



KENYA FORESTRY RESEARCH INSTITUTE

INTERNSHIP AND INDUSTRIAL ATTACHMENT POLICY

APRIL, 2019

FOREWORD

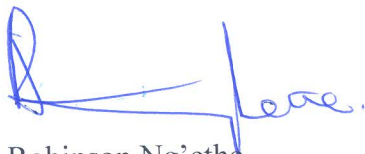
KEFRI is committed to capacity building of its staff through developing the requisite competencies needed for efficient and effective service delivery. The Institute has expanded its research and facilities to cope with demand on its mandate but it has been unable to employ sufficient number of employees to undertake the expanded responsibilities. Despite the need for more employees of various categories, the public sector policies on employment and control of public sector salary bill has made it difficult for KEFRI to get approval to engage adequate staff in various fields.

The current strategy therefore is exploring innovative opportunities to harness manpower through collaborative framework with our strategic partners to facilitate in delivery of its mandate beyond its current capacity including MOUs, joint projects, outsourcing, and voluntarisms among others. The targeted groups will be mainly Attachee and Interns that are routinely attached in KEFRI for short periods to gain experience. The Institute has been taking up Attachees for industrial attachment and Interns for a long time but it has not developed a strategy to attract and utilize Attachees and interns to deliver its mandate hence the need to develop this policy.

The goal of the internship and Attachee attachment policy is to provide standard procedures and information that will guide the Institute in its engagement with Interns, institutions and Attachees for greater outputs and benefits to all parties. The policy is based on discussions with various stakeholders within KEFRI and institutions of higher learning with some inputs from best practices elsewhere in the public and private sector. The main focus of the policy is to enable KEFRI improve its engagement with middle level colleges and institutions of higher learning, Interns and Attachees to jointly undertake and deliver its mandate.

This policy is in line with the Constitution of Kenya (CoK, 2010) which require the Government to take up measures that ensure access of youth to relevant education, training and employment. and the Internship Policy and Guidelines for the Public Service, 2016 which provides guide for effective and fair management of internship programmes in the public service.

The policy will be monitored and evaluated through quarterly and annual reports. The policy will also be integrated within the Institute's operations and end-term review will be undertaken to inform development of the next policy or revision of parts of the current policy.



Mr. Robinson Ng'ethe

FOR: KEFRI BOD



Joshua K. Cheboiwo (PhD)

Director

