

Why a legal framework is necessary for the secretarial profession in Kenya

To achieve this objective, the association continuously engages in extensive member education through workshops, conferences, seminars and training programmes.

Non-recognition as professionals, harassment and lack of career growth a sore point

The Kenya National Secretaries Association (KENASA) is a professional body for secretaries, both in the public and private sector. Its main objective is to create a forum for secretarial professionals to interact and deliberate on issues affecting them in regard to standards, ethics and professionalism.

To achieve this objective, the association continuously engages in extensive member education through workshops, conferences, seminars and training programmes.

Analysing the postmortem results of the various forums held by the association in the past, a number of issues were raised by members ranging from non-recognition as professionals, harassment by work colleagues, stagnation in career progression, non-standardised promotions, etc.

With current policies and career guidelines on centralisation of human resources, particularly in the civil service, it has become difficult for the Administrative Services Personnel Unit under the State Department of Public Service, Youth and Gender Affairs to adequately deal with challenges facing

secretarial professionals.

The drive for a legal framework is necessitated by the following factors: Changing roles of secretaries, technological advancements, conventions of the International Labour Organisation, market situations both locally and internationally, business process re-Engineering, economic, political, and legal pressures and other government policies affecting secretaries directly and indirectly.

It is against this background that the leadership of the association has, for the past one year, embarked on sensitising members on the need for the association to be established through an Act of Parliament. This will provide a legal framework for which all the above issues will be addressed appropriately.

During the 6th Annual General Meeting to be held on 1st April 2016, the National Executive Committee will front a resolution request with a view to seek approval of the Draft Office Administrators Bill.

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