliance and inform the Council's decision on whether to license a specific programme. To ensure that licensed LEPs adhere to the set quality standards, CLE undertakes routine quality audits of these institutions. CLE may, on its motion or at the request of any person, investigate whether the LEP provider is complying with the Act, Regulations, and license conditions.

In the Financial Year 2024/25 CLE conducted four (4) audits and two (2) inspections. CLE also renewed the license of one (1) legal education programme during the same period. Cumulatively, CLE has licensed three (3) LLM Programmes, eighteen (18) LLB Programmes and four (4) Diploma in Law Programmes.

2.2 Recognition and Approval of Foreign Law Qualifications

CLE, under section 8(1)(e) of the Legal Education Act, is vested with the mandate of recognizing and approving foreign qualifications for purposes of admission to the Advocates Training Programme. All persons holding foreign qualifications in law and who desire to join the Advocates Training Programme in Kenya are required by law to

apply to have their foreign qualifications in law recognized by CLE. During the reporting period, CLE processed One Hundred and Thirty Eight (138) applications.

2.3 Advising the Government on Legal Education and Training in Kenya

Section 8 (1)(d) of the Act mandates CLE to advise the Government on matters relating to legal education and training. In this regard, CLE undertakes research on legal education and training and advises the Government through the office of the Attorney-General. This is done through advisory reports, policy briefs, and position papers. These advisories are important because they inform decision-making in the sector.

Towards this end, CLE submitted two (2) advisories during the Financial Year 2024/25.

2.4 Administration of the Bar Examination

Section 8(1)(f) of the Act mandates CLE to offer bar examination. CLE has been conducting bar examinations since 2015. To fulfill this mandate, CLE has established a strong regulatory and policy framework. This ensures that the bar examinations offered are credible, valid, reliable, and objective.

CLE collaborates with stakeholders from various sectors, including academia, private legal practice, the judiciary, government agencies, and the private sector. These stakeholders are engaged by CLE to set, mark, invigilate, and provide quality assurance services. Since its inception, CLE has released fourteen thousand three hundred and twenty-four candidates for gazettelement and onward admission to the roll of advocates.

To effectively fulfill its mandate, CLE in FY 2024/25 began examination reforms aimed at aligning how the CLE conducts exams with global assessment trends. This includes ensuring that the ATP examinations address emerging challenges such as those caused by AI, digitalization, globalization, and Competency Based Education and Training (CBET).

CLE is in the process of reviewing its regulatory framework, including developing an ATP curriculum that is responsive to current needs and one that ensures that admitted lawyers are innovative in their practice.

During FY 2024/25, CLE implemented several programs and activities in line with this mandate. CLE continues to offer ATP examinations twice a year and is committed to its

DELIVERY ON THE MANDATE

mission of ensuring Quality Legal Education and Training through responsive regulations.

The specific activities and programs implemented during the period have been organized according to KRAs in the Strategic Plan and presented in Chapter Three.



CLE Staff During Annual Staff Sensitization Forum In June 2025



Chapter

ACHIEVEMENTS FOR THE YEAR

3.0 Overview

This chapter highlights the FY 2024/25 achievements as per the four KRAs outlined in the Strategic Plan. The four KRAs include: Innovative Curricula; Legal Education Regulatory Framework and Policy; Image, Partnership and Collaborative Engagements and Institutional Strengthening and Sustainability.

3.1 Key Result Area 1: Innovative Curricula

This section presents the achievements recorded in KRA 1 on Innovative Curricula. Broadly the issues under this KRA include; Alignment of the universities curricula to the CBC and other contextual imperatives; Developing and implementing a responsive ATP curriculum; Developing and implementing the paralegal curriculum and; Reforming the administration of the Bar Examination. Specific achievements include;

3.1.1 Review of ATP Examination Regulations and other Documents

CLE held a workshop to review the draft ATP regulations before they are presented to the Council for consideration and approval. The regulations were then presented to the Council on March 20, 2025, for discussion, during which the Council recommended that the consultant refine them. The draft regulations from the consultant have since been reviewed by the secretariat, pending Council deliberations. Additional documents reviewed during the retreat included:

- i. Invigilation guidelines,
- ii. Marking and moderation of script guidelines,
- iii. Remarking guidelines,
- iv. ATP examination setting and moderation guidelines,
- v. ATP examination policy,
- vi. Test development guide,
- vii. protocol on release of ATP examination results,
- viii. The code of conduct for examination service providers, and
- ix. The 2024/25 consolidated examination report.

The retreat identified several areas for reform and proposed changes aimed at enhancing clarity, fairness, and operational efficiency within the examination process.



The Ag. CEO, Ms. Jennifer Gitiri (2nd from Left- seated) flanked by participants in the finalization of ATP regulations and other policy documents in Naivasha

3.1.2 Reforming the Administration of Bar Examination

CLE has continued to carry out reforms in the administration of ATP examinations since FY 2023/24. These reforms covered the ATP examination regulatory framework, policy, and procedures, all aimed at fulfilling our Strategic Goal of "Transformative Legal Education and Training in Kenya." Notably, the reduced timelines for processing examinations and releasing results highlight this reform agenda.

During FY 2024/25, CLE released results three (3) weeks after administration of the last paper. The CLE also reviewed the examination processing and release protocols. Beginning with the November 2024 ATP examinations, candidates accessed their results, including a detailed breakdown of scores per question for each ATP Unit, exclusively through the CLE Candidate Portal.

Furthermore, candidates are able to download an examination result slip displaying the scores for the three components (Project, Oral, and Written) of the examination.

ACHIEVEMENTS FOR THE YEAR

3.1.3 Training of Bar Examinations Service Providers

During the year under review, CLE conducted a 3-day training session for eighty-six (86) examination service providers, including setters, markers, and moderators, from August 20 to 22, 2024, at Nairobi. This training emphasized the importance of maintaining consistency in ATP assessments. Key topics covered included the necessity for fairness in grading and the challenges of developing examination items. Specifically, the annual training addressed the following areas:

- i. Fundamentals of Test Development - Bloom's Taxonomy and Table of Specifications
- ii. Types of Questions and Development of Essays/Problem-Solving Questions
- iii. Moderation of Examination Items/Questions
- iv. Characteristics of a Good Examination Paper (Dos and Don'ts)
- v. Preparation of Marking Schemes/Guides and Allocation of Marks
- vi. Placement of Marking Symbols and Scores
- vii. Factors Affecting Marking Reliability
- viii. Systems of Marking - Conveyor Belt/Item-Based Marking
- ix. Moderation of Marked Examination Scripts



Participants in the FY 2024-2025 Annual Training of Examination Service Providers at a Nairobi Hotel. Present were, CLE Chairperson, Prof. Collins Odote, the Ag. CEO Ms. Jennifer Gitiri, High Court Judges Justice Patrick J. Otieno and Justice William Musyoka as well as CLE Staff

3.1.4 Recruitment of Examination Service Providers

CLE continues to recruit new service providers to enhance the database. In the FY 2024/25, CLE advertised various positions, including setters, markers, quality assurance officers, trainers, and invigilators. After a thorough review of the applications, CLE approved a total of fourteen (14) setters, twenty-four (24) markers, seven (7) quality assurance officers, and two hundred ninety-seven (297) invigilators as per the table below.

Category	New Recruits
Setters	14
Markers	24
Moderators	7
Invigilators	297

The newly engaged service providers received training on assessment methods and actively participated in the ATP examinations conducted in November 2024 and April 2025.

3.1.5 Setting and Moderation of Examination Questions

During the 2024/25 FY, CLE engaged qualified professionals to develop and moderate ATP examination items. Although the examination reforms had proposed a transition to item-based or topic-based settings, time constraints and logistical challenges hindered implementation for the 2024/25 examination cycle. To enhance the database of its questions, CLE conducted two ATP examination-setting activities in August and March 2024 and 2025, respectively. In total, fifty-four (54) possible papers were developed.

All papers were reviewed by panels of moderators for compliance with CLE's standards. For the year 2024/25, CLE implemented panel moderation where all set papers were subjected to a panel of at least three highly qualified professionals, whose responsibility was to ensure that the final questions developed were credible, of high quality, and adhered to CLE guidelines.

3.1.6 Compilation of ATP Examination Questions

The compilation of ATP examination papers involves selecting questions from the items developed by setters and moderators, leading to the final papers being administered to candidates. To ensure the integrity of the examination papers, various materials are reviewed, including course outlines, tables of specifications, and the moderators' feedback.

Compilation ensures that all papers align with the course syllabus and tables of specifications. Developed papers must adhere to the Test Development Guide, and questions must not replicate those from the previous two examination series. Strict compliance with CLE guidelines is mandatory. CLE conducted the compilation of the November 2024 and April ATP 2025 examinations on 21st to 25th October 2024 and 29th March to 2nd April 2025 respectively. Eighteen final papers were developed, proofread and approved for printing.

3.1.7 Printing of ATP Examinations

The printing process for the final ATP examination booklet has undergone significant changes. Previously, the CLE procured examination booklets and printed examination papers separately.

During the FY 2024/25 this practice was discontinued. The CLE now prints examination booklets that include both the questions and space for candidates to write their responses. These booklets feature security elements identifying them as official CLE documents, with distinct colour codes for each unit. Printing of the ATP examinations for November and April was conducted between 4th and 9th November 2024 and from 3rd to 6th April 2025, respectively. Eighteen thousand (18,000) booklets were printed for the November examinations, and Four Thousand Five hundred (4,500) booklets for the April examination. Following printing, the examination booklets were sealed, labelled, and delivered to designated strong rooms for safekeeping.



ACHIEVEMENTS FOR THE YEAR

COUNCIL OF LEGAL EDUCATION
EXAMINATION FOR ADMISSION TO THE ROLL OF ADVOCATES

REGISTRATION NUMBER: [] [] [] [] [] [] [] [] [] []

VENUE: Co-operative University ☐ JKUAT ☐

ATP105: PROFESSIONAL ETHICS

Examination Series: April 2025 Date: 11th April 2025
Time: 09:00AM-12:00PM Duration: 3 hours

Instructions to Candidates:

- Enter your registration number and tick the exam venue in the space provided.
- Answer FIVE (5) questions, including question ONE which is **COMPULSORY**.
- Question ONE carries 20 Marks. All other questions carry 10 Marks each.
- Attempt each question in the space provided. Additional space is provided at the back of the booklet.
- Answers **MUST** be supported by relevant statutory provisions and case law where required.
- Do not write your name in the booklet.
- Ensure your handwriting is **LEGIBLE**.

FOR EXAMINER'S USE ONLY

Question Number	Examiner		Internal Moderator		External Moderator		Quality Assurer	
	Mark	Initials	Mark	Initials	Mark	Initials	Mark	Initials
1.								
2.								
3.								
4.								
5.								
6.								
Total Marks								

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COUNCIL OF LEGAL EDUCATION
EXAMINATION FOR ADMISSION TO THE ROLL OF ADVOCATES

REGISTRATION NUMBER: [] [] [] [] [] [] [] [] [] []

VENUE: Co-operative University ☐ JKUAT ☐

ATP104: TRIAL ADVOCACY

Examination Series: April 2025 Date: 15th April 2025
Time: 09:00AM-12:00PM Duration: 3 hours

Instructions to Candidates:

- Enter your registration number and tick the exam venue in the space provided.
- Answer FIVE (5) questions, including question ONE which is **COMPULSORY**.
- Question ONE carries 20 Marks. All other questions carry 10 Marks each.
- Attempt each question in the space provided. Additional space is provided at the back of the booklet.
- Answers **MUST** be supported by relevant statutory provisions and case law where required.
- Do not write your name in the booklet.
- Ensure your handwriting is **LEGIBLE**.

FOR EXAMINER'S USE ONLY

Question Number	Examiner		Internal Moderator		External Moderator		Quality Assurer	
	Mark	Initials	Mark	Initials	Mark	Initials	Mark	Initials
1.								
2.								
3.								
4.								
5.								
6.								
Total Marks								

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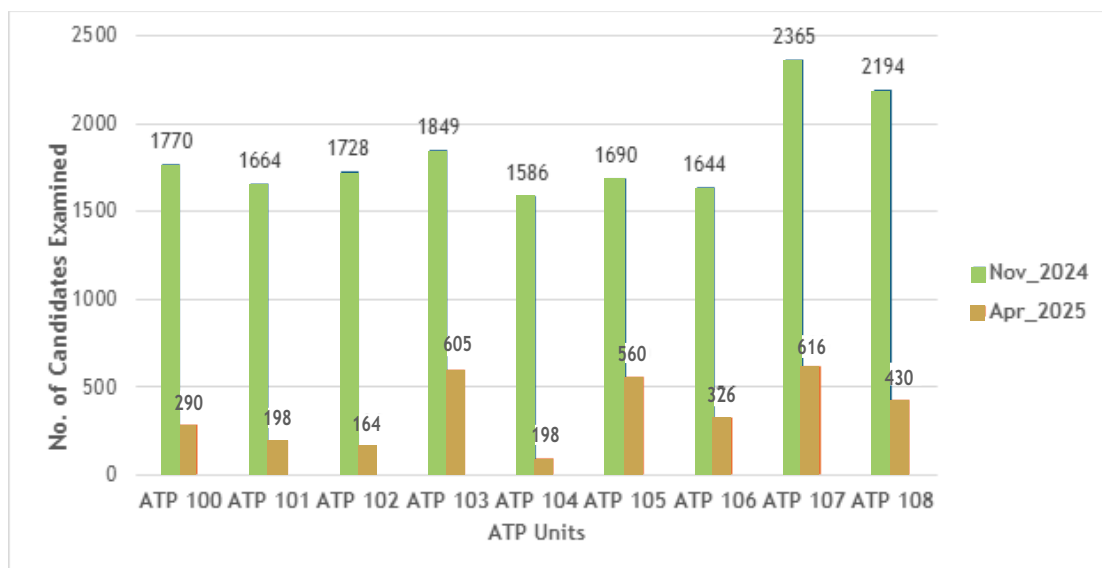
Sample of the current booklets' cover pages

3.1.8 Administration of ATP Examination

CLE opened registration for the November 2024 Advocates Training Programme (ATP) examination on September 2, 2024, and closed it on October 4, 2024. Registration for the April 2025 ATP examination commenced on March 10, 2025, and closed on March 21, 2025, with an extension granted until March 28, 2025, as per General Notices No. 5 and No. 8 of 2025.

The November 2024 ATP examination saw 1,790 candidates register as regular candidates and 1,452 as resit candidates. A total of 1,474 candidates were examined across the nine ATP units. A total of 1,675 candidates registered for the April 2025 examination. This included 270 resit candidates and 1,404 regular candidates.

ACHIEVEMENTS FOR THE YEAR



Tabulation of the number of candidates per Unit who sat for the examination during the year

The administration of the examination began on Thursday, November 14, 2024, at three Centre's: the Kenya National Examination Council (KNEC), the Kenya School of Law (KSL), and the Co-operative University of Kenya, concluding on Tuesday, November 26, 2024. The April 2025 ATP examination was held from April 10 to April 24, 2025, in two examination Centres: Jomo Kenyatta University of Agriculture and Technology - Karen Campus (JKUAT) and The Co-operative University of Kenya.

To ensure smooth administration, the CLE engaged 94 and 43 invigilators for the November 2024 and April 2025 ATP examinations, respectively, maintaining a ratio of one invigilator for every 25 candidates.

3.1.9 Support of Special Needs Candidates

During the year under review, CLE continued to provide reasonable accommodation for candidates with disabilities and those requiring special considerations. In the November 2024 and April 2025 ATP examination, the CLE offered reasonable accommodation to eighteen (18) candidates. It included offering examinations in different formats, including braille, large fonts, VDAs, and soft copies. The CLE also provided computers for candidates to type the examination, in some cases hired an amanuensis for candidates with neurological conditions, and provided extra time to allow them to complete the examinations.

3.1.10 Marking and Moderation of Scripts

Marking and moderation of the ATP examinations for November 2024 and April 2025 were conducted on 28th November to 17th December 2024 and 26th to 4th May 2024 respectively. During FY 2024/25 the CLE implemented various reforms in the examination processes. Beginning in November 2024, the CLE streamlined conveyor belt marking by limiting the number of papers marked by a marker in a day to forty. Team leaders for each ATP unit were introduced as the first line of quality assurance. Other reforms included the introduction of marksheets completed by markers during marking and a mandatory induction training for all persons involved in the marking and moderation of the script process.

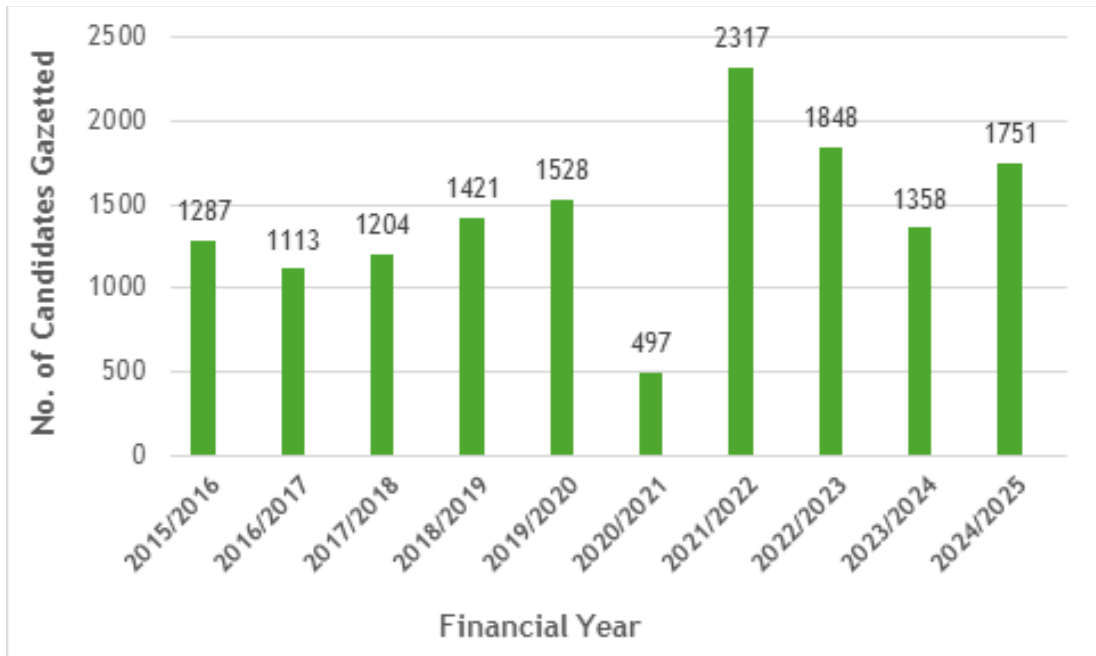
CLE conducted moderation of scripts for the November 2024 and April 2025 ATP examination series in December 2024 and May 2025, respectively. Moderators were trained on quality assurance and CLE expectations. Moderators sampled and marked all nine ATP units.

3.1.11 Gazettement of Qualified Candidates

During the 2024/2025 fiscal year, CLE gazetted one thousand seven hundred fifty-one (1,751) candidates who passed the ATP examination and fulfilled all pupillage requirements. Gazettement was as follows;

S. No.	Quarter	No. Of Candidates Gazetted
1	Quarter 1	817
2	Quarter 2	86
3	Quarter 3	619
4	Quarter 4	229
	Total	1751

This brings the cumulative number of candidates gazetted by the CLE since 2015 at fourteen thousand three hundred twenty-four (14,324).



Number of qualifies ATP candidates Gazetted by CLE since 2015

3.1.12 Bar Examination Loan

The Bar Examination Loan (BEL) Fund was established by CLE in June 2019 and administered by HELB. The Fund provides examination loans to ATP candidates. CLE has, to date, allocated Kshs. 119,000,000 towards this kitty out of which Kshs. 77,273,125 has been disbursed.

During the year under review, four hundred and forty-eight (448) candidates benefited from the Fund with a total disbursement of **Kshs. 20,404,412**

3.1.13 Technology Enhancement for Examinations and Digital Inclusivity

As part of its broader digital transformation agenda, CLE procured forty (40) laptops to support the administration of examinations during the year under review. This initiative was designed to enhance operational efficiency, improve data accuracy, and ensure the secure handling of examination-related processes.

The laptops were deployed to staff to facilitate real-time candidate support, secure communication and streamlined data entry. This investment underscores CLE's commitment to upholding the integrity, security, and efficiency of its examination systems.

ACHIEVEMENTS FOR THE YEAR

In line with its commitment to equity and accessibility, CLE also acquired Job Access With Speech (JAWS) software an internationally recognized assistive technology solution designed for users who are visually impaired.

The JAWS software provides screen-reading capabilities, enabling candidates to navigate the examination process through audio feedback. This acquisition supports CLE's efforts to foster inclusive practices and ensure equal access to information for all candidates, in alignment with national disability inclusion policies and international digital accessibility standards.

Additionally, CLE enhanced its boardroom facilities through the deployment of an 85-inch digital display and audio-conferencing technology. This upgrade was aimed at improving the quality and efficiency of internal and external meetings.

The introduction of audio conferencing has significantly improved communication clarity, facilitated better collaboration among directorates and stakeholders. The system supports seamless virtual participation, enabling CLE to conduct meetings, interviews, and consultations with improved flexibility and effectiveness.

To further support its communication and documentation needs, CLE also acquired a high-resolution digital camera. The camera enhances the CLE's ability to capture high-quality images and videos during key institutional activities.

These technology acquisitions collectively demonstrate CLE's commitment to modernizing its infrastructure, promoting inclusivity, and improving the quality and efficiency of its services.





Improved CLE boardroom facilities

3.2 Key Result Area 2: Legal Education Regulatory Framework and Policy

This section highlights the achievements recorded in KRA 2; Legal Education Regulatory Framework and Policy. Broadly, the issues under this KRA include: reforming and harmonizing legal education laws and policies; advocating for the development and implementation of the national legal education and training policy; reviewing the standards, regulation of legal education providers, and guidelines for regulating legal education and training. Specific achievements include;

3.2.1 Regulatory Framework on Legal Education and Training

During the FY 2024/25, CLE continued with the substantive review of the Legal Education (Accreditation and Quality Assurance) Regulations 2025. This was necessitated by the Court of Appeal's decision in *KSL vs. Otene Richard Akomo & 41 Others, Nairobi Civ. Appeal*. E472 of 2021 which impugned the Legal Education (Accreditation and Quality Assurance) Regulations, 2016. The said review will factor in:

- a. The harmonization of the accreditation framework
- b. Mainstreaming Competency Based Education (CBE) framework.

ACHIEVEMENTS FOR THE YEAR

- c. Alignment of legal education and training standards with the national CBE Framework.
- d. Embedding developing trends in legal education and training standards, including Open and Distance Learning, clinical legal education and experiential learning.

CLE organized a Technical Workshop in October 2024 to develop the Legal Education (Accreditation and Quality Assurance) Regulations as well as the Paralegal Education and Training Regulations. The workshop brought together senior technical drafters from the Kenya Law Reform Commission and Office of the Attorney General, as well as staff of CLE.

3.2.2 Validation of Regulatory Framework

Between 18th to 21st March 2025, CLE, with the support of the International Development Law Organization (IDLO) held a Council retreat to review the draft proposals for the regulatory framework in legal education. The following regulations were discussed:

1. Legal Education (Accreditation & Quality Assurance) Regulations, 2025
2. The ATP Policy, 2025
3. The ATP Regulations, 2025
4. Paralegal Education Regulations, 2025
5. Stoke Paralegal Curriculum
6. ATP Examinations Regulations, 2025.

Following feedback from the Council, the ATP Regulations, 2025 and ATP Examinations Regulations, 2025 were merged into Legal Education (Advocates Training Programme) Regulations, 2025. The Paralegal Education Regulations, 2025, and the Paralegal Curriculum are still under development.



Council members, Facilitators, and CLE staff during the workshop retreat to validate the Regulatory Framework

3.2.3 Court of Appeal Decisions on CLE's Mandate

On 7th March 2025, the Court of Appeal delivered two consequential judgements touching on the mandate of CLE in *Otinga V Cabinet Secretary, Ministry of Education and 3 Others* and *Council of Legal Education v. Jonah Tusasirwe and 13 Others*.
Implication of *Otinga V Cabinet Secretary, Ministry of Education and 3 Others* Judgment on CLE:

The decision affirmed CLE's exclusive mandate to make Regulations in respect of requirements for the admission of persons seeking to enrol in all legal education programmes including the Advocates Training Programme. Consequently, Council is required to formulate a system for recognising prior learning and experience in law to facilitate progression in legal education from lower levels of learning to higher levels, in accordance with section 8(3) of Legal Education Act.

CLE was also required to develop the regulatory framework, standards and license other Legal Education Providers that meet the established criteria to provide training in the Advocates Training Programme (in addition to the Kenya School of Law)

During the FY 2024/25, CLE put measures to comply with the above decision of the Court. Draft Legal Education (Advocates Training Programme) Regulations, 2025 were developed and approved by the Council for stakeholder validation during the 2025/2026 financial year.

Implication of the Council of Legal Education v. Jonah Tumasirwe and 13 Others Judgment on CLE

The implication of the above decision on CLE is that candidates from East African Community (EAC) member states qualify for admission to the ATP and subsequent admission to the bar. This will inform CLE's role of approval and recognition of foreign qualifications and therefore CLE should pursue harmonization of the Kenya School of Law Act, Legal Education Act and Advocates Act in regard to admission of citizens of EAC member states to the Advocates Training Programme (ATP) and the subsequent admission to the bar.

CLE, in collaboration with other stakeholders such as the Law Society of Kenya (LSK), is required to come up with clear and precise terms or qualifications that EAC nationals seeking admission to the Roll of advocates of the High Court of Kenya should meet. Discussions with the stakeholders started during the FY 2024/25, and they will continue during the FY 2025/26 to ensure full compliance with the Court judgment.

3.2.4 Working Committee on Legal Education

During the FY 2024/25, CLE participated in the OAG Working Committee on Legal Education Sector Reforms, which was established on 28th August 2024 by the Attorney-General. The Committee was tasked to consider and harmonize the concerns and issues raised by students and stakeholders concerning the legal education sector in three critical areas:

- i. Current legal framework for the entry qualifications criteria to the Advocates Training Program (ATP) and for admission as an Advocate;
- ii. Examination process for the ATP; and
- iii. Financial sustainability measures for the legal education sector institutions, specifically the Kenya School of Law (KSL) and the Council of Legal Education (CLE), including the current training and examination fee structure and financial support for students.

The Committee is chaired by the Kenya Law Reform Commission with members drawn from the CLE, the Kenya School of Law (KSL), the Office of the Attorney-General and

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Department of Justice (OAG & DOJ), and the Law Society of Kenya (LSK). The committee submitted its report to the Attorney-General on 13th March 2025.



CLE chairperson, Prof. Collins Odote (front row, left), Ag CEO, Ms. Jennifer Gitiri, HSC (2nd row, left), with the Attorney-General, Hon. Dorcas Oduor, OGW, EBS, SC. (front row, Centre), LSK President, Ms. Faith Odhiambo (front row, second left) and other members of the working committee.

3.2.5 Audits of Legal Education Programmes

CLE conducts audits of Legal Education Providers that apply for accreditation and licensing of various legal education programmes to assess the level of compliance and in order to determine whether the institution is ready for an on-site inspection. The inspections are conducted by the Council, while audits are carried out by the secretariat. During the FY 2024/25, CLE conducted four (4) audits:

1. Audit of Kenyatta University LLM Programme on 27th November 2024

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CLE staff (front left) engage the Kenyatta University School of Law library staff during the audit of the Kenyatta University LLM Programme.



CLE Staff engages Kenyatta University staff during an audit of the University LLM Programme

2. Audit of Umma University, School of Law on 28th November 2024



Dean UMMA School of Law, Dr. Kenneth Kodiyo, makes a presentation to CLE staff during the audit

3. Audit of Strathmore University, School of Law LLM Programme on 29th November 2024



CLE staff (front centre) with Strathmore Law School management during the audit

4. Audit of Mount Kenya University School of Law on 27th June 2025.



CLE staff engage members of the faculty during the special audit of Mt. Kenya University LLB Programme

3.2.6 Inspection of Legal Education Programmes

After an audit, the QCL Committee of the Council conducts an on-site inspection of prospective legal education programmes to determine whether the applicant has complied with the provisions of the Legal Education Act. This inspection informs the Council's decision on whether or not to license the programme. During the FY 2024/25, CLE inspected two (2) institutions;

1. Kenyatta University LLM Programme on 3rd February 2025

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Members of QCL Committee, CLE staff and Kenyatta University Management after inspection of the LLM programme



QCL Committee members and CLE Staff listen to presentations on the Kenyatta University LLM programme

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2. Strathmore University, LLM Programme on 14th February 2025



QCL Committee members, Ag. CEO and CLE staff pose for a photo with Strathmore Law School Faculty after inspection of the LLM programme



QCL Committee Chairman, Hon. Justice Dr. Smokin Wanjala, (left) the Ag. CEO- Ms. Jennifer Gitiri (middle), & Council Member - Oscar Eredi (right) listen to presentations during the inspection of Strathmore University LLM Programme.

3.2.7 Licensing of Legal Education Providers

Section 8(1)(b) of the Legal Education Act mandates CLE to license legal education providers. During the FY 2024/25, seven (7) institutions made applications to CLE for accreditation and licensing of their programmes:

1. Strathmore University LLM Programme
2. Kenyatta University LLM Programme
3. Tom Mboya University LLB Programme
4. Zetech University LLB Programme
5. Tharaka University LLB Programme
6. Baraton University LLB Programme
7. Rongo University LLB Programme

During the period under review, CLE renewed the license for the Strathmore University LLM Programme. CLE is in various stages of processing the rest of the applications.

Three (3) institutions reached out to CLE and expressed interest in mounting Bachelor of Laws Programmes during the period under review: (letter of intent/inquiry)

1. Murang'a University of Technology
2. United States International University
3. Kenya Methodist University (KEMU)

3.2.8 Supervision of Legal Education Providers

CLE derives its supervision mandate from Section 8(1)(c) of the Legal Education Act. The following Legal Education Providers had submitted Annual Reports for their various programmes as of 30th June 2025:

S/No	Institution	Licensed Programme
1.	Egerton University	LLB
2.	Catholic University of Eastern Africa (CUEA)	LLM, LLB, Diploma
3.	Moi University	LLB
4.	Chuka University	LLB
5.	Strathmore University	LLB
6.	Kenyatta University	LLB
7.	South Eastern Kenya University (SEKU)	LLB
8.	Riara University	LLB

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9.	Mount Kenya University	LLB, Diploma
10.	Umma University	LLB & Sharia
11.	Jomo Kenyatta University of Agriculture and Technology (JKUAT)	LLM, LLB
12.	Daystar University	LLB

3.2.9 Recognition and Approval of Foreign Qualifications

Section 8(1)(e) of the Legal Education Act, 2012 provides the legal foundation upon which the Council recognizes and approves foreign qualifications in law. All persons who hold foreign qualifications in law and who desire to join the ATP in Kenya must apply to the Council to have their foreign qualifications in law recognized. Where an applicant is found not to have covered the 16 core units prescribed in the second schedule of the Legal Education Act, CLE refers the applicant for remedial training. During the FY 2024/25, CLE processed 138 applications for recognition and approval of foreign qualifications.

3.2.10 Advisories on Legal Education and Training

Section 8(1)(d) of the Legal Education Act mandates the CLE to advise the Government on matters relating to legal education and training. During the FY 2024/25, CLE submitted two (2) reports to OAG in furtherance of this mandate on accreditation.

3.3 Key Result Area 3: Image, Partnerships, Engagements, And Collaborations

This section highlights the achievements recorded in KRA 3 on Corporate image, Partnerships, Engagements, and Collaborations. Broadly, the issues under this KRA include strengthening collaboration and partnership in legal education and training, and enhancing CLE's corporate image and brand identity. Specific achievements include;

3.3.1 Stakeholder Engagement Initiatives

3.3.1.1 Engagement with National Examinations Assessors

During the review period, CLE was part of a structured engagement with national examination assessors drawn from various examining bodies across the country. The primary objective of this engagement was to review the body's constitution and register it in Kenya.

Through consultative forums, the assessors collectively agreed on the importance of

having a representative platform that would not only coordinate assessment practices but also act as a resource for continuous professional development and standardization of assessment tools and methodologies.

During the meeting, the draft constitution was discussed. It aimed at guiding the operations, governance, and objectives of the proposed national body. The constitution outlines the body's mandate, membership structure, code of conduct, dispute resolution mechanisms, and modalities for continuous training and peer review.

3.3.1.2 CLE Participation in 2nd Annual Regulatory Authorities & Agencies (RAAS) Conference

During the review year, CLE participated in the 2nd Annual Regulatory Authorities & Agencies (RAAS) Conference held at the University of Eldoret from 28th - 30th April 2025. CLE was represented by Prof. Louis Musikali, Council Member, and Mr. Martin Mugendi, Senior Internal Auditor. The conference, themed *“The Urgent Fortification of the Responsiveness by Regulators to the Campaign on the Revitalisation and Re-energisation of Regulatory Authorities and Agencies,”* focused on enhancing regulatory responsiveness to evolving socio-economic and technological challenges.

CLE's participation highlighted its commitment to regulatory excellence in legal education. CLE leveraged this platform to engage with other regulators, share best practices, and reinforce its role in supporting modern, responsive, and accountable regulatory frameworks. The insights gained informed ongoing efforts to strengthen governance, innovation, and collaboration within the legal education and training sector.

3.3.1.3 CLE Engagements with the Kenya School Law

During FY 2024/25, CLE continued to engage various stakeholders on Legal Education and Training. Several meetings meant to foster unity and collaboration in the legal education sector were held. CLE participated in two stakeholder engagement meetings organized by the Kenya School of Law (KSL) at Naivasha and at KSL. These meetings highlighted the importance of institutions working together to reform the legal education in Kenya.

3.3.1.4 Candidate Engagements

In the 2023-2027 Strategic Plan, the CLE committed to conduct regular engagements with ATP candidates. In line with this commitment, the CLE held five (5) engagements with ATP candidates.

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On 30th January 2025, CLE engaged with candidates during the KSL induction for the 2025 ATP class. Ms. Jennifer Gitiri, Ag. CEO led a team of staff from CLE in the engagement with students at the KSL on 25th September 2024. Additionally, CLE met with candidates with special needs on 4th November 2024 to discuss their accommodation requirements.

Furthermore, CLE organized two (2) webinars that attracted over 500 candidates in each. These engagements are aimed at updating candidates on ATP examination matters and clarifying internal CLE processes concerning exam setting, marking, grading, and the gazettement of qualified candidates. The presentations also addressed contentious issues regarding candidate performance and provided strategies for answering ATP examination questions.



A section of speakers in the 2025/2026 Students' Briefing held on 30th January 2025 in Mutula Hall, KSL. Present was the Ag. CEO, CLE, Ms. Jennifer Gitiri and Dr. Henry Mutai, Director, KSL.



Ag. CEO for CLE Ms. Jennifer Gitiri leads CLE team in an engagement with candidates with special needs at the Kenya School of Law

3.3.1.5 CLE Participation in Madaraka Day Celebrations

The CLE Chairperson, Prof. Collins Odote, joined other dignitaries, national leaders, and members of the public in commemorating the 62nd Madaraka Day celebrations held on 1st June 2025 in Homa Bay County, presided over by the President of the Republic of Kenya, H.E. Dr. William Ruto.

The Chairperson's presence underscored the CLE's commitment to civic engagement, national unity, and the promotion of democratic values. CLE's participation also reflected its broader mandate of upholding the rule of law and fostering a well-informed legal profession equipped to support Kenya's development goals.

3.3.1.6 CLE Participation in the EACC's Ethics Conference

CLE participated in a panel discussion during the EACC Ethics Conference on 21st May 2025, themed "*Falsification of Academic Certificates in Kenya: Driving Factors, Implications and Solutions.*" CLE raised concerns about the growing erosion of

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academic and professional integrity, citing alarming findings from the Public Service Commission and the Kenya National Qualifications Authority.

Referencing key legal cases, CLE highlighted the systemic nature of the issue and its threat to the credibility and global standing of Kenya's qualifications. CLE pointed to factors such as limited capacity-building, underfunding of regulators, inter-agency rivalries, and poor policy planning as major contributors. As the legal education regulator, CLE called for a coordinated national response to safeguard the integrity of Kenya's education and professional systems.



Participants during the EACC's Ethics Conference

3.3.1.7 CLE Participation in the Oracle Public Sector Forum

During the review period, CLE participated in the Oracle Public Sector forum held at the Serena Hotel, Nairobi, on 18th October 2024, as part of its digitization strategy.

Oracle is among the companies that are building digital solutions and services for different governments globally. Themed '**Smarter Solutions for a Connected Summit**', the event showcased how Oracle's innovative technologies can propel Kenya into a new era of digital governance.

3.3.1.8 CLE Participation in the Smart Government Summit 2024

During the review period, CLE participated in the Smart Government Summit (SmartGov) was held on the 2nd and 3rd of October 2024 at the Hyatt Regency Nairobi. The theme was *“Reimagining Governance: Agile, Open, Inclusive”*. The SmartGov summit stands at the forefront of Africa's digital transformation, bridging the gap between advanced digital technologies and Government operations.

The event was designed for those in government involved in modernizing public infrastructure, digitizing operations, and harnessing emerging technologies to enhance the delivery of services to citizens across African countries.

The summit could not have come at a better time as CLE envisions a digitally empowered organization where service delivery is efficient, responsive, and seamless, to the needs of CLE's Clients. This involves leveraging technology to enhance transparency and accountability in line with CLE's Strategic goal of *“Transformative Legal Education and Training in Kenya”*



Ms. Mercy Wanjau is the Secretary to the Cabinet of the Republic of Kenya (far left) during the summit

3.3.1.9 CLE Participation in the 12th Anniversary Of the Supreme Court

During the review period, CLE Chairperson Prof. Collins Odote, attended the celebrations marking 12 years since the inception of the Supreme Court. To commemorate this important milestone, the Supreme Court of Kenya hosted a conference from the 4th to 6th November 2024. The event brought together esteemed judges, legal scholars, practitioners, and other key stakeholders from across the country and beyond. The conference served as a platform to reflect on the journey, celebrate the achievements, and explore the future of the administration of justice in Kenya.

Prof. Collins Odote, moderated a Town Hall Engagement during the celebration of 12 years anniversary of the Supreme Court. The sub-theme for the engagement was *“Fostering an Open Democracy: An Open Conversation on the Supreme Court’s Contribution to the Protection of Human Rights and the Civic Space.”*



From the left Prof. Collins Odote, CLE Chairperson, Hon. Rtd. Justice (Dr.) Willy Mutunga, Chief Justice (2011-2016), Hon. Justice Martha K. Koome, Chief Justice, Hon. Rtd. Justice David Maraga, Chief Justice and Lady Justice (DR.) Nancy Baraza, former Deputy CJ at the Supreme Court of Kenya.



From the right CLE Chairperson Prof. Collins Odote, Hon. Justice Isaac Lenaola, Judge of the Supreme Court of Kenya · Mr. Protas Saende, Chairman, ICJ (K), Prof. Githu Muigai, Senior Counsel & Dr. Fred Ojiambo, President, Senior Counsel Bar

3.3.1.10 CLE Participation in the KENET Annual Heads of Institutions Forum

During the review period, CLE participated in the Annual Heads of Institutions Forum, which took place from 4th to 6th December 2024, at the Sarova Whitesands Beach Resort & Spa, Mombasa. The forum provided a platform for candid discussion on the digital transformation journey across various member institutions.





Ms. Jennifer Gitiri, Ag. CEO (second row centre) and other meeting participants

3.3.1.11 CLE Participation in the National Council on the Administration of Justice Meetings

During the review period, CLE participated in the National Council on the Administration of Justice (NCAJ) meeting held on 18th February 2025. CLE was represented by the Ag. CEO, Ms. Jennifer Gitiri. As a strategic member of the NCAJ Council, CLE contributed to the discussions and reforms aimed at strengthening the administration of justice in Kenya.

The meeting focused on several critical areas, including the review of police clearance procedures for ex-offenders, digitization of the Occurrence Book, reforms relating to the implementation of instant traffic fines, and the development of guidelines to enhance the enforcement of eviction court orders.

Further discussions centred on strategic monitoring and adaptive learning mechanisms to promote effective justice delivery, tracking the implementation of justice sector reforms, and enhancing resource mobilization within the sector. CLE remains committed to supporting these initiatives in line with its mandate and broader justice sector collaboration.

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Ms. Jennifer Gitiri, Ag. CEO, CLE, during the meeting organized by NCAJ



Her Ladyship Martha K. Koome (centre), and other Council members during the NCAJ meeting

3.3.1.12 CLE Participation in the Launch of the Strategic Guiding Framework on Anti-Corruption in the Justice Sector

During the review period, CLE participated in the launch of the NCAJ Strategic Guiding Framework on Anti-Corruption in the Justice Sector. The launch marked a culmination of a critical and deliberate journey, one driven by NCAJ's shared resolve to confront and root out corruption from the justice sector. This milestone was not just the end of a process, but the beginning of a bold new chapter in our collective commitment to integrity, accountability, and justice.



Her Ladyship Martha K. Koome, Chief Justice (centre), Hon. Dorcas Oduor, OGW, SC, the Attorney General, with Council members of NCAJ and other dignitaries

3.3.1.13 CLE Participation in the Attorney General's Open Day

In August 2024, the CLE participated in the AG's Office Open Day 2024. The open day is an important event designed to promote transparency, foster citizen participation, and increase public understanding of the justice system. The event brought together various agencies under the AG's Office, offering a unique platform for direct engagement with the public.

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CLE used this opportunity to highlight its regulatory mandate in legal education, provide printed resources, and address public inquiries regarding legal training and qualifications.

The event was officially marked by a keynote address from the Honorable Attorney General, Dorcas Oduor, OGW, EBS, SC, who emphasized the government's commitment to strengthening justice delivery and ensuring open engagement with citizens. She emphasized the importance of such forums in fostering trust, promoting accountability, and bridging the gap between the public and legal institutions.



From left, the Hon. Attorney General, Hon. Dorcas Oduor, OGW, EBS, SC, LSK President Faith Odhiambo, and Fred Ojiambo SC (former CLE Chairperson), among distinguished guests, during the Attorney General's Open Day.





CLE staff engage with attendees on the CLE Mandate and functions during the Open Day.

3.3.1.14 CLE Participation in the Meeting hosted by the Office of the Data Protection Commissioner

CLE participated in a meeting organized by the Office of the Data Commissioner (ODPC). The participants of the meeting included CEOs, directors, and staff representing regulators, membership bodies, and associations such as the Media Council, Engineers Board, Retirement Benefits Authority, Nursing Council, Matatu Association, and PERAK, among others.

The importance of partnerships was emphasized to ensure compliance with data protection laws and to foster understanding of legal obligations among data handlers. The rising concerns of data breaches, identity theft, and intrusive surveillance in the digital era were reported, stressing that protecting personal data is a moral imperative.



Participant during the Meeting hosted by the ODPC

3.3.1.15 CLE Participation in Kenya's Diplomatic Journey Anniversary

CLE participated in the 60th Anniversary of Kenya's Diplomatic Journey held on Monday, 4th December 2024, at the Kenyatta International Convention Centre (KICC). The event was officiated by the Prime Cabinet Secretary, Hon. Musalia Mudavadi, who delivered the keynote address.

As a statutory body mandated to regulate legal education and training, CLE recognizes the integral role of diplomacy in advancing national development, including the promotion of legal frameworks that support international cooperation and environmental governance. The event featured the screening of a documentary chronicling Kenya's diplomatic milestones, followed by the official launch of key policy and reference documents: the Reviewed Kenyan Foreign Policy, Strategic Plans, the Protocol Manual, and a Legacy Book on Environmental Diplomacy.

3.3.1.16 CLE Engagements with Students and Inmates

During the visits to the prison and schools, CLE leveraged the opportunity to engage and inspire students and inmates. In schools, CLE representatives interacted directly

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with students, delivering motivational talks and raising awareness about legal education, career opportunities in law, and the importance of the rule of law in society. These sessions aimed to ignite ambition among young learners while aligning with CLE's mandate to promote legal literacy.

Additionally, we expanded our impact by conducting legal awareness sessions for prison inmates, focusing on their rights and legal aid services available to them. These initiatives reflect CLE's belief that empowering institutions and individuals contributes to a more equitable and enlightened society.



Ms. Jennifer Gitiri, the Acting Secretary/CEO (in pink), together with CLE staff, engaging pupils of St. Mary's Karen in a legal education session.



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Regulate • License • Supervise



Ms. Jennifer Gitiri, the Ag. CEO (in pink), alongside staff members, engaging inmates at Lang'ata Women's Prison during a legal Education awareness session.

3.3.2 Enhancing the Image of CLE

3.3.2.1 Launch of the CLE Monthly Newsletter

During the review period, CLE launched its Monthly CLE Newsletter. The Newsletter is a Strategic Plan deliverable and aims at enhancing CLE's internal and external communication. It serves as a key platform for sharing institutional updates, stakeholder engagement activities, policy changes, and ongoing projects.

Each edition was curated to reflect the CLE strategic priorities, promote transparency, and foster a culture of information sharing across directorates and divisions and with external partners. Contributions were drawn from various directorates and divisions and reviewed to ensure clarity, accuracy, and relevance. The monthly newsletter has continued to support CLE's visibility, stakeholder engagement.

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CLE Newsletter - June 2025 Issue
[CLE Newsletter - June 2025 Issue](#)



CLE Newsletter - May 2025 Issue
[CLE Newsletter - May 2025 Issue](#)



CLE Newsletter - April 2025 Issue
[CLE Newsletter - April 2025 Issue](#)



CLE Newsletter - March 2025 Issue
[CLE Newsletter - March 2025 Issue](#)



CLE Newsletter- January 2025 issue
[CLE Newsletter- January 2025 issue](#)



CLE Newsletter- November 2024 Issue
[CLE Newsletter- November 2024 Issue](#)



CLE Newsletter - September 2024 Issue
[CLE Newsletter - September 2024 Issue](#)



CLE Newsletter- February 2025 Issue
[CLE Newsletter- February 2025 Issue](#)



CLE Newsletter- December 2024 issue
[CLE Newsletter- December 2024 issue](#)



CLE Newsletter-October 2024 Issue
[CLE Newsletter-October 2024 Issue](#)

Screenshot of sample Newsletters on CLE website



Cover page of the CLE monthly Newsletters

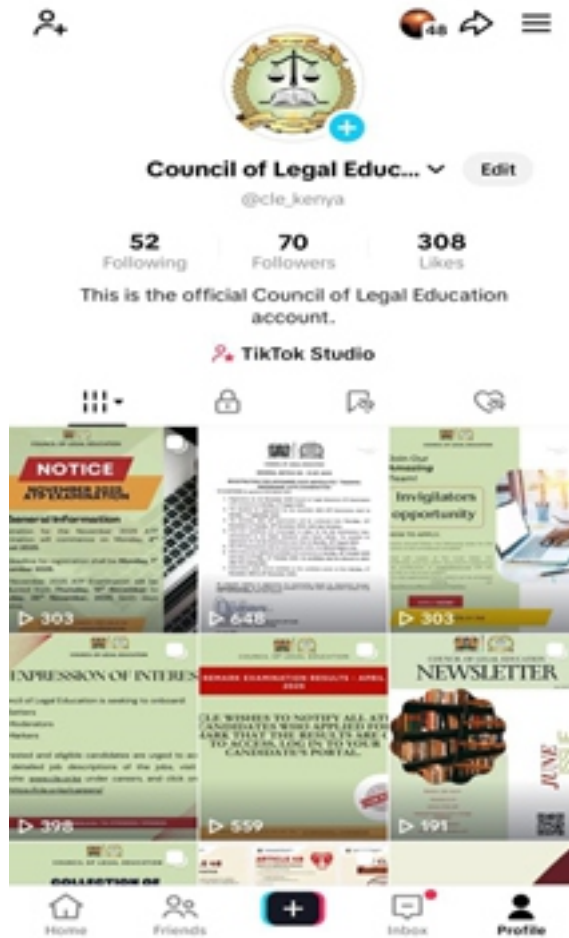
3.3.2.2 Updating the Social Media Platforms

During the FY 2024/25, CLE actively utilized its social media platforms to enhance public engagement, promote transparency, and disseminate timely information to stakeholders. CLE continued to enhance its Social Media engagement through the X (Twitter) handle, which has over 12,000 followers, and a Facebook account, which has over 9,100 followers. CLE opened a WhatsApp, TikTok, and Instagram accounts continues to explore other social media platforms.



A Snapshot of the CLE X account demonstrating the growth in followers

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A Snapshot of CLE TikTok Account



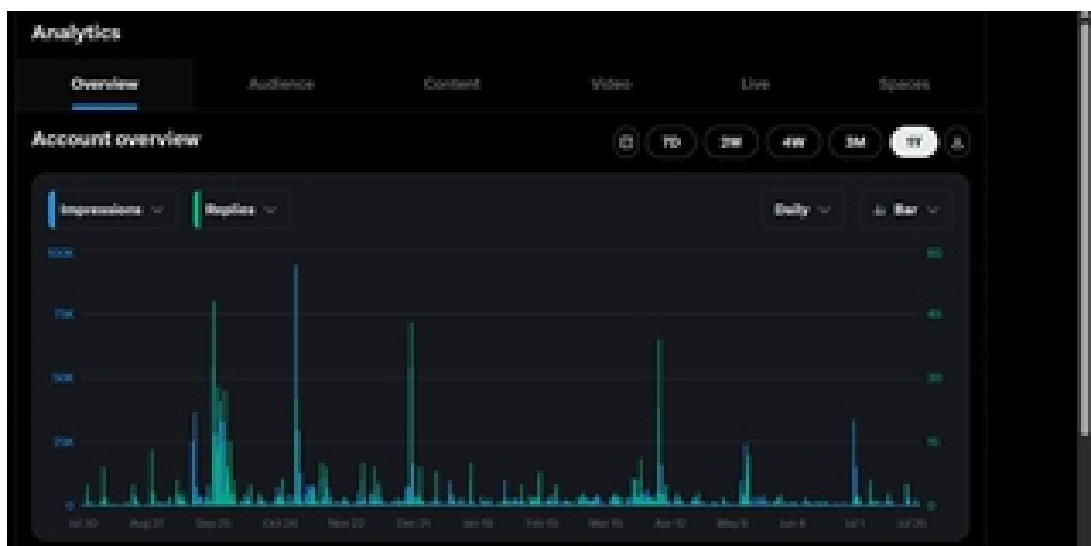
A Snapshot of CLE Instagram account

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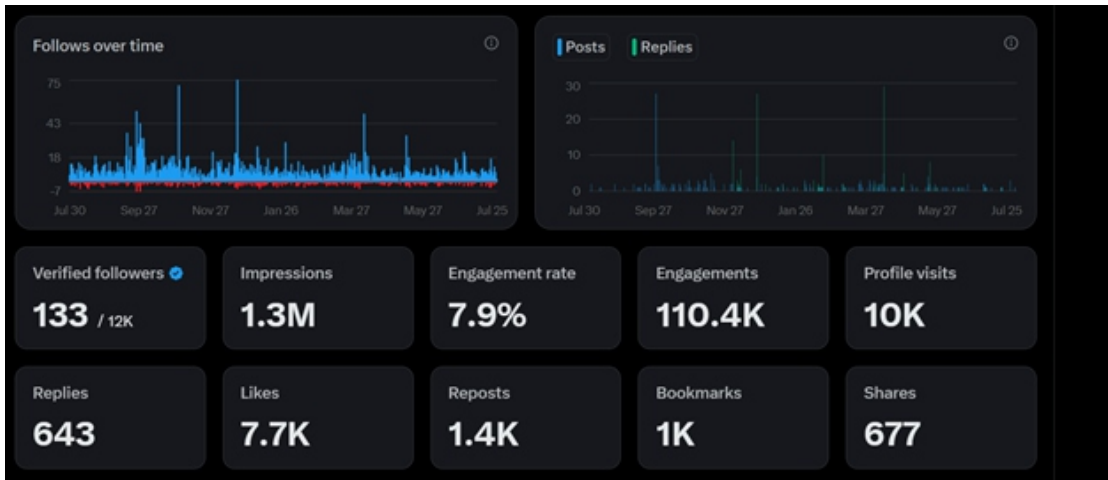


A snapshot CLE Facebook Account

Through consistent and targeted messaging, CLE was able to expand its digital footprint, improve stakeholder awareness, and drive meaningful engagement with candidates, legal education providers, and the general public. The content strategy was aligned with CLE's communication objectives and supported by visual creatives to enhance visibility and user interaction.



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Analytics from the CLE X page

3.3.2.3 CLE Website Upgrade

During the period under review, CLE revamped its website as part of the ongoing efforts to enhance digital engagement and improve service delivery. The new website features a modern, user-friendly interface designed to provide easier access to essential information for stakeholders, including candidates, legal education providers, and the general public.

CLE continued to maintain and update its website as a primary platform for stakeholder engagement, information dissemination, and public awareness. The website serves as an authoritative source of information on CLE.

3.3.2.4 Integration with the Judiciary Advocates Management System and CLE's Enterprise Resource Planning System

In the Financial Year 2024/2025, CLE participated in a stakeholders' forum hosted by the Judiciary from 16th to 20th October 2024 in Machakos County. The objective of the forum was to bring together institutions integrated with the Judiciary Advocates Management System (JAMS) to collaboratively review and improve the integrated processes. The interactive workshop was attended by key stakeholders, including the Judiciary, CLE and the Law Society of Kenya (LSK).

The event was officially graced by Hon. Paul Ndemo Maina, OGW, Deputy Chief Registrar of the Judiciary. During the forum, each participating institution made presentations outlining their respective roles within the integrated framework, shared experiences, and provided critiques of the existing JAMS processes.

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The discussions focused on identifying challenges, proposing enhancements, and strengthening inter-institutional collaboration with the aim of achieving improved efficiency, higher customer satisfaction, and delivery of high-quality services.



Tripartite meeting to discuss on the ICT systems integration by the Judiciary, CLE and the Law Society of Kenya (LSK).

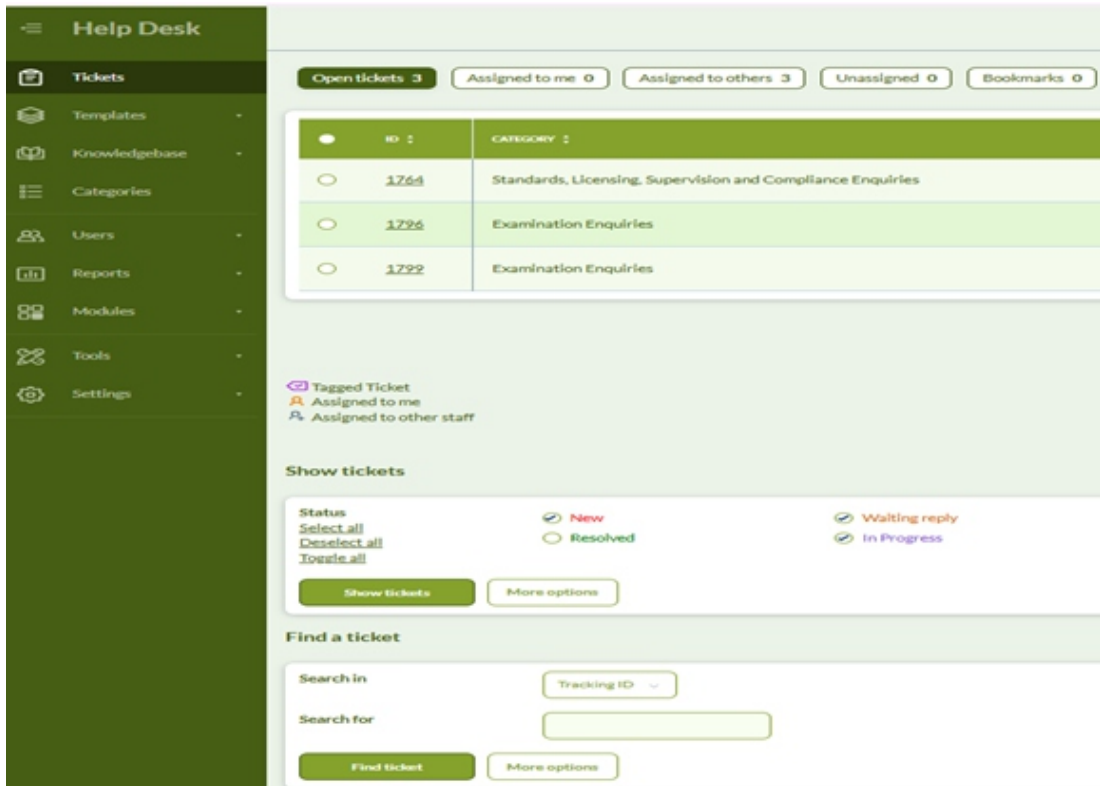
3.3.2.5 Development and Implementation of E-Ticketing System

During the year under review, CLE successfully developed and implemented an E-Ticketing System to enhance support for stakeholder inquiries, complaint handling, and overall service delivery. This initiative forms a key component of CLE's broader digital transformation agenda, aimed at strengthening responsiveness, accountability and operational efficiency in stakeholder engagement.

The System provides a centralized platform for managing all incoming requests, including queries, complaints, and service issues. Each submission is automatically logged, assigned a unique reference number, and tracked through to resolution, ensuring a transparent and systematic approach to issue management.

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This innovation has significantly improved CLE's service delivery capacity and reflects CLE's commitment to leveraging technology for improved governance and user experience.



Snapshot of the CLE's E-Ticketing System

3.3.2.6 CLE Participation in the Advocates of the High Court Of Kenya Admission Ceremonies

During the review period, CLE participated in five (5) Admission Ceremonies advocates of the High Court of Kenya held on 1st July 2024, 20th September 2024, 29th November 2024, 6th March 2025, and 23rd May 2025. The event marked a significant milestone for newly enrolled Advocates as they formally joined the legal profession.

CLE's participation reaffirmed its commitment to supporting the transition of qualified candidates from academic training to professional practice.



Her Ladyship Martha K. Koome, (centre, front row), Dr. Felix Odhiambo Director Examination at CLE on the far left with others dignitaries during the admission to the Bar ceremony held on 23rd May 2025



Ms. Victoria Wahu, Principal Legal Officer, delivering a speech on behalf of the Ag. CEO, during the admission ceremony held on 6th March 2025.

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Her Ladyship Martha K. Koome, (6th right, front row), with other members of the Bar during the Admission to the Bar ceremony held on 6th March 2025



Her Ladyship Martha K. Koome(right), Ms. Jennifer Gitiri, Ag. CEO CLE (Centre) during the admission ceremony held on 29th November 2024



Ms. Jennifer Gitiri, Ag. CEO, CLE addressing newly admitted Advocates of the High Court of Kenya, during the Admission ceremony held on the 20th September 2024



From the right Hon. Shadrack J. Mose, the Solicitor General, Her Ladyship Martha K. Koome, CJ and Ms. Jennifer Gitiri, CLE Ag. CEO, (far left) and other dignitaries during the admission to the bar ceremony held on the 20th September 2024

3.3.2.7 Graduation Ceremony at Kamiti Maximum Prison

During the review period, Ms. Jennifer Gitiri, Ag. CEO attended the graduation ceremony at Kamiti Maximum Prison on 27th November 2024, celebrating the achievements of 29 graduands who successfully completed their Bachelor of Laws (LL.B) degree under a transformative partnership with the University of London. The graduates included 11 inmates, 12 prison officers, and 6 ex-inmates. Two (2) ex-inmates have been admitted to the Bar.

3.3.2.8 Other Graduation Ceremonies Attended by CLE

During the review period, CLE attended Alupe University College graduation ceremony, which was attended by CLE Chairperson; the Justice Defenders graduation held on 26th November 2024 was attended by Ms. Jennifer Gitiri; the UMMA University graduation attended by CLE Chairperson on 26th June 2025, and; Kenya Water Institute graduation attended by Ms. Edna Oyori on 29th November 2024.

These ceremonies provided an important platform for CLE to not only celebrate the achievements of graduating students but also to reinforce its commitment to upholding quality and standards in legal education.

3.3.2.9 Corporate Social Responsibility and Community Empowerment

During the FY 2024/25, CLE demonstrated its dedication to social impact by undertaking meaningful Corporate Social Responsibility (CSR) initiatives. As part of these efforts, CLE donated essential items to various institutions serving vulnerable and underserved communities, including public schools, prisons, and police stations.



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Ms. Jennifer Gitiri, the Ag. CEO (in pink), together with CLE staff, presents donations to the Chief Warden at Lang'ata Women's Prison.



Mr. Duncan Nalwenge (second from right) presents donated computers on behalf of CLE to Kandisi Police Station.

3.3.3 Towards Strategic Partnerships and Collaborations

3.3.3.1 Consultative Engagement with the British High Commission

During the review period, Ms. Jennifer Gitiri, Ag. CEO, led the CLE team in a consultative meeting on 13th February 2025, with a representative from the British High Commission. The meeting provided a platform for deliberations on potential areas of collaboration between CLE and the British High Commission in support of legal education and training in Kenya.

Key focus areas included capacity building, technical cooperation, support for quality assurance mechanisms, and enhancing legal education standards in line with global best practices. The discussions also explored opportunities for joint initiatives aimed at strengthening institutional frameworks and promoting access to legal education.



Ms. Jennifer Gitiri, HSC, Ag. CEO (CLE), Ms. Gal Levin from the British High Commission, and CLE staff member during the meeting

3.3.3.2 United Nations Office on Drugs and Crime

During the review period, CLE engaged with UNODC in a collaborative effort aimed at organizing the inaugural Legal Education Training Conference. This engagement marked a significant step towards strengthening legal education and capacity building

within the sector. The proposed conference seeks to bring together key stakeholders, including legal education providers, regulators, practitioners, and development partners, to deliberate on emerging trends, innovations, and challenges in legal training and education.

CLE and UNODC held consultative discussions to identify key thematic areas, potential speakers, and logistical frameworks to ensure the successful rollout of the event. Planning for the conference is at an advanced stage, and it is expected to become a landmark annual event in the legal education calendar.

3.3.3.3 International Development Law Organization

CLE continued with its strategic partnership with the International Development Law Organization (IDLO) to support the ongoing Comprehensive Regulatory Review within the legal education and training sector in Kenya during the FY 2024/25. This collaboration is anchored in a shared vision to strengthen legal education, promote regulatory clarity, and enhance the quality of legal training in the country.

The partnership has provided both technical and strategic support towards achieving a more coherent, transparent, and responsive regulatory framework. IDLO's contribution has included expert advisory services, capacity building initiatives, and stakeholder engagement facilitation. These inputs have significantly informed the development of CLE's internal frameworks and processes, as well as the broader review of the Legal Education Accreditation and Quality Assurance Regulations, 2025, Advocates Training Programme (ATP) Policy, Advocates Training Programme Regulations, 2025, Advocates Training Programme Examinations Regulations, 2025, and Paralegal Education Regulations and Curriculum.

This partnership underscored CLE's commitment to working with development partners to achieve its mandate and ensure that legal education in Kenya is aligned with national development goals, regional integration priorities, and international standards.

3.3.3.4 Meeting with Justice Defenders

During the review period, CLE initiated the engagements with the Justice Defenders. A meeting with representatives to discuss areas of mutual collaboration, including but not limited to the Para-Legal Training in Kenya, was held. The discussions will be fast-tracked in FY 2025/26.



Ms. Jennifer Gitiri the Ag. CEO, CLE (2nd from left), with representatives from Justice Defenders

3.3.3.5 CLE Explores Areas of Partnerships with Law Society of Kenya

During the review period, the CLE Council engaged with the Law Society of Kenya (LSK). A consultative meeting was held on 22nd October 2024 and discussed possible areas of collaboration for the two institutions.

Among the issues highlighted were the general standards of Legal Education in Kenya, the ATP examination, the need for mutual accreditation if a unified standard for Legal Education were to be adopted in the region, concerns raised by candidates, and the need for more collaboration among the stakeholders in the Legal Sector, among others.

This was an inception meeting, and the conversations will continue during the FY 2025/26 with a view of improving partnerships and collaborations.

3.4 Key Result Area 4: Institutional Capacity Strengthening and Sustainability

This section captures the achievements recorded in KRA 4 on Institutional capacity strengthening and sustainability. Broadly, the issues under this KRA focus on enhancing staff capacity, morale, and performance; improving the policy environment; improving financial sustainability; and revamping the corporate governance. Specific achievements include.

3.4.1 Enhancing Council's Oversight Role

3.4.1.1 Council Meetings

During the review period, the CLE Council held four (4) meetings and its committee convenings in line with the provisions of the Legal Education Act, CAP 16B, and relevant governance frameworks. Special meetings and other engagements followed an approved Council almanac. These meetings served as key platforms for policy formulation, oversight, strategic direction, and decision-making on matters affecting legal education and training in Kenya.

The Council also ensured compliance with the Mwongozo Code of Governance for State Corporations, promoting transparency, accountability, and good governance in the conduct of its affairs.



Council members (seated) and staff (standing) in a Council Retreat during the FY 2024/2025

3.4.1.2 Council Evaluation

During the review period, CLE conducted a Board Evaluation exercise in accordance with the Mwongozo Code of Governance for State Corporations and best practices in corporate governance. The evaluation reviewed the performance of the Council and its Committees, as well as the individual contributions of members, with the aim of enhancing effectiveness, accountability, and strategic leadership.

The evaluation covered key areas including governance structures, oversight functions, risk management, stakeholder engagement, and compliance with statutory obligations. Feedback from the process informed targeted capacity-building initiatives and the development of governance improvement plans.

This exercise reaffirmed the Council's commitment to continuous improvement and institutional excellence in the regulation and quality assurance of legal education and training in Kenya. The performance was a mean of 4.8800, translating to 97.60%, which was an exemplary performance.

3.4.1.3 Formulation of Council and Committee Charters

During the review period, the Council reviewed its charter and Committee Charters in line with the Mwongozo Code of Governance for State Corporations and international best practices. The charters were formulated to clearly define the mandate, roles, responsibilities, and operational procedures of the Council and its Committees.

These charters serve as critical governance tools that promote structured decision-making, effective delegation of authority, and transparency in the operations of the Council and its Committees. The adoption of the charters marked a significant step in strengthening institutional governance and enhancing the Council's effectiveness in discharging its regulatory mandate. Committee Charters reviewed:

1. Examination Committee
2. Finance, Human Resource Administration Committee
3. Audit and Risk Committee
4. Quality, Assurance, and Compliance Committee

3.4.2 Financial Sustainability

3.4.2.1 Medium Term Expenditure Framework Budget

During the period under review, CLE participated in both the Sub-sector and the Sector Working Groups to lobby for the FY 2025/2026 budget. CLE successfully bided

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in the working group and secured a budget of Kshs. 292,800,000.00. Additionally, the Ag. CEO led a CLE team in bidding for an increase in the budget allocation in a meeting held with the Justice Legal Affairs Committee (JLAC) of Parliament.



CLE Staff during the GJLOS Sector Working Group during the FY 2025/2026 Budget Bidding Activity

3.4.2.2 CLE Audit of the FY 2023/2024

In the period under review, CLE undertook the Statutory audit of its Financial Statement and Report for the Main CLE account and the CLE Staff Car Loan and Mortgage Scheme. The audit was done by the Office of the Auditor General and CLE attained Unmodified Opinion report for the two accounts.

This was an improvement from the previous FY 2022/2023 opinion of Qualified Opinion on the CLE Main accounts Financial Statement and Reports. This is a statement of CLE's commitment to ensure value for money and compliance to all laid down legislative and regulatory requirements.

3.4.3 Internal Policies and Frameworks

3.4.3.1 Development of the Supply Chain Management Policy and Procedures Manual

During the period under review, CLE developed Supply Chain Management Policy and

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Procedures Manual. The Policy and Procedure manual aligns with the constitutional requirements of Kenya, particularly Article 227, and fully complies with the Public Procurement and Asset Disposal Act, 2015, along with its 2020 regulations. These legal frameworks form the foundation of CLE's procurement and asset disposal processes, ensuring full adherence to national laws.

The manual supports the following important core principles of supply chain management: fairness, equitability, transparency, competitiveness, and cost-effectiveness. These principles are intended to ensure that all procurement activities meet the highest ethical and operational standards, integrity and efficiency, benefiting both CLE and its stakeholders.

The implementation of the manual is expected to bring several key benefits, including improved efficiency in supply chain operations, enhanced transparency and accountability in procurement, increased compliance with legal and regulatory frameworks, and better value for money in expenditures. The manual's standardization efforts will further ensure a well-organized and effective procurement process throughout CLE.

3.4.3.2 Development of Information Communication Technology Policy

In the Financial Year 2024/2025, CLE continued to advance the automation of its essential services. As part of this digital transformation agenda, a comprehensive ICT Policy was developed to support this plan.

The Policy intended to establish a clear framework for the secure, effective, and responsible use of Information and Communication Technology (ICT) resources across the organization. It also aims to ensure that all ICT-related activities are aligned with CLE's institutional objectives, operational requirements, and applicable national regulatory frameworks.





Representatives from CLE Directorates and Divisions participating in the ICT Policy development retreat

3.4.3.3 Development of the Reward, Recognition & Sanctions Policy

During the year under review, CLE took a significant step toward motivating and retaining top talents by developing a comprehensive Reward and Recognition Policy. The Policy was approved by the Council in July 2024 and is now in the implementation phase. This Policy is designed to institutionalize a culture of staff appreciation and high performance across all levels of the organization.

By formally recognizing both individual and team achievements, the policy aims to boost employee morale, enhance job satisfaction, and drive productivity. It also reinforces CLE's commitment to valuing its workforce as a key driver of institutional success, while promoting fairness, transparency, and consistency in how contributions are acknowledged and rewarded.



Snapshot of the Rewards, Recognition, and Sanctions Policy cover page

3.4.3.4 Development and Implementation of the Business Continuity Policy

During the FY 2024/2025, the CLE finalized the development of its Business Continuity Policy. The Policy was submitted to the Council for consideration, and it was duly approved in July 2024. Following its approval, the Policy was formally communicated to all staff for implementation.

As part of the implementation process, the Council developed corresponding Business Continuity Plans to operationalize the Policy. In addition, staff were sensitized on both the Business Continuity Policy and the associated Plans to ensure institutional preparedness and continuity of critical functions in the event of disruption.



Ms. Jennifer Gitiri, Ag. CEO (Centre seated) and CLE staff during the Business Continuity Policy Development workshop

3.4.3.5 Enhancing Partnerships and Collaborations

The CLE remains committed to implementing Strategic Plan interventions that aim to strengthen its institutional image through enhanced partnerships and collaborations. In line with this commitment, CLE finalized the development of the Partnerships Policy during FY 2024/25.

The Policy was subsequently presented to the Council, approved, and formally communicated to staff for implementation. This Policy is expected to provide a structured framework for initiating, managing, and sustaining strategic partnerships at CLE.



COUNCIL OF LEGAL EDUCATION



A snapshot of the Partnerships Policy cover page

3.4.3.6 Development of the Data Protection Policy

During the review period, CLE made significant strides in strengthening its data governance framework by formulating a comprehensive Data Protection Policy. The policy was developed in alignment with the requirements of the Data Protection Act, 2019, and its attendant regulations.

The primary objective is to ensure that personal data collected, stored, or processed by CLE is handled responsibly, lawfully, and transparently, in keeping with both legal obligations and best practices in data management.

3.4.3.7 Development of the Internal Audit Strategy

During the review period, CLE developed an Internal Audit Strategy. The strategy aims to establish a clear roadmap that aligns the objectives of the Internal Audit Division and the CLE Strategic Plan 2023-2027



CLE Staff and facilitators from PSSB during the Internal Audit Strategy development meeting. They are joined by the Ag. CEO Ms. Jennifer Gitiri (Centre- seated)

3.4.3.8 Review of the Existing Policies

During the year, CLE embarked on the review of the policies approved in 2023 to ensure they are aligned with the CLE strategic plan 2023-2027. The policies that were reviewed included;

1. Alcohol and Drug Abuse (ADA) Policy.
2. Gender Mainstreaming Policy.
3. Corporate Social Investment (CSI) Policy
4. Finance Policy and Procedure Manual.
5. Transport and Road Safety Policy, And
6. Whistleblower Policy.
7. Internal Audit Manual

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3.4.3.9 Validation of Policies by the Finance, Human Resource & Administration Committee

During the review period, CLE validated several key policies, including the Intellectual Property, ICT, asset management, investment, data protection, revenue management, business continuity, and partnerships. These policies aim to strengthen CLE internal operations, integrity, ensure compliance, and improve service delivery.

The policies were presented to the Committee of the Council between 1st - 4th October 2024. The meeting was essential for refining the policies and ensuring they align with the objectives of CLE. Engaging the Council in this process provided valuable insights, ensuring the policies serve the best interests of the CLE and its stakeholders.



Mr. George Nyakundi (Centre), Chairperson of the FHRA Committee, Ms. Jennifer Gitiri, (second left), Committee members of the Council, and members of the CLE staff during the retreat at Sawela Lodges, Naivasha.



Ms. Jennifer Gitiri CLE Ag. CEO (front row, 3rd right) joins staff during the Skills Gap Analysis Report Writing retreat

3.4.3.11 Review of the Performance Appraisal System

During the year under review, CLE reviewed and implemented a new staff performance appraisal tool, designed to be more objective and transparent. This system ensures fair evaluations and aligns individual performance with CLE objectives.

To support effective adoption, staff members were taken through comprehensive training sessions covering all phases of the performance management cycle in relation to the new tool. This capacity-building effort was instrumental in promoting a shared understanding of performance expectations and reinforcing a culture of accountability and continuous improvement across the organization.





Ms. Jennifer Gitiri, the Acting Secretary/CEO (seated, center), leading staff during a training session on the performance appraisal system, facilitated by Dr. Arnest Alela (standing)

3.4.3.12 Strengthening Archives & Records Management

During the year under review, CLE took significant steps towards improving institutional efficiency by establishing a dedicated Records Management Unit. This unit has been instrumental in developing a comprehensive Records & Archives Management Policy, which is now in the implementation phase.

Additionally, the Records Management Unit launched an EDMS, which facilitated the process of digitization of CLE records. A total of fourteen thousand five hundred and thirty-eight records (14,538) have already been uploaded to the System.

In accordance with the Public Archives and Documentation Services Act Cap 19 Laws of Kenya, CLE, working together with a team from the Kenya National Archives on 9th of April 2025, conducted a Records Appraisal & Disposal activity. This activity was successful, leading to the closure of the CLE GO-DOWN facility, cutting the cost of maintaining CLE records.



A team from Kenya National Archives and Document Services conducting the records appraisal exercise.

3.4.4 Staff Welfare, Morale, and Capacity Development

3.4.4.1 Council Induction

During the review period, Council members attended an induction Session aimed at equipping them with a comprehensive understanding of their governance roles, responsibilities, and obligations. The induction covered key areas such as corporate governance principles, the mandate and strategic objectives of the Council, fiduciary duties of Council members, and relevant legal and regulatory frameworks.

3.4.4.2 Staff Car Loan and Mortgage Scheme

CLE Staff Car Loan and Mortgage Scheme was established in the year 2020 to offer this benefit to eligible Staff members. In the period under review, a total of Kshs. 40,800,000.00 was disbursed to five (5) staff members who benefited from the Staff Mortgage loan.

3.4.4.3 Improved Work Environment and Staff Welfare

During the reporting period, the HR and Administration Division made significant strides in enhancing staff well-being through improvements to the existing office infrastructure. CLE remained fully compliant with the Occupational Safety and Health

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Act, 2007 (OSHA). A new office space was renovated, 11 ergonomic workstations along with 40 adjustable chairs were procured and installed to promote employee comfort and reduce the risk of work-related injuries.

3.4.4.4 Staff Health Preventive Care

During the review period, CLE promoted preventive healthcare by facilitating a comprehensive medical check-up and organizing two staff sensitization forums. The health check-up, conducted on 3rd March 2025 at the CLE offices, was facilitated by AAR Hospital.

3.4.4.5 Continuous Professional Development Trainings

CLE is dedicated to fostering the professional growth and continuous development of its workforce. As part of this commitment, nine (9) officers underwent CPD training in their respective fields to enhance their skills and expertise. The training participants are summarized in the table below;

S/No.	Area of Specialization	Number of Officers Traied
1.	Lawyers	4
2.	Supply Chain Management officers	3
3.	Human Resource Management Officers	1
4.	Finance & Audit Officers	1

3.4.4.6 Internships, Attachments, and Mentorships

CLE is dedicated to nurturing the next generation of professionals by providing valuable training and attachment opportunities for new graduates. During the FY 2024/2025, CLE offered practical work experience to thirteen (13) Interns, attaches and volunteers. The table below summarizes the areas of engagement.

S/No	Division	Number of Interns/ Attaches engaged
1.	Strategy and Planning	1
2.	Records Management	2
3.	Finance and Accounts	1
4.	ICT	4
5.	Corporate Communications	4
6.	Supply Chain Management	1

3.4.4.7 Staff Recruitments

During the year under review, CLE undertook a strategic recruitment in technical and leadership positions. This initiative was aimed at strengthening CLE's institutional capacity and enhancing service delivery. The appointments made included:

1. Director, Standards, Licensing, Supervision and Compliance
2. Director, Examinations
3. Senior Supervision and Compliance Officer
4. Information, Communication and Technology Officer I

3.4.4.8 Induction of New Staff

During the review period, CLE facilitated the induction of the newly appointed staff to ensure seamless integration into the Institution. The induction program was undertaken between 23rd - 24th June 2025, which was designed to deepen their understanding of CLE's mandate, strategic objectives, and administrative protocols.



Newly recruited staff undergoing an induction session at the CLE Boardroom

3.4.4.9 Human Resource Management Tools Implementation

During the reporting period, CLE achieved a significant milestone with the approval (PSC approved) of key institutional frameworks aimed at enhancing efficiency and

workforce management. These included:

- A revised Organization Structure;
- An updated Staff Establishment and Grading Structure;
- Career Progression Guidelines; and
- Human Resource Procedures and Processes Manual.

Following these approvals, the CLE successfully operationalized these frameworks, integrating them into daily administrative and human resource functions.

3.4.4.10 Celebrating Our Team

During the year under review, the CLE prioritized fostering a positive and inclusive workplace culture by recognizing and appreciating its staff. One of the key initiatives was the re-introduction of monthly birthday celebrations, aimed at acknowledging employees at a personal level.

These celebrations served as more than just social gatherings; they were a deliberate effort to boost staff morale, strengthen interpersonal relationships and enhance overall employee engagement.



CLE Staff celebrating January birthdays pose together for a photo; from Left, Duncan Juma, Shillah Odanga, Wince Indimuli and Kevin Mwaniki at CLE Head Office

3.4.5 Information Communication Technology

3.4.5.1 Revamping of the Enterprise Resource Planning System

In the period under review, CLE undertook a comprehensive revamp of its Enterprise Resource Planning (ERP) system as part of its digital transformation agenda. A key milestone in this process was the integration of the ERP system with the eCitizen platform. This strategic initiative was intended to streamline service delivery by enabling seamless online transactions, improving data accuracy, and enhancing the overall user experience for stakeholders accessing CLE services.

Through this integration, stakeholders benefit from efficient payment processing, automated workflows, and real-time system updates, which supports timely service provision and improved operational transparency. The initiative also aligns with the government's broader objective of delivering public services through unified and digitized platforms.

Additionally, CLE enhanced the ERP reporting capabilities for candidates. The system was revamped to allow candidates to download key examination related reports, including, individual result slips for each examination series, Performance breakdowns per question and Remark result slips showing comparisons between original and remarked scores.

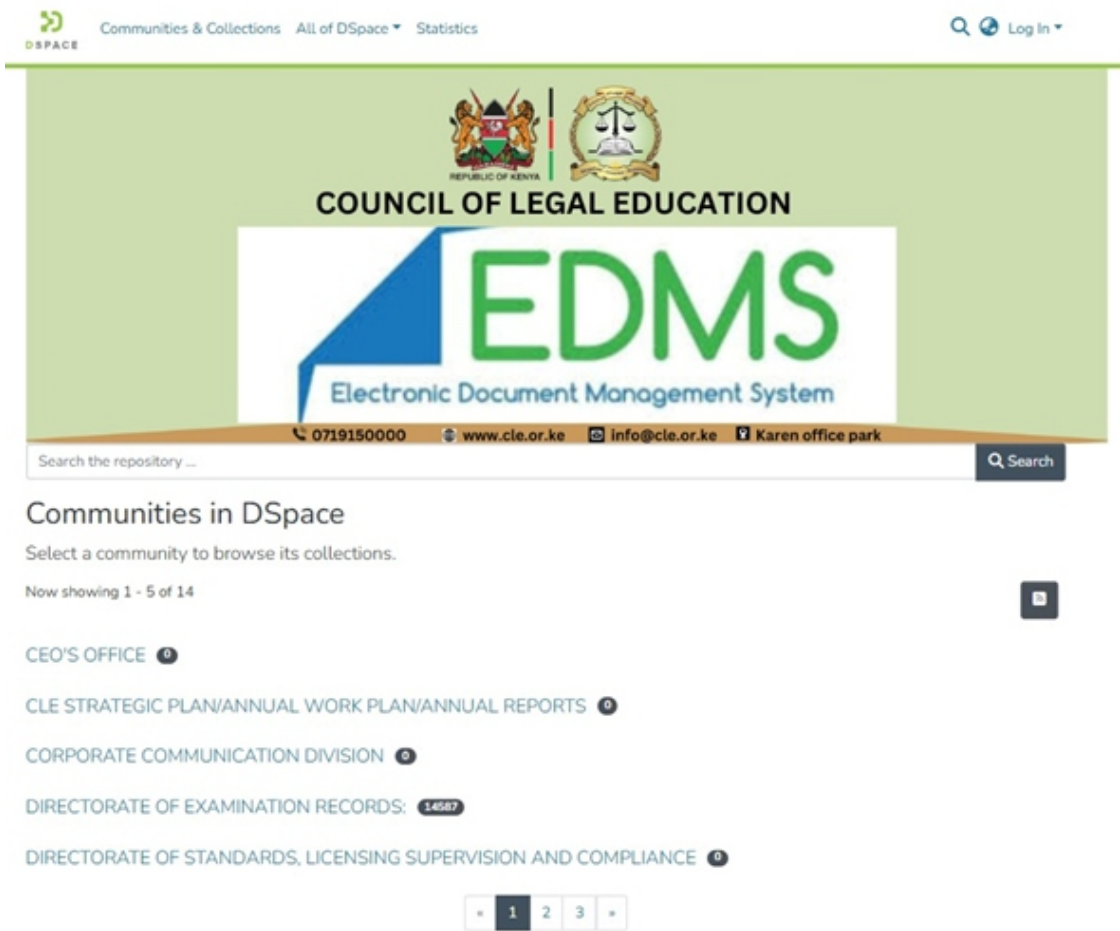
These improvements significantly enhanced access to critical academic information and supported CLE's commitment to transparency, accountability, and service excellence.

3.4.5.2 Development and implementation of an Electronic Document Management System

During the FY 2024/25, CLE developed and implemented an Electronic Document Management System (EDMS) to streamline the creation, storage, retrieval, and sharing of documents across all Directorates and Divisions. This was aimed at reducing reliance on paper-based processes.

This transition not only enhanced operational efficiency but also improved information security and strengthened compliance with established records management standards. As a key component of CLE's broader automation agenda, the EDMS is key in preserving institutional knowledge while promoting environmentally sustainable practices.

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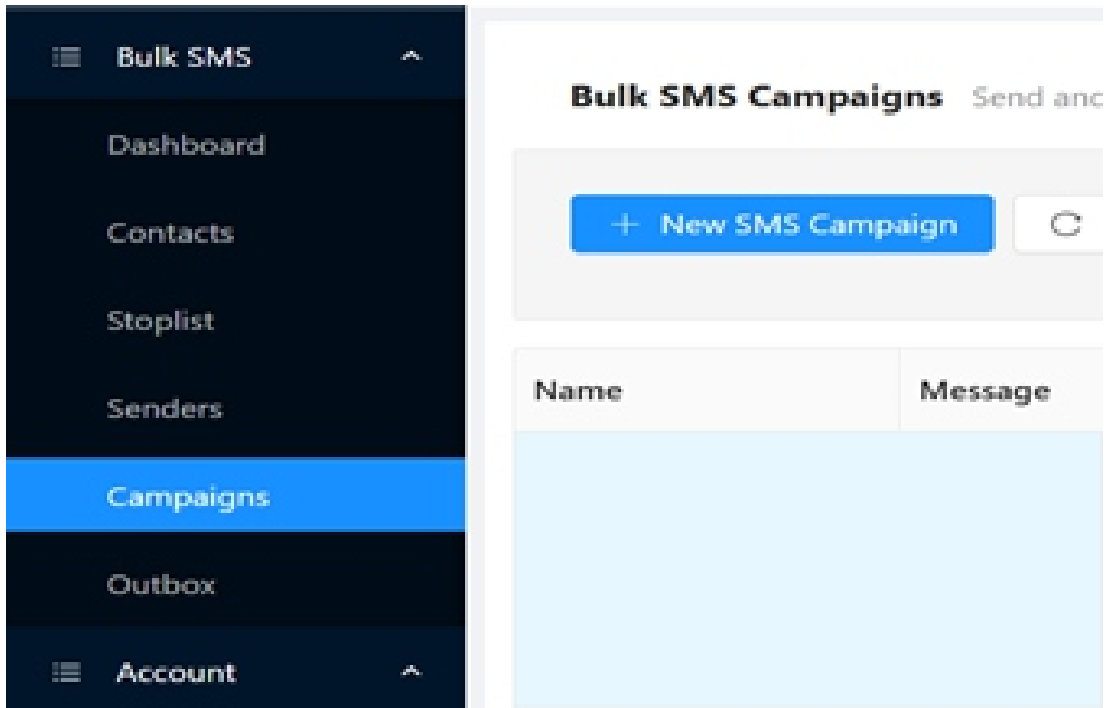


Snapshot of the CLE's Electronic Document Management System (EDMS)

3.4.5.3 Implementation of a Bulk SMS System

During the year under review, CLE adopted a Bulk SMS system as part of its efforts to enhance communication with stakeholders. This initiative was driven by the need for a fast, reliable and cost-effective channel to disseminate critical information to large audiences, particularly candidates and other external stakeholders.

The Bulk SMS system enables CLE to send timely and targeted messages related to examination, registration, system notifications, and general announcements. By leveraging this platform, CLE has significantly improved outreach and reduced communication gaps during key operational cycles.



Snapshot of the CLE's Bulk SMS System

3.4.5.4 Local Area Network Upgrade and Segmentation

During the year under review, CLE undertook a significant upgrade and segmentation of its Local Area Network (LAN) to enhance network performance, security, and reliability.

The upgrade was driven by increased digital service demands, the implementation of new systems, and the need to support secure and efficient connectivity across all CLE directorates and divisions.

The LAN upgrade involved replacing outdated network hardware, tripling the bandwidth capacity from 50 Mbps to 150 Mbps and improving overall infrastructure to support high-speed data transmission. Segmentation of the network was also implemented to isolate critical systems thereby improving traffic management, reducing congestion, and minimizing cybersecurity risks.

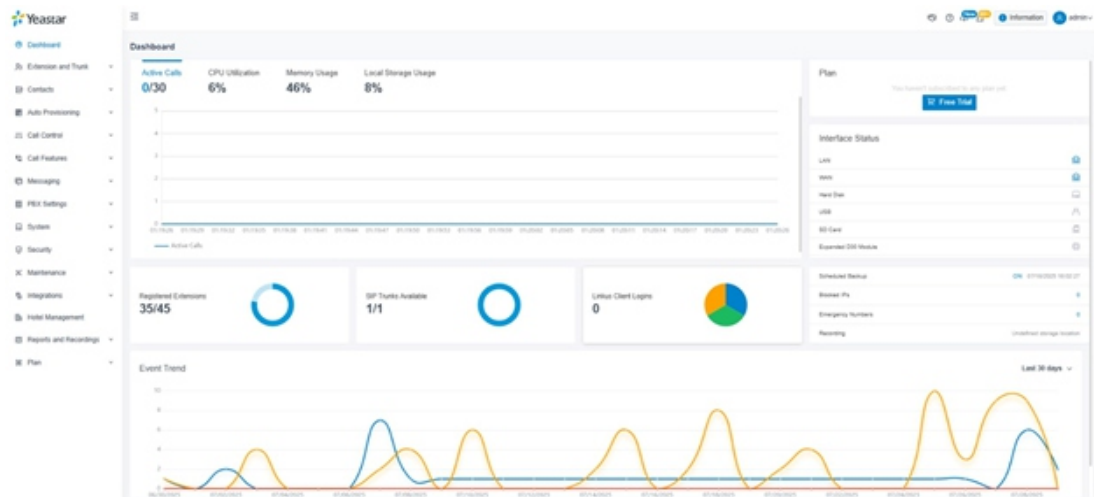
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Snapshot of the CLE's Local Area Network Controller

3.4.5.5 Upgrade of the Private Branch Exchange System

In FY 2024/25, CLE undertook an upgrade of its Private Branch Exchange (PBX) system from S-series to P-series, enhancing internal and external communication capabilities. The upgraded PBX system incorporates modern telephony features including call routing, voicemail-to-email, call logging, and integration with digital platforms. It also supports Voice over IP (VoIP) technology, which reduces operational costs and improves audio quality for both internal collaboration and stakeholder engagement.



Snapshot of the CLE's Private Branch Exchange (PBX)

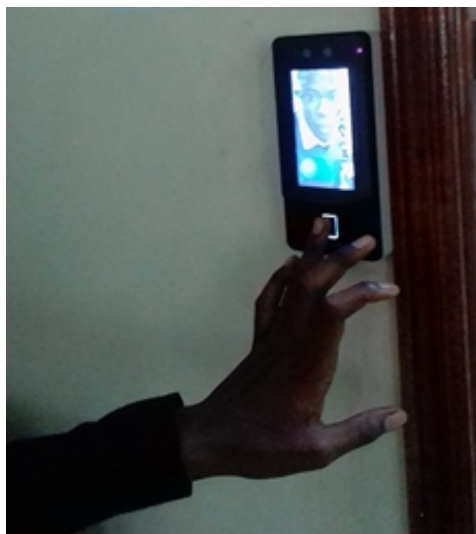
3.4.5.6 Implementation of Biometric Access and CCTV System Upgrade

During the year under review, CLE adopted biometric access control and undertook a comprehensive upgrade of its Closed-Circuit Television (CCTV) system as part of ongoing efforts to strengthen physical security and streamline access management across its premises.

The biometric access control system, which incorporates both facial and fingerprint recognition technology, was deployed at key entry and exit points. This advanced authentication method ensures that only authorized personnel can access restricted areas.

The implementation has significantly improved security by eliminating the use of unsecured physical keys and enhancing accountability through the maintenance of detailed digital access logs. Concurrently, CLE upgraded its CCTV infrastructure by installing high-resolution surveillance cameras and expanding coverage across all critical zones, including entry points, corridors, and sensitive operational areas. The enhanced system offers increased storage capacity, real-time monitoring and remote access functionality, enabling quicker response to incidents and improved situational awareness.

These security enhancements represent a critical investment in safeguarding CLE's personnel, assets, and institutional infrastructure, while aligning with best practices in modern facilities management.



A CLE Staff member accessing CLE's premises

3.4.5.7 Cybersecurity Awareness Training

During the year under review, CLE conducted cybersecurity awareness training as part of its commitment to strengthening institutional resilience against emerging cyber threats. Recognizing that human error remains a leading cause of security breaches, the training aimed at equipping staff with the knowledge and skills necessary to identify, prevent, and respond to cybersecurity risks.

This initiative enhanced staff awareness of their individual and collective responsibilities in safeguarding the organization's digital assets. In addition, it contributed to a culture of cybersecurity compliance and vigilance throughout the institution. CLE plans to institutionalize regular cybersecurity training as part of its ICT capacity-building program to ensure ongoing protection in an evolving digital threat landscape.



CLE staff participating in a Cybersecurity Awareness sensitization session



The Cyber Security awareness training is designed to educate you about matters relating to information security. This training aims to raise awareness of the various poster
The objective of the Cyber Security Awareness course is to provide the Council of Legal Education staff with a general understanding of the threats to cyber/information se

What You Will Learn

This course will cover the following modules:

- Introduction to Cyber Security
- Cyber Hygiene
- Phishing Attacks
- Ransomware Attacks
- Malware Attacks
- Social Engineering Attacks
- Cyber Security Risks Associated With Social Media

Snapshot of the CLE's Cyber Security Awareness Training Online Platform

3.4.6 Corporate Planning and Performance

3.4.6.1 Heads of Directorates and Divisions FY 2024/25 Annual Planning Meeting

The launch and dissemination of the CLE Strategic Plan, 2023-2027, marked the beginning of a new institutional planning cycle. To facilitate effective implementation of the Strategic Plan, CLE has institutionalized annual planning meetings as a structured mechanism for management to reflect on the achievements and challenges of the preceding year, while strategically planning for the upcoming period.

During the reporting period, the inaugural annual planning meeting was convened, during which a comprehensive Annual Work Plan was developed. In addition, Performance Contracts and Procurement Plans were formulated in alignment with the printed budget estimates for the period and subsequently cascaded into individual staff performance targets. During the meeting, a review of the implementation progress of Year One of the Strategic Plan, 2023-2027, was done enabling evidence-based adjustments to support successful delivery of institutional priorities.



Members of the Management During the Annual Planning Meeting (2nd from the right - Seated is the Ag. CEO, Ms. Jennifer Gitiri)

3.4.6.2 Year Two Review of Strategic Plan Implementation

The CLE officially launched its Third Strategic Plan (2023-2027) in April 2024. The overarching goal of the Strategic Plan is to transform legal education and training in Kenya, with the vision of nurturing innovative legal professionals equipped to drive meaningful societal transformation.

As of 30th June 2025, CLE had completed two years of implementation. CLE undertook a comprehensive two-year implementation review, aimed at taking stock of progress made, identifying key achievements, interrogating encountered challenges, drawing lessons, and proposing actionable strategies to fast-track lagging targets. The Strategic Plan Implementation Progress Report was discussed by the Management and presented to the Council.



Council Members (Seated) With the Members of Management (Standing) take a Group Photo During the Workshop to Review the SP Year Two Progress Report.

3.4.6.3 Council Performance Contract for the FY 2024/2025

Following the issuance of the Performance Contracting Guidelines for the FY 2024/2025, CLE initiated the preparation of its Performance Contract (PC) for the said period. A comprehensive PC was developed aligned with the second-year implementation targets of the Strategic Plan, the approved budget and other policies.

Subsequently, the draft PC was negotiated with the Office of the AG from 12th to 13th August 2024 at Machakos University. Upon conclusion of the negotiations and internal clearance, the PC was vetted by the Public Service Performance Management and Monitoring Unit (PSPMMU), and it was signed during the last week of August 2024.

Thereafter, CLE commenced implementation of the PC. Despite encountering a few operational challenges during the implementation period, CLE successfully executed all scheduled activities within the year. CLE anticipates an improvement in its performance rating from a composite score of 2.9 recorded in the FY 2023/2024 to a composite score of 2.5 in FY 2024/2025.



CLE staff together with staff from the Office of the AG during the FY 2024/25 PC Negotiations activity in Machakos

3.4.6.4 Evaluation of the FY 2023/24 Performance Contract

At the beginning of FY 2023/24, the Council signed PC with the AG. In the PC, the Council committed to implementing several transformative programs and key activities aligned with its Strategic Plan 2023-2027.

Upon evaluation on January 14, 2025, by officers from PSPMU, CLE attained a composite score of 2.974, “Very Good”, a remarkable improvement from the 3.196 “Good” recorded in the previous FY 2022/2023.

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Figure 1: CLE Performance Contract Score Trend over the last three years.



Mr. Vincent Sutei, Deputy Director of Performance Management(left) assesses the evidence presented by Mr. Duncan Wanyama, Head of Corporate Communication CLE (center).

3.4.6.5 Development of the FY 2023/2024 Annual Report

Following the closure of the FY 2023/2024, the Management commenced the development of its Annual Report for the year ended 30th June 2024. The inaugural report provides a detailed account of the activities undertaken during the reporting period, as well as the key milestones and achievements realized. Additionally, it

outlines the challenges encountered during implementation and offers strategic recommendations aimed at enhancing service delivery and institutional performance.

The preparation of the Annual Report is a statutory requirement under the State Corporations Act, Cap. 446 of the Laws of Kenya. In compliance with the provisions, CLE submitted the report to the relevant Government institutions and widely disseminated it to the stakeholders.

3.4.7 Cross-Cutting and Committee Achievements

3.4.7.1 ISO 9001:2015 Certification

During the period under review, CLE continued to adhere to its mark of excellence, ISO 9001:2015 Certified in the Year 2019. Additionally, CLE was re-certified on ISO 9001:2015 in March of 2025. Prior to the Certification, CLE undertook Stage 2 Audits with the Auditors from Kenya Bureau of Standards (KEBS).



Ms. Jennifer Gitiri Ag. CEO (2nd right) leading the CLE staff and KEBS ISO Auditors during the stage 2 Audit in the CLE Boardroom



CLE staff from the Directorate of Examination with KEBS ISO Auditors during the stage 2 Audit



Audit of the Human Resource & Administration Division.



Audit of the Management Representative Office ongoing

3.4.7.2 Mainstreaming Productivity

During the FY 2023/2024, the Government introduced the mainstreaming of productivity across all public sector institutions to enhance efficiency and effectiveness in service delivery. In response, CLE developed fourteen (14) productivity metrics which are being actively monitored to ensure productivity is improved.

In June 2025, CLE with technical support from the National Productivity and Competitiveness Centre (NPCC) undertook validation of the data collected during the FY 2023/24. Additionally, a robust Productivity Improvement Strategy was developed after undertaking comprehensive Root Cause Analysis (RCA) to identify underlying factors contributing to sub-optimal productivity of some metrics.

CLE remains resolute in its efforts to continuously improve productivity through the refinement of internal systems and processes, thereby ensuring the effective delivery of high-quality, client-centered legal education services.

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Ag. CEO, Ms. Jennifer Gitiri, joins the Productivity Committee during the development of Productivity Improvement Strategy.



The Productivity Committee poses for a group photo during the development of the CLE's productivity improvement strategy. The Committee is joined by the CEO (seated, Centre)

3.4.7.3 FY 2024/25 Annual Staff Sensitizations Forum

During the FY 2024/2025, CLE successfully convened its third Annual Staff Sensitization Workshop from 16th to 17th June 2025. The two-day forum was officially presided over by the Ag. CEO, Ms. Jennifer Gitiri and was attended by staff members, together with interns.

The workshop served as a platform to enhance awareness and promote shared understanding of critical institutional policies and national values. Key topics covered included: procurement policy and procedures; ICT policy; records and archives management; partnerships policy; rewards, recognition and sanctions policy; data protection; audit procedures; the CLE Strategic Plan; values and principles of public service; national cohesion and values; science, technology and innovation; productivity improvement; digitization; ISO 9001:2015 quality standards; the Citizens Service Delivery Charter; resolution of public complaints; the CLE Staff Pension Scheme; and the newly approved Human Resource Manual.



CLE staff follow presentations during the annual Staff sensitization forum in June 2025 in the CLE Boardroom



Ms. Jennifer Gitiri, Ag. CEO, CLE makes the official Opening remarks during the annual Staff sensitization forum

3.4.7.4 National Cohesion and Values Mainstreaming

During the review period, the CLE National Cohesion and Values Committee sensitized staff on the provisions of Article 10 and Article 232 of the Constitution that require all public and state officers to be guided by the National Values and Principles of Governance.

The committee also coordinated the preparation of the FY 2024/25 Annual report on measures taken and progress achieved in the realization of National Values & Principles of Governance by CLE. The report was submitted to the Directorate of National Cohesion & Values during the period.

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Members of the CLE National Cohesion Committee during the FY 2024/25 Report preparation



Members of the CLE National Cohesion Committee with the Mr. Peter Mose National Cohesion (2nd from left seated) during the Report preparation Workshop

3.4.7.5 Resolution of Public Complaints

As part of its commitment to public service accountability and transparency, CLE ensured that all complaints received were addressed and all requests for information were processed during the year. Staff and interns were sensitized on the complaint-handling Framework. A total of 13 complaints were resolved, and 4 customers were provided with the requested information.

CLE continued to demonstrate a strong commitment to public service values through timely complaint resolution, effective communication, and adherence to statutory requirements on information access. Relevant information on legal education and training was made available to stakeholders promptly upon request. In addition, CLE made use of its official communication channels to engage its customers. Overall, CLE attained a score of 100%.

3.4.7.6 National Disability Inclusion Conference 2024

During the review period, CLE through its representative, Mr. Martin Mugendi, participated in the National Disability Inclusion Conference, which took place from 27th to 28th November 2024 at the Kenya Institute of Curriculum Development (KICD), Nairobi Kenya. The theme of the Conference was “*Celebrating 20 years of Diversity and Inclusion in Kenya*”.



Mr. Martin Mugendi from CLE, far right, participates in the Conference

ACHIEVEMENTS FOR THE YEAR

3.4.7.7 Litigation Management

During the review period, CLE actively defended and prosecuted legal matters where a total of twenty (20) cases related to our statutory mandate were handled. These cases primarily concerned issues relating to the administration of examinations and the assurance of quality in legal education and training.

Additionally, CLE responded to emerging legal challenges and represented the institution before various judicial forums. These actions enabled CLE to uphold the integrity of its processes, safeguard its regulatory authority, and reinforce its commitment to ensuring high standards in legal education and training in Kenya.

#	Station	Case Number	Case Type	Appearing As	Status	Representation	Assigned To	View
1	Legal Education Appeals Tribunal	LEAA/E005/2025	Legal Education Appeals Case	Prosecution File Response 08-Apr-2025 03-07-17	Completed 020 Weeks Ago	Assigned	Assigned	View
2	Mainland Environment and Land Court	ELC/E079/2025	ELC Land Court Suit	Prosecution File Response 08-Apr-2025 08-07-19	Completed 020 Weeks Ago	Assigned	Assigned	View
3	Milimani High Court	HCC/MRSC/E/1920/2025	Civil Case Miscellaneous	Prosecution File Response 08-Apr-2025 08-08-43	Completed 021 Months Ago	Assigned	Assigned	View
4	Legal Education Appeals Tribunal	LEAA/E001/2025	Legal Education Appeals Complaints	Prosecution File Response 10-May-2025 08-08-28	Completed 020 Months Ago	Assigned	Assigned	View
5	Nairobi Court of Appeal	COACA/E263/2025	Civil Appeal	Prosecution File Response 03-Apr-2025 04-04-41	Completed 020 Months Ago	Assigned	Assigned	View
6	Nairobi Court of Appeal	COACA/11/2025	Civil Appeal	Prosecution File Response 03-Apr-2025 03-04-08	Completed 020 Months Ago	Assigned	Assigned	View
7	Nairobi Court of Appeal	COACA/11/2025	Civil Appeal	Prosecution File Response 03-Apr-2025 12-04-23	Completed 020 Months Ago	Assigned	Assigned	View
8	Nairobi Court of Appeal	COACA/11/2025	Civil Appeal	Prosecution File Response 03-Apr-2025 03-04-19	Completed 020 Months Ago	Assigned	Assigned	View
9	Legal Education Appeals Tribunal	LEAA/E005/2025	Legal Education Appeals Case	Prosecution File Response 03-Apr-2025 11-03-32	Completed 024 Months Ago	Assigned	Assigned	View
10	Legal Education Appeals Tribunal	LEAA/E003/2025	Legal Education Appeals Case	Prosecution File Response 03-Apr-2025 02-02-10	Completed 020 Months Ago	Assigned	Assigned	View

Snapshot of the e-Judiciary system indicating the cases CLE has been mapped

3.4.7.8 Contracts Management

During the review period, CLE strengthened its contract management processes to enhance accountability, compliance, and service delivery. All contractual engagements were aligned with the relevant legal and regulatory frameworks, including the Public Procurement and Asset Disposal Act, 2015, and other applicable laws, policies, and circulars.

CLE drafted, reviewed, negotiated, and executed contracts and monitored their implementation to ensure that deliverables, timelines, and performance standards

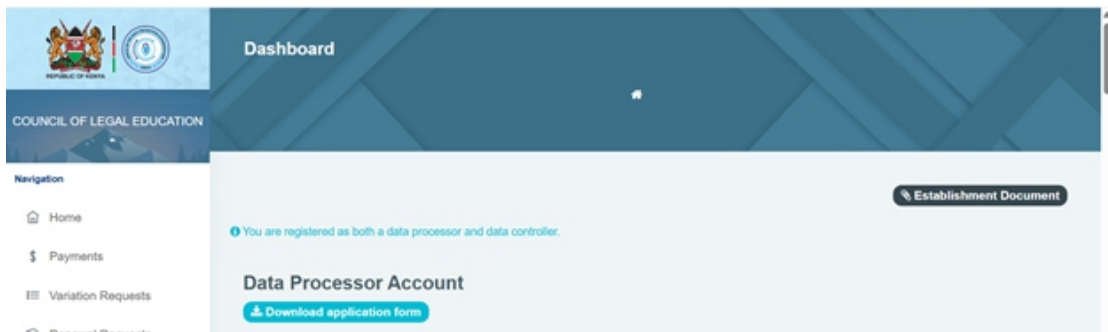
were met, while mitigating risks associated with non-performance or breach.

In addition, CLE maintained a contract register and ensured timely renewal or closure of contracts upon completion, thereby promoting transparency and value for money in all contractual obligations.

3.4.7.9 Data Protection Registration and Monitoring

During the review period, CLE took significant steps to strengthen data protection compliance in line with the Data Protection Act, 2019. CLE successfully commenced registration as a Data Processor with the ODPC to formalize its commitment to safeguarding personal data in the execution of its mandate.

CLE also initiated internal monitoring mechanisms to ensure that the collection, processing, storage, and sharing of personal data, particularly in relation to students, employees, service providers, and legal education providers, complied with legal and regulatory requirements. Data protection clauses were incorporated into relevant contracts, and internal awareness was raised through sensitization sessions and policy development. Also, CLE appointed a Data Protection Officer.



Landing page on the CLE account on the office of the Data Protection Commissioner platform

3.4.7.10 Implementation of Data Protection Policy

The Data Protection Committee conducted sensitization and capacity-building sessions targeting different cadres of staff, with a focus on their specific roles in data handling.

The sessions were designed to demystify the provisions of the policy, highlight potential data protection risks, and instill a culture of data privacy and accountability within the institution.



Ms. Victoria Wahu, Principal Legal Officer, making a presentation to CLE staff on Data Protection Policy

3.4.7.11 Preparation of Legal Opinions

During the review period, the Legal Division prepared and issued legal opinions to support the CLE's operations and decision-making processes. These opinions were developed in response to various matters affecting CLE. The matters included governance, statutory interpretation, regulatory compliance, contracts, and institutional legal obligations.

The preparation process involved a comprehensive review of applicable legal frameworks, jurisprudence, and comparative legal standards to ensure the opinions issued were robust, defensible, and aligned with best practice.

3.4.7.12 Management Meetings

In the FY 2024/25, CLE Management convened eight (8) internal management meetings aimed at enhancing operational efficiency, strategic alignment, and effective service delivery. These meetings brought together Senior management and

ACHIEVEMENTS FOR THE YEAR

heads of Divisions to review ongoing programmes, assess performance against set targets, and deliberate on key administrative and policy matters.

The meetings served as a forum for collective decision-making, progress tracking, and identification of emerging challenges requiring timely interventions. Discussions also focused on strengthening inter-departmental coordination, improving institutional compliance, and aligning departmental workplans with the Council's broader strategic objectives.

3.4.8 Presidential Directives and Affirmative Action

3.4.8.1 Tree Planting Exercise

As part of its Performance Contracting Guidelines for the FY 2024/2025, CLE committed to implementing the Presidential Directives on “National Tree Growing Restoration Campaign” and ensuring each staff member grows a minimum of thirty (30) trees.

During the period, CLE hosted stakeholders at a tree planting event in Ngong Forest, Nairobi, and planted one thousand six hundred (1,600) indigenous trees in over 1.5 hectares of land allocated by the Kenya Forest Service (KFS), Nairobi region.



The Deputy Forest Conservator, Nairobi Region, emphasized to staff the importance of planting trees and demonstrating how to correctly plant the trees. Looking on is the Chairman Safety and Health Committee, CLE. Mr. Zadock Amboko

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CLE staff during the tree planting exercise at Ngong Forest on 23rd May 2025



CLE staff planting trees in Ngong Forest, Nairobi

3.4.8.2 Implementation of Government Procurement Affirmative Action

During the review period, CLE reserved 30% allocation to AGPO group from the procurement plan as provided for by the law continued to implement the buy Kenya build Kenya government directive. During the FY 2024/25, tenders worth Ksh. 24,511,113.00 and Ksh. 100,284,659.13 was awarded to AGPO and Buy Kenya Build Kenya Categories respectively.



CLE Staff Born in March Cutting A Birthday Cake in the CLE Boardroom



Chapter 4

FINANCIAL PERFORMANCE

4.0 Overview

This chapter presents the Council of Legal Education's financial performance for the period under review.

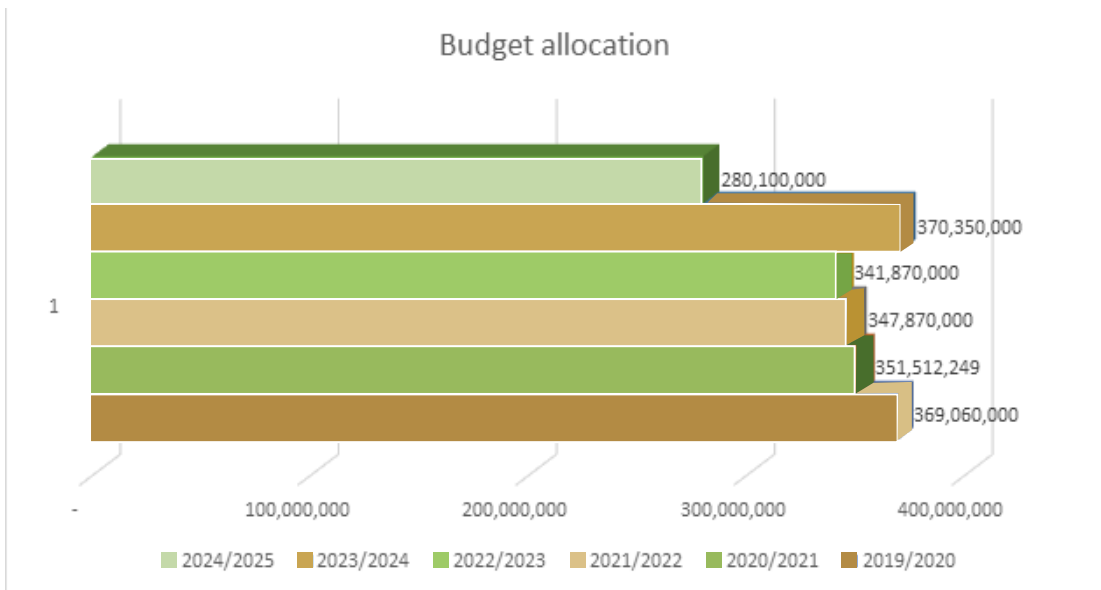
4.1 Budget Performance for the FY 2024/2025

CLE was allocated Gross Recurrent Estimates of **Kshs. 280.1 million** comprising of Kshs.110.0 million Government transfer and Kshs. 170.1 million A.I.A collections.

The overall absorption of the voted funds in 2024/2025 fiscal year was 100% depicting the Council's commitment to implement planned activities within the set timelines and allocated ceilings.

4.2 Comparative Analysis on Budget Performance

The Budgetary allocation for CLE reduced in the past six years from Kshs. 369.1 million in the FY 2019/2020 to Kshs. 280.1 million in the financial year 2024/2025 transforming to 24.1% decrease. Below is a graphical representation of the decrease;



CLE has improved its operations having launched and commenced implementation of its Strategic Plan 2023-2027. The expenditure on the other hand reduced from Kshs. 346.3 million to Kshs. 280.1 million due to reduced budget allocation.

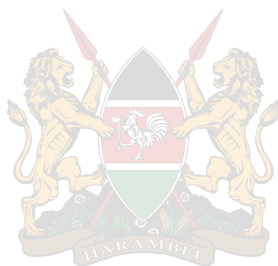
The sustained high absorption rates across the period were due to the adoption of best management practices in the execution of the mandate.

FINANCIAL PERFORMANCE

4.3 Statement of Financial Performance For The Year Ended 30th June 2025

The table below shows the statement of Financial Performance for the Year ended 30th June 2025.

	Notes	2024-2025 Kshs	2023-2024 Kshs
Revenue from non-exchange transactions			
Transfers from other governments entities	6	110,000,000	200,250,000
		110,000,000	200,250,000
Revenue from exchange transactions			
Rendering of services	7	155,208,379	134,442,029
Finance income	8	7,794,400	11,686,200
		163,002,779	146,128,229
Total revenue		273,002,779	346,378,229
Expenses			
Use of goods and services	9	70,566,450	110,528,539
Employee costs	10	99,875,410	133,139,101
Council Allowances and Expenses	11	7,646,757	14,446,917
Depreciation and amortization expense	12	16,442,942	14,448,536
Repairs and maintenance	13	3,207,215	2,076,153
ICT related costs	14	5,237,393	7,868,733
Examination Expenses	15	76,905,704	63,836,212
Loss on Disposal	16	174,716	-
Total expenses		280,056,587	346,344,191
(deficit)/Surplus for the year		(7,053,808)	34,038
Total (deficit)/Surplus		(7,053,808)	34,038



REPUBLIC OF KENYA



FINANCIAL PERFORMANCE

4.4 Statement of Financial Assets and Financial Liabilities as at 30th June 2025

The table below shows the statement of Financial Position of CLE as at 30th June 2025

	Notes	2024-2025	2023-2024
		Kshs	Kshs
Assets			
Current Assets			
Cash and Cash equivalents	17	198,627,924	71,178,925
Receivables from Exchange Transactions	18	7,751	9,476,131
Inventories	19	4,594,962	5,294,143
Investments	20	-	145,161,120
Total Current Assets		203,230,637	231,110,319
Non-Current Assets			
Property, Plant and Equipment	21	35,963,064	40,657,944
Intangible Assets	22	-	2,285,375
Bar Examination Loan	23	119,000,000	119,000,000
Total Non- Current Assets		154,963,064	161,943,319
Total Assets		358,193,701	393,053,638
Liabilities			
Current Liabilities			
Trade and Other Payables	24	7,079,147	29,644,797
Unutilized Deposits from Customers	25 (a)	14,629,922	22,885,346
Prepaid Fees	25 (b)	4,215,000	-
Current Provision-Audit fees	29	-	1,200,000
Total Current Liabilities		25,924,069	53,730,143
Non-Current Liabilities		-	-
Total Non- Current Liabilities		-	-
Total Liabilities		25,924,069	53,730,143
Net Assets			
Accumulated Surplus		117,782,615	104,509,251
Revaluation Reserves		17,989,079	30,087,470
Bar examination loan		119,000,000	119,000,000
Asset Replacement		61,383,175	72,870,923
Capital Fund		16,114,763	12,855,851
Total Net Assets		332,269,632	339,323,495
Total Net Assets and Liabilities		358,193,701	393,053,638

FINANCIAL PERFORMANCE

4.5 Statement of Cash Flows for the Year Ended 30th June 2025

The table below shows the of Cash Flows for the year ended 30th June 2025

	Notes	2024/2025	2023/2024
		KShs	KShs
Cash flows from operating activities			
Transfers from other governments entities	6	110,000,000	200,250,000
Rendering of services	7	155,208,379	134,442,029
Finance income	8	7,794,400	11,686,200
Total Receipts		273,002,779	346,378,229
Payments			
Use of goods and services	9	(70,566,450)	(110,528,539)
Employee costs	10	(99,875,410)	(133,139,101)
Board Expenses	11	(7,646,757)	(14,446,917)
Repairs and maintenance	13	(3,207,215)	(2,076,153)
ICT related costs	14	(5,237,393)	(7,868,733)
Examination Related Costs	15	(76,905,704)	(63,836,212)
Loss on Disposal	16	(174,716)	-
Total payments		(263,613,645)	(331,895,655)
Working Capital Adjustments			
Decrease/(Increase) in receivables		9,468,380	(7,781,412)
Decrease/(Increase) in inventory		699,181	(518,963)
Transfer to HELB Loan Fund		-	-
Increase/(Decrease) in current liabilities		(27,806,129)	22,408,149
Transfer to Car & Mortgage Reserve		-	(70,000,000)
Prior year adjustment		-	-
Total working capital Adjustments		(17,638,569)	(55,892,227)
Net cash flows from/ (used in) operating activities		(8,249,435)	(41,409,652)
Cash flows from investing activities			
Increase in purchase of investments (Treasury Bills)	19	145,161,120	59,744,490
Purchase of PPE	20	(11,487,748)	(2,101,500)
Proceeds from Sale of PPE		1,850,346	-
Loss on disposal	16	174,716	-

FINANCIAL PERFORMANCE

4.6 Statement Of Comparison Of Budget And Actual Amounts For FY 2024/2025

The table below shows the Statement of Comparison of Budget and Actual Amounts for FY2024/2025

	Original budget	Adjustments	Final budget	Actual on comparable basis	Performance difference	% of utilization
	Kshs	Kshs	Kshs	Kshs	Kshs	
	a	b	C=(a+b)	d	e=(c-d)	f=d/c *100
Revenue						
GoK Grants - Recurrent	60,000,000	50,000,000	110,000,000	110,000,000	-	100
Rendering of Services	170,100,000	-	170,100,000	155,208,379	14,891,621	91
Finance Income	-	-	-	7,794,400	(7,794,400)	
Total Income	230,100,000	50,000,000	280,100,000	273,002,779	7,097,221	
Expenses						
Use of Goods and Services	59,154,000	13,580,864	72,734,864	70,566,450	2,168,414	97
Employee costs	101,721,000	1,759,192	103,480,192	99,875,410	3,604,782	97
Remuneration of Directors	4,140,000	3,410,937	7,550,937	7,646,757	(95,820)	101
Repairs and Maintenance	3,080,000	420,000	3,500,000	3,207,215	292,785	92
ICT Related Expenses	3,300,000	8,781,359	12,081,359	5,237,393	6,843,966	43
Bar Examination Expenses	58,705,000	22,047,648	80,752,648	76,905,704	3,846,944	95
Loss on disposal	-	-	-	174,716	(174,716)	
Total Expenditure	230,100,000	50,000,000	280,100,000	263,613,645	16,486,355	
Surplus/(Deficit) for the period						

4.7 Notes to the Financial Statements

a) Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Depreciation on assets is charged on a straight-line basis over the useful life of the asset. Full depreciation is charged on the period of acquisition.

b) Intangible Assets

Intangible assets acquired separately are initially recognized at cost. Internally generated intangible assets, excluding capitalized development costs, are not capitalized and expenditure is reflected in the surplus or deficit in the period in which they were incurred. The useful life of the intangible assets is assessed as either finite or indefinite

c) Leases

Finance leases are leases that transfer substantially the entire risks and benefits incidental to ownership of the leased item to the Council.

Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to the Council.

d) Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition. After initial recognition, inventory is measured at the lower of cost and net realizable value.

e) Provisions

Provisions are recognized when CLE has a present obligation (legal or constructive) as a result of a past event. It is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

f) Nature and purpose of reserves

CLE creates and maintains reserves in terms of specific requirements as below:

- i) Retained Earnings - this is the sum of all accumulated surplus and deficits as at the reporting date
- ii) Asset Replacement Reserve - this represents funds set aside by CLE to help in replacement of assets effected as per the State Corporations ACT Chapter 446 Section 16
- iii) Bar Education Loan fund reserve - this represents funds set aside for the legal Education Revolving Fund, to assist needy Student during registration of the ATP examination.
- iv) CLE Car Loan and Mortgage Scheme - this represents funds set aside to benefit Staff on subsidized loans to assist in ownership of cars and mortgages.

g) Changes in accounting policies and estimates

CLE recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy are applied prospectively if retrospective application is impractical.

h) Employee benefits

Retirement benefit plans

CLE provides retirement benefits for its Directors and Employees.

i) Retirement benefit Plans

CLE operates a defined contribution pension scheme managed by Jubilee Life Umbrella Pension Scheme. The assets of the scheme are held in a separate trustee administered fund, which is funded by contributions from both CLE at 20% and employees at 10% of the basic salary. Currently, CLE contributes monthly 31% gratuity to Jubilee Life Umbrella Pension Scheme for CLE Scale 1 and 2.

The CLE and its employees also contribute to the National Social Security Fund, a statutory defined contribution pension scheme. CLE's contributions in respect of retirement benefits are charged as expenses in the period to which they become payable.

ii) Short Term Employee Benefits

The cost of short-term employee benefits, such as leave pay, is recognized during the period in which the employee renders related services.

i) Related parties

CLE regards a related party as a person or an entity with the ability to exert control individually or jointly, or to exercise significant influence over CLE, or vice versa. Members of key management are regarded as related parties and comprise the directors, the CEO and senior managers.

j) Cash and cash equivalents

This comprises cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less. Bank account balances include amounts held at the Central Bank of Kenya and at various commercial banks at the end of the financial period.

k) Comparative figures

The comparative figures for the period ended June 30, 2024 are given for ease reference.

l) Subsequent events

There have been no events subsequent to the financial period end with a significant impact on the financial statements for the period ended June 30, 2024.

m) Useful lives and residual value

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

- a) The condition of the asset based on the assessment of experts employed by CLE.
- b) The nature of the asset, its susceptibility and adaptability to changes in technology and processes.
- c) The nature of the processes in which the asset is deployed.
- d) Availability of funding to replace the asset.
- e) Changes in the market in relation to the asset

n) Provisions

Provisions were raised and management determined an estimate based on the information available. Provisions are measured at the management's best estimate of the expenditure required to settle the obligation at the reporting date, and are discounted to present value where the effect is material.

o) Provision for depreciation and amortization

The following rates were applied for purposes of providing for the usage of the assets and providing for their replacement. The Review of the CLE's Finance Policy approved new depreciation rates as from FY 2023/2024 as follows:

Class of Asset	Old rate	New rate
Motor Vehicles	20%	12.5%
Plant and equipment	20%	12.5%
Computers, Computer Accessories and Infrastructure	33.3%	25%
Intangible Assets	33.3%	10%
Furniture, Fittings and equipment	12.5%	12.5%

FINANCIAL PERFORMANCE

Note 6: Transfers from Other Government entities

Description	2024-2025	2023-2024
	KShs	KShs
Unconditional Grants		
Operational Grant	110,000,000	200,250,000
Total Government Grants and Subsidies	110,000,000	200,250,000

Note 6b) Transfers from Ministries, Departments and Agencies (MDAs)

Name of The Council Sending the Grant	Amount recognized to Statement of Financial performance	Amount deferred under deferred income	Amount recognized in capital fund.	Total transfers 2024-2025	Prior year 2023-2024
	KShs	KShs	KShs	KShs	KShs
State Law and Department of Justice	110,000,000	-	-	110,000,000	200,250,000
Total	110,000,000	-	-	110,000,000	200,250,000

The entire amount recorded above as having been received from the Office of the Attorney General is fully reconciled to the amount recorded by the Ministry. Acknowledgement receipts were issued in favour of the Office of the Attorney General.

Note 7: Rendering of Services

Description	2024-2025	2023-2024
	KShs	KShs
Accreditation fees	11,200,000	7,300,000
Equating Foreign qualification	661,567	540,156
Examination	75,751,000	62,782,202
Resits	54,680,813	52,109,671
Remarks	12,915,000	11,610,000
Experiential Learning	-	100,000
Total Revenue from The Rendering of Services	155,208,379	134,442,029

FINANCIAL PERFORMANCE

Note 8: Finance Income

Description	2024-2025	2023-2024
	Kshs	Kshs
Interest income from Treasury Bills	7,794,400	11,686,200
Total Finance Income	7,794,400	11,686,200

Note 9: Use of Goods and Services

Description	2024-2025	2023-2024
	Kshs	Kshs
Advertising and publicity	2,208,605	2,827,464
Office rent	27,371,908	36,440,301
Strategic Plan Development	-	1,509,664
Newspapers and Journals	345,993	422,822
Printing and Stationery	4,693,105	2,104,087
Cleaning materials and Services	88,036	189,882
Security services	1,520,000	2,197,920
Travel and accommodation	3,825,441	3,494,863
Fuel	2,548,583	2,874,857
Insurance expenses	515,631	1,021,609
Postage and delivery	33,525	51,566
Telephone and Faxes	3,477,363	4,419,559
Electricity and Electrical items	1,027,929	1,467,989
Professional fees	680,682	7,755,259
Official entertainment	-	2,834,569
Staff welfare	2,358,516	910,093
Training and Development	883,367	1,473,620
Conferences and workshops	10,275,850	23,305,383
Bank Charges	348,638	441,189
Audit Fees	-	600,000
Staff Uniform	-	-
Corporate Communications	-	617,720
Other Taxes, Levies and Penalties	1,208,839	1,800,429
Core Mandate/SP/PC Expenditure	7,154,439	11,767,695
Total use of Goods and Services	70,566,450	110,528,539

Note 10: Employee Costs

Description	2024-2025	2023-2024
	Kshs	Kshs
Basic Salaries	61,767,833	69,888,464
House Allowance	15,844,548	16,995,730
Commuter Allowance	4,602,205	4,925,451
Leave allowance	1,570,144	1,627,656
Medical Scheme Expenditure	1,063,774	19,480,299
NSSF Employer contribution	1,354,167	712,071
Pension employer contribution	11,027,934	10,839,495
Gratuity Contribution	1,323,520	3,761,912
Club Subscription	-	-
WIBA & GPA	-	3,596,647
Housing Levy	1,281,285	1,311,376
Total Employee costs	99,875,410	133,139,101

Note 11: Council Expenses

Description	2024-2025	2023-2024
	Kshs	Kshs
Chairman's Honoraria	1,044,000	1,027,161
Sitting Allowance	3,480,000	4,860,200
Induction and Training	2,587,020	6,022,595
Travel and Accommodation	535,737	2,536,961
Other Allowances	-	-
Total	7,646,757	14,446,917

Note 12: Depreciation and Amortization Expense

Description	2024-2025	2023-2024
	Kshs	Kshs
Property, plant and equipment	14,157,566	12,214,055
Intangible assets	2,285,376	2,234,482
Total depreciation and amortization	16,442,942	14,448,537

NB: The Depreciation provided in the note has been calculated for the whole year. Note 18 gives the actual as at end of the 4th Quarter FY 2023/2024.

FINANCIAL PERFORMANCE

Note 13: Repairs and Maintenance

Description	2024-2025	2023-2024
	Kshs	Kshs
Building repair & Maintenance	550,071	212,996
Plant and equipment repair and maintenance	1,615,924	619,420
Motor vehicle repair and maintenance	1,041,220	1,243,737
Total Repairs and Maintenance	3,207,215	2,076,153

Note14: ICT Related Costs

Description	2024-2025	2023-2024
	Kshs	Kshs
Web Hosting	-	390,930
Internet and E-mail	4,600,339	3,942,753
Computer Repairs and Maintenance	225,000	323,848
Software and hardware maintenance	412,054	2,636,202
E-citizen Onboarding	-	575,000
Total ICT costs	5,237,393	7,868,733

Note 15: Examinations Expenses

Description	2024-2025	2023-2024
	Kshs	Kshs
Hire of Examination Administration Centres	3,772,659	3,037,000
Exam Setting & Moderation	9,526,385	6,034,170
Exam Marking, Moderation & Checking	17,749,143	16,555,652
Exam Marking Centres	26,237,576	22,518,200
Examination Invigilation	4,694,852	6,886,980
Examination Printing	7,260,688	331,510
Exam Answer Booklets	-	1,805,100
Projects and Oral Examination	7,664,400	6,667,600
Total Examinations costs	76,905,704	63,836,212

FINANCIAL PERFORMANCE

Note 16: Loss on Disposal

Description	2024-2025	2023-2024
	Kshs	Kshs
Loss on disposal of asset	174,716	-
Total loss on disposal	174,716	-

The loss on disposal was realized as assets were disposed in the year

Note 17 (a): Cash and Cash Equivalents

Description	2024-2025	2023-2024
	Kshs	Kshs
Current account	198,627,924	71,178,925
Cash in hand	-	-
Total Cash and Cash Equivalents	198,627,924	71,178,925

Note 17 (b): Detailed Analysis of the Cash and Cash Equivalents

		2024-2025	2023-2024
Financial Institution	Account number	Kshs	Kshs
a) Current Account			
National Bank of Kenya- Payment	01023033161101	121,985,123	47,352,009
National Bank of Kenya- Revenue	01023033161100	534,401	534,401
Kenya Commercial Bank			
Payee	1305654781	76,108,400	23,292,515
Sub- Total		198,627,924	71,178,925
b) Others (Specify)			
Cash In Hand		-	-
Sub- Total		-	-
Grand Total		198,627,924	71,178,925

Note 18: Receivables from Exchange Transactions

	2024-2025	2023-2024
Description	Kshs	Kshs
Receivables		
Accounts Receivable	-	5,775,797
Prepayments	-	3,610,864
Staff Advances	-	-
Other Receivables	7,751	89,470
Total Current Receivables	7,751	9,476,131

Ageing Analysis- Receivables	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	7,751	100%	9,242,994	97.5%
Between 1-2 years	-	%	89,470	1%
Over 3 years	-	%	143,667	1.5%
Total	7,751	100%	9,476,131	100%

Note 19: Inventories

Description	2024-2025	2023-2024
	Kshs	Kshs
Consumable stores	4,594,962	5,294,143
Total inventories	4,594,962	5,294,143

CLE inventories is broken down as below;

Description	2024-2025	2023-2024
	Kshs	Kshs
General Stationery	4,347,697	5,009,566
Cleaning Materials	176,300	186,091
Examination Booklets	-	-
Beverages	70,965	56,486
Electrical Items	-	42,000
Total inventories	4,594,962	5,294,143

FINANCIAL PERFORMANCE

Note 20: Investments

Description	2024-2025	2023-2024
	Kshs	Kshs
a) Investment in Treasury bills and bonds		
Central Bank of Kenya	-	145,161,120
Total Investments	-	145,161,120

Note 21: Property, Plant and Equipment

	Furniture, Fittings & fixture	Motor Vehicle	Plant and equipment	Computer equipment	Computer equipment	Total
	12.5%	20%	20%	33.3%	25%	
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
At 1 July 2023	41,124,068	19,950,000	8,061,930	26,320,290	-	95,456,288
Additions	-	-	-	-	2,101,500	2,101,500
Disposals	-	-	-	-	-	-
As At 30th June 2024	41,124,068	19,950,000	8,061,930	26,320,290	2,101,500	97,557,788
As At 30th June 2024	41,124,068	19,950,000	8,061,930	26,320,290	2,101,500	97,557,788
Additions	2,099,000	-	1,420,768	-	7,967,980	11,487,748
Disposals/fully depreciated items	(1,598,500)	(1,100,000)	(876,000)	(310,000)	-	(3,884,500)
As At 30th June 2025	41,624,568	18,850,000	8,606,698	26,010,290	10,069,480	105,161,036
Depreciation and Impairment						
As At 1 July 2023	8,864,213	9,278,937	2,252,439	24,290,200	-	44,685,789
Depreciation	5,140,508	3,990,000	1,612,386	945,785	525,375	12,214,055
Disposal/fully depreciated asset	-	-	-	-	-	-
Prior Year Adjustments	-	-	-	-	-	-
As At 30th June 2024	14,004,722	13,268,937	3,864,825	25,235,986	525,375	56,899,844
As At 1 July 2024	14,004,722	13,268,937	3,864,825	25,235,986	525,375	56,899,844
Depreciation	5,203,071	3,770,000	1,721,340	945,785	2,517,370	14,157,566
Disposal/fully depreciated asset	(599,438)	(440,000)	(510,000)	-	-	(1,549,438)
As At 30th June 2025	18,608,355	16,598,937	5,076,164	25,871,771	3,042,745	69,197,972
Net Book Values						
As At 30th June 2024	27,119,346	6,681,063	4,197,105	1,084,304	1,576,125	40,657,944
As At 30th June 2025	23,016,213	2,251,063	3,530,534	138,519	7,026,735	35,963,064

FINANCIAL PERFORMANCE

NB: Fully Depreciated Assets

No	Asset Class	Amount (Kshs.)
1	Computer and Computer Equipment	23,482,650

Note 22: Intangible Assets

Description	2024-2025	2023-2024
	Kshs	Kshs
Cost		
As At 1 July 2022	6,854,115	6,854,115
Accumulated Depreciation	-	-
Net Book value	-	-
Transfer from PPE	-	-
Additions	-	-
As at 30 June 2023	6,854,115	6,854,115
Amortization and impairment		
As at 1 st July 2023	6,710,427	4,475,945
Amortization	2,285,375	2,234,482
Prior Year Adjustments	-	-
As at 30 June 2025	8,995,802	6,710,427
Impairment loss	-	-
NBV (Prior year adjustment)	(2,141,687)	143,688
At the end of the year	6,854,115	2,141,687
Adjusted Net Book Values as at 30th June 2025	-	2,285,375

The intangible assets are being depreciated at the rate of 33.3%.

NB: Fully Depreciated Intangible Assets

No	Asset Class	Amount (Kshs.)
1	Intangible Assets	150,000

Note 23: Bar Examination Loan Transfer

Description	2024-2025	2023-2024
	Kshs	Kshs
Opening Balance	119,000,000	119,000,000
Additions	-	-
Total Bar Examination Loan Transfer	119,000,000	119,000,000

Council of Legal Education partnered with Higher Education Loans Board to establish Bar Examination Loans to provide loans to candidates undertaking the ATP Examination. HELB administers the loan on behalf of CLE to ATP needy students.

Note 24: Trade and Other Payables

Description	2024-2025	2023-2024
	Kshs	Kshs
Trade payables	4,524,592	25,995,750
Other payables	2,554,694	3,649,047
Provision for ATP Exam Administration	-	-
Total trade and other payables	7,079,286	29,644,797

Ageing Analysis- Trade and Other Payables	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	7,079,286	100%	29,471,697	99.4%
Between 1-2 years	-	%	173,100	0.6%
Over 3 years	-	%	-	%
Total	7,079,286	100%	29,644,797	100%

Note 25: Unutilized Deposits

Description	2024-2025	2023-2024
	Kshs	Kshs
Students' deposits	14,629,922	22,885,346
Total Deposits	14,629,922	22,885,346

The Refundable Deposits are credits that are in the Students' portal awaiting registration for the ATP Examination.

FINANCIAL PERFORMANCE

Note 26: Deferred income

Description	2024-2025	2023-2024
	Kshs	Kshs
Exam Fee Received in advance	4,215,000	-
Total Prepaid Fees	4,215,000	-

Note 27: Provision for Audit fees

Description	2024-2025	2023-2024
	Kshs	Kshs
Bal b/f fees	1,200,000	1,800,000
Paid in the year	(1,200,000)	(1,200,000)
Audit fee for the year	-	600,000
Provision for Audit Fees	-	1,200,000

Note 28: Accumulated surplus

Description	June 30th 2025	Prior year period
	Kshs	Kshs
Accumulated Surplus	117,782,615	104,509,251
Revaluation Reserves	17,989,079	30,087,470
Bar examination loan	119,000,000	119,000,000
Asset Replacement	61,383,175	72,870,923
Capital Fund	16,114,763	12,855,851
Total Net Assets	332,269,632	339,323,495

Note 29: Revaluation Reserve

Description	2024-2025	2023-2024
	Kshs	Kshs
Revaluation reserve b/f	30,087,470	38,896,064
Prior year adjustment on depreciation of Revalued Assets	-	-
Depreciation of Revalued Assets	(8,213,891)	(8,808,594)
Transfer of Depreciation to Retained Earnings on Disposal	-	-
Assets disposed in the year	(3,884,500)	-
Prior Year Adjustment for the Revalued Asset	-	-
Total	17,989,079	30,087,470

Note 30: Asset replacement reserve

Description	2024-2025	2023-2024
	Kshs	Kshs
Asset replacement reserve b/f	72,870,923	74,972,423
Assets purchased in the year	(11,487,748)	(2,101,500)
Total at end	61,383,175	72,870,923

Note 31: Cash Generated from Operations

	2024-2025	2023-2024
	Kshs	Kshs
Surplus/(Deficit) for the year before tax	(7,053,808)	6,261
Adjusted for:		
Depreciation	16,442,942	14,448,536
Working Capital Adjustments:		
Decrease/Increase in inventory	699,181	(518,963)
Decrease/Increase in Receivables	9,468,380	(7,781,412)
Increase/Decrease in Payables	(27,806,129)	22,435,926
Transfer to Staff Car Loan and Mortgage Fund	-	(70,000,000)
Net Cash flow from Operating Activities	(8,249,435)	(41,409,652)

Note 32: Audit fees

Description	June 30th 2025	Prior year period
	Kshs	Kshs
Audit fees	-	600,000
Total Audit Fees	-	600,000

33. Events after the Reporting Period

There were no material adjusting and non-adjusting events after the reporting period.

34. Ultimate and Holding CLE

The Council of Legal Education is a Semi-Autonomous Government Agency under the State Law Office and Department of Justice. Its ultimate parent is the Government of Kenya.

35. Currency

The financial statements are presented in Kenya Shillings (Kshs).

Chapter 5

CHALLENGES AND RECOMMENDATIONS

5.0 Overview

This section captures the challenges faced by CLE in the implementation of its activities during the year. The section also highlights the recommendations that should be implemented to enhance service delivery.

5.1 Challenges

1. During the FY 2024/25, CLE faced the following challenges in executing its mandate of supervising legal education providers;
 - Gaps in the regulatory framework occasioned by the impugned Legal Education (Accreditation and Quality Assurance) Regulations 2016 by the Court of Appeal in KSL vs. Otene Richard Akomo & 41 Others, Nairobi Civ. Appeal. E472 of 2021.
 - Inadequate legal framework for the ATP has made it difficult to liberalize the ATP. This ultimately led to litigation and a subsequent court of appeal judgment in Otinga V Cabinet Secretary, Ministry of Education and 3 Others.
 - The provisions of the second schedule of the Kenya School of Law Act on admission requirements for the Advocates Training Programme are inconsistent with the provisions of Section 8(3)(c) of the Legal Education Act, which provides for recognition of academic progression. This issue has led to uncertainty with many students being unable to progress from the LLB program to the ATP.
2. Reduction in budgetary allocation to CLE. CLE depends primarily on government funding, accreditation and equation fees and examination fees, which have been decreasing and cannot adequately support the growing operational and strategic demands. Reduction in donor support has also exacerbated the situation. This funding challenge severely limits investments in core Mandate functions, research and innovation, and staff capacity development, among others. While CLE launched the 2023-2027 Strategic Plan in April 2024, full implementation is threatened by the existing resource constraints and staffing gaps.
3. Sub-optimal Staffing levels. CLE is currently operating with a staffing level of forty (40) employees, which is significantly below the proposed establishment of eighty-nine (89) staff members. This staff shortfall impacts CLE's ability to effectively execute its mandate and meet operational demands.

4. Inadequate synergy and coordination with other regulatory bodies. CLE operates within a broader ecosystem that includes other key regulatory and oversight bodies and various government agencies. However, there is often inadequate structured coordination and communication between the institutions.
5. Bar Education Loan (BEL) repayment. Since its inception, the Fund has proved to be extremely important, and it has supported several needy candidates. Although the fund is revolving, CLE faces challenges in ensuring timely repayment by the beneficiaries to ensure others benefit. Out of Kshs. 77,273,125.00 that has been disbursed as at 30th June 2-25, only Kshs. 2,695,445.00 has been recovered. This translates to 3.5% repayment rate.
6. Insufficient collaboration with regional and international legal education regulatory bodies, thereby constraining the CLE's capacity to benchmark against global best practices and to effectively engage in consultative processes on pertinent matters.
7. The Council of Legal Education currently operates without dedicated premises for its administrative functions and the conduct of examination activities. Dependence on leased or shared facilities has resulted in constrained office space, operational inefficiencies, increased logistical and financial burdens, and has adversely impacted the Council's ability to implement long-term strategic initiatives.

5.2 Recommendations

1. To address the regulatory gaps undermining CLE's oversight of legal education providers, there is need to harmonize conflicting legislation, particularly by amending the KSL Act's 2nd Schedule to align with Section 8(3)(c) of the Legal Education Act and implementing the Ojiambo and the Legal Education Sector Reforms Taskforce's recommendations.
2. Explore Strategic Partnerships for Bar Examination Loan (BEL) Recovery. There is a need to partner with relevant institutions to support the recovery of BEL from already gazetted candidates. Such collaboration could enhance accountability, improve loan recovery rates, and ensure the sustainability of the BEL Fund.
3. Continuous engagement with the JLAC Committee, Parent Ministry, and the National Treasury for increased Government subvention before and during the budget development process. Additionally, pursue inclusion of CLE in national

CHALLENGES AND RECOMMENDATIONS

education priority budgets, especially under the Bottom-Up Economic Transformation Agenda (BETA).

4. Diversify funding streams through donor support. To ensure effective implementation of programs and activities, it is important to continuously seek strategic collaborations with development partners and donors on areas of mutual interest. Priority funding areas should include the Bar Examination Loan (BEL) Fund, research and innovation initiatives, and capacity-building programs, among others.
5. Institutionalize Annual Legal Education Conference. CLE should make the legal education conference an annual event. This would enhance the organization's visibility, attract key stakeholders to support programs and activities.
6. Develop and implement a workforce planning strategy for future staffing needs. This will reduce dependency on ad-hoc solutions. Additionally, CLE should implement initiatives for succession management.
7. Conduct annual Customer Satisfaction Surveys and implement recommendations. Implement periodic follow-up surveys to assess stakeholder satisfaction with CLE services. Insights gathered should be used to identify gaps, inform service improvement initiatives, and enhance overall stakeholder experience.
8. CLE should prioritize the acquisition or construction of a permanent, purpose-built facility. This facility would serve as the CLE headquarters and provide space for key activities.
9. Establish and strengthen regional and international partnerships with like-minded institutions to enhance collaborations, communications, and information sharing.



REPUBLIC OF KENYA



ANNEXES



Secretariat Committees

Committees are appointed by the CEO and serve to enhance the operations of organizations and hasten the process of decision-making. CLE ensured equality and equity in the appointment of staff to the committees. During the financial year 2024/2025, CLE had the following committees;

Management Committee

The Committee meets once a month, ~~often~~ to discuss reports from Directorates and Divisions for validation and make recommendations to the Council on matters that require Council approval. The committee also identifies potential risks to the organization and develops strategies to ensure compliance with CLE Policies and regulations.

Human Resource Advisory Committee

The Committee comprises eight (85) members and one (1) co-opted legal expert. The Committee advises the Secretary/CEO and supports the management on various human resources matters.

Bar Examination Loan Committee

The Committee is constituted of members from the Directorate of Examination, SLSC and the Division of Finance and Accounts. The Committee is responsible for administration and supervision of the Bar Examination Loan which is a revolving fund for supporting regular ATP candidates and administered on behalf of CLE by Higher Education Loans Board (HELB)

Budget Implementation Committee

The Committee comprises the CEO as the Chairperson, Heads of Directorates and Divisions as members, and the Head of Finance and Accounts as the Secretary. The Committee advises the CEO on budgetary matters.

Staff Car Loan & Mortgage Scheme Committee

The Committee exists to oversee the processing of staff applications for the Car and Mortgage loans, advise and make recommendations for consideration by the CEO.

Performance Contracting Committee

The Committee is responsible for the preparation of Directorates and Divisions' Performance Contracting (PC) annual targets, championing the implementation of PC

related matters in their specific Directorates and Divisions and submitting PC quarterly reports to the Planning Strategy Division.

Gender & Disability Mainstreaming Committee

The Committee is responsible for ensuring implementation of the National Policy on Gender & Development at CLE. Additionally, it oversees the mainstreaming of disability.

Transport and Road Safety Committee

The Committee mainstreams matters of road safety within CLE activities that contribute to the prevention and management of Road Traffic injuries and fatalities.

Environment, Health, Safety & Security Committee

The Committee is responsible for implementing measures to protect the environment and mitigate climate change and mechanisms to mitigate against technical hazards, fire, and natural disasters.

Prevention of HIV Infections and other non-communicable diseases Committee

The Committee is constituted of representatives from the Directorates and Divisions. The committee is in charge of implementing programmes and initiatives that prevent HIV and AIDs and Non-Communicable Diseases.

Alcohol & Drug Abuse Committee

The Committee comprises representatives from the Directorates and Divisions. The Committee is in charge of developing and implementing workplace ADA Policy and Strategies and establishing and operationalizing support mechanisms for members of staff with abuse disorders.

Resolution of Public Complaints Committee

The Committee Comprises representatives from the Directorates and Divisions. The terms of reference of the Committee is to ensure proactive disclosure of information to the public as well as process public complaints referred to CLE directly or channeled through Commission on Administrative Justice (CAJ).

National Cohesion & Values Committee

The Committee is in charge of fast-tracking implementation of CLE programmes, projects and activities for the realization of the Government Bottom-Up

Transformation Agenda (**BETA**) and mainstreaming of National values and principles of governance in accordance with Article 10 of the Constitution.

Science, Technology & Innovations (STI) Mainstreaming Committee

The Committee comprises representatives from the Directorates and Divisions from various levels. The Committee is in charge of Mainstreaming research, Technology and Innovation mainstreaming at CLE.

Productivity Mainstreaming Committee

The Committee comprises representatives from Directorates and Divisions. The committee is in charge of developing and implementing Productivity Metrics and mainstreaming productivity at CLE.

Records & Knowledge Management Committee

The Committee comprises representatives from the Directorates and Divisions. The Committee is responsible for developing the Records Management Policy, a Procedure Manual, and a Records & Archives Operational framework, which is in draft form.

Integrity Committee

The Committee comprises Heads of Directorates and Divisions. The committee is responsible for conducting a corruption risk assessment and corruption perception Index Survey, developing and maintaining the CLE Bribery and Corruption Risk and Mitigation Plan (BCRAMP).

Digitalization Committee

The Committee is in charge of identifying and prioritising citizen-facing and back-office services to be digitalized according to the Government, as well as undertaking business processes Re - re-engineering. This is aimed at accelerating the adoption of ICT solutions at CLE for ease of access, cost reduction, convenience, and efficiency in service delivery.

Business Continuity Committee

The Committee is constituted by Heads of Directorates and Divisions. The Committee is responsible for developing, implementing and maintaining CLE's Business Continuity Policy, CLE's Business Continuity Plan and strategy and providing direction in key areas of CLE's program.

Data Protection Committee

The Committee comprises representatives from all Directorates and Divisions. The Committee is responsible for undertaking proactive steps in ensuring CLE is in compliance with Data Protection legislation.

Public Finance Management Committee

The Committee comprises the CEO as the Chairperson, Heads of Directorates and Divisions as members, and the Head of Finance and Accounts as the Secretary. The Committee is tasked with handling matter on audit queries and ensuring the implementation of the Zero Fault audit as championed by the Head of Public Service (HOPS).



CLE Staff Born in February Cutting A Birthday Cake in the CLE Boardroom



REPUBLIC OF KENYA



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