



KENYA PORTS AUTHORITY RETIREMENT BENEFIT SCHEME 2012

NOTICE OF ELECTION FOR MEMBER REPRESENTATIVE TRUSTEES

INVITATION FOR NOMINATIONS (DEFINED CONTRIBUTIONS - NEW SCHEME)

In accordance with Regulation 8(c) of the Retirement Benefits (Occupational Retirement Benefits Schemes) Regulations 2000, as read with Clauses 11(i), 12 and 14 of the Trust Deed and Rules dated 13th February 2018, notice is hereby given of the upcoming election of three (3) Member Nominated Trustees for the Kenya Ports Authority Retirement Benefits 2012. The date set for the elections shall be **29th October 2026**.

The purpose of this notice is to invite all the eligible members interested in vying for the above stated positions to express their candidature by filling the Nomination Form which can be collected from the KPA Pension Scheme Office located at the Old Cannon Towers, 7th Floor along Moi Avenue Mombasa as from **10th August 2026**.

Only those members who will have satisfied the established criteria outlined in the eligibility guidelines provided shall be eligible to present themselves as candidates for election. Duly completed Nomination Forms **MUST** be submitted to the Scheme Secretariat office at Old Cannon Tower, 7th Floor along Moi Avenue Mombasa on or before **12 noon of 30th August 2026**.

NB: Any Nomination Forms presented after the deadline shall not be accepted.

Eng. Stephen Toya

CHAIRMAN; TRUSTEE ELECTIONS COMMITTEE

ELIGIBILITY GUIDELINES

Applicants seeking Nomination for Member Elected Trustee **MUST** meet **ALL** the mandatory requirements indicated below:

- a) Be a Member of the Scheme.
- b) Submit a copy of National ID or Port pass.
- c) Have a minimum of O Level Certificate or its equivalent.
- d) Be able to read and write in either English or Kiswahili.
- e) Duly fill, sign and pass the fit and proper test that shall be attached to the Nomination Form.
- f) Present a valid Police Clearance Certificate from the Directorate of Criminal Investigations issued after 1st August 2026.
- g) Provide a report from an approved Credit Reference Bureau with a positive credit score.
- h) Be nominated by a minimum of one hundred (100) Members of the Scheme who must give their full names, Check Nos/Pension Numbers and signature.
- i) Not having previously served as a Trustee of the Scheme for two (2) terms irrespective of the length of the tenure.
- j) Not having an ongoing court case or litigation against the Scheme.
- k) Applicants **MUST** duly certify all submitted certificates by signing and dating against each certificate presented.

Eligibility to vote: -

In order to be eligible to vote, one must be a member of the scheme.

NB: Members of the Scheme who serve in the Election Committee and the Dispute Resolution Board are NOT eligible to nominate or propose candidates, but they are permitted to vote.