



PUBLIC SERVICE COMMISSION

PSC/ADM/13 (23)

25th April, 2022

All Authorized Officers

IMPLEMENTATION OF FRAMEWORK FOR MANAGEMENT OF RE-DESIGNATIONS IN THE SERVICE

Your attention is drawn to Section 40(1) of the Public Service Commission Act which provides that a public officer who wishes to re-designate shall apply, in writing, to the respective Authorized Officer or to the Public Service Commission through the concerned Authorized Officer, as the case may be. Further, Regulation 35 (1) of the PSC Regulations 2020, allows the Commission to delegate to an Authorized Officer the power to re-designate officers up to a rank as may be determined from time to time.

Under these provisions, the Commission has been re-designating officers who have acquired relevant qualifications from one cadre to another. Such re-designations take into account the officers' requisite qualifications, experience, skills and competencies; the need to consider and promote officers, who are due, before re-designation, where applicable; and re-designation with continuous service for technical cadres whose job specifications are similar for both graduate and non-graduate officers.

The Commission has continued to receive numerous requests for re-designation, some of which have been considered and decision made. However, it has been noted that, in most of the requests, apart from possessing the basic academic and/or professional qualifications, there has been a challenge in determining the suitability of such officers for re-designation to positions which are in different job families/cadres, in terms of skills and competences, as the requirements to such positions are different. To address these challenges, the Commission has found it necessary to institute mechanisms that will streamline the process and ensure that officers so re-designated are able to perform in their new positions. In this regard, a Framework for Management of Re-designations in the Public Service has been developed and is ready for implementation.

This is therefore to release the framework to the service for information and implementation with effect from 1st May, 2022. The guidelines can also be accessed on the Public Service Commission website: www.publicservice.go.ke

Kindly bring the contents of this circular and the framework herein to the attention of all officers working under you for information and compliance.

DR. SIMON K. ROTICH, CBS
SECRETARY/CEO

Copy to: Head of Public Service
Executive office of the President
NAIROBI

Cabinet Secretary
Ministry of Public Service, Gender,
Senior Citizens Affairs and Special Programmes
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