



Republic of Kenya



Date: 28th September 2021

**To: All Accounting Officers
Semi-Autonomous Government Agencies (SAGAs)
State Corporations (SCs)**

INVITATION TO PARTICIPATE IN THE 2021 FINANCIAL REPORTING (FiRE) AWARD

The Financial Reporting Excellence (FiRe) Award is a joint initiative of the Institute of Certified Public Accountants of Kenya (ICPAK), Capital Markets Authority (CMA), Nairobi Securities Exchange (NSE), Public Sector Accounting Standards Board (PSASB) and Retirement Benefits Authority (RBA); jointly referred to as **Promoters**. The award seeks to promote and recognize excellence in financial reporting, sound governance practices and environmental reporting by both private and public entities domiciled in the East African region.

PSASB joined the Award in 2014 and made participation by public entities mandatory in bid to encourage organizations to embrace best practice in reporting and demonstrate good governance. Participation in the Award has resulted improved financial reports and disclosures through formal feedback from the evaluation panel.

The evaluation panel comprise of professionals drawn from the accountancy, audit practice, industry, and academia with expertise in financial reporting standards, corporate governance, and corporate social responsibility. The guiding theme for this year's award is "**Promoting Financial Reporting Excellence in An Uncertain Global Economy**".

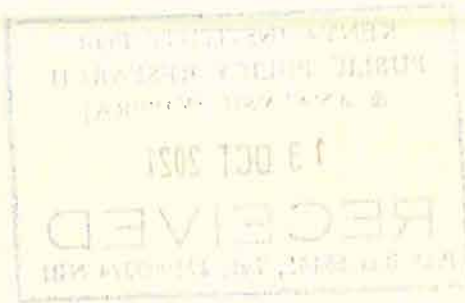
The purpose of this letter is to invite your participation in the 2021 FiRe Award by submitting four copies of your entity's annual reports and audited financial statements and complete the attached participants form. The reports must be for the period ended 30th June 2020 and should reach the office of the Chief Executive Officer, Public Sector Accounting Standards Board offices at CPA Centre 8th floor, Thika Road, Ruaraka on or **before 30th October 2021**. The participating entities will receive confidential feedback reports from technical evaluation committee.

Promoting Sound Financial Reporting and internal Audit Standards in the Public Sector

CPA Centre, 8th Floor, Thika Road, Ruaraka. P.O Box 38831 - 00100, Nairobi, Kenya. Tel: 020 251 1557
www.psasb.go.ke. email: info@psasb.go.ke



Republic of Kenya



PSASB

For any additional information or clarification please contact CPA. Georgina Muchai, The Director, Accounting Standards by email. acctstandards@psasb.go.ke or telephone on 020251 1557.

We look forward to your participation.

CPA FREDRICK RIAGA
CHIEF EXECUTIVE OFFICER
PUBLIC SECTOR ACCOUNTING STANDARDS BOARD

CC: **Dr. Julius Muia, PhD, CBS,**
Principal Secretary, National Treasury,
P.O Box 30007-00100,
NAIROBI

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PARTICIPANTS APPLICATION**SECTION I: GENERAL INFORMATION**

Participants in the Excellence in Financial Reporting (FiRe) Award 2021 may submit **four (04) copies** of their Audited Annual Report and Financial Statement (**as issued for the Annual General Meeting and/as presented to the parent Ministry**) in hard copy.

If you have questions either e-mail fireawardpublicsector@gmail.com , fireaward@psasb.go.ke or fireaward@icpak.com or call the FiRe Award Technical Committee at +254 (0)202511557 +254 (0)202304226/7 /+254719074000/+254727531006/

1. Name of Entity¹: _____

2. Fiscal year Ended (month, day, year): _____

3. Is the entity a previous participant in the FiRe Award? Yes No

If yes, what was the most recent fiscal year? _____

4. Is the Entity listed on any Securities Exchange?

In Kenya Yes No
Outside Kenya Yes No

Official Requesting Review (receives detailed comments and suggestions for improvement, the Excellence in Financial Reporting (FiRe) Award certificate of participation which should arrive approximately 3 months after the gala dinner).

Contact-Person: _____

Designation: _____

Address for Correspondence: _____

Telephone: _____

¹ As it appears on the report cover and will appear on the Certificates, if awarded



Mobile: _____
Fax Number: _____
E-mail Address: _____

SECTION II: AUDITOR'S INFORMATION

Agency or Firm Name: _____
Street: _____
Address: _____

SECTION III: SUBMISSION INSTRUCTIONS

Please enclose **four copies** of the Annual Report for the financial year ending on 30th June 2020 or 31st December 2020 and a duly completed participant's application form (FORM A).

Entities are to be dropped at the following pick up points with the communication addressed to The FiRe Awards Technical Committee.

Public Sector Accounting Standards Board offices at CPA Centre 8th floor, Thika Road ,
Ruaraka
Attention Georgina Muchai – Director, Accounting Standards

SECTION IV: AUTHORIZATION & DECLARATION

Annual Report and Financial Statements submitted for the competition are the same as those circulated to shareholders for the purpose of Annual General Meeting

With this application form we officially submit our annual report and financial statements for Excellence in Financial Reporting (FiRe) Award 2020 review.

Signature of official

Date

Name & Designation





F I N A N C I A L R E P O R T I N G A W A R D

C. Category (Please tick the relevant box)

- Ministry, Departments & Agency
- County Governments
- State Corporation
- Others (Specify)

Please send the completed Entry Form with relevant enclosures to:
FiRe Award Technical Committee,

Institute of Certified Public Accountants of Kenya

P.O. BOX 59963 - 00200 Nairobi

Tel: +254 (0) 202304226/7; 8068570/1. Mobile: /+254719074000/ +254 (0) 727531006 / 733 856262 / 0721 469796 / 721469169 Fax: (020)

8562206

LAST DATE FOR RECEIPT OF ENTRIES IS SATURDAY 30TH OCTOBER 2021