



# THE NPSC

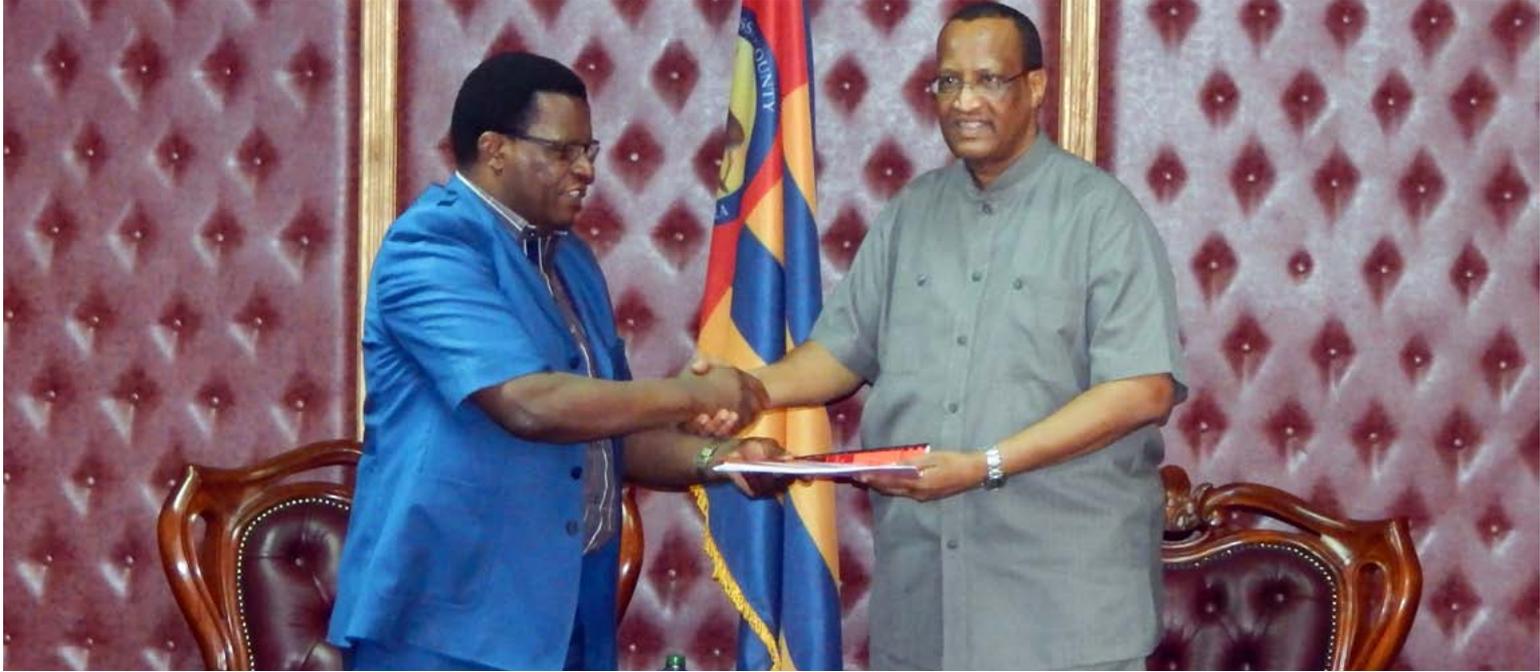
“Together we transform the police for effective service delivery”

## BULLETIN

ISSUE No. 008

AUGUST 2015

### SHS200M set to Improve security in Garissa



NPSC Chairman Johnston Kavuludi (L) presenting vetting guidelines to Garissa Governor Nathif Juma (R) during a courtesy call. NPSC was in N. Eastern to vet SSPs & SPs. A total of 44 officers were vetted.

The Garrissa County Government has set aside Kshs 200million towards improvement of security in the area as a way of revamping the economy.

Garrissa Governor Nathif Jama revealed that some of these funds will be utilized in the employment of 300 Kenya Police Reserves to supplement the National Government’s efforts in boosting the area’s security.

The Governor said this in his office while receiving the National Police Service Commission (NPSC) Commissioners led by their Chairperson Mr. Johnston Kavuludi .

The Governor also cited the recent spate of negative publicity about the County that has seriously affected the development of the region. This was further worsened by the terrorist attack on the Garrissa University College in

April this year.

He regretted that the same trend has seen a heavy exodus of investors for fear of attack and hence had a heavy toll on the gains that had been achieved in the recent years.

Governor Jama commended the NPSC for taking the bold step of vetting police officers based in the North Eastern Region in Garrissa saying this would send a strong positive message to those willing to tour the area that it was safe and secure to conduct both official and private business.

He said the area had a great tourist potential that had not been exploited to the maximum saying this was one of the areas that his Government was set to exploit in the coming months.

In his remarks Mr. Kavuludi thanked the County Government for the support it was offering to the

members of the security arm serving in the area.

He noted that the Commission was using the vetting of police officers to look into their suitability and competence with a view to assigning them the new ranks and deployment in areas of their specialization.

The team had earlier paid a courtesy call on the Regional Co-ordinator for North Eastern Region Mr. Mahamud Saleh who assured them that the area’s security committee was working round the clock to end the long spate of insecurity that has been associated with the area.

The NPSC later on carried out a two- day vetting exercise of 45 police officers in the ranks of SSPs and SPs based in Garrissa, Wajir and Mandera Counties.

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Development of a **3** Scheme(s) of Service for NPS Underway



SRC Undertakes Job **5** Evaluation exercise of NPSC Staff

## The NPSC Bulletin



“Together we transform the police for effective service delivery”

This is a monthly publication of National Police Service Commission.

**VISION:**

Champion of a dignified professional police service.

**MISSION:**

To transform and manage the human resource of the police service for efficiency and effectiveness.

**CORE VALUES:**

Independence and Integrity  
Transparency and Accountability  
Respect for Diversity and Equality

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# FROM THE CEO'S DESK

## Deployment and transfers

It has become almost inevitable that whenever transfers are effected, officers unhappy with the changes rush to Court in a bid to quash the transfers and maintain the status quo.

Many who go to Court argue that the transfers are invalid because they have been effected by the Service without the involvement of the National Police Service Commission, the body which is mandated by the Constitution to determine transfers within the National Police Service.

As part of its mandate, and in order to clear up the grey areas arising from the transition from the old to the new Constitution, the Commission has developed regulations to properly guide the human resource functions of promotions; discipline; recruitment as well as transfer and deployment. The regulations also provide a mechanism for appeals.

These regulations, which were gazetted in April 2015 are available on the Commission's website. Other websites hosting the regulations include Commission for the Implementation of the Constitution (CIC), National Police Service (NPS), Independent Policing Oversight Authority (IPOA); Human Rights Initiative; International Commission for Transitional Justice (ICTJ); and Kenya National Commission for Human Rights (KNCHR). So far, the NPSC website has registered over 10,000 downloads.

The Commission will soon roll out a sensitization programme for all police officers, starting with those who handle human resource issues in order to ensure that due process is followed at all times thus reducing the risk of litigation. The Commission is optimistic that a better understanding of the regulations by officers will reverse the current trend of rushing to Court before exhausting the internal mechanism for appeals.

Although the terms deployment and transfer are often used interchangeably, they do not mean the same thing.

According to the National Police Service Commission Deployment and Transfer Regulations, deployment refers to a temporary movement of an officer from one station to another station to undertake a specific assignment for a period not exceeding 3 months. The regulations provide that this period may be extended from time to time due to operational requirements but this extension should not exceed one year.

It is anticipated that the officer will go back to his/her station after accomplishing the assignment or after the deployment period has expired. Deployment is effected by the Inspector-General and does not

affect the pay point of an officer.

In contrast, transfers are determined by the Commission, and effected by the Inspector General (IG). They involve a longer period of time as well as change of pay point. In order to be considered for a transfer, an officer is required to have served in a duty station for a continuous period of at least one year and a maximum period of three years although there is a rider that in exceptional circumstances the Commission may determine an officer's transfer without due regard to the prescribed period of 1 and 3 years.

As is true of all human resource processes, transfers are initiated by the IG as he is the one mandated by law to distribute officers in the Service. The IG then recommends to the Commission in writing for authorization of transfers as may be necessary for the purpose of attaining the required distribution of officers in the Service.

Factors taken into account by the Commission while considering a recommendation for transfer include the justification for the transfer; whether the transfer would disrupt police work; whether funds are available to pay the officer's transfer allowance as well as ethnic diversity and gender representation.

The Commission also takes into account the previous posting of officers to avoid a situation where an officer is consistently posted to operation or hardship areas. The Commission may approve or decline to approve the transfers if due process has not been followed.

In order to guard against improper transfers as was the case in the past, the regulations stipulate that transfers shall not be used as a disciplinary sanction or reward measure and where this happens, the Commission shall revoke the transfer and take action against any officer established to have participated in the transfer.

Officers are free to appeal to the Commission against transfers, if they have sufficient grounds to do so. In addition, an officer may request for a transfer or raise an objection to an intended transfer on medical or compassionate grounds for consideration by the Commission.

Upon joining the Service, officers make a commitment that they shall serve in any part of the country. Transfers are inevitable for various reasons, chief among them being effective and efficient delivery of services. Transfers are an administrative issue and the regulations provide a mechanism for appeals. The best practise is that internal mechanisms for solving transfer disputes are exhausted before going to Court.

## HR MORSELS

## Development of a Scheme(s) of Service for National Police Service Underway

### Advances of Salary

An advance of not more than one month salary may be granted by an accounting officer to an officer on permanent establishment, where the officer owing to circumstances beyond his / her control is placed in difficult financial position requiring assistance from the government.

In applying for the advance the officer should explain in detail the circumstances leading to the situation which he could not have foreseen and therefore planned. Officers posted to designated hardship areas may be granted salary advance by the accounting officer on initial posting to these areas each such case being considered on merit.

An advance under this regulation may be granted only when an officer has no other outstanding salary advance. In very exceptional circumstances an accounting officer may advance not more than two (2) months' salary. The accounting officer should be satisfied that the officer needs assistance in excess of one month's salary advance.

### Recovery of Advance

The recovery period for salary Advances will be limited to a period of not more than twelve (12) months. In respect of an officer who is due to leave the service before twelve (12) months, the advance must be fully recovered in equal installments within the remaining period of the officer's service in the Government.

An officer proceeding on annual leave may, when he avails himself of not less than one-half of his annual leave, be paid his salary for the month in which he proceeds on leave three (3) days before commencement of the leave.



Mr. Fredrick Julius Mugambi, Director, Human Capital at the NPSC. He is part of the team developing a scheme of service for the NPS.

The development of a clear career progression path whose requirements are known by all police officers was one of the recommendations made by the National Taskforce on Police Reforms.

The absence of such a structure meant that promotions were open to manipulation which was manifested in stagnation of officers on the one hand and accelerated promotions on the other.

In order to cure this problem which has been a source of despondency in the Service, the Commission in October last year passed a resolution to initiate the process of developing a scheme of service for the NPS.

Subsequently, the Commission wrote to the Inspector General (IG) asking him to constitute a Committee to commence the exercise. A committee comprising 24 members drawn from the office of the IG, Kenya Police, Administration Police, Directorate of Criminal Investigations, Department of Public Service Management (DPSM) and the National Police Service Commission (NPSC) was thus formed. The team from NPSC is led by the Director of Human Capital, Mr. Fredrick Mugambi.

The committee, which is chaired by William Thwere, an Assistant Inspector General in the office of the IG, had been given a timeframe of 3 months to complete the exercise but this has since been adjusted as the project did not take off as scheduled due to budgetary constraints.

The committee is guided by six Terms of Reference which include reviewing the existing career path of a police officer as provided in the Force Standing Orders or any other relevant legal document; reviewing functions of command units from the smallest to the highest and existing job descriptions and specifications of each rank; as well as reviewing training requirements, existing schemes of service

for security agencies and other schemes of service for professional cadres from the larger civil service.

One of the tasks of the committee was to develop an instrument and a work plan for conducting a job analysis of all ranks within NPS countrywide.

The committee held a meeting on 31st August, 2015 where a technical committee chaired by DPSM was constituted to collate the views and information gathered from stakeholders and to prepare a first draft of the scheme(s) of service.

This draft will be presented to the committee and thereafter to the Service Board which comprises the IG, the two Deputy Inspector Generals (DIGs) and the Director of Criminal Investigations. The draft will then be forwarded to the Commission and thereafter presented to stakeholders for validation. After approval by the Commission, the scheme (s) of service will be forwarded to the IG for implementation before the end of December 2015.

With a scheme of service in place, the era of haphazard promotions will have come to end. A scheme of service is critical to career progression as it spells out the requirements for promotion from one rank to another. Features of a scheme of service include job description, specifications and qualifications required, training that is necessary, salary structure and job grade.

At the moment, promotions are guided by Force Standing Orders and circulars from DPSM which do not set clear criteria for promotions and nomination for training. The implication of this is that officers are recommended for promotion and training based on subjective judgements as opposed to objective criteria. This explains why some officers have stagnated for many years while others have experienced a meteoric rise.

# PICTORIAL



1 NPSC Chairman Johnston Kavuludi (In Blue) leads other Commissioners in inspecting Kenya Police houses in Garissa County

2 Officers from Internal Affairs Unit being briefed before vetting at NPSC Offices.

3 Salaries & Remuneration Commission (SRC) team initiating job evaluation exercise at NPSC, Skypark plaza

4 SRC officers during a job evaluation interview of officers from the NPSC

5 New officers who joined NPSC, they are drawn from Research, Human Resources and clerical fields. From L-R: Ruth Wanjiru, Patrick Njuguna, Sharon Munnuka, Caroline O. Olukokha

6 Hansard officers who joined NPSC. From L-R: Dickens Magambo, Moureen Onyach, Enock Miyoro

# SRC Undertakes Job Evaluation exercise of NPSC Staff

The job evaluation for the 126 members of staff in the National Police Service Commission (NPSC) by the Salaries and Remuneration Commission (SRC) comes to end at the NPSC Skypark Plaza offices in Nairobi, this week.

The two-week exercise has seen the staff in the various directorates within the NPSC being evaluated for the jobs and responsibilities they undertake on a daily basis

Price Waterhouse and Coopers (PWC) Company has been contracted by the SRC to carry out the exercise in various Constitutional Commissions among them the Ethics and Anti-Corruption (EACC).

Ms June Rubia from the PWC has been leading the team of evaluators who conduct the interviews on a daily basis from 8am to 5pm.

Earlier on, the evaluation exercise

was officially launched by SRC Commissioner Anne Owuor during a ceremony which was attended by the NPSC top management led by Mr. Peter Maloba Wamoto, Director Corporate.

Ms. Owuor, who represented the SRC Chairperson Ms Sarah Serem said the purpose of the job evaluation was to reduce the compression ratio between the highest and lowest paid officers.

She revealed that the exercise also aimed at determining the comparable and relative worth of jobs, providing objective criteria for management of remuneration and creating harmony in the relationships between employees and employers.

‘The fruits of the exercise will be a better public service, improved performance and productivity’ she added.



Salaries & Remuneration Commission Commissioner Anne E. Owuor at NPSC Offices during the launch of job evaluation exercise at NPSC Offices in Skypark Plaza.

## Happy Birthday Commissioner Mary Owuor!



Commissioner Mary Owuor (2nd Left) celebrating her birthday by cutting a cake. Together in celebrations is NPSC Chairman Johnston Kavuludi (R), and Commissioner Ronald Musengi (Middle). Present were also NPSC staff.

It was a pleasant birthday surprise for Commissioner Mary Owuor as the National Police Service Commission (NPSC) organised a surprise birthday party in Garrissa. The team had travelled there to vet 45 police officers in the ranks of SSPs and SPs based in the North Eastern Region.

NPSC Chairperson Johnston Kavuludi had earlier on invited all panelists and staff to a special cup of tea at the end of the day’s sessions at the Alomond Hotel.

The Commissioners and staff were kept in total darkness about the party that was secretly co-ordinated by the Logistics Manager Stella Kawira and the head of the Integral-Payroll and Personnel Database (IPPD) section, Salome Ringera.

As they gathered for the special occasion, they were pleasantly surprised when the team from the hotel’s catering unit emerged with a cake and were joined by NPSC staff in

singing the famous happy birthday song in honor of Commissioner Owuor.

A beaming Commissioner Owuor was lost for words and heartily thanked the staff for the gesture in the far flung area where this was least expected.

She thanked the NPSC fraternity for continuously showing solidarity with each other and reiterated that this had greatly promoted their interaction as ‘one big family’.

Mr. Kavuludi lauded this recognition and challenged all to strive to the promotion of the spirit of unity and cohesiveness that has seen the Commission make great strides within the short period it has been in existence.

Others present were Commissioners Murshid Mohamed and Ronald Musengi as well as panelists Musyoka Anan and Bishop Bernard Njoroge who represent the Law Society of Kenya on the vetting panel.

## A break down of all Officers vetted

Number of Officers Vetted	Region	Counties Presented
79	Lower Eastern	Kitui, Machakos, Makueni
71	Coast	Kilifi, Kwale, Lamu, Taita Taveta, Mombasa
73	Upper Eastern	Meru, Embu, Tharaka Nithi, Marsabit, Isiolo
130	Central	Nyeri, Kirinyaga, Nyandarua, Kiambu, Laikipia
110	South Rift	Nakuru, Kajiado, Narok, Kericho, Bomet, Baringo
99	North Rift	Nandi, Turkana, West Pokot, Samburu, Trans Nzoia, Uasin Gishu, Elgeyo Marakwet
78	Western	Kakamega, Bungoma, Busia, Vihiga
102	Nyanza	Siaya, Kisumu, Homa Bay, Migori, Kisii, Nyamira
171 ASPs	Nairobi	All 47 Counties
44	North Eastern	Garisa, Mandera, Wajir
77 IAUs	Nairobi	All 47 Counties

## WELLNESS: Nutritional Breakdown of Onions

Consuming onions could lower the risk of several types of cancer, improve mood and maintain the health of skin and hair.

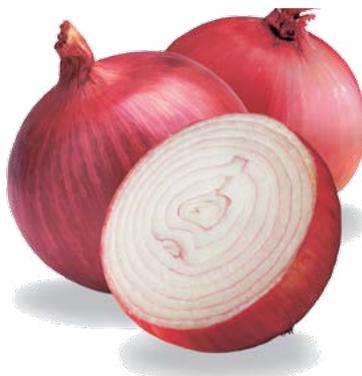
Onions are a nutrient-dense food, meaning that while they are low in calories and high in beneficial nutrients like vitamins, minerals and antioxidants. One cup of chopped onion contains approximately 64 calories, 15 grams of carbohydrate, 0 grams of fat, 0 grams of cholesterol, 3 grams of fiber, 7 grams of sugar, 2 grams of protein and 10% or more of the daily value for vitamin C, vitamin B-6 and manganese. Onions also contain small amounts of calcium, iron, folate, magnesium, phosphorus and potassium and the antioxidants quercetin and sulfur.

Possible health benefits of consuming onions

Consuming fruits and vegetables of all kinds has long been associated with a reduced risk of many lifestyle-related health conditions. Many studies have suggested that increasing consumption of plant foods like mangoes decreases the risk of obesity and overall mortality, diabetes, heart disease and promotes a healthy complexion and hair, increased energy, overall lower weight.

Cancer: Allium vegetables have been

studied extensively in relation to cancer, especially stomach and colorectal cancers. Their beneficial and preventative effects are likely due in part to their rich organosulfur



compounds.

Although the exact mechanism by which these compounds inhibit cancer is unknown, possible hypothesis include the inhibition of tumor growth and mutagenesis and prevention of free radical formation.

Onions are also a source of the strong antioxidant vitamin C that helps to combat the formation of free radicals known to cause cancer.

Colon cancer: High fiber intakes from all fruits and vegetables are associated with a lowered risk of colorectal cancer.

Prostate cancer: In a study published

by the Journal of the National Cancer Institute, researchers used a population-based, case-controlled study to investigate the relationship between allium vegetable intake and prostate cancer. They found that men with the highest intake of allium vegetables had the lowest risk for prostate cancer.

Esophageal and stomach cancer: Frequent intake of allium vegetables has been inversely related with the risk of esophageal and stomach cancer. Several survey-based human studies have demonstrated the potential protective effects of consuming alliums, as well as reports of tumor inhibition following administration of allium compounds in experimental animals. Sleep and mood: Folate, found in onions, may help with depression by preventing an excess of homocysteine from forming in the body, which can prevent blood and other nutrients from reaching the brain. Excess homocysteine interferes with the production of the feel-good hormones serotonin, dopamine, and norepinephrine, which regulate not only mood, but also sleep and appetite as well.

Skin and hair: Adequate intake of vitamin C is needed for the building and maintenance of collagen, which provides structure to skin and hair.

## A Day in the Life of Eunice Achungo Okalo ~ Clerical Officer

### 1. Tell us about your family?

I am last born in a family of seven kids, five girls and two boys.

### 2. When did you join the Commission?

I joined the Commission On 2nd February 2015.

### 3. What does your normal day look like?

I wake up at 4am because I am a student I study up to 5am then I prepare my breakfast and report to work at 7am.

### 4. What do you find challenging about your job?

Most of the time we leave late filling the documents.

### 5. What is one thing would you like to change or happen to the Commission?

Jobs assignments to be given on time.

### 6. What is your favorite hobby?

Playing handball and listening to taarab song.

### 7. What is the greatest fear?

Losing my job

### 8. Who is your role model?

The late Professor Wagare Mathaai for her courage and determination.

### 9. When you leave the Commission how would you like to be remembered?

Hardworking young lady and active in all areas of work.

### 10. Tell us one thing about you that people do not know

I got a job job at the age below 20 years



### Did You Know?

“The average person walks over 80,000 miles during their lifetime ~ more than three times round the Equator!”

### Quote of the day?

“Common looking people are the best in the world; that is the reason the Lord makes so many of them”  
~ Abraham Lincoln ~

# 1,364 Officers in the Ranks of SSPs, SPs, IAU Vetted



A vetting session during the North Rift Region vetting of SSPs and SPs held at Noble Hotel in Eldoret. The exercise attracted the media, observers and local leaders within the region.

The Vetting of 1364 police officers in the ranks of Senior Superintendents, Superintendents, Assistant Superintendents, and the Internal Affairs Unit (IAU) finally came to an end on Tuesday 1st September this year, at the NPSC offices in Skypark Plaza Westlands.

The exercise which commenced in Mombasa on June last year took a break following the Mpeketoni attack in Lamu. The exercise then resumed on June last year where a total of 79 officers were vetted in Machakos representing the lower Eastern Region which covers the Counties of Machakos, Kitui and Makueni.

Due to financial and logistical challenges, the Commission took a break from the vetting exercise to strategize on improving the tools and processes that were in place.

Early this year, the Commission embarked on a marathon vetting exercise with Mombasa being the first stop where 71 officers were vetted based in the Counties of Mombasa, Kilifi, Kwale, Lamu and Taita Taveta were vetted.

The next stop was in Upper Eastern where 73 officers drawn from the Counties in the Upper Eastern Region were vetted. These included the Counties of Meru, Embu, Tharaka Nithi, Marsabit and Isiolo. This was in the month of January this year.

In February this year, the Commission was in Nyeri where a total of 130 Officers drawn from the following counties; Nyeri, Kirinyaga, Nyandarua, Kiambu

and Laikipia were vetted. From Nyeri, the Commission then moved to Nakuru to vet officers in the South Rift Region comprising the Counties of Nakuru, Kajiado, Narok, Kericho, Bomet and Baringo where 110 officers were vetted.

During the month of March, the vetting of 99 officers in the North Rift region which comprises the Counties of Nandi, Turkana, West Pokot, Samburu, Trans Nzoia, Uashin Gishu and Elgeyo Marakwet was conducted.

In the same month the Commission moved to Kakamega to vet 78 officers from the Counties of Busia, Bungoma, Vihiga and Kakamega. From here the next stop was in Kisumu where a total of 102 officers drawn from the Counties of Siaya, Kisumu, Homa Bay, Migori, Kisii and Nyamira were vetted.

In April, the Commission had planned to vet officers drawn from the Counties in the North Eastern Region, however, the unfortunate events of the Garrissa University massacre led to the cancellation of the exercise.

The month of May witnessed the vetting of 330 officers from the Nairobi region; this represented the single and largest number as compared to all the other regions and exercise went on for entire month.

In the month of June, the vetting of 171 officers in the rank of Assistant Superintendents of Police (ASPs) took place at the Commission's office in Nairobi. These officers were drawn from the various stations in the Country. This is one of the new ranks that the

Commission has created under the new structure of the National Police Service (NPS).

In July, the Commission finally travelled to Garrissa to vet officers drawn from the Counties of Garrissa, Mandera and Wajir. A total of 44 officers were vetted in a two- day exercise.

Back in Nairobi the Commission then embarked on the vetting of 77 officers drawn from the Internal Affairs Unit (IAU). These are officers drawn from all stations across the Country, their main responsibility will be to act as the 'military police' for the NPS. This includes handling complaints and investigations. This is similar to what the military police does for the Kenya Defence Forces (KDF).

It has thus been a full diary for the Commission and particularly the members of the vetting secretariat. Within the short period, they have been able to traverse the entire Country and complete the vetting exercise for the SSPs, SPs, ASPs and the IAU.

These are cohorts and formations which are crucial to the security of this country. They are mainly deployed as OCPDs, Deputy OCPDs, OCSs, Deputy OCSs and hence have a direct interaction with the public on a daily basis.

Meanwhile the processing of results for the 1,364 vetted officers is now in full progress at the Commission's offices in Nairobi. This is expected to pave way for the release of the same by the end of this month.

# INVESTMENT FORUM

## Jubilee

INSURANCE

### SAMPLE OF OUR ENHANCED FANAKA POLICY

#### YOUR PERSONAL SAVING AND INVESTMENT SOLUTION

Member: J W Ndere

Date of birth:

Projected annual bonus = sum assured x0.06 per year

Term: 10 years

Sum Assured Kshs: 1,000,000

[The annual bonus rate is variable, depending on the market performance]

Period of saving	10 years
Sum assured	Kshs. 1,000,000
Total bonus in 10 years	Kshs. 600,000
Guaranteed maturity benefit	Kshs. 100,000
At the end of 10 years, the Sum Assured plus the Assured bonuses plus guaranteed maturity benefit is paid	Kshs. 1,700,000
<b>Premium payment options</b>	
Monthly premiums	Kshs. 10,385
Quarterly premiums	Kshs. 29,847
Half yearly premiums	Kshs. 58,822
Yearly premiums	Kshs. 118,898
Death benefits 75% of sum assured + accrued bonuses	Kshs. 750,000
Accidental death	Kshs. 1,750,000
<b>Premiums Input</b>	
Total premium in 10 years	Kshs. 1,158,900 (Based on annual)
Total tax relief in 10 years	Kshs. 173,835
Actual amount of premiums paid in 10 Years	Kshs. 985,065

PROJECTED UPON RETIREMENT	
End of the 11th year = Kshs. 1,836,000	End of the 12th year = Kshs. 1,982,880
End of the 13th year = Kshs. 2,141,510	End of the 14th year = Kshs. 2,312,831
End of the 15th year = Kshs. 2,497,858	End of the 16th year = Kshs. 2,697,686
End of the 17th year = Kshs. 2,913,501	End of the 18th year = Kshs. 3,146,581
End of the 19th year = Kshs. 3,398,307	End of the 20th year = Kshs. 3,679,172
End of the 21st year = Kshs. 3,963,786	End of the 22nd year = Kshs. 4,280,888
End of the 23rd year = Kshs. 4,623,359	End of the 24th year = Kshs. 4,993,228
End of the 25th year = Kshs. 5,392,686	End of the 26th year = Kshs. 5,824,101

Please note that from the end of the 10th year, you can take the amount that you need while the rest is left there to generate interest. The growth in the fund after policy maturity has been done at an interest rate of 8% but can go up or down depending on the market performance. At any time after age 50 you can convert the amount to a pension annuity where you earn a monthly amount until death. The whole fund is tax free

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3. EDUCATION AND PENSION

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