



Legal Notice.....

**LIVESTOCK ACT,
(No.....of 2023)**

IN EXERCISE of the powers conferred by section 81 of the Livestock Act, the Cabinet Secretary makes the following Order—

LIVESTOCK (TRAINING INSTITUTIONS) ORDER, 2023

PART I—PRELIMINARY

Citation and
commencement.

1. This Order may be cited as the Livestock (Training Institutions) Order, 2023 and shall come into force on such date as the Cabinet Secretary may, by notice in the Kenya Gazette, appoint.

Interpretation.

2. In this Order, unless the context otherwise requires—
“**academic staff**” means members of staff holding teaching or research appointments or appointments involving both teaching and research, whether on a full-time, part-time or sessional basis;

No. 22 of 2014.

“**academic term**” means the period during which livestock training institution conducts training in compliance with the standards set under the Kenya National Qualifications Framework Act;

“**Act**” means the Livestock Act, 2023;

“**animal husbandry**” means livestock raising and selective breeding;

“**award**” means a diploma, certificate or other qualification issued by the livestock training institution as prescribed by Kenya National Qualifications Framework Act;

“**authorized officer**” means an officer appointed in writing to exercise any power or discharge any duty under this Order;

“**Board**” means the Livestock Training Institutions’ Board of Governance established pursuant to section 81 of the Act;

“**Cabinet Secretary**” means the Cabinet Secretary for the time being responsible for matters related to livestock;

“Curriculum” means all the approved subjects taught or program offered and includes all the activities provided at any Livestock Training Institution fulfilling the requirements for the award in the livestock sector;

“institutions” means a Livestock Training facility that promotes or offers training in the livestock sector and includes those established under the Act;

“institutional accreditation” means the process of assessment of a training institution to confirm that it meets the set standard for that education level by an educational accrediting agency in Kenya;

“License” means a license issued upon the approval of the institutions by the accrediting or inspecting body;

“program accreditation” means the process of evaluation of a program's curriculum and quality to judge if it meets the set standards for the particular profession;

“standards” refers to established requirements or norms in the livestock sector;

“trainer” means a person qualified and training in a Livestock Training Institution;

“trainee” means any student enrolled for training in a Livestock Training Institution;

“training” includes activities aimed at imparting specialized skills and knowledge that provide the trainee with knowledge and livelihood;

“Principal” means the lead trainer or administrator in a training institution appointed by the Cabinet Secretary as such and responsible for the implementation of educational policy guidelines and professional practices; and

“quality assurance” means the process by which all policies, measures, planned processes, and actions through which the standards of qualifications are valued, maintained and developed.

Application.

3. This Order shall apply to—
 - (a) a training institution offering livestock training at the date when the Order comes into operation;

(b) a training institution approved by the Kenya Veterinary Board to offer animal health courses; and

(c) an institution offering livestock training and registered in accordance with the provisions of the Technical and Vocational Education and Training Act.

PART II—ESTABLISHMENT AND MANAGEMENT OF LIVESTOCK TRAINING INSTITUTIONS

Establishment of
Livestock Training
Institutions.

4. (1) There is established in the Schedule, the livestock training institutions as centers of excellence.

(2) The training institutions established under paragraph (1), shall be the successor to the training institutions existing before the commencement of this Order.

(3) An institution established under paragraph (1), shall be a non-corporate entity within the State Department for Livestock Development in the Ministry of Agriculture and Livestock Development.

Functions of the
institutions.

5. The functions of the training institutions shall be to—

- (a) develop and review curricula, admit students, provide and advance education and training;
- (b) assess and conduct examinations for academic programmes;
- (c) award diplomas and certificates and such other qualifications as the Board may, from time to time prescribe;
- (d) implement government policy on animal sciences education and training;
- (e) conduct research in livestock sciences to generate new knowledge, technologies, innovations and management practices and disseminate research findings in order to promote growth and sustainability in the livestock sector;
- (f) ensure discipline of the trainees in the institute;
- (g) advance industrial and technological development of the society, in collaboration with industries and other organizations;
- (h) promote corporate social responsibility by offering technical and professional services to the communities;
- (i) offer consultancy services;
- (j) pursue and align with global standards in animal sciences training;
- (k) promote welfare of staff and students;

- (l) partner with other Institutes in furtherance of animal sciences education and training;
- (m) withdraw or recall an award if the award is found to have been obtained through fraud; and
- (n) perform any other functions necessary or incidental to achieving the aims and objectives of the institutes.

Board of
Governance.

6. (1) The training institutions established under this Order shall be managed by a Board of Governance, consisting of—
- (a) Chairman appointed by the Cabinet Secretary;
 - (b) the Principal Secretary responsible for matters livestock, or a representative nominated in writing;
 - (c) the Director of Veterinary Services or a representative nominated in writing;
 - (d) the Director of Livestock Production, or a representative nominated in writing;
 - (e) the Principal of institute who shall be secretary to the Board;
 - (f) a representative of the county government, in the county of the training college, nominated by the county executive committee member responsible for livestock matters;
 - (g) three other persons appointed by the Cabinet Secretary, on the basis of their knowledge and experience in—
 - (i) the livestock sector;
 - (ii) financial management; and
 - (iii) agricultural education at tertiary level.

(2) The Board may in the discharge of its functions under this Order co-opt into its membership, any person to assist it for such purposes and such period as the Board may determine, but persons so co-opted may not vote on any matter before the Board.

(3) The Board shall not co-opt more than three persons at any given time into its membership.

Functions of the
Board.

7. (1) The overall function of the Board of Governance shall be to provide oversight and policy direction to the training institute.
- (2) Despite paragraph (1), the Board shall—
- (a) approve policies and strategic plans of the institute;
 - (b) promote and maintain standards, quality and relevance in training and assessment of students in the institute
 - (c) approve annual estimates of income and expenditures budgets for the institute;
 - (d) receive on behalf of the training institute fees, grants, subscriptions and donations;
 - (e) oversee curricula implementation;

- (f) ensure that a training institution has the adequate and relevant buildings, equipment, tools and machinery for the training programs in that institution;
- (g) venture into commercial activities that promote and support the objectives of the institute; and
- (h) discharge any other function conferred upon it by the Act or any other written law.

Term of office.

- 8.** The chairperson and the members except for the *ex officio* members shall hold office for a term of three years and shall be eligible for re-appointment for one further term.

Vacancy.

- 9.** (1) The office of a member of the Board shall become vacant if the member—

- (a) resigns from office by notice, in writing, addressed to the Cabinet Secretary;
- (b) is absent for three consecutive meetings of the Board without the permission of the chairperson;
- (c) is convicted of an offence by a court and sentenced to imprisonment for a term of six months or more without the option of a fine;
- (d) is unable, by reason of mental or physical infirmity, to discharge his functions as a member of the Board;
- (e) is adjudged bankrupt; or
- (f) dies.

(2) A vacancy in the Board shall be notified to the Cabinet Secretary within 7 days.

(3) The Board may, with the approval of the Cabinet Secretary, appoint a substitute for any member of the Board who notifies the Board that they intend to be absent from Kenya for a period not exceeding eight months; and a substitute member appointed under this provision shall, during such absence, be deemed to be a member of the Board.

Common seal and signification of documents.

- 10.** (1) The Common seal of an institution shall be—
- (a) kept in such custody as the Board of Governance may direct and shall not be used except by an order of the Board; and
 - (b) authenticated by the signature of the Principal, or any other member of the staff duly authorized by the Board.

Internal management committee.

- 11.** (1) Each training institute shall have an internal management committee, consisting of—

- (a) the Principal who shall be the chairperson of the management committee;
- (b) the deputy Principal in charge of Administration and Finance who shall be an alternate chair;
- (c) the Registrar and Dean of Students
- (d) the head of academic affairs;
- (e) the head of research and collaboration;
- (f) the head of quality assurance;
- (g) the head of accounts and finance;
- (h) the head of supply chain management; and
- (i) the head of estate management.

(2) The committee—

- (a) shall appoint a secretary on rotational basis; and
- (b) may coopt other members of staff on need basis.

(3) The functions of the committee shall be to—

- (a) lead in the development and implementation of the institution strategic plan;
- (b) discuss and evaluate divisions or sections annual work plans and budgets;
- (c) track and monitor institution work plan targets achievement on a monthly basis;
- (d) identify challenges and propose mitigation in the implementation of the annual work plans to achieve set targets on time; and
- (e) prepare and submit a monthly performance report to the Board.

Establishment and
composition of
Academic Council.

12. (1) There shall be an Academic Council for each institute, which shall consist of—

- (a) the Principal who shall be the chairperson;
- (b) the deputy Principal who shall be alternate chair;
- (c) head of Academic affairs who shall be the Secretary
- (d) the deputy Principals /heads of Divisions;
- (e) the Registrar
- (f) the dean of Students;
- (g) the heads of Academic Departments; and
- (h) head of library services

(2) The Academic Council may co-opt any other person deemed necessary for its deliberations, who shall have no voting rights.

(3) The Academic Council shall—

- (a) be the examining body and analyze assessment results and recommend to the Board of Governance and internal training

committees, qualified students for the award of certificates, diplomas or other academic awards;

- (b) determine which student has attained the prescribed grade or proficiency and is eligible to be granted a certificate, diploma, or other academic award;
- (c) supervise development and review of curricular for the courses offered;
- (d) coordinate development and review of academic programmes and academic standards within the institution;
- (e) internally determine and recommend for approval the standard of proficiency to be gained in each examination or other academic exercise to the Board and internal management committees;
- (f) develop and review the academic or examination policy of the institute and advise the internal management committee and Board of governance on the facilities required to implement the policy; and
- (g) review the conduct of the academic affairs of the institute and make representations thereon to the Board of Governance.

Staff of the institutes.

13. (1) The staff of the institutes shall consists of—

- (a) the Principal and deputy Principals competitively appointed by Public Service Commission; and
- (b) such employees of the ministry responsible for livestock matters;

(2) The Principal shall—

- (a) have the overall responsibility for the management and operations of the training institute assisted by the deputy principals; and
- (b) provide academic and administrative leadership to the institution; and
- (c) administer and manage the property of the training college, and Supervise curriculum implementation.

Conduct of business.

14. The Board shall regulate the procedure for the conduct of its conduct of its business and affairs.

Remuneration.

15. The remuneration of the members of the Board of Governance, the internal management committee, academic council and staff of the training institutions staff shall be determined by the ministry responsible for livestock matters on the recommendation of the Public service Commission and approval of Salaries and Remuneration Commission.

PART III—MISCELLANEOUS

Funds, assets and liabilities.

16. (1) The funds assets and liabilities of the training institute shall consist of—

- (a) monies allocated by Parliament for the purposes of the institute; and
- (b) such monies or assets as may accrue to the institute in the course of the exercise of its powers or in the performance of its functions under this Act.

(2) The annual estimates shall make provision for all estimated expenditure of the institute for the financial year concerned.

(3) The Board of Governance shall ensure that the physical facilities in the institution meet the requirements of the Building Code, relevant health and safety laws and provide facilities for the physically disabled persons.

Collaboration.

17. The institutes may in collaboration with—

- (a) a university to offer a programme leading to the award of an undergraduate degree;
- (b) a research institution to advance the objectives of the institute;
- (c) industry players to enhance the institutions' programmes;
- (d) county governments and national government agencies to enhance training; and
- (e) any other institution to advance its objectives.

Fees.

18. A livestock training institution may levy fees for any application made in accordance with this Order.

Transition provisions.

19. (1) A person who, immediately before the commencement of this Order, was a member of staff of the institutes shall be deemed to be a member of staff of the Livestock Training Institutions.

(2) A person who immediately before the commencement of this Order, was a principal or deputy principal shall be deemed to be the Principal or deputy Principal of the Institution.

(3) All the funds, assets, liabilities and other movable and immovable property including land, buildings, machinery, apparatus and materials, which immediately before the commencement of this Order, were held by—

- (a) Animal Health and Industry Training Institute, Kabete;
- (b) Animal Health and Industry Training Institute, Ndomba;
- (c) Animal Health and Industry Training Institute, Nyahururu;

- (d) Dairy Training Institute, Naivasha;
- (e) Meat Training Institute, Athi River;
- (f) Livestock Training Institute, Wajir
- (g) National Bee Keeping Institute, Lenana;
- (h) National Rabbit Training Institute, Ngong,

shall on the commencement of this Order be vested in the be vested in that institutions.

SCHEDULE ORDER 3

LIVESTOCK TRAINING INSTITUTION

The livestock training institution under this order shall include—

- (a) Animal Health and Industry Training Institute, Kabete;
- (b) Animal Health and Industry Training Institute, Nyahururu;
- (c) Animal Health and Industry Training Institute, Ndomba;
- (d) Meat Training Institute, Athi River;
- (e) Dairy Training Institute, Naivasha;
- (f) Livestock Training Institute, Wajir;
- (g) National Bee Keeping Institute, Lenana;
- (h) National Rabbit Training Institute, Ngong; and
- (i) Such other Institutes as the Cabinet Secretary may from time to time by Gazette notice declare to be Public Livestock Training Institutes.