

TEACHERS SERVICE COMMISSION



BONDING FORM FOR SECRETARIAT STAFF

(USE BLOCK LETTERS TO FILL IN THE DETAILS)

Know all men by these presents that

I..... TSC NO.....
(Full Name)

ID/No..... of

and.....ID/No

(Full Name of First Surety)

of.....

and.....ID/No

(Full Name of Second Surety)

of.....

are jointly and severally bound unto the Teachers Service Commission (herein-after called “the Commission”) in the sum **equivalent to the value of the scholarship plus salaries and allowances paid for the duration of the scholarship / study leave** to be paid to the Commission, for which payment to be well and truly made, we jointly and severally bind ourselves, our heirs, executors, administrators and assigns by these presents.

Sealed with our seals thisday ofin the year of our Lord Two thousand and.....

Whereas under a scheme for the award of financial assistance of any kind herein-after referred to as Scholarships for training in Kenya or elsewhere outside Kenya, the said

(Obligor) has been awarded a scholarship / study leave for training atand under the terms of the said scheme is required to enter into a bond duly to comply with the conditions set out here under:

NOW THE ABOVE WRITTEN OBLIGATIONS are conditioned to be void in case the saidshall

- (a) complete the course for which the scholarship was awarded and follow the directions laid down in the rules contained in the schedule hereto and such other rules as may hereafter be made whether by way of amendment or otherwise by the Permanent Secretary and Director of Personnel Management or any other person nominated by the Government in that behalf governing the award of Scholarships tenable in Kenya or elsewhere outside Kenya, and
- (b) where applicable, accept such transport facilities made available to him/her by the Government for his/her return to Kenya and, if so required to return to Kenya immediately after completion of the course of study for which the scholarship is awarded or at such a time as the Government may, through the Permanent Secretary/Director of personnel Management or any other person nominated by the Government in that behalf direct unless he/she is prevented from doing so by sickness proved by a Certificate from a Medical Practitioner or by circumstances beyond his/her control recognized as such Permanent Secretary/Director of Personnel Management or any other Person nominated by the Government in that behalf, and
- (c) on return to Kenya, rejoin or enter in the TSC establishment if called upon to do so by the Minister/Chief Executive of the Commission in the capacity for which his/her course instruction is adjudged by the said Minister/Chief Executive to have rendered him/her competent and continue in that service for a period ofyears or if not called upon to rejoin or enter such service, undertake such engagement as the minister may direct for a period ofyears.

Provided that the Commission Secretary shall have power to release him/her from such obligation at any time before the expiration of the said period of years as he shall in his sole discretion think fit but in the event of a breach of any or all of the above conditions, the above written bond shall remain in full force and effect and the same sum **equivalent to the value of the scholarship plus salaries and allowances paid for the duration of the scholarship / study leave** Shall be forthwith payable to the Commission Secretary on behalf of the Government of Kenya in respect of such breach by the way of liquidated damages, and not as a penalty by the obligor and in case of his failing to do so, by the sureties jointly or severally.

- (d) the said and the Government of Kenya hereby agree that the above obligations contained in this agreement regarding the terms of employment with the Commission will bind and be paramount to any other later or subsequent terms of appointment unless his/her bond is first terminated by the Teachers Service Commission.

Signed, Sealed and Delivered by
the obligor to whom a scholarship
has been awarded in the presence of:-



.....
Signature(Obligor)

Name in full (First surety)
(Block Capital)

Address.....
(Block Capital)

Occupation.....
(Block Capital)

.....
Signature (1st Surety)

Name in full (Second surety)
(Block Capital)

Address.....
(Block Capital)

Occupation.....
(Block Capital)

.....
Signature (2nd Surety)

THE SCHEDULE ABOVE REFERS TO RULES GOVERNING THE AWARD OF SCHOLARSHIP MADE BY THE GOVERNMENT OF KENYA TENABLE IN OR OUTSIDE KENYA

(In this context “Scholarship” includes awards made under any Government Scholarship Scheme, Training Courses and Study Leave).

1. Every person awarded a Scholarship by the Government which is tenable in Kenya or outside Kenya is required to comply with the following rules:-
 - (a) To accept such transport to and from the venue of training as is provided by the Government.
 - (b) To proceed to the institution as directed and begin the course of studies for which the award was made and to continue with such studies for as long as prescribed unless he/she is prevented from so doing by sickness proved by a certificate from a recognized Medical Practitioner or by circumstances beyond his control recognized as such by the Permanent Secretary/Director of Personnel Management or any other person in that behalf.
 - (c) To reside in an approved college, hostel or lodgings.
 - (d) To devote his/her whole time to following the course of instruction for which the Scholarship is awarded unless permission to undertake other work or studies or to modify his course in content or duration is granted by the Teachers Service Commission.
 - (e) Not to engage in any occupation or activity which is considered detrimental to his/her progress in the course of studies prescribed for him/her and/or detrimental to his/her health.
 - (f) To satisfy the Commission as to attendance, conduct and progress by report from the head of the institution or such other approved person at the institution in which he/she is studying.
 - (g) At all times to conduct himself/herself as an honest and faithful student and to the best of his/her power and ability faithfully to observe, obey and perform such instructions and directions as may be given to him/her from time to time in whatever form such instructions may take.
 - (h) To submit to a medical examination as directed; it being understood that the scholarship may be suspended or terminated if the report from such medical examination indicates that he/she is unfit to complete his/her studies owing to ill health. The Scholarship may be suspended or terminated if he/she absents himself/herself from studies for more than six months owing to ill health.

- (i) To sit for and pass any prescribed examinations or approved group of examinations within the time fixed by the authorities of the institution at which he/she is attending or by the Permanent Secretary/Director of Personnel Management or any other person in that behalf unless he/she is prevented from so doing by sickness proved by a certificate from a recognized Medical Practitioner or by circumstances beyond his/her control recognized as such by the Permanent Secretary/Director of Personnel Management or any other person in that behalf.
 - (j) To complete the course without interruption and to fulfill all the conditions under which the Scholarship was awarded.
2. The Scholarship may be suspended or terminated if the person awarded a Scholarship fails to comply with any of the foregoing rules. Where a scholarship, tenable outside Kenya is terminated, the cost of a return passage will be met by Government provided that the person returns to Kenya at the earliest opportunity, If such a person without reasonable excuse fails to travel at the earliest opportunity, he/she shall forfeit his/her right to free passage and all other allowances to which he/she would otherwise be entitled.
 3. Whenever direction, intention, approval or consent is indicated or required by any of the foregoing rules, the same may be given or signified by the Permanent Secretary/Director of Personnel Management or such person as he/she may appoint by notice in the Gazette.
 4. All beneficiaries will be required to sign the following declaration in the presence of a Magistrate or District Education Officer or an Officer of the Commission within the Human Resource Department authorized in that behalf by the Secretary/Chief Executive.

IID/No
 hereby declare that I have read the foregoing rules and agree that the Scholarship awarded to me shall be governed by these rules and that in the event of a breach by me of any of the above rules, my Scholarship may be suspended or terminated forthwith.

.....
 (Obligor Signature)

I certify that the Declaration was both read aloud and signed by the Candidate in my presence onDay of 20.....

.....
 (Name)

.....
 (Signature)

.....
 (Title/Designation)

.....
 (Official Stamp)