

TSC STAFF RETIREMENT BENEFITS SCHEME

Telephone: **0712658259**
020 2892228

Email: info@tsrbs.or.ke

Website: www.tscrbs.or.ke

Ref: No.TSC/CONF/310/VOL.XXVIII



TSC House, Upper Hill Nairobi
Kilimanjaro Road,
P.O. Box Private Bag 00100
Nairobi

Date: 16th April, 2025

TSC STAFF SUPERANNUATION /RETIREMENT BENEFITS SCHEME ELECTION OF TRUSTEES

To: All Scheme Members

Applications are invited from suitable qualified candidates who are ready to serve as Trustees of the TSC Staff Superannuation/Retirement Benefits Scheme.

The Retirement Benefits Act requires that half ($\frac{1}{2}$) of the members of the Board of Trustees for Defined Contribution Schemes shall be elected by the members.

The second term of three (3) Trustees **George Odawo, Joshua Kamana** and **Erica Kipsoi** expires on 30th June, 2025 and members are therefore expected to elect **three (3) Trustees** to replace them.

The election date has been set as **4th June, 2025** and shall be conducted electronically.

To qualify for nomination for elections, one is expected to meet the following requirements:

1. A Bachelor's Degree from a recognized University.
2. Has served at the level of Job Group 'L' TSC Scale 8 and above;
3. A Clearance certificate from Ethics and Anti-Corruption Commission (EACC);
4. A Certificate of Good Conduct from the National Police Service;
5. A Clearance certificate from Credit Reference Bureau (CRB);
6. Should have served in a position of responsibility for at least 5 years;
7. Experience in management and leadership will be an added advantage.

"YOUR FUTURE SECURED"

TSC STAFF RETIREMENT BENEFITS SCHEME

8. Has not undergone a disciplinary process in the last two years and does not have a pending disciplinary case;
9. Has not been sentenced to imprisonment by a court of competent jurisdiction for a period of six months or more;
10. Has no pending criminal case;
11. Has not been adjudged bankrupt;
12. Was not previously involved in the management or administration of a Scheme which was deregistered due to management failure; and
13. Is not disqualified under any other written law, or his holding office as such is not deemed by the Authority as being detrimental to the Scheme.

Term of office for Trustees

The term of serving as a Trustee is three (3) years renewable once.

Application Process

Interested applicants should download the Candidate Application Form from the Scheme website tscrbs.or.ke, duly fill and attach the documents as per the above requirements (No. 1-5). Those whose Certificate of Good Conduct will not be ready can attach the receipt and have the Certificate submitted on or before **16th May, 2025**.

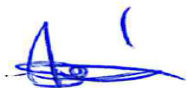
The applications should be delivered to the Office of Director HRM&D, TSC House 1st Floor Tower or sent via the Scheme email: secretarytscsrbs@gmail.com.

Applications should be received not later than **30th April, 2025** at **5.00p.m.**

Note:

Persons aged 35 years and below and Persons Living with Disabilities are encouraged to apply.

Successful applicants will be informed of their eligibility to contest by **16th May, 2025**. They will be allowed to campaign from **23rd May 2025 to 3rd June 2025**.



S. K. MWITI (MRS)
SECRETARY BOARD OF TRUSTEES
TSC STAFF RETIREMENT BENEFITS SCHEME