

**TO: MEMBERS OF THE INSTITUTE**

**DATE: Monday 18<sup>th</sup> February 2019**

**ANNOUNCEMENT OF VACANCIES ARISING ON THE COUNCIL WITH EFFECT FROM JUNE 2019:**  
**POSITIONS OF THE CHAIRMAN AND COUNCIL MEMBER**

The 41st Annual General Meeting of the Institute is to be held on **Friday 7<sup>th</sup> June 2019**

**Vacancies on the Council**

In accordance with Section 7, the First and Second Schedule of the Accountants Act and the Institute By-Laws, the following vacancies will arise in the Council with effect from the date of the next Annual General Meeting.

<b>CHAIRMAN</b>	<b>Membership No.</b>	<b>REASON</b>
FCPA Julius Mwatu	Reg. No. 2990	End of Term
<b>COUNCIL MEMBERS</b>	<b>Membership No.</b>	<b>REASON</b>
CPA Obare Nyaega	Reg. No. 6669	End of Term
CPA Rose Mwaura	Reg. No. 9530	Resigned to Contest the Chairman position
CPA Denish Osodo	Reg. No. 4001	Resigned to Contest the Chairman position

Candidates interested in contesting for the above positions are invited to submit their nominations in accordance with Statement 8 of the Institute's By-Laws on Elections, an extract of which is attached to this Notice.

Take note that candidates interested in contesting for the position of Chairman or Council Member must comply with the provisions of Section 7 (2), First Schedule, Second Schedule of the Accountants Act No. 15 of 2008 and Council Guidelines approved for Chairman and Council election. Extracts of the referred documents are attached to this Notice.

**Submitting Nominations**

Candidates interested in contesting any of the above positions are invited to submit their nominations on the official Nomination Form and Personal Information Sheet (PIS) which should be obtained from the Institute on written request, collected in person from the Institute or downloaded from the website via <https://www.icpak.com/communique-on-2019-council-elections/>

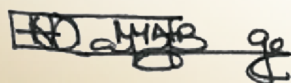
The Nomination Form and Personal Information Sheet (PIS) should be completed in accordance with the Institute's Election Policy and the By-Laws, a copy of which may be downloaded from the website <https://www.icpak.com/election-policy/>

Nomination forms can be obtained from the Institute's offices in person or by written request to the secretary. Duly completed Nomination Forms and Personal Information Sheet (PIS) must reach the Institute not later than **Thursday, 7<sup>th</sup> March 2019 at 5.00pm.**

**Outcome of the Nomination Process**

All nominations will be opened and scrutinized during a Meeting, that will be held on a date to be confirmed, by the Returning Officer at the Institute Offices. Any interested member is free to attend the meeting as an observer.

The names and details of persons validly nominated will thereafter be approved by the Council and circulated to members.



**CPA Edwin Makori**  
**Chief Executive & Secretary**

## **SECTION 7, THE ACCOUNTANTS ACT NO. 15, 2008: THE CHAIRMAN OF THE INSTITUTE**

Section 7. (2) of the Accountants Act No. 15 of 2008 provides that a member seeking election as chairman shall be a person who

- a. Has been a member of the Institute for a continuous period of not less than seven years;
- b. Has served on the Council or its Committees for at least one year; and
- c. Has not been disqualified under the provisions of the Second Schedule as detailed below.

## **SECOND SCHEDULE TO THE ACCOUNTANTS ACT NO. 15, 2008: MEMBERS OF THE COUNCIL**

The Second Schedule to the Accountants Act No. 15 of 2008, Section 1(3) provides that a member of the Institute shall be disqualified from contesting any position on the Council if within the preceding three years, such member;

- a. Has been found guilty of an act of professional misconduct under Section 31 of the Accountants Act, which in the opinion of the Council renders him unfit to hold the office.
- b. Has been convicted of an offence and sentenced to imprisonment for a term of six months or more without the option of a fine;
- c. Has been convicted of an offence involving corruption, dishonesty or abuse of office; or
- d. Has been adjudged bankrupt or has entered onto a composition of scheme of arrangement with his creditors.

## **STATEMENT 8 OF THE INSTITUTE'S BY-LAWS: ELECTIONS AND ELECTION GUIDELINES**

1. All nominations for elections to the office of the Chairman and Council Members must be completed on the official nomination form which will be obtained from the Institutes office or by written request to P. O. Box 59963 - 00200 City Square, Nairobi. A Candidate may contest only one position, either of Chairman or of Council member.
2. The nomination paper must be signed by the nominee indicating his willingness to stand for election and by a proposer, seconder and five members of the Institute, all of whom must have paid their subscription for the current year.
3. The proposer, seconder and five members of the Institute must be in good standing.
4. Every completed nomination paper must be returned together with brief details of the nominee which shall be provided in a format to be decided by the Council.
5. Each member of the Institute can only vote for and therefore support one nomination for the post of Chairman. For the Council Members' positions, each member of the Institute can only support nominations for a number not exceeding the number of vacancies on the Council.
6. Duly completed nomination papers must reach the Institute's registered office not later than the time stipulated by the Council. The nomination papers shall be forwarded in a sealed envelope on which should be clearly marked "NOMINATION".