

CONFIDENTIAL

BOARD PAPER NO:13

KENYA PLANT HEALTH INSPECTORATE SERVICES



**ICT AND INNOVATION ACTIVITY REPORT FOR THE 1ST QUARTER FY
2024/2025**

OCTOBER, 2024

BOARD PAPER

Agenda Item: ICT and Innovation Activity Report for the 1st Quarter FY 2024/2025

Presenter: Secretary to the Board/ Managing Director

1.0 Purpose and Context

This Board Paper presents the status of various ongoing ICT projects/implementations.

2.0 Background

The core functions of KEPHIS are automated through ICT systems to ensure efficiency and effectiveness in service delivery. Therefore, management is keen on continuous improvement of technologies and services through implementation of ICT infrastructure, solutions and systems.

During the quarter the Management achieved the following:

- a) **IEICS reporting module:** Report generation for clients on their individual transactions' reports including generation of financial statements was completed and commissioned. ACL department was also configured and enabled to generate reports of IEICS using BI tool.
- b) **Cloud hosting services:** Following a grant by TMA part of the funds are being utilized to extend the Cloud hosting services. Following a cost benefit analysis carried out on the cloud hosting at KONZA versus on-premise hosting of systems, it was concluded the former to be cheaper based on the overall cost estimates. Management has initiated migration of critical ICT systems IEICS, SCPVP, IPPC, PIMS to KONZA as per the government directive.
- c) **ICT asset register and disposal list:** Both the ICT asset register and the ICT disposal items were populated, updated and shared with the procurement section.
- d) **Revenue reconciliation via the E-citizen platform and IEICS:** Management onboarded IEICS to the E-citizen platform and integrated IEICS to process confirmed payments. In this quarter under review, all payments for import & export applications were received through the e-citizen channel. However, on the onset of there was a variance on the revenue reconciliation between the E-citizen

and IEICS reports generated. This has now been resolved and both reports generated from the two systems are in sync.

e) The following are the ongoing projects: -

1. **Enterprise Resource Planning (ERP) system:** All pending items as per the user requirements for Finance, Human Capital, SCM, Risk, Transport, Meeting and Accommodation were gathered and compiled. Following the testing carried out several issues were highlighted and submitted to the developer. It is anticipated to finalize the onboarding by quarter 2 FY 24/25.
2. **SC-PVP system enhancements and E-citizen integration:** Enhancements of the SC-PVP systems are ongoing after all pending issue logs were complied and shared with the developers. Integration to E-citizen will be finalized by the end of the 2nd Quarter.
3. **LIMS system:** The user requirements for the ACL and molecular labs were reviewed and updated to identifying any gaps that had not been captured in the initial requirements gathering. The system is to be finalized by the end of the 2nd Quarter.
4. **Trade Logistics Information Pipeline (TLIP) project** :TradeMark Africa (TMA is funding KEPHIS with a budget of USD 200,000.00 for purposes of establishing a partner agency TLIP Node ICT at KEPHIS. Using the above funding, TMA will support KEPHIS in enhancing its ICT infrastructure for efficient service delivery through the KEPHIS Information Systems and TLIP Node for global sharing of electronic trade documents. The project is projected to be finalized by quarter 3 FY 24/25.

3.0 Financial Implication

The financial implications as a result of the above mentioned ICT projects and initiatives were budgeted and approved for in the FY 2024/25 budget allocation.

4.0 Risk Analysis

The management is conscious of information security and rapid change of technology risks and has put in place plans to mitigate the risks.

Some of the risks identified are:

- a) Inadequate number of staff supporting systems and capacity building on ICT legal regulatory framework and skills for staff working in ICT department and sensitization of stakeholders. Several training exercises have been scheduled with various service providers for purposes of knowledge transfer.
- b) Inadequate budget allocation and therefore Management has looked for alternate donor funding through TMA.
- c) Lack of technical knowledge on the core mandate process workflows to offer sufficient ICT support. Engagement of ICT staff in core mandate activities to offer quality support to ICT systems.

5.0 Legal compliance

The proposed projects are aimed at complying with the Data Protection Act of 2019; ISO 27001 Information Security Management System (ISMS) standards and the Government ICT Standards.

6.0 Management Responsibility

The Management shall ensure that the proposals made will be executed as per the approval of the Board.

7.0 Submission:

That the Committee:

- a. Receive and consider the ICT and Innovation for the 1st Quarter FY 24/25; and
- b. Recommend the adoption of the Report by the full Board.

Secretary to the Board