

SEMINAR NOTICE



THE KENYA SCHOOL OF LAW

AI GOVERNANCE & POLICY DEVELOPMENT

(ACCREDITED BY LSK FOR CPD POINTS)

THEME: *"Mastering the Shift: Productivity & Balance"*

DATE/TIME: 13th October 2026 (10 Am – 12 Noon)

VENUE: VIRTUAL

COURSE OVERVIEW

Institutional AI governance involves creating frameworks to guide the ethical, safe, and productive use of artificial intelligence. Successful implementation requires a phased approach: assembling a cross-functional committee, assessing local infrastructure, drafting clear guidelines aligned with national standards, and continuously updating policies as technology evolves.

When institutions fail to provide clear guidance for responsible adoption of AI technologies, they fail both to encourage consistency across the institution and to reinforce responsible engagement with AI. A comprehensive AI policy doesn't just tell stakeholders what they can or cannot do; rather, it provides institutional consistency and a structured approach for how they can responsibly engage with AI.

What you will learn.

- **Risk Management:** Navigating legal and compliance risks, data leakage, and security in AI tools.
- **Ethics and Accountability:** Ensuring human oversight, mitigating bias, and promoting fairness.
- **Operational Alignment:** Translating strict controls into actionable guidelines for staff, addressing the reality of "Shadow AI"

TARGET PARTICIPANTS

The seminar is recommended specially for: Advocates, In-house counsel, Legal and policy advisors ICT professionals, Data Protection Officers/Professionals. University HR managers, generalists, and specialists who draft, update, and manage day-to-day personnel policies. Board of Directors, and business owners who approve organizational policies, guidelines and align them with strategic goals.

Team leaders responsible for enforcing rules, handling grievances, and executing performance management; Risk management and legal staff who ensure policies align with laws, regulations, and institutional standards

YOUR INVESTMENT: Kshs. 2,500 (Non-East Africans: USD 500) inclusive of VAT and registration fee. (Covers *tuition fees, course materials, stationery, lunch and refreshments*). **NOTE that where a person who has registered for the course pulls out within 7 days to the date of training, the School shall deduct 25% of the tuition fee to cover administrative expenses.**

Application Process:

Application should be made ONLINE through the platform. Please log at: <https://services.ksl.ac.ke/web/> login sign up and register for the course.

Money should be deposited in the **School's Playbill Number: 303030, Account Number. 202 2029 110 or Through Absa Bank PLC Account Number. 202 2029 110, Absa Plaza Branch, Nairobi, Kenya** and banking slip presented to the Finance Office. Please note that we would wish to have your duly completed application form and proof of payment by 12.00 p.m. on **12th October, 2026**, to enable us to adequately prepare for the course. Late applicants should confirm availability of space before paying for the course.

For more information, please contact the Course Coordinator, Kefa Simiyu or Christine / Jacqueline on:
Tel: +254- +254(020) 2699581/6

Email: cpd@ksl.ac.ke mkefa@ksl.ac.ke cmwanza@ksl.ac.ke or jacqueline@ksl.ac.ke Website: www.ksl.ac.ke



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