



# COUNCIL OF LEGAL EDUCATION NEWSLETTER

June 2025 Issue



JUNE  
ISSUE

## INSIDE THE ISSUE

Assessment of ATP

Induction of New Staff

Enhancing Productivity At CLE: A Strategic  
Commitment

Annual Staff Sensitization

Driving Digital Transformation at CLE

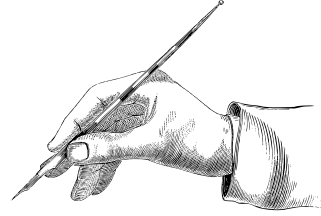




# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## JUNE 2025 ISSUE



Welcome to the 10th Issue of the CLE Monthly Newsletter!

This 10th edition of our newsletter marks a significant milestone for the CLE's newsletter edition. It signifies the consistency, growth, and commitment that we have put into ensuring that you, our readers, are well informed. We take this opportunity to thank all our readers and contributors for their continued support.

In this issue, we highlight several important developments within CLE. We take an in-depth look at the assessment process in the Advocates Training Programme (ATP), including its origin, types of examinations, marking, remarking, grading procedures, and qualifications of examiners. Additionally, we share insights on strategies we have put in place aimed at enhancing productivity across the institution, the recent Annual Staff Sensitization Forum, and the measures being implemented to drive digital transformation in our operations. Finally, we briefly highlight the staff induction recently conducted, which is designed to strengthen institutional capacity and promote a culture of excellence within the organization.

"*The Light in June*" is a poem that reflects on the significance of June across history, geography, and institutional life. It celebrates June's natural phenomena, the solstices in the North and South, recalls the historic Juneteenth marking the end of slavery in the United States, and highlights June as the close of Kenya's financial year. It concludes by noting the Council's introspective efforts to review policies and strengthen its mandate through sensitization and training initiatives.

Wishing you an insightful read!





# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## ASSESSMENT IN ATP

By Peter Kipyegon



### Assessment

Any one of the ways of collecting data about a candidates' level of knowledge, skills and competencies as determined in the learning objectives.

### Why Assess?

- Assessment is the most common way of collecting data about achievement of the learning objectives.
- It is also a way to obtain feed back on the success of a programme or curriculum.

### Test or Examination?

- A **test** is generally shorter and can be less formal, often used for quick assessments or quizzes.
- An **exam** is more comprehensive and formal, used for major assessments that may determine academic progression or professional certification.

## What is Assessment?

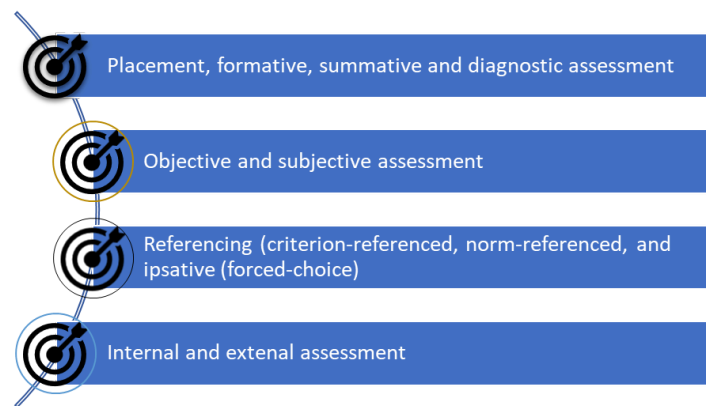
Assessment refers to one or more of the means through which data on knowledge, skills, beliefs, as well as attitudes, are collected and used to improve student learning. Assessment, in education and training, is mostly conducted through examining a candidate's work in order to obtain data about achievement and accomplishment of the desired educational or programme goals. Assessment, therefore, involves the administration of an examination or a test to a candidate.

## Origin of Assessment

Sitting an examination is one of those adrenaline moments. However, millions of students all over the world still take examinations every day. So, where did examinations or assessments in education come from? The written examinations were first used in the year 605 in China, during the reign of the Sui dynasty.

## Types of Assessment

Depending on the use of the assessment data collected, the following are the various forms of assessment.



## Marking and Grading of the ATP Examination

The Advocates' Training Programme (ATP) is a nine (9)-month postgraduate diploma designed to enhance practical lawyering skills. Apart from ATP 106 Legal Practice Management, all the other eight courses are units in various areas of law.

Each ATP examination lasts for three (3) hours. The written examination is administered under controlled conditions, as per the existing examination policy guidelines. In addition to sitting and passing the written examination, a candidate is required to undertake a six-month pupillage programme under the apprenticeship of a qualified advocate of good professional standing.

Marking and grading of the ATP examination is conducted by qualified professionals whose academic and ethical standards are beyond reproach.



# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

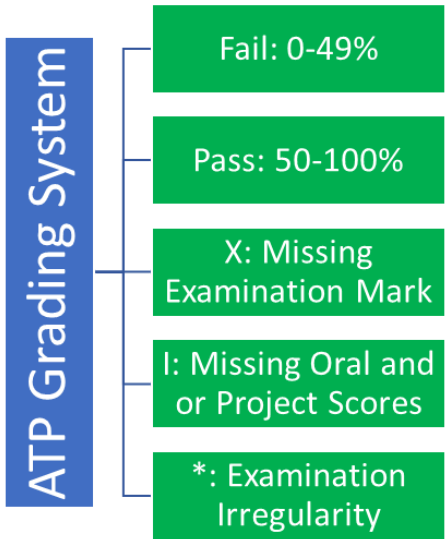
cont.

## Qualifications of ATP Examination Markers and Re-markers

Academic Qualification	<ul style="list-style-type: none"><li>At least a Masters Degree in Law or any other relevant area (HR,OP,ACC)</li><li>Post graduate Diploma from the Kenya School of Law.</li></ul>
Professional Qualification	<ul style="list-style-type: none"><li>At least Seven Years of relevant experience either in practice or academia.</li></ul>
Other Relevant Requirements	<ul style="list-style-type: none"><li>Ability to mark at least three ATP examination units.</li><li>Experience in the marking of other professional examination</li></ul>

The ATP examination is either a pass or a fail examination. Unlike the general achievement examinations, which are mostly normative, the ATP examination is a practical professional examination that has a unique and strict grading system.

## The ATP Grading System

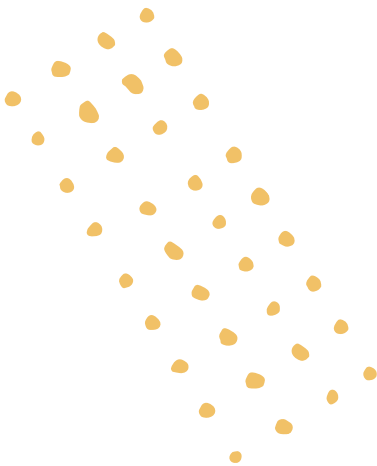


Assessment in a professional examination differs from the manner in which it is done in an achievement examination. This is because assessment and grading in professional examinations are done on the basis of a standard of attainment of specific skills and competence. These standards, skills, and competencies are technically referred to as the criterion, hence the criterion-referenced assessment.

This, therefore, means that the pass mark in a professional examination is predetermined with no chance of varying it to the advantage of any candidate. On the other hand, the pass mark in an achievement examination is often dependent on the general performance of all the test takers.

## Re-marking of the ATP examination

The marking process of the ATP examination is carefully designed to be as fair as possible to all candidates. However, if a candidate feels that the examination mark awarded to them does not represent the work done, then they can apply to have the paper re-marked.



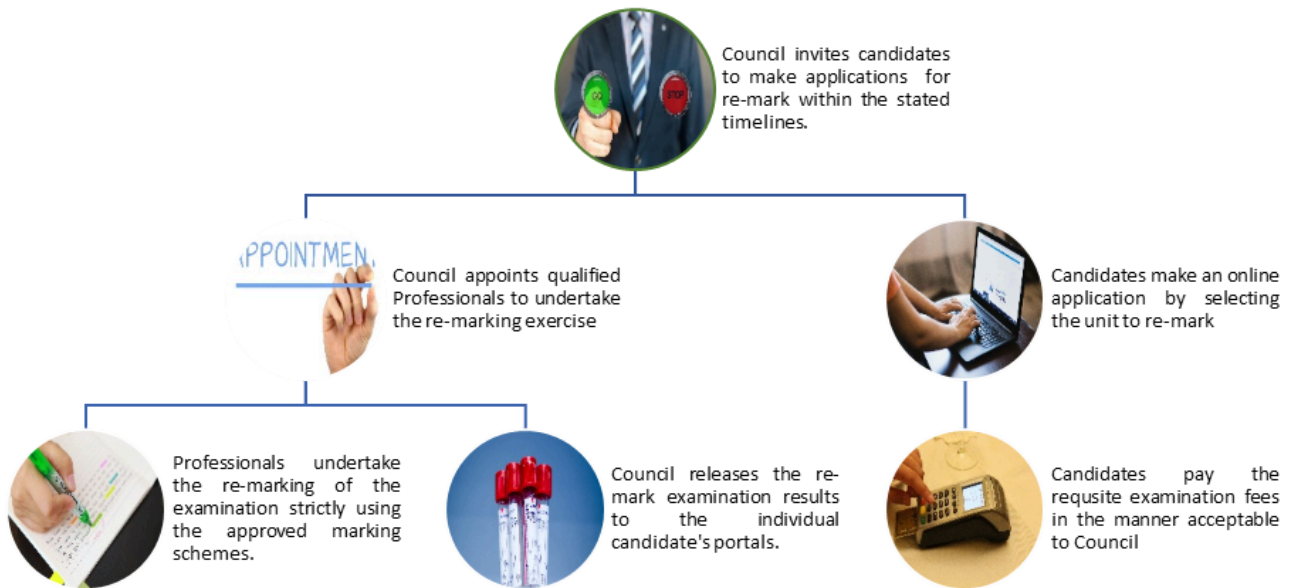


# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

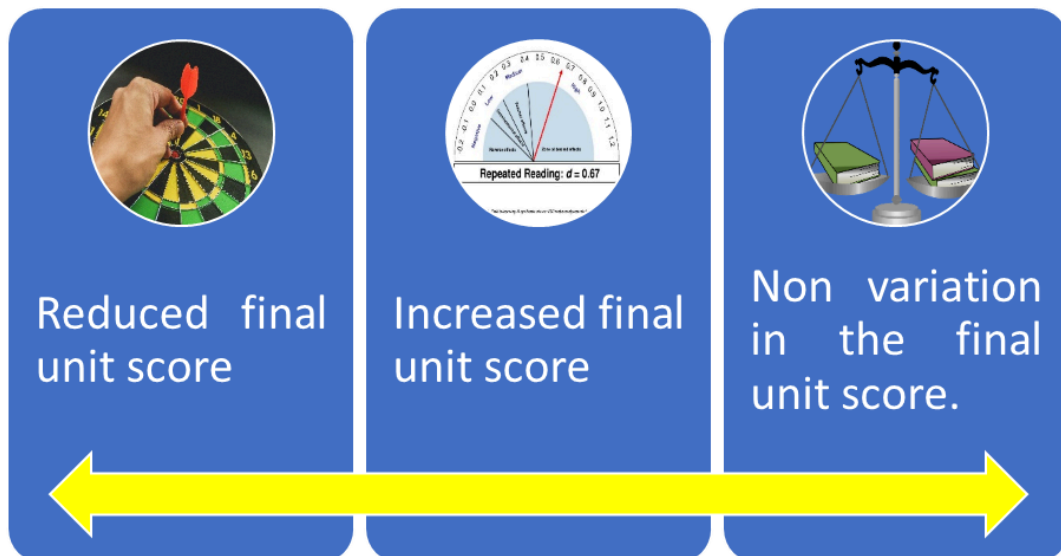
cont.

## Remarking Process



The remarking process is a second marking. Hence, re-marking has the potential of any one of the following three outcomes, which every applicant should be aware of.

ATP Examination Re-marking, the possible outcomes.





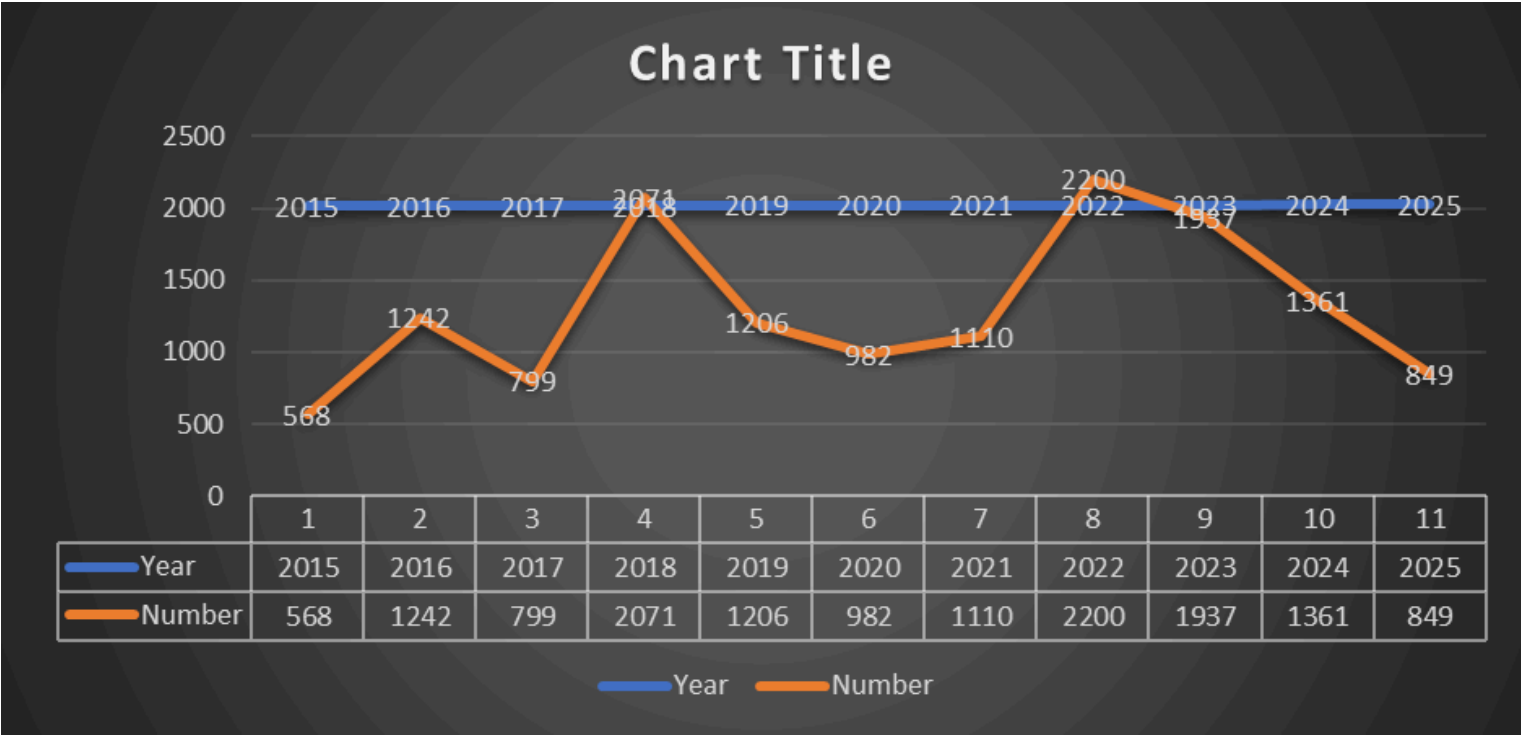
# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

cont.

## The 4<sup>th</sup> Quarter 2024/2025 FY Gazettement

June marked the end of the financial year. Being the last month in the fourth quarter, Council gazettes all qualified ATP candidates. Therefore, a total of two hundred and twenty-nine (229) candidates were gazetted on Friday, 27<sup>th</sup> June, 2025. This brings the total number of candidates gazetted to 14, 324 since inception of Council, in 2015.





# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## THE LIGHT IN JUNE, BY PETER KIPYEGON

June, undoubtedly exciting,  
Not for its place-  
In the Julian calendar,  
Nor its feminine inuendo-  
But its galaxy-  
The light of its influence!

In the North,  
It's the onset-  
Of the Summer Solstice-  
Of the most daylight hours!

In the South,  
It's the onset-  
Of the Winter Solstice-  
Of the fewest daylight hours!

Down memory lane...  
Abraham Lincoln-  
A Republican,  
The 16<sup>th</sup> President of USA,  
Self-educated, becoming a lawyer!  
Made the Emancipation Proclamation,  
Marking the end of Black enslavement:  
It was on June-the 19<sup>th</sup>,  
Now eponymously-  
The Juneteenth Holiday!

Back home,  
It's the end of the 2024-2025 Financial  
Year,  
A moment to reflect,

A moment to evaluate;  
The highs and the lows,  
And pick the lessons.

Now June's fading away,  
But again;  
Not in vain!  
Council's undertaken a postmortem-  
To shed light;  
On policy matters,  
Germane,  
To the mandate of Council:

A sensitization colloquium on:  
Procurement Policy-  
Integrity and value for money!

National Cohesion,  
The 17 principles!

The Records Policy-  
The I-D-M-S!

The ICT policy-  
The Cyber Security Course!

The HR Manual-  
The employee welfare!

...Et Cetera!



# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## ENHANCING PRODUCTIVITY AT CLE: A STRATEGIC COMMITMENT

By Morris Gitonga



CLE Staff

CLE continues to implement the 21st Cycle Performance Contract, with a focused commitment to aligning its operations with national priorities. In the Financial Year 2023/2024, the Government introduced productivity mainstreaming across all public sector institutions, aimed at enhancing efficiency and effectiveness in service delivery.

In response, CLE developed fourteen (14) key productivity metrics during the reporting period, which are being actively monitored to track progress and inform strategic decisions. With technical support from the National Productivity and Competitiveness Centre (NPCC), CLE embarked on a comprehensive exercise in June to review and validate these metrics and develop a robust Productivity Improvement Strategy.

As part of this initiative, a Root-Cause Analysis (RCA) was undertaken to identify factors contributing to sub-optimal productivity and to formulate targeted strategies for addressing these gaps while sustaining high-performing areas. The Strategy places a strong emphasis on process re-engineering, data-driven decision-making, staff training and capacity building, fostering a positive workplace culture, and ensuring proper documentation and reporting.

Looking ahead, CLE remains steadfast in its commitment to enhancing productivity by continuously refining its internal processes to better meet the evolving needs of its stakeholders. This ongoing effort reflects CLE's dedication to delivering high-quality, client-centered legal education services in line with our Strategic Plan 2023-2027.





# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## CLE HOLDS THE SECOND ANNUAL STAFF SENSITIZATION

By Morris Gitonga



CLE Staff during the sensitization forum



Mr. Morris Gitonga, Head of Planning and Strategy, presents the Strategic plan to the staff during the annual sensitization workshop.

CLE remains committed to strengthening institutional capacity in alignment with its Strategic Plan, specifically Key Result Area No. 4. In the Financial Year 2024/2025, CLE continued to monitor the implementation of key frameworks developed in previous years to ensure they remain responsive to the intended interventions and outcomes.

In addition to this ongoing monitoring, CLE undertook the development of new policies and strategies while reviewing existing ones to enhance the overall institutional policy framework. This proactive approach reflects CLE's commitment to continuous improvement and focus on bettering the customer experience.

Recognizing the critical role of staff in the policy cycle, CLE has prioritized inclusive participation in both the formulation and implementation of policies. In keeping with its core value of inclusivity, the CLE successfully held its Second Annual Staff Sensitization Workshop from 16th to 17th June 2025. The two-day forum, attended by all staff members was officially led by the Ag. Secretary/CEO, Ms. Jennifer Gitiri, HSC.

The workshop was facilitated by technical officers, Heads of Directorates and Divisions, as well as Chairpersons of various relevant committees. It provided a platform for sharing institutional priorities, deepening understanding of policy frameworks, and fostering a culture of shared responsibility.

During the forum, the Performance Contract (PC) coordinator also prioritized staff sensitization on the cross-cutting PC indicators implemented in the 21<sup>st</sup> cycle of the Performance Contract. The indicators include the National cohesion and values, Science, Technology and Innovation, Productivity Improvement, Digitization, Asset Management, Service Delivery, and resolution of public complaints.

As CLE advances in implementing the transformative Strategic Plan, it remains dedicated to building a strong, responsive, and inclusive institution through strategic policy development and active staff engagement.



# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

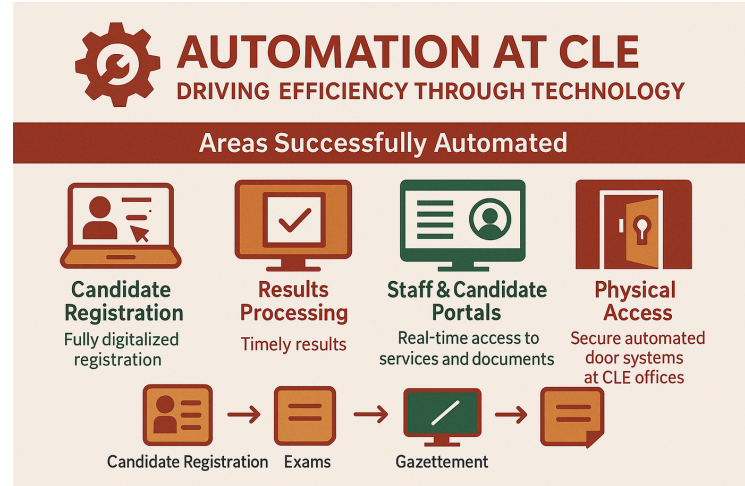
## DRIVING DIGITAL TRANSFORMATION AT THE COUNCIL OF LEGAL EDUCATION

By Lawrence Njoroge

CLE continues to make significant strides in automating its core operational processes, with the goal of enhancing service delivery, promoting accountability, and increasing overall efficiency. Through the strategic adoption of technology, CLE is transforming how it engages with stakeholders, manages internal workflows, and fulfills its regulatory mandate. Automation is no longer a future aspiration; rather, it is actively shaping how CLE operates today.

Several key areas have already undergone successful digital transformation. These include the first Candidate registration for both general enrollment and examinations is now fully digitalized. Secondly, examination result processing has been streamlined to boost accuracy and reduce turnaround time. Additionally, the launch of both the staff and candidate portals has enabled real-time access to essential services and information. Physical access to CLE premises is now managed through secure automated doors, hence further strengthening operational controls.

Automation has also been extended to CLE's regulatory and oversight functions. For example, the introduction of a comprehensive Standards, Licensing, Supervision, and Compliance portal has revolutionized service delivery for legal education providers and applicants seeking recognition of foreign qualifications. This centralized platform enables users to submit documentation, track application status, and receive timely feedback—all in one place. The result of this development is faster communication, improved oversight, and greater alignment with national legal education standards.



To further integrate its operations, CLE has implemented an Enterprise Resource Planning (ERP) system that connects various departments, thereby ensuring seamless coordination across functions. In addition, CLE services are now available through the national eCitizen platform, hence expanding accessibility for the public and stakeholders across the country.

CLE's digital transformation efforts also include the implementation of an Electronic Document Management System (EDMS), which has further reinforced its commitment to efficiency and transparency. The EDMS has streamlined the creation, storage, retrieval, and sharing of documents across Directorates and Divisions: this significantly reduces reliance on paper-based processes. This shift not only boosts operational efficiency but also enhances information security and ensures better compliance with records management standards.







# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

cont.

By centralizing document workflows, the EDMS supports faster decision-making, minimizes duplication, and facilitates collaboration among staff. It also provides a reliable audit trail, strengthening CLE's accountability in managing official records. As part of CLE's broader automation agenda, the EDMS plays a critical role in preserving institutional knowledge and promoting environmentally sustainable practices.

In addition, CLE has introduced the ticketing system for candidate support, thus transforming how inquiries, service requests, and issues are handled. This system offers a structured, transparent, and trackable method for candidates seeking assistance, who then receive timely feedback. In this system, each request is logged and then assigned a unique reference number. It is then tracked to resolution, thereby ensuring accountability, reducing response times, and improving the overall user experience.

In addition, the system also allows CLE to analyze trends in queries and identify recurring issues, thereby informing service enhancements and policy development. This innovation highlights CLE's commitment to responsive and effective stakeholder engagement through technology.

While these advancements clearly represent significant progress, CLE, however, recognizes that digital transformation is an ongoing journey. Opportunities remain in areas such as full systems integration, comprehensive user training, and enhancing system responsiveness. A phased approach to continuous improvement is currently being implemented to address the existing gaps and strengthen the digital infrastructure further.

Ultimately, CLE's automation agenda is more than just a call for improvement of efficiency—it is about delivering smarter, faster, and more user-centered services. With a strong technological foundation and a steadfast commitment to innovation, CLE is well-positioned to lead the digital transformation of legal education regulation in Kenya and beyond.





# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

## Induction of New Staff

As part of its ongoing efforts to ensure quality legal education and uphold the highest standards of regulatory oversight, the Council of Legal Education (CLE) has recently onboarded a new cohort of staff. The induction process, held on 23<sup>rd</sup> and 24<sup>th</sup> June 2025, was designed not only to familiarize new officers with CLE's mandate but also to align them with the Council's core values, governance frameworks, and performance expectations.

CLE recognizes that the quality of its human capital directly influences its ability to deliver timely, responsive, and transparent services to its stakeholders. By investing in a robust induction process, the Council ensures that new officers are not only technically prepared but also culturally aligned to drive public service values such as accountability, integrity, and professionalism.

## Employee Onboarding







# COUNCIL OF LEGAL EDUCATION

June 2025 Issue

*The universe doesn't  
give you what you ask  
for with your thoughts;  
it gives you what you  
demand with your  
actions. - Steve  
Maraboli*





COUNCIL OF LEGAL EDUCATION

# CONTACT US

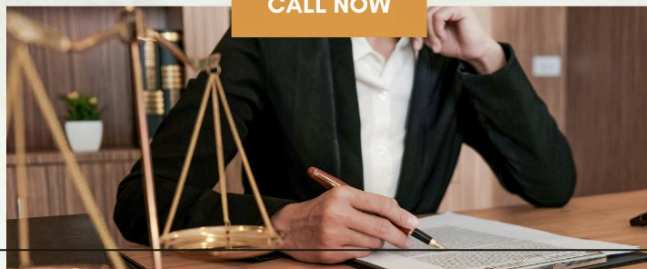
☎ 0719-150-000; 0111-056-130

🌐 [www.cle.or.ke](http://www.cle.or.ke)

✉ [support@cle.or.ke](mailto:support@cle.or.ke); [info@cle.or.ke](mailto:info@cle.or.ke)

📍 2nd Floor Karen Office Park

CALL NOW



## SOCIAL MEDIA HANDLES

X @CLE\_Kenya

IG - cle.kenya

FB - Council of Legal Education