

CPD CALENDAR OF EVENTS -2023
'TOWARDS PROFESSIONAL EXCELLENCE 2023'

DATE	TOPIC	PLACE	UNITS	COST
11 th January 2023 2.00pm – 3.30pm	Oil, Gas & the Extractive Industry: <i>Investments and Community Benefits</i>	VIRTUAL	1	1,500
13 th January 2023 8.30am – 2.30pm	Environmental Law and Climate Change: <i>Evolving practice and litigation.</i> a) Environmental litigation in the face of rising concerns on climate change: the Advocate's digest b) A review of EMCA, its implementation and challenges: The case for reforms. c) Ten Years of Environment and Land Court: Hits and misses.	NAIROBI	2	4,500
13 th January 2023 2.00pm – 3.30pm	Small Claims Court Processes: <i>The gains and the misses.</i>	VIRTUAL	1	1500
18 th January 2023 2.00pm – 3.30pm	Land Law and Conveyancing: <i>The elephant in the room.</i>	VIRTUAL	1	1,500
20 th January 2023 8.30am-3.30pm	Land Law and Conveyancing: <i>Confronting the elephant in the room.</i> a) Post 2010 Constitution: A general Survey of land laws and conveyancing in Kenya b) Land Administration and conveyancing: The missing link: c) Adverse Possession and conveyancing: From originating suits to effecting land ownership	MOMBASA	2	4,500
20 th January 2023 2.00pm – 3.30pm	Strategic Criminal Litigation: <i>From investigation, decision to charge, hearing and sentencing</i>	VIRTUAL	1	1,500

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25 th January 2023 2.00pm – 3.30pm	Planning and Construction: <i>A perspective from the National Construction Authority.</i>	VIRTUAL	1	1,500
27 th January 2023 8.30am-3.30pm	Trial Advocacy: <i>The art, writing, and oral skills for effective lawyering in a trial process.</i> a) The Criminal Trial process: Examining the state of investigations, the decision to charge and the charge sheet. b) The Oral and written skills in leading Evidence in the criminal trial: Experiences and lessons learnt. c) The Bench guidelines: A quest for effective Criminal Trial process.	NANYUKI	2	4,500
27 th January 2023 2.00pm – 3.30pm	Employment Law: <i>Jurisprudence post CoK 2010.</i>	VIRTUAL	1	1,500
3 rd February 2023 8.30am-3.30pm	Land Law and Conveyancing: <i>Confronting the elephant in the room.</i> a) Post 2010 Constitution: A general Survey of land laws and conveyancing in Kenya b) Land Administration and conveyancing: The missing link: c) Adverse Possession and conveyancing: From originating suits to effecting land ownership.	NAIROBI	2	4,500
3 rd February 2023 2.00pm – 3.30pm	Supreme Court Jurisprudence: <i>A case of Kenyan Sagacity?</i>	VIRTUAL	1	1,500
8 th February 2023 2.00pm – 3.30pm	Economic Crimes: <i>Facing the challenges of technology and digital age.</i>	VIRTUAL	1	1,500
10 th February 2023 8.30am-3.30pm	Environmental Law and Climate Change: <i>Evolving practice and litigation.</i>	NAKURU	2	4,500

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	<ul style="list-style-type: none"> a) Environmental litigation in the face of rising concerns on climate change: The Advocate's digest b) A review of EMCA, its implementation and challenges: The case for reforms. c) Ten Years of Environment and Land Court: Hits and misses. 			
10 th February 2023 2.00pm – 3.30pm	Regional Practice: <i>Cross Border Practice, Opportunities and Challenges</i>	VIRTUAL	1	1,500
15 th February 2023 2.00pm – 3.30pm	Professional Life: <i>Examining the Advocate's scale of work life balance in Kenya.</i>	VIRTUAL	1	1,500
17 th February 2023 8.30am-3.30pm	<p>Law on Trusts: <i>implications on practice and drafting of Deeds.</i></p> <ul style="list-style-type: none"> a) Developments on the law of Trusts in Kenya: Implications and lessons. b) Drafting, registering, and incorporating Trusts in Kenya: An Advocate's guide. c) Corporate Governance and the law of Trusts: A review of the case law. 	ELDORET	2	4,500
17 th February 2023 2.00pm – 3.30pm	Company Law: <i>Threshing the regulatory environment post insolvency law.</i>	VIRTUAL	1	1,500
22 nd February 2023 2.00pm – 3.30pm	Alternative Dispute Resolution: <i>Enforcement of arbitral awards</i>	VIRTUAL	1	1,500
24 th February 2023 8.30am-3.30pm	<p>Reforms in Civil Litigation and Small Claims Court Processes: <i>Opportunities and challenges.</i></p> <ul style="list-style-type: none"> a) A peep from the bar: have the small claims courts made a difference? b) The Lessons learnt from Dispute resolution: the case for reforms in the civil procedure. 	MERU	2	4,500

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	c) Social Media and Professional Ethics: Taming the ghost for improved bar and bench relations.			
24 th February 2023 2.00pm – 3.30pm	Emerging Areas of Practice: <i>Film and Television law in Kenya</i>	VIRTUAL	1	1,500
3 rd March 2023 8.30am-3.30pm	Sectional Properties: <i>Confronting the ghosts from the past.</i> a) A Comparative analysis of the Sectional Property Act 1987 and Sectional Property Act 2020. b) The challenges and opportunities under the Sectional Property 2020: Experiences and lessons learnt. c) Ardhi Sasa: Technology and land management processes.	NAIROBI	2	4,500
3 rd March 2023 2.00pm – 3.30pm	Legal Drafting: <i>Being aware and loyal to the nightmare of choice.</i>	VIRTUAL	1	1,500
8 th March 2023 2.00pm – 3.30pm	Intellectual Property Rights and music artists: <i>Confronting the instantaneous and predatory nature of social media.</i>	VIRTUAL	1	1,500
8 th -10 th March 2023	Devolution and the law: <i>A peep into the past to inform quality of legislation in the Counties.</i>	NAIVASHA	4	50,000
10 th March 2023	Criminal Justice Legislations & Practices: <i>Sexual offenders in the face of the emerging jurisprudence.</i> a) The Sexual offences Act: Experiences and case law b) From complaints, investigations, and prosecution: experiences and suggested reforms in SGBV case management c) Gender desks in respective departments: The hits and misses.	KISUMU	2	4,500

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15 th March 2023 2.00pm – 3.30pm	Family Law: <i>marriage and matrimonial property issues</i>	VIRTUAL	1	1,500
MARCH DATES TBA	ANNUAL GENERAL MEETING (AGM)	TBA	1	FREE
12 th April 2023 2.00pm – 3.30pm	Technology and the Law: <i>Efficacious Advocacy in the digital age</i>	VIRTUAL	1	1,500
14 th April 2023 8.30am-3.30pm	Law and Practice in the Financial Services Sector: <i>The Regulatory role of Central Bank in the face of the Cryptocurrency dealings in Kenya</i> a) Cryptocurrencies and the rise of Fraud in the financial sector: Lessons from Commonwealth and Kenya b) Regulatory response to the emergence and growth of Cryptocurrencies: Is Kenya on course? c) Block Chain Technology: An enabler or smokescreen, in criminal litigation in the financial sector?	NAIROBI	2	4,500
19 th April 2023 2.00pm – 3.30pm	Management of the Law Firm: <i>Authentic professionalism in the law firm</i>	VIRTUAL	1	1,500
21 st April 2023 8.30am-3.30pm	Family Law: <i>Marriage and matrimonial property issues</i> a) Family Law in Kenya: The gains and the challenges b) The Matrimonial Property Act, 2013: dissecting the case law on matrimonial property. c) Succession Act Cap 160: it is time for Reforms.	BUNGOMA	2	4,500
21 st April 2023 2.00pm – 3.30pm	Competition Law: <i>Emerging tension between traditional and mobile banking (MPESA story)</i>	VIRTUAL	1	1,500
21 st April 2023 8.30am-3.30pm	Strategic Criminal Litigation: <i>From investigation, decision to charge, hearing and sentencing</i>	NAROK	2	4,500

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26 th April 2023 2.00pm – 3.30pm	The Children Act 2022: <i>A new dawn for the child in Kenya</i>	VIRTUAL	1	1,500
28 th April 2023 8.30am-3.30pm	Legal Drafting: <i>Being aware and loyal to the nightmare of choice.</i> a. Drafting of complaints: the cry from the bar and the bench b. Drafting contracts in the Film and TV industry: Dos and don'ts. c. Sale Agreements: Experiences from land transactions in Kisii.	KISII	2	4,500
28 th April 2023 2.00pm – 3.30pm	Telecommunications and the Law: <i>The protection of Privacy vs promotion of Public Interest in legislation.</i>	VIRTUAL	1	1,500
5 th May 2023 8.30am-3.30pm	Intellectual Property Rights: <i>The legal impact on the Music Artist, Performing Artist, and the Writers in the face of instantaneous social media.</i> a) The state of the law and music producers: the case for gaining from Intellectual Assets b) Contractual obligations in the Film and TV Industry: enhancing the intellectual rights for Performing Artists. c) Protecting creative artists in the face of instantaneous social media tools.	NAIROBI	2	4,500
10 th May 2023 2.00pm – 3.30pm	Emerging Legislation and Policies: <i>The legal philosophy informing the policy and legislative agenda in the National Assembly in the past 7 Years.</i>	VIRTUAL	1	1,500
12 th May 2023 8.30am-3.30pm	Land Law and Conveyancing: <i>Confronting the elephant in the room.</i> a) Post 2010 Constitution: A general Survey of land laws and conveyancing in Kenya b) Land Administration and conveyancing: The missing link:	EMBU	2	4,500

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	c) Adverse Possession and conveyancing: From originating suits to effecting land ownership.			
17 th May 2023 2.00pm - 3.30pm	Maritime Law and the Blue Economy: <i>The legal practitioner's guide to the emerging opportunities</i>	VIRTUAL	1	1,500
19 th May 2023 8.30am-3.30pm	Family Law: <i>Marriage and matrimonial property issues</i> a) Family Law in Kenya: The gains and the challenges b) The Matrimonial Property Act, 2013: dissecting the case law on matrimonial property. c) Succession Act Cap 160: it is time for Reforms.	MACHAKOS	2	4,500
24 th May 2023 2.00pm - 3.30pm	Constitutional Law Aspects: <i>Freedom of Speech, Press, Association and Religion.</i>	VIRTUAL	1	1,500
26 th May 2023	Mental Health and Wellness: <i>As A person thinketh.</i> a) The power of positive thinking: The Advocate's companion b) Work Life Balance: Coping with Family, managing the law firm, and the economy. c) Alcohol and substance abuse: Excuse me, we are professionals!	KERICHO	2	4,500
31 st May 2023 2.00pm - 3.30pm	Health, Law, and Wellness: <i>We are a product of the society around us!</i>	VIRTUAL	1	1,500
2 nd June 2023 8. 30am-3.30pm	Technology and the Law: <i>Efficacious Advocacy in the digital age</i> a) Understanding the Judiciary integrated System: Experiences and opportunities. b) Criminal litigation to the next level: how to prepare, lead and cross examine witnesses online. c) Taking Virtual processes seriously: The essential tools for the practicing advocate.	NAIROBI	2	4,500

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9 th June 2023 8. 30am-3.30pm	Legal Drafting: <i>Being aware and loyal to the nightmare of choice.</i> a) Drafting of complaints: the cry from the bar and the bench b) Drafting contracts in the Film and TV industry: Dos and don'ts. c) Sale Agreements: Experiences from land transactions in Kisii.	KITALE	2	4,500
9 th June 2023 8. 30am-3.30pm	Management of the Law Firm: <i>Authentic professionalism in the law firm.</i> a) The Advocate, Mentor and leader: Revisiting role modelling in the legal profession. b) Professional Ethics and code of conduct for advocates: keeping the faith c) Employment law, the tax man and the LSK: We can't breathe?	NYAHURURU	2	4,500
14 th June 2023 2.00pm - 3.30pm	Law on Trusts: <i>implications on practice and drafting of Deeds.</i>	VIRTUAL	1	1,500
16 th June 2023 8.30am-3.30pm	Trial Advocacy: <i>The art, writing, and oral skills for effective lawyering in a trial process.</i> a) The Criminal Trial process: Examining the state of investigations, the decision to charge and the charge sheet. b) The Oral and written skills in leading Evidence in the criminal trial: Experiences and lessons learnt. c) The Bench guidelines: A quest for effective Criminal Trial process.	KAKAMEGA	2	4,500

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21 st June 2023 2.00pm – 3.30pm	Gender and the Law: <i>The elusive legal and constitutional imperative.</i>	VIRTUAL	1	1,500
23 rd June 2023 8.30am-3.30pm	Trial Advocacy: <i>The art, writing, and oral skills for effective lawyering in a trial process.</i> a) The Criminal Trial process: Examining the state of investigations, the decision to charge and the charge sheet. b) The Oral and written skills in leading Evidence in the criminal trial: Experiences and lessons learnt. c) The Bench guidelines: A quest for effective Criminal Trial process.	THIKA	2	4,500
28 th June 2023 2.00pm – 3.30pm	Immigration and Regional Integration: <i>Reimagining the cross-border practice and challenges.</i>	VIRTUAL	1	1,500
29 th June 2023	Induction Course: <i>Unlocking the professional Career: The Advocate's basic tool kit (Phase 1: Induction Course for newly Admitted advocates).</i>	NAIROBI	TBA	2,500
30 th June 2023 8.30am-3.30pm	Environmental Law and Climate Change: <i>Evolving practice and litigation</i> a) Environmental litigation in the face of rising concerns on climate change: the Advocate's digest. b) A review of EMCA, its implementation and challenges: The case for reforms. c) Ten Years of Environment and Land Court: Hits and misses.	MOMBASA	2	4,500
7 th July 2023 8.30am-3.30pm	The Children Act 2022: <i>A new dawn for the child in Kenya</i> a) A peep into the Children Act 2022: What has changed?	HOMABAY	2	4,500

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	<ul style="list-style-type: none"> b) The Judiciary and the State of the Children and the law: Where are we at? c) Experiences from the bar: Practice and enforcement of the Children’s rights. 			
7 th July 2023 8.30am-3.30pm	<p>Taxation and Finance Laws: <i>The Advocate and compliance issues as we give to Caesar.</i></p> <ul style="list-style-type: none"> a) Application of Tax laws: The Advocate’s guide. b) The Tax compliant firm: Lessons from a success story. c) Proceeds of Crime and Money Laundering Laws (POCAML A): Practice challenges and opportunities. 	KERUGOYA	2	4,500
12 th July 2023 2.00pm – 3.30pm	<p>Public International Law: <i>An Examination of the Law of Treaties.</i></p>	VIRTUAL	1	1,500
12 th – 14 th July 2022	<p>Economic Crimes, Fraud and Money Laundering: <i>The role of the Anti-corruption agencies.</i></p>	KISUMU	4	50,000
14 th July 2023	<p>The Children Act 2022: <i>A new dawn for the child in Kenya</i></p> <ul style="list-style-type: none"> a) A peep into the Children Act 2022: What has changed? b) The Judiciary and the State of the Children and the law: Where are we at? c) Experiences from the bar: Practice and enforcement of the Children’s rights. 	NAIROBI	2	4,500
AUGUST 2023 DATES TBA	ANNUAL CONFERENCE	TBA	4	TBA
24 th and 25 th August 2023 8.30am-3.30pm	<p>Taxation and Finance Laws: <i>Equipping the practitioner and the manager of the law firms in matters Tax.</i></p>	NAIROBI	4	8,000

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1 st September 2023 8.30am-3.30pm	Alternative Dispute Resolution: a) Drafting effective ADR clauses. b) Being effective Counsel in mediation. c) Mainstreaming Alternative Justice Systems (AJS) practice.	KITUI	2	4,500
1 st September 2023 2.00pm - 3.30pm	Procurement Law: <i>Re-emerging Jurisprudence</i>	VIRTUAL	1	1,500
8 th September 2023 8.30am-3.30pm	Law on Trusts: <i>implications on practice and drafting of Deeds.</i> a) Developments on the law on Trusts in Kenya: Implications and lessons. b) Drafting, registering, and incorporating Trusts in Kenya. c) Corporate Governance and the law of Trusts: The state and place for reforms.	NAKURU	2	4,500
8 th September 2023	Mental Health and Wellness: <i>As A person thinketh.</i>	VIRTUAL	1	1,500
13 th September 2023 2.00pm - 3.30pm	Legal Audits and Compliance: <i>Towards Accountability for effectiveness.</i>	VIRTUAL	1	1,500
14 th and 15 th September 2023 8.30am-3.30pm	Alternative Dispute Resolution a) Drafting effective ADR clauses. b) Being effective Counsel in mediation c) Mainstreaming Alternative Justice Systems (AJS) practice. d) Challenges to the arbitral tribunal, the award, and the role of court.	NYERI	4	8,000
15 th September 2023	Trial Advocacy: <i>The art, writing, and oral skills for effective lawyering in a trial process.</i>	VIRTUAL	1	1,500

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20 th September 2023 2.00pm – 3.30pm	Environmental Law and Climate Change: <i>Evolving practice and litigation.</i>	VIRTUAL	1	1,500
21 st September 2022 (A Half Day Golf event)	Senior Lawyers: <i>Reconnecting, Re-energizing Rekindling the passion for the Law Target (Lawyers of 25years and above in practice)</i>	NAIROBI	2	10,000
22 nd September 2023 8.30am-3.30pm	Land Law and Conveyancing: <i>Confronting the elephant in the room.</i> a) Post 2010 Constitution: A general Survey of land laws and conveyancing in Kenya b) Land Administration and conveyancing: The missing link. c) Adverse Possession and conveyancing: From originating suits to effecting land ownership.	ELDORET	2	4,500
22 nd September 2023	Capital Gains Tax: <i>Developments at Practice.</i>	VIRTUAL	1	1,500
25 th - 29 th September 2023	LEGAL AWARENESS WEEK	COUNTRYWIDE	1	FREE
6 th October 2023 8.30am-3.30pm	Tribunals and Quasi-Judicial Bodies: <i>Practice and case law.</i> a) A General survey of the Tribunals and state of play b) Rent Restriction Tribunal: Lessons and challenges c) Disputes and adjudication on Procurement irregularities: Practice and lessons learnt	NAIROBI	2	4,500
6 th October 2023	Access to Information: <i>The Law, the Processes and Reality.</i>	VIRTUAL	1	1,500
11 th October 2023 2.00pm – 3.30pm	Competition Law: <i>Emerging tension between traditional and mobile banking (MPESA story).</i>	VIRTUAL	1	1,500

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13 th October 2023 8.30am-3.30pm	Law on Trusts: <i>implications on practice and drafting of Deeds.</i> a) Developments on the law on Trusts in Kenya: Implications and lessons. b) Drafting, registering, and incorporating Trusts in Kenya. c) Corporate Governance and the law of Trusts: The state and place for reforms.	MOMBASA	2	4,500
13 th October 2023 2.00pm - 3.30pm	Insurance Law: <i>The Regulator, the players and the assured persons, a melting pot?</i>	VIRTUAL	1	1,500
18 th October 2023 2.00pm - 3.30pm	Environmental, Social and Governance: <i>Emerging practice and challenges in East Africa.</i>	VIRTUAL	1	1,500
17 th to 19 th October 2023	Governance and Legal Audits: <i>Fit for purposes corporate citizens.</i>	MALINDI	4	50,000
25 th October 2023 2.00pm - 3.30pm	Elections and the law: The legal and Compliance challenges in the electoral process in Kenya.	VIRTUAL	1	1,500
27 th October 2023 8.30am-3.30pm	Land Law and Conveyancing: <i>Confronting the elephant in the room.</i> a) Post 2010 Constitution: A general Survey of land laws and conveyancing in Kenya. b) Land Administration and conveyancing: The missing link c) Adverse Possession and conveyancing: From originating suits to effecting land ownership.	MACHAKOS	2	4,500
27 th October 2023 2.00pm - 3.30pm	Retirement Benefits: <i>Is the Advocate ready for retirement?</i>	VIRTUAL	1	1,500
1 st November 2023 2.00pm - 3.30pm	Entertainment and Sports Law: <i>A Review of the legal and practice opportunities.</i>	VIRTUAL	1	1,500

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9 th - 12 th November 2023	DEVELOPMENT OF THE CPD CALENDAR 2024			
8 th November 2023 2.00pm – 3.30pm	Privatization and Public Private Partnerships: <i>Opportunities and challenges for the legal practitioner.</i>	VIRTUAL	1	1,500
10 th November 2023 8.30am-3.30pm	Law on Trusts: <i>implications on practice and drafting of Deeds.</i> a) Developments in the law of Trusts: Implications and lessons. b) Drafting, registering, and incorporating Trusts in Kenya. c) Corporate Governance and the law of Trusts: The state and place for reforms.	NAIROBI	2	4,500
10 th November 2023	Law Reform: <i>Highlights of New Legislation and Regulations.</i>	VIRTUAL	1	1,500
15 th November 2023 2.00pm – 3.30pm	Courtroom Skills: <i>The Effective advocate.</i>	VIRTUAL	1	1,500
17 th November 2023 8.30am – 3.30pm	Maritime Law and the Blue Economy: <i>The legal practitioner’s guide to the emerging opportunities.</i> a) Practice Opportunities and new horizons: Unpacking the Maritime law and the Blue Economy. b) Unpacking the Convention on the territorial Sea and the Contiguous Zone c) National Oceans and Fisheries Policy, 2008: A review of legislation and compliance.	KISUMU	2	4,500
17 th November 2023	Succession Law: <i>Estate Planning.</i>	VIRTUAL	1	1,500

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DATES TBA	EALS CONFERENCE			TBA
29 th November 2023 2.00pm – 3.30pm	E-Commerce: <i>The Future is here.</i>	VIRTUAL	1	1,500
29 th November 2023 8.30am -3.30pm	In-House Practice: <i>The evolving role of the in-house counsel in data protection.</i> a) How to conduct a Data Privacy Audit. b) How can In House Counsel assist in the operationalization of the Data Protection Laws, especially when dealing with external vendors? c) Handling cross border transactions for organizations with subsidiaries/affiliate companies in countries with weaker Data Protection laws than Kenya	NAIROBI	2	4,500
1 st December 2023 8.30am -3.30pm	Special Economic Zones: <i>Opportunities and challenges for the legal practitioner.</i> a) Special Economic Zones – The legal framework. b) The role of a lawyer in establishing Special Economic Zones. c) Procedure for operationalization of a Special Economic Zones Enterprises in Kenya.	NAIROBI	2	4,500
1 st December 2023 2.00pm – 3.30pm	Data Protection: <i>The evolving legislation and the implication for the legal practitioner.</i>	VIRTUAL	1	1,500
7 th & 8 th December 2023 8.30am-3.30pm	Maritime Law and the Blue Economy: <i>The legal practitioner's guide to the emerging opportunities.</i> a) Practice Opportunities and new horizons: Unpacking the Maritime law and the Blue Economy. b) Unpacking the Convention on the territorial Sea and the Contiguous Zone c) National Oceans and Fisheries Policy, 2008: A review of legislation and compliance.	MALINDI	4	8,000

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13 th December 2023 2.00pm – 3.30pm	Media Laws and Practice: <i>A Review of legislation and practice post Constitution of Kenya 2010.</i>	VIRTUAL	1	1,500
15 th December 2023 8.30am-3.30pm	Induction Course: Effective Advocacy: Client and case management (Phase II of the induction Course).	NAIROBI	TBA	2,500
15 th December 2023 2.00pm – 3.30pm	Client Care: <i>The King deserves utmost loyalty.</i>	VIRTUAL	1	1,500

- ❖ Every application for an Annual Practicing Certificate shall be accompanied by proof that the applicant has secured five units of Continuing Professional Development during the previous practice year out of which two units must be from program run by the LSK CPD committee.
- ❖ This Calendar does not include Courses offered by independent accredited CPD providers.
- ❖ CPD Charges are Kshs. 4,500 for a one-day seminar and Kshs. 8000/- for a two-day seminar. Advocates of 3 years and below (popularly referred to as THE YOUNG LAWYERS) will pay Kshs. 3500 for a one-day seminar and Kshs. 6,500 for a two-day seminar.
- ❖ The two Induction Courses are compulsory for all newly admitted advocates.
- ❖ The charges for the Compulsory Course (Induction Course) for the Newly Admitted Advocates will be as follows:
 - I) Newly admitted advocates (0-1 year) - Kshs. 2,500/-
 - *Strictly for lawyers of 0–1 year post admission to the Bar.
- ❖ The deadline for all CPD seminar registration/payments shall be **5.00 pm** two days prior to the seminar date. Therefore, all seminars scheduled to take place on **Friday will have the registration deadline at 5.00pm on Wednesday** and those seminars scheduled to take place on **Thursday and Friday will have the deadline on Tuesday at 5.00 pm**. No payments shall be accepted after the said deadline.
- ❖ **Cancellation** or transfer of (payments) requests must be made in writing (e-mail or letter) and reach LSK office at least 24 hours before the date of the seminar. Cancellations done after the expiry of 24 hours or after the event will not be granted. The amount paid is non-refundable, but the funds can only be transferred to any upcoming event of your choice within the calendar year. Indicate the seminar you wish the payment to be allocated to at the time of cancellation.
- ❖ All cancellations/transfer of payments for CPD seminars should be in writing addressed to the account’s office or via email (lsk@lsk.or.ke)
- ❖ The presentations for the sessions on this calendar will be available to the membership on their accounts. Go to online.lsk.or.ke, log in and go to CPD points and downloads.
- ❖ All CPD Seminars scheduled for two consecutive days will run from 8:30am – 3:30pm. Participants earn the full points on attending both days.

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- ❖ The registration desk at all CPD Seminars, Lectures and Events will close 30 minutes after the scheduled time for the start of the Seminar, Lecture or Event. The Secretariat will strictly enforce the time limit to guarantee punctuality.
- ❖ Any member who attends events facilitated by other independent institutions accredited by the Law Society of Kenya shall be awarded the requisite CPD Unit(s) after the said institutions forwards the list of participants to the CPD Directorate accompanied by a fee of Kes.1000.
- ❖ Any member who wishes to be exempted from attending CPD Events must make an application to the Law Society of Kenya giving reasons why they should be exempted, and the application must be accompanied by documentary evidence and a non-refundable fee of Kshs. 1,000/- for each application year.
- ❖ Any member wishing to present or facilitate at any of the above sessions should contact the CPD Directorate on the email cpd@lsk.or.ke. All CPD speakers are expected to submit to the Directorate a full text of their presentation (Microsoft word, 5000 words, well referenced with foot notes) within two weeks before making the presentation.
- ❖ Any changes to this calendar will be communicated to the membership via email and the Newsletter.