



PERFORMANCE CONTRACT

BETWEEN

THE GOVERNMENT OF THE REPUBLIC OF
KENYA THROUGH THE CABINET SECRETARY -
MINISTRY OF EDUCATION

AND

BOARD OF GOVERNORS - NAIROBI TECHNICAL
TRAINING INSTITUTE

FOR THE PERIOD
1ST JULY 2025 - 30TH JUNE 2026

Preamble

This Performance Contract (hereinafter referred to as "Contract") is entered into between the Government of the Republic of Kenya (hereinafter referred to as "GoK") represented by Cabinet Secretary - Ministry of Education of (together with its assignees and successors) of the one part and Board-Nairobi Technical Training Institute (hereinafter referred to as the Board of Governors), (together with its assignees and successors) of P.O. Box 30039 -00100, NAIROBI. of the other part.

WHEREAS;

The Government is committed to ensuring that public offices are well managed and they are effective in delivering quality service to the public in line with the provisions of the Constitution of Kenya;

The Government recognizes that MDAs hold a key role in the implementation of the national priorities in order to improve the quality of life of the citizens and make Kenya globally competitive;

The purpose of this Performance Contract is to establish the basis for ensuring that efficient and effective services are delivered to Kenyans in line with the provisions of the Constitution. MDAs are required to adopt systems that enable innovativeness and adaptability of public services to the needs of users through automation and on-boarding of services on the e-citizen platform.

This Performance Contract therefore represents the basis for continuous performance improvement that meets the needs and expectations of the Kenyan people.

Therefore, the parties hereto agree as follows:

Part I: Statement of Responsibility by the Board of Governors

The Mandate of Nairobi Technical Training Institute is to:

1. Provide relevant and up-to-date technical, vocational, research, and innovation skills for the global market. This includes offering a wide range of training programs, promoting technological innovation, and contributing to Kenya's industrial and technological development.

It is our responsibility to provide the required leadership in designing suitable plans and strategies that will contribute to high and sustainable socio- economic development. It is our undertaking to ensure that the Nairobi Technical Training Institute has a credible Strategic Plan and Performance Contract that will deliver the desired goals.

It is also our undertaking that we will perform our responsibilities diligently and to the best of our abilities to support the achievement of the agreed performance targets.

Part II: Vision Statement, Mission Statement and Strategic Objectives

(a) Vision Statement

A Global Leader in Technical, Vocational, Training, Research and innovation.

(b) Mission Statement

To provide Competent Graduates in Technical, Vocational, Research and Innovation for Global market.

(c) Strategic Objectives

1. To enhance technical training and quality of graduates produced .
2. To increase the infrastructure to accommodate the growing number of students.
3. To enhance the capacity of the staff to deliver on its's mandate.
4. To enhance research and innovation.

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C307_2 - Trainee Gross Enrolment Increased.

In the FY 2025/2026, the Council commits to increasing enrolment by a total of 700 trainees across all departments. This will increase the gross enrolment from the current 7,660 to 8,360 trainees in the FY 2025/2026. This will be achieved through organizing outreach programs and advertisements in newspaper with national reach.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Trainee gross enrolment increased	No.	8360.00	6/30/2026

C307_3 - Examination/ Assessment performance rate increased

In the FY 2025/2026, the Council commits to improving the performance achievement index by 1% from the current 61 % to 62%. This will be achieved through monitoring of class attendance, syllabus coverage and continuous assessments.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Examination/ Assessment performance rate improved	%	62.00	6/30/2026

C307_4 - Female Trainees in SET courses Increased.

In the FY 2025/2026, the Council commits to increasing the number of females enrolled in SET courses from the current 476 to 536 trainees. This will be done through target marketing, outreach to selected girls' schools and career guidance.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Female Trainees Enrolled in SET Courses	No.	536.00	6/30/2026

C307_5 - Strategic Plan Reviewed

In the FY 2025/2026, the Council commits to undertake Mid-term review of the TNNP Strategic Plan for the period FY 2023-2027 to align with the new Polytechnics status and mandate

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Strategic Plan for FY 2023-2027 reviewed	%	100.00	6/30/2026

C307_6 - TVET Greening Implemented

In FY 2025/2026, the Council commits to greening the TVET curriculum by developing Operate Green Hydrogen Plant unit of competency in Chemical and Mechanical Engineering course Level 6.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Operate Green Hydrogen Plant level 6 unit of competency developed	%	50.00	6/30/2026
2.	Five (5) trainees in Operate Green Hydrogen Plant trained.	%	50.00	6/30/2026

C307_7 - Industry Collaboration Established

In the FY 2025/2026, the Council commits to establishing one (1) Industry Collaboration for a course in the Institutional Management Department.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Memorandum of Agreement (1) with the industry signed	%	30.00	6/30/2026
2.	Five (5) trainees placed for attachment in the industry.	%	70.00	6/30/2026

C307_8 - Co-curricular Activities Participated.

In FY 2025/2026, the Council commits to encouraging trainees' participation up to regional level in Co-Curricular Activities at KATTI Drama and Music Festivals.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Regional KATTI Drama Festivals participated	No.	3.00	6/30/2026
2.	Regional KATTI Music Festivals participated	No.	3.00	6/30/2025

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C307_9 - Short Courses Mounted and implemented.

In the FY 2025/2026, the Council commits to mount and implement Two (2) short courses in the Polytechnic one (1) in Institutional Management and the other one (1) in Liberal studies.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Cake baking short course mounted and implemented	No.	1.00	6/30/2026
2.	Counselling psychology short course mounted and implemented	No.	1.00	6/30/2026

C307_11 - Dual Training implemented

In FY 2025/2026, the Council commits to increasing the number of courses on dual training program from the current three (3) to four (4) by on boarding Plumbing Level 4 course in Mechanical and Chemical Engineering Department.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Dual Training in Plumbing Level 4 course implemented	No.	1.00	6/30/2026

C307_14 - Productivity index improved

In the FY2025/2026, the Council commits to improving the Productivity Index established in the FY 2024/2025 by 0.1 from the current 2.4 to 2.5. The Council shall:

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Productivity Index Improved	Index	2.50	6/30/2026

C307_18 - Practical Training in Applied Sciences Enhanced

In the FY 2025/2026, the Council commits to establish a Water Purification Production Unit as a part of its Income Generating Activities (IGA) which will enhance practical training of courses in Applied Sciences Department.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Water purification production unit established	%	50.00	6/30/2026
2.	Trainees trained on conducting water purification and quality tests	%	50.00	6/30/2026

C307_12 - Project Completion Rate

In the FY 2025/2026, the Council commits to completing all the projects in the Project Implementation Matrix by 30th June 2026. (Annex III)

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Project Completion Rate	%	100.00	6/30/2026

C307_13 - Science Technology and Innovation Mainstreaming

In the FY 2025/26 the Council commits to entrench Science Technology and Innovation into its programmes to facilitate the attainment of the national development agenda by ensuring the following:

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Collaborations and Partnerships in RSTI established	%	45.00	6/30/2026
2.	Transfer Technologie(s) and/or innovation(s)	%	55.00	6/30/2026

C307_15 - ICT Integrated in Training

In FY 2025/2026, the Council commits to integrate ICT in training by acquiring Two (2) Smart Board to enhance delivery of curriculum.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Two Smart Boards acquired and installed	%	50.00	6/30/2026
2.	Smart Boards integrated in training and delivery of curricula	%	50.00	6/30/2026

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C307_17 - Course Completion Rate Improved

In FY 2025/2026, the Council commits to conduct a survey to improve the course completion rate in all the polytechnic's programs from the current 89.60% to 90% by assisting trainees apply for HELB, scholarships and undertaking trainee guidance and counselling to help curb drug and substance abuse to assist them complete their studies.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Course Completion Rate Increased	%	90.00	6/30/2026

C307_19 - Tracer Study Conducted

In the FY 2025/2026, the Council commits to conducting one tracer study for the Food and Beverage Production and Service graduates in the Institutional Management department to determine their level of employability.

	Sub-Indicator	Unit of Measure	Target	Completion Date
1.	Tracer study for Food and Beverage Production and Service graduates conducted	No.	1.00	6/30/2026

D. Implementation of Presidential Directives

D1 - Implementation of Presidential Directives

In the FY2025/2026, the Council commits to implementing the Presidential Directives as provided in the Presidential Directive Matrix in Annex IV. In addition, the Council commits to implementing any other directive issued by 30th April, 2026.

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	Presidential directives implemented	%	100.00	6/30/2026

E. Affirmative Action in Procurement

E1 - Access to Government Procurement Opportunities

During the FY 2025/2026 the Council will allocate and award at least 30% (Ksh.59, 371,749.60) of the total value (Ksh. 197,905,832) for the procurement budget for goods and services as provided in the annual procurement plan to youth, women and PWDs as individuals or in organized groups.

At least 2% of the 30% of the budget (Ksh.1, 187,434.99) for procurement of goods and services will be reserved for PWDs.

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	A minimum of 30% of the Annual Procurement Budget allocated for goods and services as provided in the annual procurement plan to youth, women and PWDs	Kshs.	59371749.60	6/30/2026
2.	A minimum of 2% of the 30% Procurement Budget reserved for PWDs	Kshs.	1187434.99	6/30/2026

E2 - Promotion of Local Content in Procurement

In the FY 2025/2026, the Council commits to allocate and actually award at least 40% (Ksh 79,162,332.80) of the total value (Ksh. 197,905,832) of the procurement budget for goods and services produced locally as provided in the annual procurement plan.

In addition, quarterly reports will be submitted to the State Department for industry on the total amount of the procurement budget spent locally on produced goods and services.

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	A minimum of 40% (Ksh 79,162,332.80) of the Annual Procurement Budget allocated and awarded for the procurement budget for goods and services produced locally	Kshs.	79162332.80	6/30/2026

F. Cross - Cutting

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F1 - Asset Management

In the FY 2025/26 Contract Period, the Council commits to carry out the following towards asset management:

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	Verified and updated assets register maintained	%	30.00	6/30/2026
2.	Assets ownership documents acquired	%	30.00	6/30/2026
3.	Idle assets disposed	%	40.00	6/30/2026

F2 - Youth Internships/ Industrial Attachments/ Apprenticeships

In the FY 2025/2026, the Council commits to provide thirty six (36) internship and industrial attachments to the youth during the contract period. This will represent 14% of 250 in-post staff in the polytechnic.

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	Youth engaged in industrial attachment	No.	34.00	6/30/2026
2.	Youth engaged in internship	No.	2.00	6/30/2026

F3 - Competence Development

In the FY 2024/25, the Council undertook Skills Gap Analysis and Training Needs Assessment (TNA) and in FY 2025/26, the Council commits to enhance skills and proficiencies in order to address the career progression of individual employees and improve institutional performance by undertaking the following:

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	Annual staff training projections prepared	%	12.50	9/30/2025
2.	The identified skills gaps and training needs addressed through recruitment, capacity building, training, coaching and mentoring	%	37.50	6/30/2026

3.	Employee Performance Management undertaken by carrying out the following: a) Individual employees' annual performance targets set for FY 2025/26 using the prescribed format by 31st July, 2025 (12.5%) b) Staff Performance Appraisal for all employees undertaken and the appraisal report compiled for the FY 2024/25 by 31st August, 2025 (18.75%) c) An action plan developed and the recommendations emanating from the staff appraisal reports implemented (18.75%)	%	50.00	6/30/2026
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F4 - National Values and Principles of Governance

In order to make National Values and Principles Governance a central rallying ingredient and theme in planning and execution of national policies, programs, projects and activities for improved service delivery, the Council will implement the following four (4) commitments that were provided in the 2024/2025 Annual Presidents Report on National Values and Principles of Governance and submit the required reports;

	Sub-Indicators	Unit of Measure	Target	Completion Date
1.	i)The capacity of institutions and stakeholders in the promotion of national values and principles of governance enhanced; ii)Measures to improve accountability and openness in the management of public institutions implemented; iii)Gender and disability mainstreaming in service delivery upscaled iv)Measures to enhance nationhood and national identity implemented.	%	40.00	6/30/2026
2.	Measures taken and progress achieved in the realization of National Values and Principles of Governance reported	%	60.00	6/30/2026

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ANNEX III: PROJECT IMPLEMENTATION MATRIX

SNo	Project Name	Project Description	Location	Total Estimate Cost	Current Status (status of physical completion)	Allocation for FY 2025/2026	Expected Deliverables (Outputs) for FY 2025/2026
1.	Landscaping in the Polytechnics field and Cabro works	Landscaping the Polytechnics field and laying Cabro works.	The Nairobi National Polytechnic.	20000000.00	0	20000000.00	Field landscaped and Cabro laid.
2.	Furnish and Equip Accommodation facility in Institutional Management.	Acquire equipment and Furnish Accommodation facility in Institutional Management	The Nairobi National Polytechnic	15000000.00	0	15000000.00	Furniture , Equipment procured and Installed.
3.	Upgrading Library management Sytem	Upgrade the TNNP Library Management System by acquiring and Installing KOHA system to enhance delivery of services in the library.	The Nairobi National Polytechnic	2000000.00	0	2000000.00	Library Management System (KOHA) Acquired and Installed.

ANNEX IV: PRESIDENTIAL DIRECTIVES MATRIX

SNo	Directive	Description	Date Issued	Timeline	Total Estimated cost	Allocation for FY 2025/2026	Key Deliverables for FY 2025/2026
1.	Fast-Tracking Implementation of the National Education Management Information System (TVET-MIS).	His Excellency the President directed the Ministry of Education to fast-track the implementation of the National Education Management Information System (TVET-MIS) this will ensure that Kenyan learners have access to quality, reliable and relevant data.	1/5/2018	Continuous	0.00	0.00	Data in TVET MIS quarterly updated.
2.	National Tree Growing Restoration Campaign.	Implement measures to protect the environment and mitigate climate change.	12/22/2022	Continuous	550000.00	550000.00	a) A minimum allocated trees per year totaling to 6,810 grown (70%). b) Key stakeholders mobilized to grow trees, in liaison with the State Department for Forestry (30%).

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3.	Corruption Prevention within Government	H.E the President issued a proclamation on the fight against corruption stating categorically that he will not tolerate corruption in any ranks across the government and committed to personally lead the fight against this vice.	5/23/2023	Continuou s	650000.00	650000.00	i) Anti-bribery and Corruption Mitigation Plan and Procedures Developed (40%) ii) Corruption Mitigation Plan and Procedures Implemented (40%) iii) Capacity Building on Corruption Prevention for Corruption Prevention Committee undertaken (20%)
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