

# KEPSA SECTOR BOARDS CHAIRS NOMINATIONS CRITERIA

## Sector Boards Terms of Reference

### COMPOSITION

KEPSA sector boards include all KEPSA members interested in the sector issues. There is no limit of how many sector boards a member can be involved in. It all depends on the interests and capacity of the member.

### Chair and Vice Chair

1. A sector board once formed nominates a Chair, Vice Chair and Secretary. The Chair becomes a KEPSA Governor as long as he/she is the chair of the respective Sector Board. The Sector Vice-Chair will act as the alternate Governor in the absence of the Chair.
2. The Chairman and Vice-Chairman of the sector so nominated shall hold office for a period of two (2) years. (S)He shall be eligible for 2<sup>nd</sup> and final term of 2 years in the same office i.e. for a maximum period of four (4) years from the date of his/her first nomination.
3. A person to be nominated for the Chair/Vice-Chair shall be seconded by a KEPSA Business Membership Organization (BMO) or corporate member. The said institution needs to have been a member in good standing for at least 2 calendar years.
4. The nominated person must hold him/herself to high ethical standards and be of unquestionable integrity.
5. The Chairman/Vice will be a leader of peers from the sector. (S)He needs to have the recognition and respect of the peers within that sector stemming from his/her work, experience, influence and thought leadership in the said sector.
6. The Chairman/Vice will commit to availing time to attend to KEPSA and Sector board affairs including but not limited to;
  - i) Providing leadership to the secretariat and the sector board
  - ii) Chairing Sector board meetings
  - iii) Forming and overseeing activities of sub-committees
  - iv) Leading activities of the sector board including organizing external meetings and meeting with external parties
  - v) Appearing before parliamentary committees when required to do so.
  - vi) Co-chairing Ministerial stakeholder forums and participating in preceding preparations

- vii) Participating as an active member of and within the KEPSA Governing Council
  - viii) Participating in the Presidential Round Table meetings and preceding preparations
  - ix) Any other PPD (Public Private Dialogue) duties that may be allocated from time to time either by the board or the sector board as a KEPSA leader
7. The Chair so nominated shall convene Sector Board meeting at least once in every quarter. Failure to convene a Sector Board meeting in two consecutive quarters shall lead to the nullification of the Nomination.
  8. The Vice-Chairman shall **only** act in place of the Chairman during his/her absence or inability to act as a Chairman in the Sector. The Vice-Chairman shall exercise and discharge all functions, powers and duties of the Chairman whom he/she represents.
  9. If the Chairman of a Sector vacates office for any reason whatsoever, he/she shall automatically cease to represent the sector in the Governing Council and on any other positions held as the Governor of the Sector board.
  10. A Governor/Sector Chair is not to be a KEPSA Board Member.
  11. The Sector Chairs/Vice must not be individuals employed/ earning a salary in the public sector.
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