KARMA

KENYA ASSOCIATION OF RECORDS MANAGERS AND ARCHIVISTS



10TH KARMA ANNUAL RECORDS MANAGEMENT CONFERENCE

HANDBOOK

"AI-Ready Records for Smart, Accountable Governance"

2ND – 6TH NOVEMBER 2026

PrideInn Paradise Beach Resort & Spa · Mombasa, Kenya

IN PARTNERSHIP WITH

OFFICE OF THE PRIME CABINET SECRETARY AND MINISTRY OF FOREIGN & DIASPORA AFFAIRS

Executive Office of the President
Chief of Staff and Head of Public Service
Smart Government Department

HELB

INTERNATIONAL COUNCIL ON ARCHIVES
CONSEIL INTERNATIONAL DES ARCHIVES

RIMPA GLOBAL

CPF FINANCIAL SERVICES
Fulfilling Lives

COSEKE
"Quality Means No Compromise"

AGS
You deserve the best

eManage Africa

OUR PARTNERS

The 10th KARMA Conference is made possible by the support of the following partners. We thank them for walking this journey with us.

OFFICE OF THE PRIME CABINET SECRETARY AND MINISTRY OF FOREIGN & DIASPORA AFFAIRS
REPUBLIC OF KENYA

Executive Office of the President
Chief of Staff and Head of Public Service
Smart Government Department

HIGHER EDUCATION LOANS BOARD
HELB
FINANCING HIGHER EDUCATION

INTERNATIONAL COUNCIL ON ARCHIVES
CONSEIL INTERNATIONAL DES ARCHIVES

RIMPA GLOBAL

CPF FINANCIAL SERVICES
Fulfilling Lives

COSEKE
"Quality Means No Compromise"

AGS
You deserve the best

eManage Africa
Keeping your Data Safe

RECORD MANAGEMENT | WORLDWIDE MOVERS | RELOCATION



CHIEF GUESTS



KEYNOTE ADDRESS & OFFICIAL OPENING · TUE 3RD NOV

H.E. Dr. Musalia Mudavadi, EGH

Prime Cabinet Secretary and Cabinet Secretary for Foreign and Diaspora Affairs

H.E. Dr. Wycliffe Musalia Mudavadi, EGH, has served as Kenya's Prime Cabinet Secretary since October 2022 and, since 2023, also as Cabinet Secretary for Foreign and Diaspora Affairs. As Prime Cabinet Secretary he supports the President in coordinating and supervising government ministries and oversees the Council of Principal Secretaries. A land economist trained at the University of Nairobi, he became one of Kenya's youngest-ever Cabinet Ministers at 28. Over some two decades in Cabinet he has led the ministries of Supply and Marketing, Finance (1993–1997), Agriculture, Transport, Information and Communication, and Local Government, and served as Deputy Prime Minister (2008–2013).



CLOSING ADDRESS · FRI 6TH NOV

Hon. Felix K. Koskei, EGH

Chief of Staff and Head of the Public Service

Mr. Felix K. Koskei, EGH, MCIPS, MKISM, is a seasoned public servant with more than three decades of service across Kenya's Executive, Judiciary, Constitutional Commissions and State Corporations, spanning governance, agriculture, irrigation, environment, telecommunications, transport, aviation and infrastructure. He has served as Chief of Staff and Head of the Public Service in the Executive Office of the President since 14th October 2022. He previously served as a Commissioner of the Judicial Service Commission (2018–2022) and as Cabinet Secretary for Agriculture, Livestock, Irrigation and Fisheries (2013–2015). He holds a Master of Science degree in Zoology (Agricultural Entomology) from the University of Nairobi.

WELCOME TO MOMBASA

A message from the Conference Chair



> *"An AI system is only as reliable as the records it learns from."*

Why records must be at the table

On behalf of the Conference Organizing Committee, it is my great pleasure to welcome you to the 10th KARMA Annual Records Management Conference here at the PrideInn Paradise Beach Resort & Spa, Mombasa. This year's theme, **"AI-Ready Records for Smart, Accountable Governance"**, could not be more timely.

Government services are going digital at speed under the Kenya National Digital Master Plan 2022–2032, and the Kenya National Artificial Intelligence Strategy 2025–2030 sets out how AI will support public service delivery. Both depend on something our profession provides every day: records and data that are accurate, complete, secure and trustworthy. An AI system is only as reliable as the records it learns from.

That is why records and information managers must be at the table when these systems are designed, procured and governed. This year we have deliberately put practice ahead of theory. Over five days you will hear from policymakers, regulators, ICT leaders, practitioners and solution providers from Kenya and abroad, through keynote addresses, two high-level panels, plenary talks and twelve breakout sessions in the Eco Ball Room and Baracuda. I encourage you to leave with at least three ideas you can put to work in your organisation.

As we mark ten years of KARMA conferences, we will also launch the KARMA–RIMPA Certification Programme, recognise the first cohort of the KARMA Talent Development Programme and welcome the second, honour our retirees, and celebrate excellence through the KARMA Awards.

We are deeply grateful to our Chief Guests, H.E. Dr. Musalia Mudavadi, EGH, Prime Cabinet Secretary and Cabinet Secretary for Foreign and Diaspora Affairs, and Hon. Felix K. Koskei, EGH, Chief of Staff and Head of the Public Service, and to Ms. Ummi Mohammed Bashir, CBS, Principal Secretary, State Department for Culture, the Arts and Heritage. I also thank our partners and sponsors, our speakers, Dynamic Events, and the members of the planning committee whose work made this week possible.

Karibu Mombasa. I wish you an engaging, inspiring and productive conference.

Humphrey Moturi
Conference Chair, 10th KARMA Annual Records Management Conference

A DECADE OF PURPOSE

Welcome remarks from the KARMA Vice Chairperson



> *"Every AI system depends on the quality of the records behind it."*

Ten conferences on

On behalf of the KARMA Executive Committee and our members across the country, I warmly welcome you to the 10th KARMA Annual Records Management Conference. Ten conferences on, this gathering remains the place where our profession meets to learn, to reflect and to renew its sense of purpose.

When the first KARMA conference met in Mombasa in 2017, our conversations were about good governance and the place of records in it. Today we gather under the theme **"AI-Ready Records for Smart, Accountable Governance"**, and the stakes for our profession have never been higher.

Artificial intelligence is changing how public institutions and businesses serve people, but every AI system depends on the quality of the records behind it. That places records and information professionals at the centre of Kenya's digital and AI agenda, and it asks each of us to keep growing our skills.

KARMA is committed to that growth. This week we recognise the nine mentees of the first cohort of the KARMA Talent Development Programme and launch Cohort II, and we introduce the KARMA–RIMPA Certification Programme, which gives Kenyan practitioners a path to an internationally recognised credential. Alongside these, the KARMA Women in Leadership and Technology (KWILT) programme continues to open doors for women in our profession. I encourage every member to take part.

Beyond the sessions, this week is about people. Join us for the beach clean-up and team building on Monday, meet colleagues and partners at the Welcome Cocktail Reception, and make time for the exhibitors. I also invite all bona fide members to the KARMA Annual General Meeting on Thursday afternoon, where we will chart the Association's course for the coming year.

My sincere thanks go to our Chief Guests, the State Department for Culture, the Arts and Heritage, our sponsors and partners, our speakers, and the Conference Organizing Committee led by Humphrey Moturi, whose dedication has brought this milestone conference together.

Karibu sana. I wish you a rewarding conference and a memorable stay in Mombasa.

Joan Kamau
Vice Chairperson, Kenya Association of Records Managers and Archivists (KARMA)

AI-READY RECORDS FOR SMART, ACCOUNTABLE GOVERNANCE

About the 10th KARMA Annual Records Management Conference

> *Without well-managed records, AI systems risk reinforcing bias, undermining transparency, and eroding public trust.*

Why this theme, why now

Kenya is undergoing an accelerated digital transformation of government, guided by the Kenya National Digital Master Plan 2022–2032 and the Kenya National Artificial Intelligence (AI) Strategy 2025–2030. These national frameworks underscore the critical role of digital technologies, data, and innovation in improving public service delivery, strengthening governance, and enhancing citizen trust in government institutions. At the centre of this transformation lies records and information management (RIM) as the foundation for reliable data, accountable decision-making, and trustworthy AI systems.

This year's theme, **"AI-Ready Records for Smart, Accountable Governance"**, is therefore timely, strategic, and directly aligned with Kenya's national digital and AI priorities. The National Digital Master Plan emphasizes digitisation of government records, interoperability of systems, secure data management, and the development of digital skills across the public sector. These priorities cannot be achieved without robust records and information management frameworks that ensure information is accurate, accessible, secure, and preserved throughout its lifecycle.

Similarly, the Kenya National AI Strategy (2025–2030) recognises that effective AI adoption in government depends on the availability of high-quality data, strong governance frameworks, ethical safeguards, and skilled professionals. Records and information professionals play a critical role in enabling these conditions by ensuring data integrity, compliance with legal and regulatory requirements, protection of personal information, and long-term accountability of AI-supported systems. Without well-managed records, AI systems risk reinforcing bias, undermining transparency, and eroding public trust.

This conference theme deliberately emphasizes practical applications to respond to the needs of government practitioners, regulators, ICT professionals, and information managers implementing digital and AI initiatives, as well as private sector organizations and solution providers. It shifts the conversation from abstract or theoretical discussions to real-world use cases, tools, policies, skills, and governance mechanisms that support smart government. The theme also reflects KARMA's mandate to promote professional excellence, capacity building, and policy engagement in records and information management across Kenya and the region.

As a milestone **10th Annual Conference**, this gathering provides an opportunity to position KARMA and the records and information management profession as key enablers of Kenya's smart government agenda. By aligning discussions with national policy priorities, the conference will contribute to strengthening institutional readiness for AI adoption, fostering ethical and responsible use of emerging technologies, and ensuring that digital transformation delivers measurable public value, transparency, and trust for citizens.

CONFERENCE SUB-THEMES

01 AI-Enabled Records and Information Management for Public Service Delivery

02 Governance, Ethics and Legal Frameworks for AI-Driven Information Systems

03 Data Protection, Privacy, Security and Trust in AI-Enabled Government

04 AI, Archives and Digital Preservation for Sustainable Public Memory

05 Capacity Building, Collaboration and Leadership for AI-Enabled Information Governance

ABOUT KARMA

The Kenya Association of Records Managers and Archivists (KARMA) is a non-profit organisation registered in October 2010 to organise, represent and act as the professional body for persons working in or interested in records and archives management, and to guide members in all matters of professional practice. The Association fosters education, research, training and innovation in records and archives management through partnerships with public and private institutions, and draws its membership from records managers and archivists in the public and private sectors. KARMA has adopted the International Council on Archives (ICA) Code of Ethics.

Over the past decade KARMA has developed a professional Code of Ethics, a competency framework for records and archives professionals and the KARMA Digitization Guidelines. Its flagship programmes include the KARMA Talent Development Programme (KTDP) and the KARMA Women in Leadership and Technology (KWILT) programme, also known as the KARMA SheLeads Tech Initiative. Learn more at **www.karma.co.ke**.

KARMA's objectives are to:

- organise and represent records and archives management professionals and govern members in matters of professional practice;
- promote education, research, training and innovation in records and archives management;
- partner with public and private institutions to advance sound records and archives management practices and systems;
- maintain a register of professional and certified affiliate members qualified to practise; and
- grow the profession and connect practitioners through conferences, workshops, seminars and forums.

A DECADE OF KARMA CONFERENCES

2017 – 2026

From a first gathering in Mombasa in 2017 to this 10th edition, every KARMA conference has taken on a question of its time.

1st
26th–31st March 2017 · Plaza Beach Hotel, Mombasa
Records Management and Good Governance

2nd
June 2018 · Flamingo Paradise Beach Hotel, Mombasa
Records Management and Devolved Governance

3rd
4th–6th November 2019 · PrideInn Beach Resort, Mombasa
Records Management and Sustainable Development

4th
26th–30th October 2020 · Flamingo Paradise Beach Hotel, Mombasa
Records and Information Management (RIM) amid the COVID-19 Pandemic

5th
1st–5th November 2021 · PrideInn Beach Resort, Mombasa
Economic Recovery Post COVID-19: Role of RIM Professionals

6th
7th–11th November 2022 · PrideInn Beach Resort, Mombasa
Enabling the Digital Economy: The Stakes for Records Managers

7th
6th–10th November 2023 · PrideInn Beach Resort, Mombasa
Supporting Devolution through Effective Records Management

8th
4th–8th November 2024 · Lake Naivasha Resort, Naivasha
From Digitization to Digital Transformation

9th
3rd–7th November 2025 · PrideInn Paradise Beach Resort & Spa, Mombasa
Unlocking Smart Government

10th
2nd–6th November 2026 · PrideInn Paradise Beach Resort & Spa, Mombasa
AI-Ready Records for Smart, Accountable Governance



Delegates in the main conference hall at the 9th KARMA Conference, PrideInn Paradise Beach Resort & Spa, Mombasa, 2025

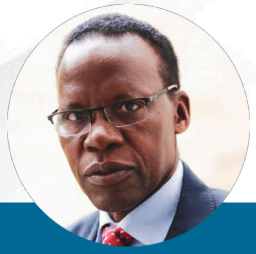
SPEAKER LINE-UP



Ummi Bashir, CBS
PRINCIPAL SECRETARY, STATE DEPARTMENT FOR CULTURE, THE ARTS AND HERITAGE



Joseph N. Busiega, MGH, MBS, ndc (K)
CHIEF OF STAFF, OFFICE OF THE PRIME CABINET SECRETARY



Dr. Reuben Chirchir, MBS
HEAD OF GOVERNANCE, PUBLIC SERVICE REFORMS AND RE-ENGINEERING IN KENYA



Stephen Wambua Kakulu, CHRP-K
SECRETARY, HUMAN RESOURCE DEVELOPMENT; STATE DEPARTMENT FOR PUBLIC SERVICE AND HUMAN CAPITAL DEVELOPMENT



Prof. Nura Mohamed, PhD, EBS
DIRECTOR GENERAL, KENYA SCHOOL OF GOVERNMENT



Mr. Vincent O. Okong'o, MBS, ndc (K), FESK
DIRECTOR, PREVENTIVE SERVICES, ETHICS AND ANTI-CORRUPTION COMMISSION



Geoffrey Monari
CEO/BOARD SECRETARY, HIGHER EDUCATION LOANS BOARD



Simon Maina
HEAD OF ARCHIVES



Dr. Paul Mullon
INFORMATION GOVERNANCE CONSULTANT & TRAINER



Mr. Johnrich Kasiba Emase
DIRECTOR, SMART GOVERNMENT DEPARTMENT



Andrew Ysasi
VICE PRESIDENT OF ADVOCACY



Jade Rhedrick
VICE PRESIDENT, SCRUM MASTER



Ian Okoth
SENIOR ENGINEER, COSEKE KENYA LIMITED



Pieter Lokker, CIP
ENTERPRISE INFORMATION MANAGER



Anouk Inonge Boer
HERITAGE SPECIALIST, MEMORIST EAST AFRICA

MONDAY
DAY ONE

2ND NOVEMBER, 2026

MASTER OF CEREMONIES: HUMPHREY MOTURI

Time	Activity
8:30 am – 9:30 am	Delegates Arrival, Registration & Tea
9:30 am – 10:00 am	**Welcome Remarks** ▸ Conference Chair – Humphrey Moturi ▸ Secretary General – Collins Mutimba ▸ Vice Chair – Joan Kamau ▸ Chairperson – Stephen Magwilu
10:00 am – 12:30 pm	**CSR Activity – Beach Clean-up** · Facilitated by Dynamic Events
12:30 pm – 1:30 pm	***Lunch & Networking***
1:30 pm – 3:30 pm	**Team Building Activities** (Icebreakers, Bonding Exercises, Outdoor Games, Group Reflections) · Facilitated by Dynamic Events
3:30 pm – 4:30 pm	***Health Break***
6:00 pm – 10:00 pm	***Welcome Cocktail Reception – Celebrating the 10th KARMA Annual Conference***

> *Giving back first: the week opens on Shanzu beach, where delegates join the CSR beach clean-up before team building and the Welcome Cocktail Reception.*



Delegates at the CSR beach clean-up, a past KARMA conference

TUESDAY
DAY TWO

3RD NOVEMBER, 2026

MASTER OF CEREMONIES: NIMROD TAABU

Time	Activity
8:30 am – 9:30 am	Delegates Arrival, Registration, Tea & Entertainment
9:30 am – 12:30 pm	**Opening Ceremony** ▸ **Welcome and Introduction of the Chief Guest:** Ms. Ummi Mohammed Bashir, CBS, Principal Secretary, State Department for Culture, the Arts and Heritage ▸ **Keynote Address:** H.E. Dr. Musalia Mudavadi, EGH, Prime Cabinet Secretary and Cabinet Secretary for Foreign and Diaspora Affairs ▸ **Launch Activities:** ◦ KARMA–RIMPA Certification Programme ◦ Honouring Our Retirees ◦ Recognition and Certification of KTDP Mentees – Cohort I ◦ Official Launch of KTDP – Cohort II ◦ Celebrating the 10th KARMA Conference: Cake-Cutting Ceremony
12:30 pm – 2:00 pm	***Group Photo, Lunch & Networking***
2:00 pm – 4:30 pm	**Panel Discussion: Marking a Decade of KARMA Conferences: Milestones, Impact and the Future** **Moderator:** Nimrod Taabu **Panellists:** ▸ Dr. Cleophas Ambira – Chairperson Emeritus ▸ Emily Ndungi – Vice Chairperson Emeritus ▸ Stephen Magwilu – Chairperson ▸ Joan Kamau – Vice Chairperson ▸ Collins Mutimba – Secretary General
4:30 pm – 5:00 pm	***Health Break & Networking***

> *"A milestone morning: the official opening, the KARMA–RIMPA Certification launch, KTDP Cohort I certification and Cohort II launch, and a cake-cutting to mark ten years of KARMA conferences."*



Delegates in session, 9th KARMA Conference, 2025

WEDNESDAY
DAY THREE

4TH NOVEMBER, 2026

MASTER OF CEREMONIES: MAUREEN KENGA

Time	Activity
8:30 am – 9:00 am	Delegates Arrival & Tea/Coffee
9:00 am – 9:40 am	**Sponsor's Presentation** by CPF Financial Services
9:40 am – 10:20 am	**Closing the AI Value Gap: From License to Operate to License to Innovate** ▶ **Mr. Pieter Lokker,** IDT Manager, Enterprise Information Management, Shell
10:20 am – 11:00 am	**Garbage In, AI Out: Digitization and Metadata Quality Standards for AI-Ready Records** ▶ **Mr. Ramadhan Thuita,** Branch Manager, eManage Africa
11:00 am – 11:30 am	***Health Break & Networking***

BREAKOUT SESSIONS		
	ECO BALL ROOM	**BARACUDA**
11:30 am – 12:15 pm	**Leveraging AI for Trusted, Inclusive and Citizen-Centred Digital Government Services** ▶ **Benard Rotich,** Ag. Secretary, Digital and Data Governance, State Department for ICT and Digital Economy	**Integrating AI Governance with a Broader Information Governance Program** ▶ **Dr. Paul Mullon,** COR Concepts Information Management Consulting
12:15 pm – 12:45 pm	**From Scan to Source-Grounded Intelligence: A Deterministic-First Framework for AI-Ready Records and Accountable Governance in Kenya** ▶ **Mr. Simon Maina,** Fargo Courier	**From Chaos to Classified to Conversational: Building an AI-Powered Records Intelligence System** ▶ **Edgar Ochieng Onyango,** Armely
12:45 pm – 1:15 pm	**Digital Preservation in 2026: New Challenges and Community Responses** *(virtual)* ▶ **Garth Stewart,** Head of Good Practice, Digital Preservation Coalition (DPC)	**Sponsor's Presentation by COSEKE** ▶ **Mr. Ian Okoth,** Senior Engineer, COSEKE Kenya Limited
1:15 pm – 2:00 pm	***Lunch & Networking***	

BREAKOUT SESSIONS		
	ECO BALL ROOM	**BARACUDA**
2:00 pm – 3:00 pm	**AI for IDP, Records Management, and Digital Preservation** ▶ **Dr. Paul Mullon,** COR Concepts Information Management Consulting	**Sponsor's Presentation by CPF Financial Services & LITES**
3:00 pm – 3:30 pm	**The Role of AI in the Digital Transformation Age: Enabling Document Management Systems and Digital Onboarding** ▶ **Mr. John Opiyo,** Tech & AI Expert	**The Trusted Records Governance Framework: A Practical Model for Responsible AI in Government** *(virtual)* ▶ **Ms. Jade Rhedrick,** The Jadeofalltrades
3:30 pm – 4:00 pm	**Information Governance and Artificial Intelligence** *(virtual)* ▶ **Mr. Andrew Ysasi,** Vital Records Control (VRC), ARMA International	**The Silent Crisis: Digital Obsolescence in African Records Systems** ▶ **Ms. Sussie Nekesa,** Stima Sacco

THURSDAY
DAY FOUR

5TH NOVEMBER, 2026

MASTER OF CEREMONIES: SUSSIE NEKESA

Time	Activity
8:30 am – 9:00 am	Delegates Arrival & Tea
9:00 am – 9:30 am	**Governance and Ethics in the Age of AI: Safeguarding Integrity, Accountability and Public Trust** ▸ **Mr. Vincent Okong'o, MBS, FESK, ndc (K),** Director, Preventive Services, Ethics and Anti-Corruption Commission (EACC)
9:30 am – 10:30 am	**Panel Discussion: Human Capital for the Digital Economy: Building Skills, Talent and Leadership for an AI-Enabled Public Service** **Moderator:** Dr. Cleophas Ambira **Discussants:** ▸ **Mr. Stephen Wambua Kakulu, CHRP-K,** Secretary, Human Resource Development, State Department for Public Service and Human Capital Development ▸ **Prof. Nura Mohamed, PhD, EBS,** Director General, Kenya School of Government (KSG) ▸ **Mr. Johnrich Kasiba,** Director, Smart Government Department ▸ **Mr. Geoffrey Monari,** CEO, Higher Education Loans Board (HELB)
10:30 am – 11:00 am	***Health Break & Networking***
11:00 am – 11:45 am	**From Data Governance to Trustworthy AI: Building AI-Ready Data** ▸ **Cecilia Mutua,** Director, Data Governance, State Department for ICT and Digital Economy
11:45 am – 12:30 pm	**From Archive to Living Heritage: Conservation, Digitization and AI for Access to the Past** ▸ **Anouk Inonge Boer,** Business Development Executive, MEMORIST
12:30 pm – 1:00 pm	**Draft National Records Management Policy, 2026** ▸ **Dr. Naftali Chweya, OGW,** Director, Records Management, Ministry of Gender, Culture, the Arts and Heritage
1:00 pm – 2:00 pm	***Lunch & Networking***
2:00 pm – 4:00 pm	**KARMA Annual General Meeting (AGM)** – KARMA Bona Fide Members



A panel discussion at the 9th KARMA Conference, 2025

FRIDAY
DAY FIVE

6TH NOVEMBER, 2026

MASTER OF CEREMONIES: DR. JULIET ERIMA

Time	Activity
8:00 am – 9:00 am	Delegates Arrival & Breakfast/Entertainment
9:00 am – 9:45 am	**Strengthening Governance Through Effective Records Management** ▸ **Dr. Reuben Chirchir, MBS,** Head of Governance, Public Service Reforms and Re-engineering in Kenya
9:45 am – 10:30 am	**Emotional Intelligence at the Workplace** ▸ **Mr. Joseph N. Busiega, MGH, MBS, ndc (K),** Chief of Staff, Office of the Prime Cabinet Secretary
10:30 am – 12:00 pm	**Closing Ceremony** **Master of Ceremonies:** Nimrod Taabu ▸ Collins Mutimba, Secretary General, KARMA – 10th Conference Resolutions ▸ KARMA Awards Ceremony: The Best Records Manager of the Year Award ▸ Remarks by the KARMA Chairperson, Stephen Magwilu ▸ **Welcome and Introduction of the Guest Speaker:** Ms. Ummi Mohammed Bashir, CBS, Principal Secretary, State Department for Culture, the Arts and Heritage ▸ **Closing Address:** Mr. Felix K. Koskei, EGH, Chief of Staff and Head of the Public Service ▸ *Vote of Thanks: Joan Kamau, Vice Chairperson, KARMA*
12:00 pm – 2:00 pm	***Lunch & Networking***
2:00 pm onwards	Delegate Departures & End of Conference

> *"Safe travels, and see you at the 11th KARMA Annual Records Management Conference."*



Delegates' group photo at a past KARMA conference, PrideInn Paradise Beach Resort & Spa, Mombasa

PRESENTATIONS AT A GLANCE

Plenary talks take place in the main conference hall. Wednesday's breakout sessions run in parallel in the **Eco Ball Room (EBR)** and **Baracuda (BAR)**.

#	Presentation	Presenter	When	Where
01	**Closing the AI Value Gap: From License to Operate to License to Innovate**	Pieter Lokker, Shell	**Wed 9:40 am**	Plenary
02	**Garbage In, AI Out: Digitization and Metadata Quality Standards for AI-Ready Records**	Ramadhan Thuita, eManage Africa	**Wed 10:20 am**	Plenary
03	**Leveraging AI for Trusted, Inclusive and Citizen-Centred Digital Government Services**	Benard Rotich, State Department for ICT and Digital Economy	**Wed 11:30 am**	EBR
04	**Integrating AI Governance with a Broader Information Governance Program**	Dr. Paul Mullon, COR Concepts	**Wed 11:30 am**	BAR
05	**From Scan to Source-Grounded Intelligence: A Deterministic-First Framework for AI-Ready Records**	Simon Maina, Fargo Courier	**Wed 12:15 pm**	EBR
06	**From Chaos to Classified to Conversational: Building an AI-Powered Records Intelligence System**	Edgar Ochieng Onyango, Armely	**Wed 12:15 pm**	BAR
07	**Digital Preservation in 2026: New Challenges and Community Responses (virtual)**	Garth Stewart, Digital Preservation Coalition	**Wed 12:45 pm**	EBR
08	**Sponsor's presentation by COSEKE**	Ian Okoth, COSEKE Kenya Limited	**Wed 12:45 pm**	BAR
09	**AI for IDP, Records Management, and Digital Preservation**	Dr. Paul Mullon, COR Concepts	**Wed 2:00 pm**	EBR
10	**Sponsor's presentation**	CPF Financial Services & LITES	**Wed 2:00 pm**	BAR
11	**The Role of AI in the Digital Transformation Age: Enabling Document Management Systems and Digital Onboarding**	John Opiyo, Tech & AI Expert	**Wed 3:00 pm**	EBR
12	**The Trusted Records Governance Framework: A Practical Model for Responsible AI in Government (virtual)**	Jade Rhedrick, The Jadeofalltrades	**Wed 3:00 pm**	BAR
13	**Information Governance and Artificial Intelligence (virtual)**	Andrew Ysasi, Vital Records Control, ARMA International	**Wed 3:30 pm**	EBR
14	**The Silent Crisis: Digital Obsolescence in African Records Systems**	Sussie Nekesa, Stima Sacco	**Wed 3:30 pm**	BAR
15	**Governance and Ethics in the Age of AI: Safeguarding Integrity, Accountability and Public Trust**	Vincent Okong'o, EACC	**Thu 9:00 am**	Plenary
16	**From Data Governance to Trustworthy AI: Building AI-Ready Data**	Cecilia Mutua, State Department for ICT and Digital Economy	**Thu 11:00 am**	Plenary
17	**From Archive to Living Heritage: Conservation, Digitization and AI for Access to the Past**	Anouk Inonge Boer, MEMORIST	**Thu 11:45 am**	Plenary
18	**Draft National Records Management Policy, 2026**	Dr. Naftali Chweya, OGW	**Thu 12:30 pm**	Plenary
19	**Strengthening Governance Through Effective Records Management**	Dr. Reuben Chirchir, Head of Governance, Public Service Reforms	**Fri 9:00 am**	Plenary
20	**Emotional Intelligence at the Workplace**	Joseph N. Busiega, Office of the Prime Cabinet Secretary	**Fri 9:45 am**	Plenary

SPEAKERS

PROFILES

Listed as on the speaker line-up.



Ms. Ummi Mohammed Bashir, CBS

Principal Secretary, State Department for Culture, the Arts and Heritage

Opening & Closing Ceremonies · Tue & Fri

Ms. Ummi Mohammed Bashir is the Principal Secretary for the State Department for Culture, the Arts and Heritage. Born in Wajir County, she is an Advocate of the High Court of Kenya and is pursuing a PhD in International Relations at the United States International University–Africa. She is a strong voice for preserving and promoting Kenya's cultural heritage, including through digital innovation that widens public access to it. At the 10th conference she welcomes and introduces the Chief Guests at both the Opening and Closing Ceremonies.



Mr. Joseph N. Busiega, MGH, MBS, ndc (K)

Chief of Staff, Office of the Prime Cabinet Secretary

Emotional Intelligence at the Workplace · Fri 9:45 am

Mr. Joseph N. Busiega is Chief of Staff in the Office of the Prime Cabinet Secretary. He brings more than 38 years of public sector management experience, 34 of them in Kenya's security and diplomatic sectors. His career includes service as Government Protective Security Officer to two Heads of State and as Personal Assistant to two Directors General of the National Intelligence Service. A graduate of the National Defence College, Kenya, he closes Friday's plenary with a session on emotional intelligence at the workplace.



Dr. Reuben Chirchir, MBS

Head of Governance, Public Service Reforms and Re-engineering in Kenya

Strengthening Governance Through Records · Fri 9:00 am

Dr. Reuben Chirchir is Head of Governance, Public Service Reforms and Re-engineering in Kenya. He previously served as a Commissioner of the Public Service Commission from January 2019, where he chaired its Compliance and Quality Assurance Committee, and before that chaired the University Council of South Eastern Kenya University and was Secretary and CEO of the Judges and Magistrates Vetting Board. He holds a PhD in Organizational Leadership and degrees in natural resource management, science and law.



Mr. Stephen Wambua Kakulu, CHRP-K

Secretary, Human Resource Development, State Department for Public Service and Human Capital Development

Human Capital panel · Thu 9:30 am

Mr. Stephen Wambua Kakulu is Secretary, Human Resource Development, in the State Department for Public Service and Human Capital Development. A Certified Human Resource Professional (Kenya), he brings a human resource development perspective to Thursday's panel on Human Capital for the Digital Economy, which asks how the public service can build the skills, talent and leadership it needs to adopt AI responsibly.



Prof. Nura Mohamed, PhD, EBS

Director General, Kenya School of Government

Human Capital panel · Thu 9:30 am

Prof. Nura Mohamed is the Director General of the Kenya School of Government (KSG), the institution that trains and develops Kenya's public servants. He was confirmed in the post in July 2024 after serving in an acting capacity from April that year. Before leading the School he served for eight years as its Director of Finance and Administration. On Thursday he joins the high-level panel on building the skills, talent and leadership the public service needs in an AI-enabled economy.



Mr. Vincent Okong'o, MBS, FESK, ndc (K)

Director, Preventive Services, Ethics and Anti-Corruption Commission (EACC)

Governance and Ethics in the Age of AI · Thu 9:00 am

Mr. Vincent Okong'o has led the Preventive Services directorate of the Ethics and Anti-Corruption Commission since November 2013, after serving as its Deputy Director, Research and Planning. He oversaw the establishment of the Commission's National Integrity Academy. An economist, he holds master's degrees in Economic Policy Management (Makerere University) and Economic and Social Studies (University of Manchester) and a BA in Economics from the University of Nairobi, and is a Fellow of the Economics Society of Kenya.

SPEAKERS

PROFILES

Listed as on the speaker line-up.



Mr. Geoffrey Monari

CEO, Higher Education Loans Board (HELB)

Human Capital panel · Thu 9:30 am

Mr. Geoffrey Monari has been Chief Executive Officer of the Higher Education Loans Board (HELB) since March 2025. He was previously the founding CEO of the Universities Fund (2020–2025), where his team earned an unqualified audit opinion, and before that HELB's Chief Operating Officer (2016–2020). With more than 15 years in higher education financing, he holds a Bachelor of Commerce and an MBA. He sits on Thursday's panel on building skills and talent for an AI-enabled public service.



Mr. Simon Maina

Head of Archives, Fargo Courier

From Scan to Source-Grounded Intelligence · Wed 12:15 pm, EBR

Mr. Simon Maina is Head of Archives at Fargo Courier. In Wednesday's breakout session in the Eco Ball Room he presents a deterministic-first framework for moving from scanned records to source-grounded intelligence, showing how organisations in Kenya can make their records ready for AI while keeping every answer traceable to its source, a practical foundation for accountable governance.



Dr. Paul Mullon

Information Governance Consultant & Trainer, COR Concepts

Two sessions · Wed 11:30 am (BAR) & 2:00 pm (EBR)

Dr. Paul Mullon is an information governance consultant and trainer and the founder of COR Concepts in South Africa, an AIIM Training Partner since 2023. A former Marketing Director at Metrofile, he leads the South African delegation to ISO records and document management standards meetings and has convened the ISO working group on long-term preservation of electronic records since 2005. He leads two breakout sessions on Wednesday.



Mr. Johnrich Kasiba Emase

Director, Smart Government Department

Human Capital panel · Thu 9:30 am

Mr. Johnrich Kasiba Emase is a Director in the Smart Government Department, Executive Office of the President, which leads the use of technology to improve how government delivers services. He joins Thursday's high-level panel on Human Capital for the Digital Economy, bringing the smart government perspective on the skills, systems and leadership needed for an AI-enabled public service.



Mr. Andrew Ysasi, MS, IGP, CIP, CRM

Vice President of Advocacy, Vital Records Control

Information Governance and AI (virtual) · Wed 3:30 pm, EBR

Mr. Andrew Ysasi is Vice President of Advocacy at Vital Records Control (VRC) and President of IG GURU, an information governance news and education platform. He has 25 years of executive experience across technology, privacy, security and information governance, and serves as Treasurer on the ARMA International Board of Directors for 2026–27. His credentials include IGP, CIP, CRM, FIP, CIPM, CISM and PMP. He joins the conference virtually on Wednesday.



Ms. Jade Rhedrick

Vice President, Scrum Master, The Jadeofalltrades

Trusted Records Governance Framework (virtual) · Wed 3:00 pm, BAR

Ms. Jade Rhedrick is a Vice President and Scrum Master with The Jadeofalltrades. Joining the conference virtually on Wednesday, she presents the Trusted Records Governance Framework, a practical model that helps government agencies adopt AI responsibly by building trustworthy records governance into how systems are planned and delivered.

SPEAKERS

PROFILES

Listed as on the speaker line-up.



Mr. Ian Okoth

Senior Engineer, COSEKE Kenya Limited

COSEKE sponsor presentation · Wed 12:45 pm, Baracuda

Mr. Ian Okoth is a Senior Engineer at COSEKE Kenya Limited, a provider of records management, digitisation and enterprise content management solutions and a sponsor of the 10th KARMA Conference. He leads COSEKE's sponsor presentation in the Baracuda breakout room on Wednesday, where delegates can see how the company's solutions support records that are ready for AI.



Mr. Pieter Lokker, CIP

Manager, Enterprise Information Management, Shell

Closing the AI Value Gap · Wed 9:40 am

Mr. Pieter Lokker manages Enterprise Information Management at Shell and serves on the AIIM Board of Directors. Over more than 20 years in information management he has worked as a webmaster at PwC, on public-sector e-governance, as a consultant in the utilities sector and on Microsoft 365 programmes. A Certified Information Professional (CIP), he opens Wednesday's plenary on how organisations can close the gap between AI investment and real value.



Ms. Anouk Inonge Boer

Heritage Specialist, MEMORIST East Africa

From Archive to Living Heritage · Thu 11:45 am

Ms. Anouk Inonge Boer is a heritage specialist based in Nairobi who leads MEMORIST's work in East Africa. She holds a master's degree in Heritage and Memory Studies from the University of Amsterdam, with research interests in audiovisual archives, digitisation, ownership and access, and coordinates heritage projects across the region. On Thursday she shows how conservation, digitisation and AI can turn archives into living heritage.



Delegates at work during a session, 9th KARMA Conference, 2025

KARMA EXECUTIVE COMMITTEE



STEPHEN MAGWILU
CHAIR PERSON



JOAN KAMAU
VICE CHAIR



COLLINS MUTIMBA
SECRETARY GENERAL



STEPHEN DWOYA
TREASURER



JULIET ERIMA
DIRECTOR COMMUNICATION & ADVOCACY



SUSSIE NEKESA
DIRECTOR PROFESSIONAL DEVELOPMENT



MAUREEN KENGA
DIRECTOR SPECIAL PROGRAMS

LAUNCHES & CELEBRATIONS

TUE 3RD NOVEMBER

The 10th conference marks a decade of KARMA conferences with launches, recognitions and celebrations across the week. The main launches take place during the Opening Ceremony on **Tuesday, 3rd November**.

KARMA–RIMPA Certification Programme

KARMA and RIMPA Global are bringing RIMPA's professional certification to records and information practitioners in Kenya. Launched by RIMPA Global in 2025, RIMPA Certification is mapped to its Capability Framework, which covers 27 skill sets across four domains: governance, information management, information analysis and leadership. Candidates are assessed at one of three levels (Experienced, Skilled or Expert) through RIMPA's independent assessment partner, Robinson Ryan, and successful practitioners receive a digital badge and post-nominals. RIMPA offers special pricing for Kenyan candidates at the Experienced level. Details of the Kenyan programme will be shared at the launch.

KARMA Talent Development Programme (KTDP)

Launched in November 2024, the KTDP identifies and develops high-potential records and archives management professionals over 24 months, in partnership with RIMPA Global. Participants receive technical and leadership training, mentorship from senior professionals in Kenya and abroad, and sponsored attendance at an international conference. Each participant also publishes a journal article, takes part in a records management project and a KARMA initiative, and coaches young professionals. Enrolment is competitive and open to bona fide KARMA members.

On Tuesday, the nine mentees of **Cohort I** will be recognised and certified, and **Cohort II** will be officially launched.

Alex Bundi Chuka University	**Ali Salano Mohamed** Kenyatta University	**Elsie Cherono** Moi University
Deborah Mburu Maasai Mara University	**Esther Wambua** Meru University	**Millicent Jepleting** Laikipia University
Marie Quety University of Nairobi	**Kenyatta Kaula** Pwani University	**Sammy Atonya** Kenya Methodist University



KTDP Cohort I mentees receive their certificates at the programme launch, 8th KARMA Conference, 2024

CELEBRATING A DECADE

MON · 6:00 PM

Welcome Cocktail Reception

Celebrating the 10th KARMA Annual Conference with fellow delegates and partners.

TUE · OPENING CEREMONY

Retirees & cake-cutting

Honouring our retirees for their service to the profession, and a cake-cutting ceremony to mark ten years of KARMA conferences.

TUE · 2:00 PM

A Decade of KARMA Conferences

Panel on milestones, impact and the future, moderated by Nimrod Taabu with Dr. Cleophas Ambira, Emily Ndungi, Stephen Magwilu, Joan Kamau and Collins Mutimba.

KARMA Awards and Conference Resolutions

The Closing Ceremony on **Friday, 6th November** features the presentation of the 10th Conference Resolutions by the KARMA Secretary General, Collins Mutimba, and the KARMA Awards Ceremony, where the **Best Records Manager of the Year Award** will be presented.

The KARMA Records Management Awards recognise excellence in two categories: **Best RIM Strategy in Business**, for an organisation whose records and information management strategy supports its mission, and **Records Manager of the Year**, for a professional who has made a significant contribution to the practice, policy or theory of records and archives management. KARMA also awards the **Prof. Wamukoya Prize** to training institutions with the most transformative records and archives management programmes, in honour of the late Prof. Justus Murunga Wamukoya.

> *"Ten conferences, one profession: thank you to every member, partner and speaker who has walked this journey with KARMA since 2017."*



Recognition on stage, 9th KARMA Conference, 2025

AGS Records Management
You deserve the best

eManage Africa
Keeping your Data Safe

COMPANY FACTSHEET

10th KARMA Records Management Conference
Mombasa | November 2026

AGS Records Management Kenya

eManage Africa Limited trading as AGS Records Management | Keeping your Data Safe






KENYA AT A GLANCE

20 years in records management

40 highly-skilled employees

4,000+ square metres of storage

301,000 boxes of total capacity

WHAT WE DO

Audit & Consulting
DUTY OF ADVICE
Records audits, policy development, archive organisation, data-protection compliance and training.

Physical Archives
DUTY OF REMEMBRANCE
Secure onsite and offsite storage with full traceability, from packing and transport to disposal.

Digitisation
DUTY OF INTEGRITY
Scanning, indexing and information processing that protect the integrity of your electronic images.

Digital Solutions
DUTY OF SUSTAINABILITY
Digital records management and archives systems, e-signature, financial, HR and medical records.

Also in Kenya: preservation and conservation of heritage documents.

FROM PAPER TO DIGITAL: OUR DIGITISATION WORKFLOW

1. Preparation and sorting of documents
2. Scanning
3. Indexing (manual, LAD/RAD, OCR)
4. Information processing
5. Workflow of information circulation
6. Integration with information systems

ArcHybrid®
One platform for physical and digital archives.

Short-term
Define a strategy based on archives and flows

Medium-term
Compliance

Long-term
Full digital

STORAGE CAPACITY IN KENYA

Kenbelt	47,000
Atlantis Business Park	144,000
Infinity Business Park	110,000

Total capacity: 301,000 boxes across 3 sites | over 4,000 square metres

OUR QUALITY COMMITMENT

- Member of i-SIGMA
- Average customer loyalty rate of 96%
- Secure warehouses and regular audits
- Traceability and full access to your records
- Confidential management of records
- Protection against fire, intrusion, flooding, pests and data risks

PART OF A GLOBAL NETWORK

AGS Records Management | Mobilitas Group

10,000 clients

94 M pages scanned per year

5,440 km of hosted physical archives

1,140 employees

139 locations in Africa

38 digitisation centres in Africa

Mobilitas Group: 468 M€ turnover | 4,500 employees | 100 countries | offices in all 54 African countries

P.O. Box 18643 00500 Nairobi, Kenya | Tel: (254) 020 268 4784 | Cell: (254) 0713 156 250
info@emanageafrica.com | www.emanageafrica.com | ags-recordsmanagement.com

MEMORIST
HERITAGE & BEYOND

AGS / eManage Africa
Mobilitas Group

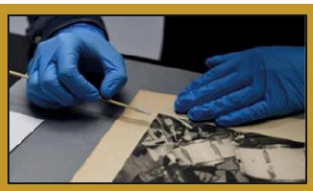
COMPANY FACTSHEET

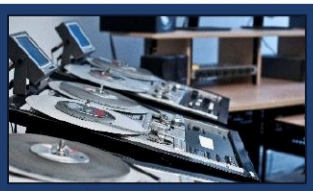
The Memorist Kenya

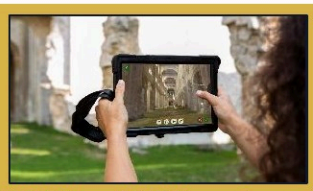
Heritage preservation, digitisation and storytelling | Operating through eManage Africa Kenya

10th KARMA Records Management Conference
Mombasa | November 2026


2D & 3D digitisation


Paper conservation


Audiovisual digitisation


Digital Library / VR / AR experiences

MEMORIST AT A GLANCE

300 heritage experts

30+ years of combined experience

5 specialist brands, one offer

100 countries (Mobilitas Group)

WHAT WE DO

Audit & Strategy
KNOW YOUR COLLECTION
Collection audits, heritage strategy and priorities for preservation and digitization.

Conservation
SAFEGUARD
Restoration of books, documents and archives, with hands-on training.

Digitization
PRESERVE
2D, 3D and audiovisual digitization that protects the integrity of fragile originals.

Storytelling
SHARE
Anniversary publications, VR/AR experiences and the Limb Gallery online platform.

Also in Kenya: capacity-building training for heritage and archive professionals.

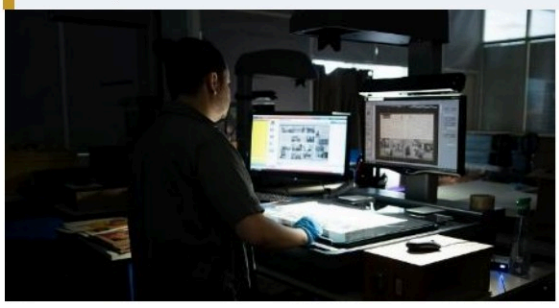
FROM COLLECTION TO STORY: OUR HERITAGE WORKFLOW

1. Audit and prioritization
2. Conservation and preparation
3. Digitization (2D, 3D, AV)
4. Cataloguing and metadata
5. Access through online platforms
6. Storytelling and experiences

Short-term
Audit and prioritize

Medium-term
Preserve and digitize

Long-term
Share and valorize



WHYMEMORIST

- All forms of heritage: paper, images, audiovisual, monuments
- Conservation, digitization and storytelling under one roof
- Local team in Nairobi, backed by international experts
- Serving museums, public institutions, companies and NGOs
- Training that builds lasting local capacity

PART OF A GLOBAL NETWORK

Memorist | Mobilitas Group

300 heritage experts

5 specialist brands

4,500 Mobilitas employees

100 countries

54 African countries with offices

Mobilitas Group: family-owned | history dating back to 1974 | Memorist: the group's heritage division

Anouk Boer, International Business Development Executive, The Memorist Kenya
P.O. Box 18643 00500 Nairobi, Kenya | Tel: +254 769620503 | anouk.boer@thememorist.com

Higher Education Loans Board (HELB)
Empowering Dreams

10TH ANNUAL KARMA RECORDS MANAGEMENT CONFERENCE

2 – 6 November 2026

PrideInn Paradise Beach Resort & Spa, Mombasa

Trusted Records for a Brighter Future

HELB EMPLOYER GUIDE

Your role. Our shared goal.

Supporting access to higher education through timely loan recovery.



Together we build brighter futures

1 OBLIGATION OF THE EMPLOYER

All employers in Kenya have three obligations to HELB, namely, to **Disclose, Deduct** and **Discharge** payments to HELB.

DISCLOSE

Inform HELB upon recruitment of a beneficiary. You can now do this online on the **HELB Employers** Portal at **www.helb.co.ke** by uploading a list of all staff or new staff. You will get a report on beneficiaries, their outstanding balances and monthly deduction rate.

DEDUCT

HELB shares monthly deduction rate for all loanees with outstanding balances. After uploading your staff list, you will get a report on beneficiaries, their outstanding balances and monthly deduction rate. Failure to deduct attracts a 5% penalty per month.

DISCHARGE (REMIT)

All student loans deducted by the employer must be remitted to HELB by the **15th day of the following month. Failure to remit** or delayed remittance attracts a **5% penalty per month.**

Employers can register on **HELB Employers portal** via **www.helb.co.ke**. Upon registration, an employer code number will be assigned.

2 REFUNDS OF PAYMENTS

Erroneous Deductions

An erroneous deduction refers to deductions made without billing from HELB or after the loan had cleared or after a stop order was issued by the Board. Please note that clearance must be confirmed by HELB.

- Erroneous deductions already remitted to HELB can only be refunded by HELB. Kindly refer the employee to HELB.
- The employer cannot reduce the remittance amount to make refund of amounts already remitted to HELB.
- For HELB to make refunds, a notification from the employer confirming the erroneous deduction and an application for refund from the employee must be received by filling the enquiry form.

(See appendix IV for enquiry form or download from HELB website www.helb.co.ke).

Refund of overpayment

It is possible for a Student Loan account to be overpaid. If that happens, the loanee shall receive a refund of the over-payment from HELB and not the employer. For HELB to refund, an application for refund must be received at HELB by filling the enquiry form.

(See appendix IV for enquiry form, you can download from HELB website).
E-mail duly completed form to: enquiries@helb.co.ke.

3 WHEN TO STOP DEDUCTION OF STUDENT LOAN

There are 3 circumstances under which an employer may stop making student loan deductions:

- Upon expiry of the repayment period as per the Billing schedule generated by HELB.
- Upon receipt of a Stop Order letter from HELB.
- When a loanee leaves employment (kindly inform HELB).

An employer is not expected to cease deductions on unilateral advice by the employee.

4 LOAN STATUS TRACKING

Stay informed. Empower your staff.

Employers and loanees can easily check loan status through HELB's digital channels:

HELB PORTAL
Log in to your account at www.helb.co.ke

USSD
Dial *642# and follow the prompts

MOBILE APP
Download the HELB App and check your status instantly

Access. Track. Plan. Build your future.

CONTACT US

Our HELB Contact Channels

+254 711 052 000 | contactcentre@helb.co.ke | www.helb.co.ke

Follow us on:

LinkedIn @HELB | Facebook @HELB | X @HELBPage | TikTok @HELB

Higher Education Loans Board | Financing Higher Education

COSEKE

Your Pan-African Technology Specialist

Information and content management solutions since 1990. Quality means no compromise.

31
Years served

400
Organizations served

7 Countries of operation — Kenya · Tanzania · Uganda · Rwanda · Malawi · DRC · South Africa

ABOUT US

A Pan-African ICT solutions company helping businesses **capture, manage, share and preserve** their information assets, reducing overhead and improving operational efficiency.

Mission: To enhance efficiency and optimization through automation of business processes, by the use of technological solutions.

Vision: To be the preferred ICT services provider in Africa.

WHO WE SERVE

Finance, manufacturing, government institutions, parastatals, insurance and utilities, with more than 300 installations across 7 countries.

Values: Reliability, Integrity, Innovation, Teamwork, Efficiency.

WHAT WE DELIVER

Content and records Management

Content management systems (EDRMS) · Workflow management - AI Embedded · Automated Emails and KYC · Bulk Digitization services · Physical archive management · Off-site records management

Business applications

E-cabinet · Legal Management system · E-counselling system · Board Meet system · HR management system · ERP · Fintech solutions · Business intelligence · Custom application development

Services and support

Software support · Training and consultancy · Managed IT services, with warranties and SLAs

Products

Document imaging equipment (desktop to production, book and portable scanners) · Mobile/ Electronic Movable shelving · Enterprise servers and storage

GLOBAL PARTNERS

Kodak Alaris · Canon · Dell · HP · Microsoft · Cisco · Fortinet · NetApp · Huawei · Palo Alto Networks · Sage · Nintex · Zeutschel · Book2net · Africa Data Center · NVSSoft · Bitrix24

ACCREDITATIONS

ISO 9001:2015 | Computer Society of Kenya | NITA approved trainer | ICT Authority

Nairobi head office
4th Ngong Avenue, 4th Avenue Tower, 20th Floor
P.O. Box 1208 – 00606, Nairobi, Kenya
Tel: +254 20 2730142-4 · sales.ke@coseke.com

Also in
Kampala · Dar es Salaam · Kigali · Lubumbashi
www.coseke.com

NETWORKING & SOCIAL ACTIVITIES

MON · 10:00 AM

Corporate Social Responsibility: Beach Clean-up

KARMA and its members believe in giving back to the communities they serve. On **Monday, 2nd November, from 10:00 am to 12:30 pm**, delegates will take part in a beach clean-up facilitated by Dynamic Events. Wear comfortable clothing, closed shoes and a hat, and bring sunscreen and drinking water.

MON · 1:30 PM

Team Building

From **1:30 pm to 3:30 pm on Monday**, Dynamic Events will lead icebreakers, bonding exercises, outdoor games and group reflections designed to build collaboration, trust and communication among delegates.

MON · 6:00 PM

Welcome Cocktail Reception

Join fellow delegates on **Monday, 2nd November, from 6:00 pm to 10:00 pm** for the Welcome Cocktail Reception celebrating the 10th KARMA Annual Conference. Ushers will direct you to the venue.

TUE · AFTER OPENING

Group Photo

The official conference group photo will be taken on **Tuesday, 3rd November**, immediately after the Opening Ceremony.

DAILY

Health Breaks and Lunches

Tea is served on arrival each morning and during the mid-morning and afternoon health breaks. Lunch is served daily; on Friday, breakfast is served from 8:00 am. Exact times are shown in the programme, and ushers will direct you to the dining areas.

THU · 2:00 PM

KARMA Annual General Meeting

The KARMA AGM takes place on **Thursday, 5th November, from 2:00 pm to 4:00 pm** and is open to KARMA bona fide members.



Evening networking at a past KARMA conference

PRACTICAL INFORMATION

The Venue

The conference is held at the **PrideInn Paradise Beach Resort & Spa** on Shanzu Beach, along Serena Road, about 20 kilometres north of Mombasa town. The resort sits on 17 acres of landscaped gardens with a semi-private white-sand beach on the Indian Ocean. It hosts one of Africa's largest beach convention centres and offers swimming pools, restaurants, a fitness centre and evening entertainment.

Conference Rooms

Plenary sessions, the Opening and Closing Ceremonies and the AGM take place in the main conference hall. On Wednesday, 4th November, breakout sessions run in parallel in the **Eco Ball Room** and **Baracuda**. Rooms are signposted; check the programme for each session's room.

Registration and Information Desk

The registration and information desk opens at **8:30 am** each day (8:00 am on Friday). Collect your delegate pack and name badge there. Ushers in KARMA-branded attire will guide you to the conference hall.

Name Badges

Badges are issued to all registered delegates. Check that your name is spelled correctly and wear your badge at all times; access to some sessions and facilities may be restricted without it.

Announcements and Programme Changes

Any changes to the programme will be announced in the main conference hall and posted on KARMA's social media pages.

Internet Access, Lost and Found

Wi-Fi is available in the conference areas; ask at the information desk for access details. Lost or found items should be reported to the information desk, and found items will be announced in the main hall.

Accommodation

Delegates make their own accommodation arrangements. The PrideInn Paradise Beach Resort & Spa (front desk +254 723 093 093) and several hotels around Shanzu offer rooms close to the venue; book early.

Dining

Tea breaks and lunches are served in designated areas within the resort. Follow the ushers and announcements.

Exhibitors and Sponsors

Partners and exhibitors will showcase records management, digitisation and AI solutions in the exhibition area. Visit their stands during health breaks.

DELEGATE CHECKLIST

- Name badge, worn at all times (collect it at the registration desk)
- This handbook and your delegate pack
- Hat, sunscreen, closed shoes and water for Monday's beach clean-up
- Comfortable clothes for Monday's team building
- Business cards for networking and exhibitor stands
- KARMA membership details if you will attend Thursday's AGM

FOLLOW AND SHARE

- X @KeRMA2010
- in KARMAKENYA
- f KARMA
- ▶ @KarmaKenya

SHARE YOUR MOMENTS

frames.karma.co.ke

Upload your conference photos and share them with **@KeRMA2010**

GETTING TO THE VENUE

BY AIR

Several airlines fly daily from Jomo Kenyatta International Airport (JKIA) and Wilson Airport in Nairobi to Moi International Airport (MBA), Mombasa, in about 45 minutes to 1 hour. The resort is roughly 45 minutes by taxi from MBA. Vipingo Ridge airstrip is closer to Shanzu, about 30 minutes' drive away.

BY SGR

Trains leave the Nairobi Terminus at Syokimau and reach Miritini Station, Mombasa, in about 5 to 6 hours, in economy or first class. From Miritini, a taxi to Shanzu takes about 45 minutes.

BY ROAD

Buses (including Mash Poa, Coast Bus and Ena Coach) cover the 483-kilometre Nairobi–Mombasa route in 8 to 10 hours. From Mombasa town, Shanzu is 15 to 20 kilometres north: 30 to 45 minutes by taxi, ride-hailing (Bolt, Uber, Little Cab) or a matatu bound for Shanzu or Serena.

INTERNATIONAL

From Moi International Airport, use licensed taxis, ride-hailing apps or pre-booked car hire. The resort is about 23 kilometres from the airport.

EXPLORE MOMBASA

Make time to visit these cultural, historical and natural attractions near the venue.

Fort Jesus

A UNESCO World Heritage Site built by the Portuguese in 1593, with a museum, cannons and ocean views.

Old Town Mombasa

Narrow streets of Swahili, Arab and Portuguese architecture, carved doors, spice shops and antique stores; best explored on foot with a local guide.

Haller Park

A former quarry turned nature sanctuary with giraffes, hippos, tortoises and a butterfly garden.

Bombolulu Workshops

A social enterprise and cultural centre where artisans with disabilities make jewellery, textiles and leather goods.

Mamba Village

A large crocodile farm in Nyali with botanical gardens and camel rides.

Mombasa Marine National Park

Coral reefs, sea turtles and dolphins, with snorkelling and glass-bottom boat trips.

Nyali and Bamburi beaches

White sand, water sports and seafood; Bamburi is livelier, Nyali calmer.

Marikiti Market & Likoni Ferry

Everyday Mombasa life, from spices and khangas on Digo Road to the crossing over Kilindini Harbour.

Vasco da Gama Pillar

Erected in 1498, one of the oldest European monuments in East Africa.

SAFETY & EMERGENCY CONTACTS

Staying safe in Mombasa

Mombasa's coast is generally safe for visitors, especially in established tourist areas and hotels.

- Guard against petty crime in crowded places and markets.
- Avoid walking alone at night.
- Use licensed taxis and ride-hailing apps.
- Swim only in supervised areas and follow beach warning signs.

USEFUL CONTACTS

+254 705 519 715 info@karma.co.ke	KARMA Secretariat (Kevin Olendo, Marvin Otieno, Eugene Makau)
+254 723 093 093	PrideInn Paradise Beach Resort: front desk (24 hours; ask for the resort nurse)
+254 709 532 000	PrideInn Hotels call centre
999 / 112	Kenya emergency services (police, fire, ambulance)

ACKNOWLEDGEMENT

The 10th KARMA Annual Records Management Conference is the work of many hands. KARMA extends its sincere gratitude to everyone who made this milestone gathering possible.

With thanks

To our Chief Guests, **H.E. Dr. Musalia Mudavadi, EGH**, Prime Cabinet Secretary and Cabinet Secretary for Foreign and Diaspora Affairs, and **Hon. Felix K. Koskei, EGH**, Chief of Staff and Head of the Public Service, for honouring us with their presence; and to **Ms. Ummi Mohammed Bashir, CBS**, Principal Secretary, State Department for Culture, the Arts and Heritage, for her steadfast support of the records and archives profession.

To our partners and sponsors, whose support made this conference possible; to our speakers, panellists, moderators and Masters of Ceremonies for sharing their knowledge and time; to Fix Kenya Limited and Dynamic Events; to the management and staff of the PrideInn Paradise Beach Resort & Spa; to the KARMA Executive Committee and Secretariat; and to every delegate who joined us in Mombasa.

CONFERENCE ORGANIZING COMMITTEE

Humphrey Moturi CONFERENCE CHAIR	**Dr. Daniel Oloo** CONFERENCE COORDINATOR	**Vitalis Adongo** PROGRAMME COORDINATOR
Marie Quety CONFERENCE SECRETARY	**Dismas Mwita** MEMBER	**Sussie Nekesa** MEMBER

WITH SPECIAL THANKS TO

Fix Kenya Limited

Dynamic Events

> *"Thank you to the Conference Organizing Committee, whose dedication brought the 10th KARMA Conference together."*

KARMA

KENYA ASSOCIATION OF RECORDS MANAGERS AND ARCHIVISTS

Thank you for joining us at the

10TH KARMA ANNUAL RECORDS MANAGEMENT CONFERENCE

"AI-Ready Records for Smart, Accountable Governance"



Kenya Association of Records Managers and Archivists (KARMA)

6th Floor, Solar House, Room 603 · P.O. Box 1406-00502, Karen, Nairobi

Tel: +254 705 519 715 · info@karma.co.ke · www.karma.co.ke

X: @KeRMA2010 · LinkedIn: KARMAKENYA · Facebook: KARMA · YouTube: @KarmaKenya

SHARE YOUR MOMENTS

frames.karma.co.ke

Upload your conference photos

Published by KARMA, November 2026. © 2026 Kenya Association of Records Managers and Archivists. All rights reserved.