

THE ICPSK CHAMPIONS OF GOVERNANCE (COG) AWARD, YEAR 2017

PARTICIPATION BROCHURE



Champions
of Governance Award

1. ICPSK and the Award

The Institute of Certified Public Secretaries of Kenya (ICPSK) is a professional membership association established by an Act of Parliament, Cap 534 of the Laws of Kenya. The vision of the Institute is “To be a world class professional body and centre of excellence in governance” while the Mission is “To promote the practice of good governance and leadership through competence development of members and dissemination of knowledge and best practice to stakeholders.”

The Institute in year 2010 inaugurated an Award for excellence in governance, titled the “ICPSK Champions of Governance (COG) Award” to be given to those organizations and individuals that exhibit the highest standards of practice of good governance, in line with its vision and mission. The Award aims at promoting practices in good governance in the following ways:-

1. Recognition of practice and application of good governance in the both the public and private sector entities.
2. Recognition of innovations in organizations that support good governance.
3. Encouraging organizations to focus on enhancement of good governance.

The second, third, fourth, fifth, sixth and seventh Editions of the Award were held in year 2011, 2012, 2013, 2014 and 2015 and 2016 respectively and were a resounding success. ICPSK is holding the eighth Edition of the COG Award in year 2017.

2. The Award Categories

The Award has the following categories and in each category there will be three awards, best in the category and first and second runners up:-

- i) Agriculture Sector Award
- ii) Finance and Investment Sector Award
- iii) Commercial and Services Sector Award
- iv) Industrial and Allied Sector Award
- v) Insurance Sector Award
- vi) Statutory Bodies Award
- vii) Small and Medium Enterprises Award
- viii) Co-operative Sector Award
- ix) Retirement Benefits Sector Award
- x) Water Services Sector
- xi) NGO/Humanitarian Sector Award
- xii) Education Sector Award
- xiii) Faith Based Organizations Award
- xiv) Commission of the year Award
- xv) Chairman of the year Award
- xvi) COG CEO of the year Award
- xvii) Company Secretary of the year Award
- xviii) Champion of Governance Award
- xix) Most improved Organization Award

3. The Parameters to be Evaluated

The following parameters will be evaluated:

- i) The Board of Directors
- ii) Ethical Leadership and Corporate Citizenship
- iii) Accountability, Risk Management and Internal Control
- iv) Transparency and Disclosure
- v) Shareholders Rights and Obligations
- vi) Stakeholders Relationship
- vii) Compliance with Laws and Regulations
- viii) Sustainability and Performance Management

Some of the parameters will be applied discreetly, depending on the Sector/Organization set-up.

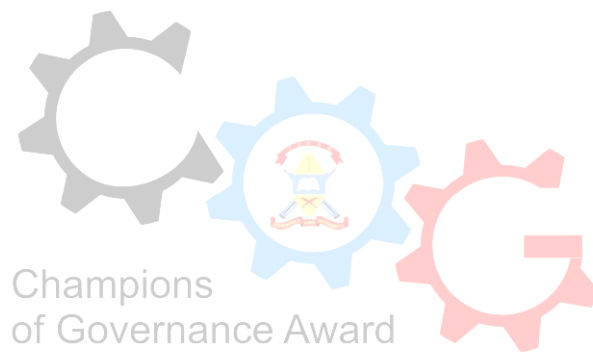
4. The Process

The following process will be applicable: -

- i) All organizations participating in the COG Award shall be required to pay a nominal registration fee of Kshs. 75,000. Organizations may also wish to pay Kshs. 93,000 to cover participation fees and dinner fees for three participants for the Gala Night, where the results will be announced.
- ii) Each organization shall complete a registration form and submit it to the Institute together with the registration fee.
- iii) Each participating organization will also be eligible to participate in the Chairman of the Year Award, COG CEO of the Year Award and Company Secretary of the Year Award.
- iv) After registering and paying the registration fee, a self assessment form shall be sent to the organization for completion. This form should be returned to the Institute within 7 days of receiving it, together with all supporting documentation, as required in the form.
- v) A team of at least two COG Award Governance Audit Consultants shall be assigned to the organization to carry out the evaluation.
- vi) The data collected from the organizations will then be analyzed appropriately.
- vii) The organizational results will then be classified according to the following:
 - (a) Sector ranking
 - (b) Chairman ranking
 - (c) COG Chief Executive Officer ranking
 - (d) Company Secretary ranking
- viii) The evaluation results will then be submitted to a Jury for decision making and the decision of the Jury shall be final.

5. Gala Night

The Gala Night to award winners will be held on Friday, November 3, 2017 at the InterContinental Hotel, Nairobi starting at 7.00 pm.



COG AWARD PARTNERS



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**INSTITUTE OF
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For more Information, please contact the Chief Executive Officer on the contacts below:-

