



PARLIAMENTARY SERVICE COMMISSION
CPST TRAINING CALENDAR 2024 / 2025 FINANCIAL YEAR



CODE	COURSE	DATES	TARGET	VENUE	COORDINATOR
PSC STAFF					
CPST/HRM/P/500/8-9/24	Supervisory Mandatory Course	16 th August to 9 th September, 2024	PSC Staff (Scale 8-10)	TBC	Ms. Pauline Kigera +254720339472
CPST/HRM/P/500/9/24	Training of Trainers (ToT) Master class	9 th to 13 th September, 2024	PSC Staff & External participants	TBC	Dr. Martin Mbewa +254712313215
CPST/HRM/P/500/10/24	CPST Training of Trainers Programme (ToT)	13 th to 18 th October, 2024	PSC Staff & External participants	TBC	Mr. Peter Muchira +254716634667
CPST/HRM/P/500/1-2/25	Legislative Senior Management Course	8 th January to 9 th February, 2025	PSC Staff (Scale 11-13)	TBC	Ms. Linet Misati +254721451199
MEMBERS OF COUNTY ASSEMBLY					
CPST/LPM/CA/200/9/24	Monitoring House Resolutions	10 th to 12 th September, 2024	Members of Assembly Implementation Committees	CPST, Nairobi	Mr. Brian Mwambu +254724684491
CPST/PFM/CA/400/2/25	Budget Scrutiny	10 th to 13 th February, 2025	Chairpersons of Sectoral Committees in County Assemblies.	CPST, Nairobi	Ms. Faith Kibathi +254720909600
CPST/LPM/CA/200/4/25	Legislative Committees Presidium	21 st to 24 th April, 2025	Deputy Speakers and Chairpersons of Liaison Committees.	CPST, Nairobi	Mr. Peter Muchira +254716634667
COUNTY ASSEMBLY STAFF					
CPST/ICCP/CA/300/9-10/24	Evidence Based Report-Writing in Legislatures	30 th September to 4 th October, 2024	Clerk Assistants, Researchers and other Staff in the Legislatures	CPST, County House	Mr. Brian Mwambu +254724684491
CPST/HRM/CA/500/11/24	Coaching and Mentoring in Leadership	25 th to 29 th November, 2024	Directors and heads of departments.	CPST, County House	Ms. Pauline Kigera +254720339472
CPST/LPM/CA/200/12/24	Delegated Legislation Processing	2 nd to 6 th December, 2024	Clerk Assistants and Legal Counsel.	CPST, County House	Mr. Peter Muchira +254716634667
CPST/CCI/CA/600/3/25	Protocol and Events Management in the Legislature	3 rd to 7 th March, 2025	Protocol Officers, Public Relations Personnel, Event Coordinators.	CPST, County House	Ms. Pauline Kigera +254720339472
CPST/LPM/CA/200/3/25	Speakers' Rules and Enforcement	17 th to 21 st March, 2025	Serjeant-at-arms	CPST, County House	Mr. Anthony Ngugi +254720885196
CPST/ LPM /CA/200/5/25	Parliamentary Practices and Procedure for Hansard Officers	5 th to 9 th May, 2025	Hansard Officers	CPST, County House	Mr. Brian Mwambu +254724684491
ON REQUEST					
CPST/ICCP/OR/300	Training on Public Participation and Stakeholder Engagement	TBC	staffers involved in Legislative Committees that are involved in stakeholder engagement meetings.	CPST, County House	Mr. Ahmed Muktar +254722168389
CPST/PFM/OR/400	Foundations for Budget Document Analysis, Interpretation & Reporting	TBC in Consultation with PBO	Fiscal Analysts from legislatures (County Assemblies and National Legislatures)	TBC	Dr. Martin Mbewa +254 712313215

Please Take note that Bespoke Programmes are available throughout as long as they meet the minimum number of Participants. All inquiries to be sent cpst@parliament.go.ke or Telephone No **+254 20 210 2540**