

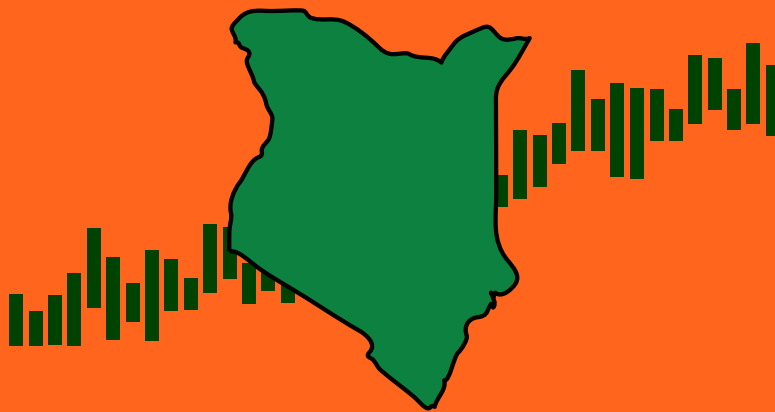


**ACP** OBSERVATORY ON MIGRATION  
OBSERVATOIRE ACP SUR LES MIGRATIONS  
OBSERVATÓRIO ACP DAS MIGRAÇÕES

# ENHANCING MIGRATION DATA MANAGEMENT IN KENYA:

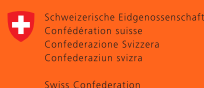
## *Assessment and Recommendations*

**Gondi Hesbon Olum**



*An Initiative of the ACP Secretariat,  
Funded by the European Union*

*Implemented by IOM and with the Financial Support of Switzerland,  
IOM, the IOM Development Fund and UNFPA*



**IOM Development Fund**  
*Developing Capacities in  
Migration Management*



**Data  
Assessment**

**ACPOBS/2013/MDA04**

**2013**

## ACP OBSERVATORY ON MIGRATION

The ACP Observatory on Migration is an initiative of the Secretariat of the African, Caribbean and Pacific (ACP) Group of States, funded by the European Union, implemented by the International Organization for Migration (IOM) in a Consortium with 15 partners, and with the financial support of Switzerland, IOM, the IOM Development Fund and UNFPA. Established in 2010, the ACP Observatory is an institution designed to produce data on South-South ACP migration for migrants, civil society and policymakers and aims to enhance research capacities in ACP countries to improve the situation of migrants and strengthen the migration-development nexus.

The Observatory was established to facilitate the creation of a network of research institutions and experts on migration research. Activities are underway in 12 pilot countries and will be progressively extended to other interested ACP countries. The 12 pilot countries are: Angola, Cameroon, the Democratic Republic of the Congo, Haiti, Kenya, Lesotho, Nigeria, Papua New Guinea, Senegal, Timor-Leste, Trinidad and Tobago and the United Republic of Tanzania.

The Observatory has launched research and capacity-building initiatives on South–South migration and development, addressing topics of increasing importance for the ACP Group. Research publications and capacity-building manuals can be accessed and downloaded free of charge from the Observatory's website ([www.acpmigration-obs.org](http://www.acpmigration-obs.org)). Upcoming publications and information on the Observatory's activities will be posted online.

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This document was prepared by Gondi Hesbon Olum. Overall coordination of the assessment and revision of the report was provided by Jette Christiansen, Capacity Building Officer of the ACP Observatory on Migration. Opinions expressed in this document are those of the author and do not necessarily reflect the views of the Secretariat of the African, Caribbean and Pacific (ACP) Group of States, the ACP Observatory on Migration, the European Union, the International Organization for Migration (IOM), its member states, the Swiss Federation, the United Nations Population Fund or the Government of Kenya.

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**ACP**

OBSERVATORY ON MIGRATION  
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# **ENHANCING MIGRATION DATA MANAGEMENT IN KENYA:**

## ***Assessment and Recommendations***

**Gondi Hesbom Olum**



## FOREWORD

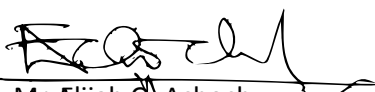
Maximizing the positive contributions of migration to development is an issue that has received increasing attention globally. To achieve this goal, countries throughout the world have recognized the need for reliable and timely data and information on migration and development that can inform evidence-based policymaking and planning. However, many countries, lack sufficient data and analysis to elaborate informed policies and programs, including related national developmental and poverty reduction strategies, comprehensive migration policies and legislative frameworks as well as effective administrative structures and programs.

The African, Caribbean and Pacific Observatory on Migration commissioned Mr. Olum Gondi, a researcher and statistician, to carry out an assessment of migration data management in Kenya from September 2012 to January 2013. The assessment involved close consultation and coordination with representatives from government agencies, research institutions, and civil society organizations, including the Office of the Prime Minister, Ministry of Immigration and Registration of Persons, Ministry of Tourism, Ministry of Labour, Ministry of Foreign Affairs, Kenya National Bureau of Statistics, Central Bank of Kenya, International Organization for Migration, United Nations High Commissioner for Refugees, and private sector institutions dealing with employment, amongst others.

The need for an assessment of migration data management in Kenya has long been recognized, especially considering the importance of migration data in an era in which the world has become a “global village”, with migration being one of the driving forces behind this process. The growing recognition of migration’s links with development also prioritizes the need for improved data and data management. Labour migration, as well as diaspora contributions and remittances, for example, can play important roles in contributing to the human development of populations in both origin and destination countries.

The current assessment brought to light both achievements, as well as expected and unexpected shortcomings in migration data collection, processing, sharing, analysis and dissemination, complicated further by lack of coordination among the various government and civil institutions in the country. The assessment report shows that despite Kenya having adequate migration data in various institutions, the data is not sufficiently coordinated, shared, analysed and or disseminated. The assessment found that many of the existing sources of migration data – including administrative databases and registries – that could potentially yield important migration data for analysis and policymaking, are underutilized. In addition, many of the institutions surveyed have limited capacity, resources and facilities for collection, processing, sharing and analysis of migration data. This in turn has made the access and use of migration data difficult.

This report provides practical recommendations for improving migration data collection, processing, sharing and analysis in Kenya, which will need to be closely considered and acted upon to ensure Kenya’s ability to harness the positive contributions of migration to development.



Mr. Elijah O. Achoch,  
National Consultative Committee Chairperson,  
Director, Transformative Leadership and Change Management  
Office of the Prime Minister



## ACKNOWLEDGEMENTS

The process of assessing migration data management in Kenya required concerted efforts of the people and institutions committed to seeing successful completion of the assessment.

It is my pleasure to sincerely express my greatest thanks to all those who participated in the assessment for their invaluable and informed inputs. My sincere thanks go to the National Consultative Committee, led by the Chairman Mr. Elijah Achoch; the ACP Observatory on Migration Focal Points for Kenya, Ms. Alice Kimani and Ms. Joselyne Chebichi as well as officers from all the institutions included in the study for their unwavering support.

I am most grateful to the ACP Observatory on Migration team led by Ms. Jette Christiansen, who gave comments, suggestions and all the necessary support and advice in the writing of the report. I also thank stakeholders and partners, whose input into the assessment of migration data management was most valuable.

My gratitude also goes to my staff – comprised of Mr. Daniel Ngari, Mr. Ezekiel Ogutu and Ms. Phoebe Atieno – for providing invaluable assistance throughout the assignment.

Gondi Hesbon Olum





## EXECUTIVE SUMMARY

This assessment of migration data management in Kenya, commissioned by the African, Caribbean and Pacific Observatory on Migration, was undertaken from September 2012 to January 2013. The assessment was carried out in close consultation and coordination with governmental institutions in the framework of the National Consultative Committee.

The key institutions dealing with migration data issues in Kenya are the Department of Immigration Services, the Ministry of Immigration and Registration of Persons, the Ministry of Tourism, the Ministry of Labour, the Ministry of Foreign Affairs, the Kenya National Bureau of Statistics, the Central Bank of Kenya, the International Organization for Migration, the United Nations High Commissioner for Refugees and private sector institutions dealing with employment, amongst others.

The general findings of the assessment indicate that although Kenya has rich sources of migration data in various institutions, these data is not sufficiently coordinated, shared, analysed and disseminated. In addition, most institutions have limited capacity, resources and facilities for collection, processing, sharing and analysis of migration data, which can result in gaps in the availability of data in some areas, as well as data which are sometimes incomplete, insufficiently updated or not produced in a timely manner.

To improve migration data systems in Kenya, it is essential to build capacity in migration data collection, processing, analysis and sharing. A key recommendation of this assessment is strengthening capacity building initiatives, including trainings, recruitment of staff, provision of adequate funds, development of a national migration data management strategy and legal frameworks, modernization or upgrading of old equipment, improved internet connectivity and strengthened monitoring and evaluation processes, amongst others.



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## LIST OF ACRONYMS

ACP	African, Caribbean and Pacific
AMADPOC	African Migration and Development Policy Centre
CBK	Central Bank of Kenya
COTU	Central Organization of Trade Unions
DIS	Department of Immigration Services
GHZ	Gigahertz
GB	Gigabyte
GOK	Government of Kenya
HP	Hewlett-Packard
ICT	Information Communication and Technology
IOM	International Organization for Migration
IMIS	Integrated Multi-sectoral Information System
NBO	Jomo Kenyatta International Airport
KAPEA	Kenya Association of Private Employment Agencies
KeNADA	Kenya National Data Archive
KenInfo	Kenya Socio-Economic Database
HDD	Hard disk
KNBS	Kenya National Bureau of Statistics
MJV	Multiple journey visas
MS	Microsoft
NCAPD	National Agency for Population and Development
NEMA	National Environment Management Authority
PISCES	Personal Identification Secure Comparison and Evaluation System
UNHCR	United Nations High Commissioner for Refugees
UV	Ultra-Violet
UNFPA	United Nations Population Fund



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## I. INTRODUCTION

Kenya is situated in the eastern part of the African continent. Tanzania borders it to the south, Uganda to the west, Ethiopia and South Sudan to the north, Somalia to the northeast and the Indian Ocean to the southeast.

Analysis of census results between 1962 and 2009 shows that Kenya's population has risen from 8.6 million to 38.6 million. In the 2009 census, data were collected on internal migration, immigration to Kenya and emigration abroad. These data were analysed to determine the levels, trends, and demographic and socio-economic characteristics of international and internal migration in Kenya. The key migration attributes collected were: place of birth, previous residence, duration of residence and place of enumeration. For emigrants, who had gone abroad in the last fifteen years, the 2009 census collected variables on educational attainment, professional training, county of destination, country of current residence, year of departure, reason for emigration and remittances-sending behaviours. Members of the households, who received remittances, were further asked to state how the funds received were used.

According to the 2009 census, there were 357,486 migrants in Kenya, comprising 0.93 per cent of the total Kenyan population. Of these immigrants, the majority was from Africa (84%), followed by Asia (10.3%), Europe (4 %) and America (1.6%), with immigrants from Australia and the Caribbean making up less than 1 per cent.

As for internal migration, the 2009 census found that recent internal migrants prefer to move to the more ecologically favorable central and western regions of the country, rather than to the arid and semi-arid regions of Kenya. The 2009 census targeted "recent" internal migrants, who indicated a change in their province of residence since 2008. Of the eight provinces, Nairobi hosted the highest number of recent internal immigrants (247,688), followed by Rift Valley (192,110), Central (135,114), Coast (67,849), Nyanza (65,577), and Eastern (51,427), respectively. Northeastern had the lowest number of recent internal migrants (7,627) followed by Western (44,704).

Nairobi province was also the source of the highest number of recent internal emigrants (153,655), followed by Eastern (146,021), Rift Valley (133,945), Central (109,998), Nyanza (107,220), Western (104,907), Coast (42,008), and finally North Eastern (14,340).

According to the 2009 census, there were 193,681 refugees in Kenya, of whom 53 per cent were from Somalia followed by 4 per cent from Sudan. Other refugees came from Ethiopia, Uganda, Democratic Republic of Congo, Rwanda, Burundi and Eritrea, among others. However, the 2011 State of Kenya Population report indicates that the total number of refugees in Kenya decreased from 420,000 in 1992 to about 160,000 in 2009 (NCAPD, 2011). This is attributed to the repatriation of more than 155,000 former refugees to Somalia and 70,000 to Ethiopia. The high number of refugees in 1992 was a result of political instability in the neighbouring countries of Somalia and Sudan.

Given this complex migration context – which presents many challenges and opportunities – the Government of Kenya (GOK), including the members of the National Consultative Committee (NCC) has a strong interest in having quality and up-to-date data on migration, which can inform decision-making, policy and planning in the country related to migration and development, labour migration, remittances, internal migration and diasporas.

Overall, the assessment found Kenya has rich sources of migration data from various institutions. However, several steps can be taken to improve the collection, processing, sharing, analysis and dissemination of migration data. This assessment, which was undertaken with the active participation of the NCC, provides these stakeholders with practical recommendations that can assist them with their ongoing efforts to improve existing migration data in Kenya.



## 2. METHODOLOGY AND OBJECTIVES

This assessment adopted consultative and participatory methods, including close consultations with key stakeholders and the NCC, comprised of representatives from key Kenyan government ministries, civil society, academic institutions and international organizations (see Annex 2).

During the assessment, 30 stakeholder interviews were carried out with representatives from 16 institutions. The interviews included eight immigration officers working at various border points, 12 government and parastatal officers working with migration data, five migration researchers and five key informants, namely with members of the NCC, the Federation of Kenya Employers (FKE), the Central Organization of Trade Unions (COTU), the National Agency for Population and Development (NCPD) and the United Nation Population Fund (UNFPA) (see Annex 2). IOM Kenya and UNFPA provided materials and statistics on migration, while FKE, COTU, Kenya National Commission on Human Rights (KNCHR) and Kenya Human Rights Commission (KHRC) were contacted for information.

In addition, a literature review was conducted, including reviews of various statistical publications from the Kenya National Bureau of Statistics (KNBS) (such as census reports, statistical abstracts, and economic surveys); ACP Observatory and IOM publications; migration reports from the Ministry of Immigration and Registration of Persons, amongst others.

The following institutions were identified as key migration data producers and users in Kenya:

**Table 1: Key institutions producing data or information on migration**

Institution	Role in management of migration data and information
African Migration and Development Policy Centre (AMADPOC)	AMADPOC conducts policy-oriented research and provides training and technical assistance to regional and national programs regarding the analysis of internal and international migration (including voluntary, forced and irregular migration as well as internal displacement; brain gain and the contribution of diasporas to development) in the Greater Horn of Africa. This organization is both a key producer and user of data on migration. For more information, see <a href="http://www.amadpoc.org/">www.amadpoc.org/</a> .
Central Bank of Kenya (CBK)	CBK conducts analysis of data on remittances through offsite monitoring of foreign exchange inflows and outflows. The Bank carries out a monthly survey on remittance inflows through formal channels, including commercial banks and other authorized international remittances service providers. Datasets are processed and produced in excel format, showing the amount of remittances in US dollars. For more information, see <a href="http://www.centralbank.go.ke/index.php/diaspora-remittances">www.centralbank.go.ke/index.php/diaspora-remittances</a> .
Department of Immigration Services (DIS)	DIS is responsible for overseeing all matters related to facilitating and regulating international travel, passports, entry, exit, residency, visas, citizenships and work permits. The above variables are in the databases as shown in Table 2. For more information, see <a href="http://www.immigration.go.ke/">www.immigration.go.ke/</a> .
Department of Refugees Affairs (DRA)	DRA manages the provisions of protection services to refugees and asylum seekers, including humanitarian assistance, reception, registration, refugee status determination, as well as repatriation, resettlement and integration services. Its mandate is derived from the 2006 Refugees Act. This Department collects and processes data on refugees and asylum seekers, which are shown in dataset tables. For more information, see <a href="http://www.refugees.go.ke/">www.refugees.go.ke/</a> .
Federation of Kenya Employers (FKE)	FKE represents Kenyan employers and seeks to promote and defend their interests, including by promoting an enabling business environment in which work permit policies do not negatively impact business, especially in sectors experiencing labour shortages. From a data perspective, FKE monitors the issuance of work permits in order to detect possible labour shortages. For more information, see <a href="http://www.fke-kenya.org/">http://www.fke-kenya.org/</a> .
International Organization for Migration (IOM)	IOM is the leading inter-governmental organization in the field of migration and is dedicated to promoting humane and orderly migration. IOM Kenya aims to provide a reliable, flexible and responsive migration management resource to the government, regional organizations and migrants in Kenya. IOM is a rich source of literature on migration data. For more information, see <a href="http://nairobi.iom.int/kenya">http://nairobi.iom.int/kenya</a> .

Institution	Role in management of migration data and information
Kenya Association of Private Employment Agents (KAPEA)	KAPEA provides employment services to Kenyans wishing to take up employment abroad. It is an association representing all foreign employment agencies. KAPEA manages a database of private employment agencies, prospective employees and persons recruited, placed or employed, as well as a register of all migrants recruited or placed through the Association's members. This database and register may be used by members of the Association, jobseekers and the Government of Kenya (GOK). In addition, KAPEA collects data on Kenyans seeking foreign employment contracts. For more information, see <a href="http://www.kapea.org/">www.kapea.org/</a> .
Kenya National Commission on Human (KNCHR)	KNCHR is a public institution that promotes and protects human rights for all in Kenya. KNCHR encourages Kenyans and migrant workers to freely report any cases of rights violations, as well as celebrates gains in the human rights sector. For more information, see <a href="http://www.knchr.org/">http://www.knchr.org/</a> .
Ministry of Labour	The Ministry of Labour coordinates the administration of labour migration employment agents and ensures that all such agents are accredited by this Ministry. Through an inter-ministerial committee, the Ministry of Labour gives advice on issuance of permits. In addition, the Ministry regulates the terms and conditions of employment abroad through attestation of foreign contracts of service. Data collected by the Ministry are indicated in Table 3. In conformity with Section 83 of the Employment Act 2007, Kenyans taking foreign employment must acquire a Foreign Employment Contract from prospective employers attested by a Labour Officer. The National Employment Bureau and Labour Department collect data related to Kenyan labour emigrants and the terms, the conditions of employment and their destination (the country where employment is taken). The information is collected and updated quarterly. For more information, see <a href="http://www.labour.go.ke/">www.labour.go.ke/</a> .
Ministry of Youth Affairs, Youth Enterprise Development Fund (YEDF) and Labour Export Unit	Through the Youth Enterprise Development Fund and the establishment of partnership with private employment recruitment agencies accredited by the Ministry of Labour, this Ministry assists Kenyan youth to acquire employment abroad. The Ministry collects data monthly and has biodata on youth given pre-departure briefings before taking foreign employment. For more information, see <a href="http://www.youthaffairs.go.ke/">www.youthaffairs.go.ke</a> .
Nursing Council of Kenya (NCK)	This Council reviews professional certificates and qualifications of emigrating Kenyan nurses. As required by the Nurses Act, nurses who want to practice must register with the NCK. It is mandatory that nurses who return to the country after being abroad apply for verification of their professional details. For more information, see <a href="http://www.nckkenya.com">http://www.nckkenya.com</a> .

Through this participatory methodology, the assessment aimed to evaluate the sources and availability of existing migration-related data, as well as its collection, analysis, sharing, protection and dissemination. Furthermore, migration data management procedures and related legislation – as well as existing resources, both physical and human – were evaluated to assess gaps and recommend practical measures to improve the availability of migration data as well as its analysis, sharing and overall management between various stakeholders in the country.

### 3. EXISTING MIGRATION DATA: SOURCES AND AVAILABILITY

In Kenya, data on migration is regularly collected and analysed by government institutions. Some of the data is available to the public through monthly and annual reports published on the institutions' websites, while the rest is used for internal purposes of the institution producing the data.

Major sources of migration data in Kenya include the population census and household surveys, data collected at borders, as well as from administrative records. Data on immigrant stocks and flows, remittances, international arrivals and departures, hotel beds occupied by visitors, passports and work permits issued as well as stock of registered refugees is all readily available to the public in the form of annual reports or surveys.

Additional migration-related data is collected; however, it is not adequately analysed, reported or shared amongst government institutions and policymakers or made available to the public. In the majority of cases, migration data is collected by respective institutions primarily for internal administrative purposes. However, existing administrative data collected by several institutions, especially DIS, could be better utilized through increased analysis and reporting to produce important information on migration. Information stored in DIS databases and reported does not capture all the information that applicants in various categories provide when filling out relevant forms, such as entry/departure declarations, visa applications and applications for registration as an alien. This additional information that could be processed and analysed includes variables, such as demographic characteristics of registered aliens (see Annex 4).

Access to most datasets (all KNBS) is governed by a data access and dissemination policy and access is granted only through a formal request. Although this requirement causes delay to the intended user, the request is usually granted.

Little or no data is collected on irregular migrants and human trafficking. The assessment found that data is collected by individual agencies and institutions, and there is no organized mechanism for its consolidation and compilation at a central level. Key informants, such as immigration officers at border points, reported that cases of irregular migration and trafficking in persons are referred to the police for prosecution and that court records are not systematically maintained to obtain this information.

The following table provides an overview of the data on migration that is currently collected in Kenya:

**Table 2: Existing data on migration**

Institution	Data	Indicators / Description	Migrant category
Central Bank of Kenya (CBK)	Diaspora remittances	Financial transfers/remittances of nationals living abroad; total monthly remittances in US dollars calculated from balance of payments. The Central Bank undertakes monthly surveys to establish remittances received by the banks.	Emigrants, diaspora
Department of Immigration Services (DIS)	DIS administrative data	Number of international arrivals/departures; number of residence permits issued; number of visas issued; number of work permits issued; number of deportations and removals carried out; number of refugees recognized; number of asylum-seekers registered.	Immigrants, refugees, asylums-seekers, irregular migrants
	Border points data	Number of persons entering and exiting Kenya, by country of origin and destination and mode of transport.	Immigrants, emigrants, refugees, irregular migrants, visitors
	Personal Identification Secure Comparison and Evaluation System (PISCES)	Database that facilitates collecting, comparing and analyzing travelers' information on travel documents at strategic transit, entry and exit points. Data includes name, age, nationality, place of birth and criminal offences committed.	Immigrants, emigrants, refugees, irregular migrants, visitors
Department of Refugee Affairs (DRA)	Refugees and asylum seekers register	Numbers of refugees and asylum-seekers registered, recognized, repatriated and resettled	Refugees, asylum-seekers, repatriated refugees, resettled refugees

Institution	Data	Indicators / Description	Migrant category
Kenya Association of Private Employment Agencies (KAPEA)	Foreign employment contracts	Kenyans emigrating to work abroad: name, ID/ Number, passport number, occupation, highest level of education, date of commencement of contract, date of expiry of contract, place of work, name and contact details of employers. Data is inputted into excel and shared with MoL.	Labour emigrants, diaspora
Kenya National Bureau of Statistics (KNBS)	Census data on migration (2009 – every 10 years)	Total stock of immigrants and total stock of internal migrants (by place of birth, previous residence, duration of residence, place of enumeration); total stock of emigrants in the past 15 years (by educational attainment, training, country of destination, country of current residence, year of departure, reason for emigration and remittances)	Immigrants, emigrants, diaspora, internal migrants, remittances.
	Economic Survey	Number of work permits and passports issued, immigrants registered – compiled by DIS and published annually by KNBS.	Labour immigrants, immigrants
	Data on hotel bed nights occupied by visitors is collected by KNBS staff	Data on hotel bed nights occupied by foreign visitors is collected by KNBS. All guests, locals and foreigners, are registered at the hotels and this information is collected by both KNBS and the Ministry of Tourism.	Data on hotel bed nights occupied by foreign visitors is collected by KNBS
	Labour Force Survey	Stock (by region) and net flows of internal migrants (by place of birth, country of birth, place of enumeration, gender, level of education).	Internal migrants, Rural-urban migrants
	Macroeconomic Statistics Directorate, Border points data	Border points data - numbers of visitor arrivals and departures; number of visitors in transit; purpose of travel (leisure or business); mode of transport; length of stay of departing visitors by purpose of visit and country of origin.	Foreign visitors
Ministry of Labour - National Employment Bureau and Labour Department	Administrative data – labour emigration	Kenyans emigrating to work abroad: name, gender, age, ID/number; passport number, occupation, highest level of education; date of commencement of contract, date of expiry of contract, place of work; name, telephone and address of employers.	Labour migrants (emigrants)
Ministry of Youth Affairs, Youth Enterprise Development Fund, Labour Export Unit	Youth labour emigration	Number of youth who receive pre-departure assistance prior to beginning foreign employment (MS Excel files).	Youth labour emigrants
Nursing Council of Kenya (NCK)	Application for verification	Number of nurses applying to work abroad (nurses filing an application to work abroad, their educational background, employment details, demographic characteristics and intended destination country).	Labour emigrants - Kenyan nurses
United Nations High Commissioner for Refugees (UNHCR)	Database on refugees and asylum-seekers	Number of registered refugees and asylum seekers. Refugee status determination: number of applications, number recognized, number rejected and voluntary repatriation, resettlement, submission and departures.	Refugees, asylum-seekers

## 4. MIGRATION DATA MANAGEMENT: CURRENT PRACTICES

Although many Kenyan government institutions are involved in regular collection of migration data, they do not systematically report and share this information between various agencies. While some of this data is available to the public through monthly and annual reports published on the institutions' websites, the remaining data is not shared and used solely for internal administrative purposes of agency collecting the data. In most cases, migration data is not analysed in detail to inform national policy development or planning. In fact, relevant institutions and policymakers are often not aware of what data exists and how it could be used for decision-making and planning.

### A) DATA PROCESSING, STORAGE AND ARCHIVING

Most organizations process and store migration data in MS Excel files, as they do not have access to relevant data management systems or additional software for data processing or statistical analysis. KNBS, CBK, DIS and AMADPOC, however, do have software and databases to store, process, analyse and report data (see Annex 11). Based on data collected, KNBS, CBK and AMADPOC publish regular reports, which are available on their websites. Other institutions produce reports which are used for their internal administration and planning purposes only.

KNBS, however, has a number of database management systems, namely:

- a. Kenya Socio-Economic Database (KenInfo);
- b. The Integrated Multi-sectoral Information System (IMIS). This is a data management system;
- c. Kenya National Data Archive (KeNADA).

The majority of institutions archive unprocessed data in paper-based files and cabinets located in their offices. KNBS, however, has archiving software, KeNADA, which provides methods to organize, store and display data and reports in a uniform way to facilitate data sharing at the national and international level.

The Ministry of Immigration uses PISCES at border control points to cross check the details of all entries and exists with travelling documents. PISCES contains data on traveler's details such as name, age, nationality, place of birth and criminal offences committed. At most border points, PISCES is not connected to the headquarters. Immigration officers usually back up the system details on a daily basis and send them to headquarters through email. The data obtained both at border points and headquarters is then stored in MS Excel files.

### B) BACKUP PROCEDURES

Most institutions have a backup system for their digitalized data; however, large amounts of data remain in paper form. The back-up systems are on a different network and are only accessible to system administrators with relevant access permissions (See Annex 7 for details).

### C) DATA SHARING

Among the institutions visited, only KNBS has a data sharing mechanism, using the databases discussed above (KenInfo, IMIS and KeNADA). These databases are publically available on the KNBS website following an application procedure for access.

As shown in Annex 5, the efficiency of migration data sharing is hampered by red tape in obtaining information, lack of knowledge of existing migration data, the aggregation of data produced, as well as the long lag periods between collection and publication of data. Often, relevant institutions and policymakers are not aware of what data exists and how it could be used for decision-making and planning.

### D) DATA PROTECTION

To ensure data security, most custodians of data have placed password protection on their computers to control access. The various institutions visited use diverse methods to protect their data, as shown in Annex 8. However, there are no data protection laws in Kenya. However, a data protection bill (2012) is currently under discussion.

### E) PHYSICAL RESOURCES: HARDWARE, SOFTWARE, FACILITIES AND NETWORK CONNECTIVITY

In terms of physical resources, only seven institutions were assessed: (1) Ministry of Labour (Labour Export Unit); (2) Migration Statistics section of KNBS; (3) CBK; (4) Department of Immigration Services; (5) Youth Enterprise Development Fund (YEDF) in the Ministry of Youth Affairs; (6) Kenya Association of Private Employment Agencies (KAPEA); and (7) African Migration and Development Policy Centre (AMADPOC). These institutions use a range of hardware and software for their migration data related activities (see Annexes 10 and 11).



With regard to software, Windows 2007, with MS Word and Excel, are commonly used for word processing and data storage and analysis, respectively. KNBS and AMADPOC use SPSS and Nvivo for data analysis. DIS uses PISCES to capture and verify details of passport applicants, as well as details of both incoming and outgoing persons.

All seven institutions assessed with regards to their physical resources have Local Area Networks (LAN) that enable them to share files and documents internally. In addition, they have internet connections provided by Government Information Technology Services.

In terms of internet connectivity, the assessment noted the following challenges, which create obstacles to timely sharing of data:

- a. Poor or lack of network coverage for those who use modems, especially border posts located in remote areas;
- b. Vandalizing of fibre optical cables for those using the Government of Kenya (GOK) connectivity which takes time before it can be repaired.

## F) HUMAN RESOURCES

As shown in Annex 12, the number and qualifications of personnel working on migration data varies greatly from agency to agency. At the CBK, for example, two staff cover migration-related data, while 1,000 staff members of the DIS work at border points processing data on entries and exists and submitting the data to headquarter. The 1,000 immigration officers were reported to have university degrees and tertiary education related to administration of migration services.

At KNBS, all the officers have received training in statistics. Notably, statistical officers working in the district and head office have either a university degree and/or tertiary level qualification. At the head office in the data processing unit, in addition to the head of the unit who possesses university level qualification in computing, there are six officers with university qualifications and IT training.

In the majority of the institutions assessed, handling migration data is part of routine. Institutions with staff trained in data collection and processing are: KNBS, CBK and DIS. However, there are no indications of staff with specialized training on migration data management at the university level except for three researchers in the African Migration and Development Agency (AMADPOC).

In most of the institutions visited, apart from KNBS and CBK, improved capacity of staff working on migration data is necessary in order for the statisticians to be able to process and analyse migration data effectively and efficiently.

## G) LEGISLATION, RULES AND REGULATIONS

Kenya has current legislation related to national data management. The Statistics Act Cap 2006, for example, mandates that KNBS undertake collection, compilation, analysis, publication and dissemination of statistical information, as well as the coordination of the national statistical system.

In nearly all the institutions assessed, except KNBS, there are no written procedures or internal regulations on data management. However, data is generally not shared unless a written request is made to the head of the institution. This is a serious limitation in making migration data available in a timely manner to data users, but due to the lack of a data protection protocol, this is currently the standard procedure to ensure confidentiality.

Consequently, there is need to develop regulations for institutions dealing with migration data to specify data classification, data protection, protocols and procedures for accessing data. It is also recommended that the institutions should specify the frequency with which they publish data on migration and the details of the datasets to be collected.



## 5. GAPS

### A) EXISTING MIGRATION DATA: SOURCES AND AVAILABILITY

The findings of this study indicate that there are data gaps that apply to almost all the key producers of data. Other than the census analytical reports (e.g., migration volume and the data produced by CBK on remittances), migration data is not analysed in detail but is limited to aggregates, for instance, as is found in the Annual Economic Survey by KNBS.

The gaps are summarized as follows:

- a. There is a lack of detailed analysis of existing migration data;
- b. In some institutions, data on migration is incomplete and not produced in time;
- c. A discrepancy exists between the census report and administrative records regarding data on refugees;
- d. Porous borders render migration data collection incomplete;
- e. Labour migration data currently only includes that which is collected by accredited foreign employment agents and not all private employment agencies;
- f. There is a lack of data on emigrants from Kenya, irregular migration and human trafficking;
- g. Data collected on remittances by CBK does not include information on transfers through informal sources, namely service providers not licensed through CBK;
- h. Data from the Nursing Council of Kenya (NCK) on nurses, who intend to emigrate, are not coordinated with the ministries of immigration, health and labour;
- i. There is a lack of commonly defined indicators on migration and development, which are collected by relevant institutions.

### B) MIGRATION DATA MANAGEMENT: CURRENT PRACTICES

Data management in Kenya is faced with the following challenges:

- a. Apart from MS Excel, most of the institutions do not use any other data processing software for analyzing their data, such as SPSS, SAS, STATA;
- b. The system for reporting and sharing migration data is weak. The efficiency of migration data sharing is hampered by red tape in information access, lack of awareness of existing data among government officials and long periods between collection and publication of data;
- c. There is a lack of internal data protection procedures, which hinders data sharing as data most often considered classified;
- d. In terms of internet connectivity, there is poor or lack of network coverage for those who use modems, something that is especially problematic at border posts;
- e. Poor maintenance/lack of upgrading of old computers and lack of information and communication technology departments in some institutions hampers effective management of data;
- f. There is a lack of written procedures or internal regulations on data management;
- g. There is inadequate capacity to effectively manage migration data.



## 6. KEY RECOMMENDATIONS

The recommendations given in this chapter are based on the gaps identified above and are broken down by those which can be addressed in the short, medium and long term. Detailed recommendations by the institutions reviewed are given in Annex 13.

### A) SHORT-TERM

- a. Compile a migration and development report with existing data. The prompt production of a report using existing data would allow policymakers to start considering migration and development issues in their policy development, decision-making and planning.
- b. Involve more members in the National Consultative Committee (NCC), including IT officers, analysts and statisticians from different institutions, who would be the designated data focal points for each member institution of the NCC. Under the guidance of the NCC, this working group could compile and analyse data for the recommended report. Such an initiative would also present an opportunity for officers involved in data management to exchange knowledge and experience in migration data management issues. This group could meet on an ad hoc basis, as required by data reporting needs. This would ensure the group remains focused and would not significantly add to staff's existing workloads.
- c. Develop a capacity building programme on migration data in Kenya that covers all sources of migration data and their management. Capacity building interventions should aim to improve short-, medium- and long-term outcomes and should include trainings, actions to improve staff recruitment and ensure adequate funding, modern equipment and effective internet connectivity; as well as the development of procedures and a legal framework to guide management and sharing of migration data.
- d. Develop and conduct trainings to improve the overall capacity of IT officers and analysts working on migration data management. Such trainings should address analysis of migration data in general, as well as statistical analysis methods and data processing, analysis and reporting.
- e. Complete the development of a migration policy and implement it. Migration data and its importance in migration and development policymaking and planning should be recognized in this process.
- f. Create a registry of Kenyans residing abroad at Kenya diplomatic missions, to allow for improved data on Kenyan diasporas.
- g. Encourage KNBS, as the institution mandated to coordinate statistical activities in Kenya, to set guidelines for the frequency at which data on migration should be published.
- h. Encourage the Ministry of Labour to develop effective mechanisms for sharing and coordinating data on labour migration. Currently, data on labour migration that is produced by various institutions other than KNBS are not coordinated or shared with the public.
- i. Develop and implement clear internal data protection procedures that will allow each institution to classify and categorize data according to accessibility (for example, data that are confidential, those requiring authorization, and those that are publicly available). Internal regulations concerning the protection of data should ensure that data is available at a reasonable level of detail (i.e., greater disaggregation of data), while still protecting individuals' right to privacy.
- j. Based on the internal data protection regulations for each institution, develop automatic template reports (and queries) in order to automatize the release of data.
- k. Building on the experiences gathered through the implementation of short-term recommendation (a), encourage the NCC to formalize a list of migration and development indicators to report on regularly. In case current data is not adequate to measure the indicators, a data needs analysis should be conducted.
- l. Create a platform dedicated to data sharing. This can be a web platform (for example, Google Groups) hosted by the NCC where aggregated and publically-available data is posted in accordance with the internal regulations developed under point nine of the short-term recommendations. The creation of this platform can provide a valuable service to data users. The platform can be developed using the existing skills of IT officers in present institutions, in order to avoid overburdening tight budgets.
- m. Develop training materials to allow for in-house training of staff in various roles.
- n. Develop database user protocols (or workflows) for different data management positions. All staff working in the data management cycle should eventually be trained in these protocols.

- o. Develop internal reporting mechanisms to facilitate workload-based staff and resource management.
- p. Ensure new data management staff (from data-entry clerks, to staff at the executive management level) undergo basic training on the institution's database systems.

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## B) MEDIUM-TERM

- a. Develop and implement a mechanism to improve border management practices, including through improving data collection at border points. To develop such a mechanism, the Ministry of Immigration should work closely with the police.
- b. Undertake regular national surveys, led by KNBS, such as labour-force and welfare surveys. Such surveys should include a section related to migration, including labour migration.
- c. Conduct an official survey on the status of refugees in Kenya supported by relevant institutions in order to address the discrepancy between census data and administrative reports regarding refugees in the country.
- d. Develop a database management system for storing, processing and sharing migration-related data among all institutions involved in migration data.

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## C) LONG-TERM

- a. In the long term, the result of having well-managed datasets should be that policy and decision makers can clearly see the benefit of having good and up-to-date data systems that provide reliable and timely information. In order to reach and maintain this level of achievement, it is extremely important that two main aspects of data management are taken into account, namely, human resources and IT infrastructure;
- b. Ensure that key staff with responsibility roles in data management (for example, database administrators) have regular access to training. This can be done by budgeting training expenses into each institution's yearly budget. Capacity development for data management and IT equipment should be seen as an on-going process, as software and hardware rapidly become obsolete;
- c. Ensure that there is an annual budget line for software and hardware upgrades, as well as a contingency fund for IT disaster management and recovery;
- d. Ensure that future census rounds have one set of questions covering migration (immigration and emigration);
- e. Develop and implement a migration data management plan for the country with the support of key stakeholders.

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## 8. ANNEXES

## ANNEX I: GLOSSARY

Term	Definition
Asylum-seeker	A person who has left the country of origin, has applied for recognition as a refugee in another country, and is awaiting a decision on their application. [Source: UNHCR, 1951 Convention and Protocol Relating to the Status of Refugees as modified by the 1967 Protocol. Available at <a href="http://www.unhcr.org/3b66c2aa10.html">http://www.unhcr.org/3b66c2aa10.html</a> ].
Compensation of employees	Income of migrant workers who live in the host country for less than a year, and the income of resident workers who are employed by embassies, international institutions and foreign companies. [Source: IMF, 2009].
Country of usual residence	The country in which a person lives, that is to say, the country in which he or she has a place to live where he or she normally spends the daily period of rest. Temporary travel abroad for purposes of recreation, holiday, visits to friends and relatives, business, medical treatment or religious pilgrimage does not change a person's country of usual residence. [Source: UN DESA, 1998].
Development	A process of improving the overall quality of life of a group of people, and in particular expanding the range of opportunities open to them. [Source: GMG, 2010].
Diaspora	People living outside their country of origin, irrespective of citizenship and nationality and who are willing to contribute to the development of their origin country and/or community. [Source: Adapted from African Union, 2005].
Excursionists (also called 'same-day visitors')	Persons who do not reside in the country of arrival and stay for just a day without spending the night in a collective or private accommodation within the country visited. This category includes cruise passengers who arrive in a country on a cruise ship and return to the ship each night to sleep on board as well as crew members who do not spend the night in the country. It also includes residents of border areas who visit the neighboring country during the day to shop, visit friends or relatives, seek medical treatment, or participate in leisure activities. [Source: UN DESA, 1998].
Flows of migrants	All persons who migrated during a specified time period (usually one year). The inflows of international migrants would be the arrival of persons who are changing their country of residence, while the outflows of international migrants are the departure of persons who are changing their country of residence. [Source: UN DESA, 1998].
Forced migration	A migratory movement in which an element of coercion exists, including threats to life and livelihood, whether arising from natural or man-made causes (e.g. movements of refugees and internally displaced persons as well as people displaced by natural or environmental disasters, famine, or development projects). [Source: IOM, 2011].
Foreign population of a country	All persons who have that country as country of usual residence and who are citizens of another country. [Source: UN DESA, 1998].
Foreign-born population of a country	All persons who have that country as the country of usual residence and whose place of birth is located in another country. [Source: UN DESA, 1998].

Term	Definition
Foreigners in transit	Persons who arrive in the receiving country but do not enter it formally because they are on their way to another destination. [Source: UN DESA, 1998].
Foreigners whose status is regularized	Foreigners whose entry or stay has not been sanctioned by the receiving State or who have violated the terms of their admission but who are nevertheless allowed to regularize their status. Although most persons regularizing their status have already been present in the receiving country for some time of their official admission as international migrants. [Source: UN DESA, 1998].
Human development	A process of enlarging people's choices. Enlarging people's choices is achieved by expanding human capabilities and functionings. At all levels of development, the three essential capabilities for human development are for people to lead long and healthy lives, to be knowledgeable and to have a decent standard of living. But the realm of human development goes further: essential areas of choice, highly valued by people, range from political, economic and social opportunities for being creative and productive to enjoying self-respect, empowerment and a sense of belonging to a community. The concept of human development is a holistic one putting people at the centre of all aspects of the development process. [Source: Adapted from UNDP, 2010].
Human Development Index	The Human Development Index (HDI) is a summary composite index that measures a country's average achievements in three basic aspects of human development: health, knowledge, and income. It was introduced as an alternative to conventional measures of national development, such as level of income and the rate of economic growth. [Source: UNDP (see <a href="http://hdr.undp.org/en/statistics/hdi/">http://hdr.undp.org/en/statistics/hdi/</a> )].
Internal migration	A movement of people from one area of a country to another area of the same country for the purpose or with the effect of establishing a new residence. This migration may be temporary or permanent. Internal migrants move but remain within their country of origin (e.g. rural to urban migration). [Source: IOM, 2011].
Internally Displaced Persons (IDPs)	Persons or groups of persons who have been forced or obliged to flee or to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalized violence, violations of human rights or natural or human-made disasters, and who have not crossed an internationally recognized State border. [Source: African Union Convention for the Protection and Assistance of Internally Displaced Persons in Africa (Kampala Convention)].
International migrant	Any person who changes his or her country of usual residence. [Source: UN DESA, 1998].
Irregular migrant	A person who, owing to unauthorized entry, breach of a condition of entry, or the expiry of his or her visa, lacks legal status in a transit or host country. The definition covers inter alia those persons who have entered a transit or host country lawfully but have stayed for a longer period than authorized or subsequently taken up unauthorized employment (also called clandestine/undocumented migrant or migrant in an irregular situation). The term "irregular" is preferable to "illegal" because the latter carries a criminal connotation and is seen as denying migrants' humanity. [Source: IOM, 2011].



Term	Definition
Irregular migration	Movement that takes place outside the regulatory norms of the sending, transit and receiving countries. There is no clear or universally accepted definition of irregular migration. From the perspective of destination countries it is entry, stay or work in a country without the necessary authorization or documents required under immigration regulations. From the perspective of the sending country, the irregularity is for example seen in cases in which a person crosses an international boundary without a valid passport or travel document or does not fulfill the administrative requirements for leaving for leaving the country. There is, however, a tendency to restrict the use of the term 'illegal migration' to cases of smuggling of migrants and trafficking in persons. [Source: IOM, 2011].
Labour migration	Movement of persons from their home State to another State for the purpose of employment. Labour migration is addressed by most States in their migration laws. In addition, some States take an active role in regulating outward labour migration and seeking opportunities for their nationals abroad. [Source: IOM, 2011].
Migrant worker	A person who is to be engaged, is engaged or has been engaged in a remunerated activity in a State of which he or she is not a national. [Source: Art. 2(1), International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families, 1990].
Migrants for family reunification or family formation	Foreigners admitted because they are immediate relatives or the fiancé(e)s of citizens or other foreigners already residing in the receiving country. Foreign children adopted by citizens or foreign residents and allowed to enter the country are also included in this category. The definition of immediate relatives varies from one case to another, but it usually includes the spouse and minor children of a person. [Source: UN DESA, 1998].
Net migration	Difference between the number of persons entering the territory of a State and the number of persons who leave the territory in the same period. Also called "migratory balance." This balance is called net immigration when arrivals exceed departures, and net emigration when departures exceed arrivals." [Source: IOM, 2011]
Personal transfers	All current transfers in cash or in kind made or received by migrants to or from individuals in the origin country. [Source: IMF, 2009].
Place of usual residence	The place at which the person has lived continuously for most of (or at least) the last 12 months (that is, for at least six months and one day), not including temporary absences for holidays or work assignments, or intends to live for at least six months. [Source: UN DESA, 2008].
Refugee	A person who owing to well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion, is outside the country of his nationality and is unable or, owing to such fear, is unwilling to avail himself of the protection of that country; or who, not having a nationality and being outside the country of his former habitual residence as a result of such events, is unable or, owing to such fear, is unwilling to return to it. [Source: Article 1A (2) of the 1951 Convention Relating to the Status of Refugees as modified by the 1967 Protocol. Available from <a href="http://www.unhcr.org/3b66c2aa10.html">http://www.unhcr.org/3b66c2aa10.html</a> ].
Remittances	Monies earned or acquired by non-nationals that are transferred back to their country of origin." From the IML Glossary. [Source: IOM, 2011].

Term	Definition
Repatriating asylum-seekers	Citizens returning after having attempted to seek asylum abroad. In principle, this category includes persons who return after their asylum cases have been decided negatively as well as persons who may not have been able to apply for asylum but who stayed abroad under temporary protection for some time. [Source: UN DESA, 1998].
Repatriating refugees	Citizens returning after having enjoyed asylum abroad. Both refugees returning under internationally assisted repatriation programmes and those returning spontaneously are included in this category. [Source: UN DESA, 1998].
Returning migrants (or citizens)	Persons returning to their country of citizenship after having been international migrants (whether short-term or long term) in another country and who are intending to stay in their own country for at least a year. [Source: UN DESA, 1998].
Seasonal migrant workers	Persons employed by a country other than their own for only part of a year because the work they perform depends on seasonal conditions. They are subcategory of “foreign migrant workers.” [Source: UN DESA, 1998].
South-South Migration	Movement of international migrants among countries that do not reach a very high Human Development Index (HDI), according to the UNDP classification. In its 2010 Human Development Report (HDR), the upper 42 countries ranked by their HDI are classified as having reached a very high HDI and are thus considered “developed countries” (or North). The remaining countries of the UNDP list are considered to belong to the South and the movements of populations between these countries refer to South-South migration. [Source: Adapted from Bakewell, 2009].
Stock of migrants	All persons who live in a country at a specific point in time and who have previously experienced a migration movement. The stock of international migrants present in a country would be the set of persons who have ever changed their country of usual residence; that is, persons who have spent at least a year of their lives in a country other than the one in which they live at the time the data is gathered. [Source: UN DESA, 1998].
Tourists	Persons who do not reside in the country of arrival and are admitted to that country under tourist visas (if required) for purposes of leisure, recreation, holiday, visits to friends or relatives, health or medical treatment, or religious pilgrimage. They must spend at least a night in a collective or private accommodation in the receiving country and their duration of stay must not surpass 12 months [Source: UN DESA, 1998].
Trafficking in Persons	The recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. [Source: United Nations, 2000].
Visitors	Persons who do not reside in the country of arrival and who are admitted for short stays for purposes of leisure, recreation, holidays; visits to friends or relatives; business or professional activities not remunerated from within the receiving country; health treatment; or religious pilgrimages. Visitors include excursionists, tourists and business travelers. [Source: UN DESA, 1998].

## ANNEX 2: STAKEHOLDERS INTERVIEWED AND NATIONAL CONSULTATIVE COMMITTEE MEMBERS

## STAKEHOLDERS INTERVIEWED

Name	Position	Institution	Functions and institutional responsibilities related to migration	Databases and registers	Data under collection
Ms. Joyce Owiti	Immigration Training Officer and ACP Resource Person	Department of Immigration Services	Coordination of immigration matters related to ACP. Immigration is a security arm of the Government as well as a service department, charged with the responsibility of controlling entry and exit of persons seeking to live temporarily or permanently in Kenya.	N/A	
Mr. Alexander Karuma	Immigration Officer In charge of data processing	Department of Immigration Services – Training and Research Section	Compilation and processing of immigration data. All border posts collect data on exit and entry and forward this to the Department of Immigration Services headquarters.	Migration administrative data	Exit and entry border post data
Mr. Geoffrey Kisa	Chief Immigration Officer	Department of Immigration Services - Busia border post	Control and regulation of entry and exit of all persons at the country's land border posts; declaration and removal of prohibited immigrants. Administration of immigration services, collection of exit and entry statistics.	Migration administrative data at border point	Exit and entry at border point
Mr. Wilfred Chepkole	Chief Immigration Officer	Immigration Department – Malaba border post	Control and regulation of entry and exit of all persons at the country's land border posts; declaration and removal of prohibited immigrants. Administration of immigration services, collection of exit and entry statistics.	Migration administrative data at border point	Exit and entry at border point, PISCES database
Ms. NgutaMwaduma	Senior Immigration Officer	Immigration Department – Malababorder post	Control and regulation of entry and exit of all persons at the country's land border posts; declaration and removal of prohibited immigrants. Administration of immigration services, collection of exit and entry statistics.	Migration administrative data at border point	Exit and entry at border point, PISCES database
Mr. Simon Muendo	Chief Immigration Officer	Moi International Airport - Mombasa	Control and regulation of entry and exit of all persons at the country's airport; declaration and removal of prohibited immigrants. Administration of immigration services, collection of exit and entry statistics.	Migration administrative data at border point	Exit and entry at border point, PISCES database

Name	Position	Institution	Functions and institutional responsibilities related to migration	Databases and registers	Data under collection
Mr. Raphael Mwandolo	Assistant Director of Immigration	Immigration Department – Namangaborder post	Control and regulation of entry and exit of all persons at the country's land border post; declaration and removal of prohibited immigrants. Administration of immigration services, collection of exit and entry statistics.	Migration administrative data at border point	Exit and entry at border point, PISCES database
Mr. Johnstone W. Poipoi	Assistant Manager	Kenya National Bureau of Statistics (KNBS) – Immigration Section	Collection, and analysis of migration data. KNBS is mandated with the collection, compilation, analysis, publication and dissemination of statistical information, and the co-ordination of the national statistical system.	Monthly data from border points on exit and entries and number hotel bed nights occupied by visitors.	Monthly Survey of Visitor Arrivals and Departures by Country of Residence, Mode of Transport, Purpose of Visit and length of stay. Number of bed nights occupied by visitors
Mr. Robert Nderitu	Senior Manager	Kenya National Bureau of Statistics - Labour Production Statistics	Responsible for labour statistics. KNBS is mandated with the collection, compilation, analysis, publication and dissemination of statistical information, and the co-ordination of the national statistical system.	Migration component of Census data and house-hold-based surveys	Data collected during census
Mr. Festus K. Mutuse	Senior Employment Officer	Ministry of Labour – National Employment Bureau	Providing employment services. Coordinating the administration of foreign employment agents and ensuring that agents dealing with foreign employment are accredited by the Ministry of Labour.	Data on Kenyans going to work abroad	
Mr. J. A. Yida	Assistant Labour Commissioner	Ministry of Labour – Labour Department	Industrial relations/enforcement of labour laws on foreign employment contracts. Attestation of foreign contract of service	Attestation of foreign contract of service	
Ms. Mary M. Kezah	Assistant Labour Commissioner	Ministry of Labour – Labour Department	Industrial relations/ enforcement of labour laws on foreign employment contracts. Attestation of foreign contract of service	Attestation of foreign contract of service	

Name	Position	Institution	Functions and institutional responsibilities related to migration	Databases and registers	Data under collection
Ms. Angeline C.C. Limo	Assistant Director	Central Bank of Kenya, Research Department	Research – banking services Analysis of data on remittances through offsite monitoring of foreign exchange inflows and outflows.		N/A
Mr. Kamuwana Njue	Manager	Central Bank of Kenya, Research Department	Banking data. Compilation of data on remittances through offsite monitoring of foreign exchange inflows and outflows.	Remittances by Diaspora	Remittances by diaspora
Ms. Chrispine N. Wanyahoro	Head, Labour Export Unit	Youth Enterprise Development Fund (YEDF), Labour Export Unit Separate entity.	Ensuring that YEDF assists youth to obtain foreign employment contracts. Through YEDF, youth are assisted to acquire employment abroad through establishing partnerships with private employment recruitment agencies accredited by the Ministry of Labour.	<b>No database</b>	Number of youth assisted to prepare for departure to take foreign employment.
Ms. Dahabo Atikiya	Assistant Labour Export Officer	Youth Enterprise Development Fund (YEDF), Labour Export Unit	Collecting bio-data and related information on youth being assisted to obtain foreign employment contracts. Providing pre-departure briefings to the youth. Through YEDF, assist youth to acquire employment abroad through establishing partnerships with private employment recruitment agencies accredited by the Ministry of Labour	Number of youth assisted to prepare for departure to take foreign employment ++ Should be deleted	Number of youth assisted to prepare for departure to take foreign employment
Ms. Esther Kamau	Director	Elmvale Agency Member, Kenya Association of Private Employment Agencies	Providing employment services to Kenyans wishing to take foreign employment. Jobseekers wishing to travel abroad require assistance on legal requirements and documentation.	Number of Kenyans going to work abroad	Kenyans taking foreign employment
Mr. Ezekiel Ngure	Program Analyst	Population and Development Section, United Nations Population Fund	Coordination of donor contributions to the 2009 Population and Housing Census and the Kenya Demographic and Health Survey. Providing financial and technical support to the production of the Migration Volume of the Population and Housing Census.	No database	

Name	Position	Institution	Functions and institutional responsibilities related to migration	Databases and registers	Data under collection
Ms. Gentriluma	Research Officer	Federation of Kenya Employers	Promoting an enabling business environment for investor members in the interests of employers. Concerned with work permit policies in Kenya in order to ensure restrictive policies on work permits do not affect business, especially in areas where needed skills are not found among Kenyans.	No database	
Prof. John O. Oucho	Founder and Executive Director	African Migration and Development Policy Centre	Conduct research and provide direct and/or advisory technical assistance to regional and national programmes for situation analysis of internal and international migration in the Greater Horn of Africa.	No database	
Dr. Linda A Oucho	Director, Research and Data Hub	African Migration and Development Policy Centre	Conduct research and providedirect and/or advisory technical assistance to regional and national programmes for situation analysis of internal and international migration in the Greater Horn of Africa.		
Ms. Rosemary Barasa	Communication Officer /Researcher	African Migration and Development Policy Centre	Conduct research and provide direct and/or advisory technical assistance to regional and national programmes for situation analysis of internal and international migration in the Greater Horn of Africa.	No database	
Mr. Stephen Macharia	Working group-ACP Resource Person and United Nations Population Fund (UNFPA) Focal Point for migration data	UNFPA	Seconded by UNFPA to the National Council for Population and Development and responsible for immigration statistics	No database	
Dr. GeoffreyNjeru	Lecturer and ACP Resource Person	Institute of Development Studies, University of Nairobi	Lecturing and research on socio-economic development.	No database	

Name	Position	Institution	Functions and institutional responsibilities related to migration	Databases and registers	Data under collection
Dr. Isaac Elmi	Researcher, and ACP Resource Person	National Environment Management Authority	Coordinating the various environmental management activities being undertaken by the lead agencies; promote the integration of environmental considerations into development policies, plans, programmes and projects, with a view to ensuring the proper management and rational utilization of environmental resources, on sustainable yield basis, for the improvement of the quality of human life in Kenya.	No database	
Ms. Jacque MuhatiLukiri	International Brand Manager	Brand Kenya Board	Diaspora program and investors exit. Brand Kenya Board is a state corporation established to ensure an integrated national brand is created, harnessed and sustained in the long term; to aid in the construction of a national identity that fosters pride and patriotism in every Kenyan and that improves Kenya's international image and restores confidence in Kenya among foreigners.	No database	
Dr. MilkaSinta	Medical doctor	Central Organization of Trade Unions	Health related issues especially for migrant workers. Monitoring the well being of migrant workers in terms of health	No database	
Ms. Elizabeth Oywer	Registrar	Ministry of Health/Nursing Council of Kenya	Incharge of registration of nurses working in Kenya. Monitoring professionalism of nursing services and qualifications of emigrating Kenyan nurses.	Registrar of nurses verified for foreign employment	Nurses going to work abroad



**NATIONAL CONSULTATIVE COMMITTEE MEMBERS**

First name	Surname	Institution
<b>Members from government ministries</b>		
Elijah	Achoch	Office of the Prime Minister
Sammy	Nyambaru	Ministry of Labour
Philomena	Koech	Ministry of Labour
Evans	Masara	Ministry of Labour
Mary M	Kezzah	Ministry of Labour
Jackeline	Oduol	Ministry of Gender and Social Development
Andrew	A.O. Mondoh	Ministry of State for Special Programmes
Micheal	Mwangi	Ministry of State for Special Programmes
Thomas	Mocha	Ministry of State for Special Programmes
Nyambura	Kamau	Ministry of Foreign Affairs
Maurice	Okoth	Ministry of Foreign Affairs
Stephen	King'uyu	Ministry of Environment
Issac	Kimisoi	Ministry of Youth Affairs and Sports
Judy	Njeru	Ministry of East African Affairs
<b>Members from non-ministerial government institutions</b>		
Issak	Elmi	National Environment Management Authority
Patrick	Maingi	National Environment Management Authority
Josiah	Musili	Department of Immigration
Joyce Kalindiza	Owiti	Department of Immigration Services
Ambassador A.A.	Musasia	Department of Immigration
Chrispine	Wanyahoro	Youth Enterprise Development Fund
Juma	Mwatata	Youth Enterprise Development Fund
Patrick Kasyula	Kasyula	Youth Enterprise Development Fund
Badu	Katelo	Department of Refugee Affairs
Omara	Dhadho	Department of Refugee Affairs
Johnstone	Poipoi	Kenya National Bureau of Statistics
Anthony	Kilele	Kenya National Bureau of Statistics
Collins	Omondi	Kenya National Bureau of Statistics
Zachary	Chege	Kenya National Bureau of Statistics
Angeline C.C.	Limo	Central Bank of Kenya
James	Maina	Ministry of State for Planning, National Development and Vision 2030
Lulu	Hayanga	State Law Office
<b>Members from civil society organizations (CSOs)</b>		
Prof. John	Oucho	African Migration and Development Policy Centre
Rosemary	Barasa	African Migration and Development Policy Centre



First name	Surname	Institution
Magaret	Mugwanja	Kenya Association of Private Employment Agencies
Esther W.	Kamau	Kenya Association of Private Employment Agencies
<b>Members from academic institutions</b>		
Geoffrey	Njeru	Institute of Development Studies, University of Nairobi
Prof. Mohamud	Jama	Institute of Development Studies, University of Nairobi
Dublo	Nyaoro	Centre for Refugee Studies, Moi University
<b>Members from regional bodies and other organizations</b>		
Julius	Mutio	International Labour Organization
George	Waigi	International Labour Organization
Stephen	Macharia	UNFPA
Cecilia	Kimania	UNFPA
Thorsten	Bergfrede	EU Delegation
Wendy	Ayress	World Bank
S.E.M. Jacques	Pitteloup	Swiss Embassy

## ANNEX 3: PRINCIPAL SOURCES OF MIGRATION DATA

Source of migration data	Description (statistical/administrative, static/dynamic, periodicity, last update)	Institution
Population census	Population and Housing Census statistics is collected after every 10 years Last update was on 23/24 August 2009	Kenya National Bureau of Statistics
Household surveys	Household Labour Force Survey conducted in 1998/99 collected migration data. Other labour force surveys conducted have not included questions on migration	Kenya National Bureau of Statistics
Ministry of Labour database	Administrative statistics related to regulation of foreign employment contracts	Labour Department and National Employment Bureau
Immigration/Border database (PISCES)	Database used by Department of Immigration Services to screen persons for security	Department of Immigration Services
Department of Immigration Services – border statistics	Data on movement of persons across the border are collected daily. The data are meant for administration of border points	Department of Immigration Services
Department of Immigration Services – administrative records	Number of passports issued, visas and aliens	Ministry of Immigration and Registration of Persons
Kenya National Bureau of Statistics	Number of nights occupied by foreigners in hotels	Kenya National Bureau of Statistics
Central Bank of Kenya	Remittances by diaspora members	Central Bank of Kenya

## ANNEX 4: DATASET'S FIELD DESCRIPTION

Institution	Dataset	Field description
Kenya National Bureau of statistics	Census data on migration	<b>Immigrant variables</b>
		Key migration variables
		Year of enumeration
		Relationship to head of household.
		Age
		Gender
		Marital status
		Tribe/nationality
		Religion
		Level of education
		Place of birth
		Previous residence
		Duration of residence
		Place of enumeration
		<b>Emigrant variables</b> (only available for 2009 Census; covers last 15 years)
		Educational attainment
		Professional training
		Country of destination
		Country of current residence
		Year of departure
Reason for emigration		
Remittances		
Kenya National Bureau of Statistics	Labour force data – migration component	<b>Variables</b>
		Year of enumeration 1998/99
		Name
		Relationship to head of household.
		Age
		Gender
		Marital status
		Level of education
		Training
		Place of birth
		Country of birth
		Place of enumeration

Institution	Dataset	Field description
Kenya National Bureau of Statistics, Macro Statistics Directorate	Administrative statistics at border control points	<b>Visitor variables(entering)</b>
		Number of visitor arrivals
		Name of border post
		Month
		Year
		Country
		Mode of transport (air,sea, land, other)
		Purpose of visit (transit, holiday/leisure, business, other)
		<b>Visitor variables (exiting)</b>
		Number of visitors departing
		Name of border post
		Month
		Year
		Country
		Mode of transport (air, sea, land, other)
		Purpose of visit (transit, holiday/leisure, business, other)
		Length of stay (by purpose of visit and country of residence)
Number of days ( 0-14; 15-28, and over 28 days)		
Immigration Department Note that at the border points or stations outside the Headquarter DIS is referred to as Immigration Department	Border control statistics	Entry/departure declaration form (Under section 48(1) C. of the Migration Act
		Date of entry/departure
		Name
		Date of birth
		Sex
		Nationality
		Passport number
		Place of issue
		Date of expiry
		Issuing authority
		Country of residence
		Purpose of visit
		Details of carrier (i.e. vessel/flight number)
		Contact in Kenya
		Port of departure
		Country of original departure
		Final destination

Institution	Dataset	Field description
<b>Immigration Department</b> Note that at the border points or stations outside the Headquarter DIS is referred to as Immigration Department	<b>Border control statistics</b>	Date
		<b>Form forRegistration as an Alien (Form A1)</b> (in accordance with the Aliens Registration Act (Cap 173))
		Name and title
		Alias (if any)
		Full names and titles of husband/wife/father( <i>Names of husband or wife in the case of married persons or father if unmarried</i> )
		Alias (if any)
		Sex (male/female)
		Marital status (single/married)
		Date of birth
		Place of birth
		Nationality
		Passport number
		Date of issue
		Place of issue
		Valid until
		Profession/occupation
		<b>If employed in Kenya:</b>
		Full name of employer
		Postal address
		Physical address
		Position held
		<b>If in own business/profession</b>
		Full name of business/profession
		Postal address
		Business situated at
		Position
		<b>If student in Kenya</b>
		Full name of University/School/College
		Postal address
		Duration of course
		<b>If a refugee in Kenya</b>
Date of arrival in Kenya		
Have you been accepted as a refugee in Kenya? (yes/no)		
Full postal address in Kenya		
Full residential address in Kenya		
Immigration status		
File R		

Institution	Dataset	Field description
<p><b>Immigration Department</b>  <b>Note that at the border points or stations outside the Headquarter DIS is referred to as Immigration Department</b></p>	<p><b>Border control statistics</b></p>	Entry permit/pass number
		Valid until or section ("18)
		Date of first arrival in Kenya
		Mode and place of entry
		Date on which form is completed
		Signature or thumb print of applicant
		<b>Form for Renewal of Alien Registration Certificate (Form A2)</b>
		The Registration Officer,
		Full name
		Nolder of Certificate number
		Certificate issued at
		Apply for certificate for a further period of ...years/months.
		My particulars are
		Nationality
		Passport Number
		Issued at
		On
		Valid until
		Profession or occupation
		Postal address
		Residential address
		Entry permit /pass number
		Issued
		Valid until
		R. Number
		Date
		Signature of applicant
		<b>Form V.1 (Revised 1995) Appendix A R.....</b>
		Type of visa (Single/Multiple/Transit)
		Name and title
		Full names of father/husband/wife <i>Name of husband or wife in the case of married persons or father if unmarried)</i>
		Date of birth
		Country and place of birth ...
		Profession/occupation
Sex		
Nationality at birth		
Present nationality		

Institution	Dataset	Field description
<b>Immigration Department</b> <b>Note that at the border points or stations outside the Headquarter DIS is referred to as Immigration Department</b>	<b>Border control statistics</b>	Country of residence
		Passport/travel document number
		Place of issue
		Date of issue
		Valid until
		Issued by
		Contact address in country of residence
		Reasons for entry
		Proposed date of entry
		Duration of stay
		Full names and address, firms or relatives to be visited
		Dates and duration of previous visits to Kenya
		Will you be returning to your country of residence /domicile?
		Signature of applicant
		Date
		<b>Application for a Temporary Permit</b>
		Full name and title of applicant
		Date of birth
		Height
		Address
		Occupation/profession
		Reason for travel
		Signature of applicant
		<b>Border control templates 2012</b> Additional information introduced in 2012
		Date
		Station:
		Visa applications/issued (Ordinary/MJV/Transit/Gratis/total)and month in which they were issued
		Total
		<b>Guests beds occupied by</b>
		Bed nights
		Permanent occupants
		Kenya
		Uganda
Tanzania		
North Africa		
East and Central Africa		
West Africa		

Institution	Dataset	Field description
<b>Immigration Department</b> Note that at the border points or stations outside the Headquarter DIS is referred to as Immigration Department	<b>Border control statistics</b>	South Africa
		Other Africa
		United Kingdom
		Germany
		France
		Italy
		Switzerland
		Scandinavia
		Other Europe
		USA
		Canada
		Other USA
		Japan
		India
		China
		Middle East
		Other Asia
		Australia/New Zealand
		All other countries
		Total guest beds occupied/available
		Total guest bedrooms occupied/available
		Bedroom
		Full board
Half board		
Bed and breakfast		
Bed only		
Type of bed (single/double/triple)		
Paying children		
<b>Ministry of Labour</b>	<b>Migration for foreign employment</b>	Location (country where employment is obtained)
		Name
		Sex
		Passport number
		Occupation
		Education level
		Date of departure
		Commencement of contract



Institution	Dataset	Field description
Ministry of Labour	Migration for foreign employment	Expiry of contract
		Place of work
		Name, telephone and address of employer
		Next of kin
		Name of agency
		Signed
		Date
		<b>Form of Foreign Contract of Service</b> (section 83 of Employment Act No.11 of 2007)
		Between (employers/employee(s))
		Date
		Nature and place of employment
		Period of service
		Signed
		Employer
		In the presence of Signed or thumb-printed by employees(s) in the last column of the attached list
		Signature of Witness
		Attesting Labour Officer
		Place of attestation
		District of attestation
		Date
		<b>List of Employees and Terms of Employment</b> (note: This is part of the Contract)
		Number
		Name
		Identity card number
		District
		Rate of basic pay
		Advance if any
		Weekly hours
		Rate of overtime
		Housing allowance
		Amount of leave
		Amount of wages
		Signature or thumb/finger impression
<b>Medical Certificate</b>		
Certification/date/medical practitioner/signature		

Institution	Dataset	Field description
Central Bank of Kenya	Diaspora remittances	<b>Basic information regarding remittances</b>
		Total amount of remittances in USD monthly and showing a trend over 12 months since 2004
Ministry of Youth Affairs and Youth Enterprise Development Fund, Labour Export Unit	Number of youth assisted to prepare for departure to take foreign employment contracts	<b>Details of job-seekers</b>
		Agency/Date
		Name
		Gender
		Age
		Education
		Job-offered
		Country
		Home district
		Duration
		Next of kin
		Contract
Nursing Council of Kenya	Application for verification	<b>Requirements</b>
		Application and processing fee, copies of professional certificates, Copies of National Identity card/passport, copies of practice license
		Application fee receipt no..... date application processed
		Name of verifying officer/date verified
		Date dispatched
		Name and signature of dispatching officer
		Name
		Date of birth
		Marital status
		Number of dependants(if any)
		ID/Passport number
		Current postal address
		Telephone number (fixed/mobile)
		Email address
		Employment status (employed, unemployed, retired)
		Current employer type (Government of Kenya, Mission, Private, self employed)
		Station
Department		

Institution	Dataset	Field description
<b>Nursing Council of Kenya</b>	<b>Application for verification</b>	Name of institution
		Current position
		For how long have you worked with your current employer?
		For how long have you worked as a nurse?
		Reason for verification request:
		- Higher education
		- Poor remuneration
		- Unemployment
		- To join family
		- Poor working conditions
		- Undefined career progression
		- Poor skill utilization
		- Poor working relationship with employer
		- Inadequate working tools
		- High patient/nurse ratio
		- Unpaid overtime
		- Lack of job security
		- Inadequate benefits
		- Other
		Are you planning to return to Nursing in Kenya? (Yes/No/Do not know)
		Board and address to which the verification is sent to
		What would you suggest to improve Nursing Services in Kenya?
		Signature of applicant
Date		
<b>Total Number of nurses verified to apply for Foreign Registration as from January 1993 - December 2011</b>		
Country                      Year		

## ANNEX 5: MIGRATION DATA SHARING

Agency providing data	Agency retrieving data	Type of data	Regularity/format	Gaps/needs analysis	Key recommendations
All migration data-producing institutions	General Public, Policymakers, Development partners, Researchers, students	Migration data	Accessible as and when required	<ul style="list-style-type: none"> <li>• Procedure in obtaining information is not uniform and in most cases it is frustrating to request and obtain migration data.</li> <li>• There is lack of research in many areas of migration due to lack of funds</li> </ul>	<ul style="list-style-type: none"> <li>• Create awareness for institutions to provide relevant data when requested</li> <li>• Prepare research agenda for migration data and information</li> <li>• Build capacity in migration research</li> <li>• Provide funds for research</li> </ul>
Central Bank of Kenya –Research Department	Ministry of Finance and Ministry of Planning , National Development and Vision 2030	Remittances from diaspora	Monthly	<ul style="list-style-type: none"> <li>• Coverage limited to transfers through commercial banks money transfer service providers</li> <li>• Staff need to be exposed to more on migration issues and data analysis</li> </ul>	<ul style="list-style-type: none"> <li>• Research ways to improve coverage.</li> <li>• Train staff on migration and data analysis</li> </ul>
Kenya National Bureau of Statistics		Census and migration related data	Data requested from time to time/ Analytical reports and raw data	<ul style="list-style-type: none"> <li>• Apart from analytical reports, KNBS does not analyze data on request.</li> </ul>	<ul style="list-style-type: none"> <li>• KNBS should create awareness to the public on availability of the data on their website.</li> </ul>
Ministry of Immigration and Registration of Persons	Kenya National Bureau of Statistics	Border control statistics	A summary of statistics of visitor arrivals, departures and length of stay by country of residence, mode of transport and purpose of visits	<ul style="list-style-type: none"> <li>• Delay in relying information.</li> <li>• Lack of adequate number of staff in data collection, processing and analysis.</li> <li>• There is no staff trained in handling statistics</li> </ul>	<ul style="list-style-type: none"> <li>• Improve communication network in border posts where this is insufficient.</li> <li>• Provide staff establishment for statistically trained staff</li> </ul>
Ministry of Immigration and Registration of Persons	Kenya National Bureau of Statistics	Registration of aliens;passports issued;entry permits issued; and work permits issued	Annual/Number of Aliens registered and passports and Entry Permits issued 2007-2011	<ul style="list-style-type: none"> <li>• Data are provided as aggregates</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry of Immigration and Registration of Persons should breakdown or divide its data according to its sensitivity so that data users can be able to access just general datasets.</li> </ul>

Agency providing data	Agency retrieving data	Type of data	Regularity/format	Gaps/needs analysis	Key recommendations
Ministry of Youth Affairs, Labour Export Unit	Private employment agencies, Parliament	Details of youth assisted through Youth Enterprise Development Fund to access foreign employment contracts	Monthly/MS Excel format	<ul style="list-style-type: none"> <li>This facility has been constrained by lack of sufficient funds and supporting personnel</li> <li>The legal framework is being formulated</li> <li>Staff require training in provision of employment service and related matters</li> </ul>	<ul style="list-style-type: none"> <li>More funds should be allocated in order to widen coverage.</li> <li>Funds should be provided for the formation of a secretariat</li> <li>Staff must be assisted in order to acquire skills in employment service and statistical analysis</li> </ul>
Private employment agencies (accredited)	Ministry of Labour, Ministry of Foreign Affairs and Embassies	Details of Bio-data and forms of foreign contract of service	Details in excel format provided on quarterly basis	<ul style="list-style-type: none"> <li>Data do not cover all private employment agencies</li> </ul>	<ul style="list-style-type: none"> <li>Improve coverage of private employment agencies submitting returns</li> <li>Data should be analyzed and disseminated to public and other interested parties</li> </ul>

## ANNEX 6: DATA GAPS, MIGRATION AND DEVELOPMENT INDICATORS

<b>Migrant category/ thematic area</b>	<b>Indicators/possible indicators</b>	<b>Possible ways to measure indicator (for possible disaggregation, see Annex 4)</b>	<b>Data source</b>
<b>Development, demographic changes and migration</b>	Population volume	Analysis of census data	National census data, Kenya National Bureau of Statistics
	Population growth rate	Analysis of census data	National census data, Kenya National Bureau of Statistics
	Net migration (total and rate, annually)	Data on migrants arriving and departing in regular border posts Analysis of census data, migration component	Department of Immigration Services Kenya National Bureau of Statistics
<b>Immigrants</b>	Stock of non-citizen resident population (total and percentage of total population)	Analysis of census data, migration component	National census data, Kenya National Bureau of Statistics
	Total stock of foreign-born resident population (total and percentage of total population)	Immigration data from border posts statistics	Department of immigration Services from forms on entry and exist
	Naturalization rate		Department of Immigration Services
<b>Long-term migrants</b>	Total stock	Census questionnaire	Kenya National Bureau of Statistics
<b>Short-term migrants</b>	Total stock	Census questionnaire and border control forms Immigration forms request for naturalization	Kenya National Bureau of Statistics and Department of Immigration Services
<b>Labour immigrants</b>	Stock of employed regular immigrants (total and percentage of total employed population)	Application for visa/ work permit	Department of Immigration Services
	Issued work permits rate	Permits register/database	Department of Immigration Services
	Valid work permits (stock)	Permits register	Department of Immigration Services
	Immigrants employed during a reference period (flow)	Length of work validity of permits approved	Department of Immigration Services
	Estimated number of seasonal migrant workers - stock or flow	Length of work validity of permits approved	Department of Immigration Services
	Overstays	Migration administrative statistics	Department of Immigration Services
	Irregular migrants working in Kenya	Migration administrative statistics	Department of Immigration Services
	Migrants refused entry	Migration administrative statistics	Department of Immigration Services
	Migrants crossing borders irregularly	Migration administrative statistics	Department of Immigration Services

<b>Migrant category/ thematic area</b>	<b>Indicators/possible indicators</b>	<b>Possible ways to measure indicator (for possible disaggregation, see Annex 4)</b>	<b>Data source</b>
<b>Irregular immigrants</b>	Overstays	Migration administrative statistics	Department of Immigration Services
	Irregular migrants working in Kenya	Migration administrative statistics	Department of Immigration Services
	Migrants refused entry	Migration administrative statistics	Department of Immigration Services
	Migrants crossing borders irregularly	Migration administrative statistics	Department of Immigration Services
<b>Migrant children</b>	Total stock immigrant children		
	Flows		
	Irregular migrant children		
<b>Refugees</b>	Refugee status determination rate	Border points statistics/Register of refugees	Department of refugees/ UNHCR
	Resident forced migrants granted protection status (stock)	Application form on refugees status	
	Number of resettled refugees		
<b>Internally displaced persons (IDPs)</b>	Number of IDP families in a given crisis		
<b>Immigration for study purposes</b>	Number of scholarships granted for Kenyan citizens to study abroad		Ministry of Higher Education
	Number issued student visas for Kenyans studying abroad	Application for visa	Department of Immigration Services
<b>Tourists</b>	Number issued visas (flow)	Application for visa	Department of Immigration Services
<b>Cross border mobility</b>	Number issued visas (flow)	Application for visa	
	Entries –(flow)	Exit/entry data from border points	
	Exists (flow)	Exit/entry data from border points	
<b>Human Trafficking</b>		Police and Immigration records	Kenya Police and Department of Immigration Services
<b>Internal migration</b>		Census questionnaire	Kenya National Bureau of Statistics
<b>Rural-urban</b>	Urbanization rate	Census questionnaire	Kenya National Bureau of Statistics
<b>Inter-regional</b>	Net Rural-urban migration?	Census data	Department of Immigration Services
<b>Diasporas abroad</b>	Consulate registries		
<b>Remittances of nationals living abroad</b>	Balance of payments - Remittances	Commercial banks returns	Central Bank of Kenya

## ANNEX 7: DATA BACKUP PRACTICES

Institution and department	Backup system	Frequency of backup
African Migration and Development Policy Centre (AMADPOC)	External storage devices, such as flash drives and external hard drives.	Weekly
Central Bank of Kenya (CBK)	Main server	Daily
Jomo Kenyatta international Airport (NBO)	Mini servers for departments	Daily
	Back-up system	Daily
Kenya Association of Private Employment Agencies (KAPEA)	Free guard- online system	Weekly
Kenya National Bureau of Statistics (KNBS)	Servers (2)	Weekly
Ministry of Labour	Back-up system	Daily
Namanga Border Point	Server (1)	Daily
Youth Enterprise Development Fund (YEDF)	Back-up system	Weekly



## ANNEX 8: DATA PROTECTION PRACTICES

Institution and department	Database in use	Data protection practices	Existence of data access and dissemination policy
Namanga Border Point	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Ministry of Immigration - HQ	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
African Migration and Development Policy Centre (AMADPO)	Sps and Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Kenya National Bureau of Statistics (KNBS)	Kenya Socio-Economic Database (KenInfo)	They only allow access to general data. For more details on a particular dataset, a written request is necessary, including the intended use of said data.	Yes
	The Integrated Multi-sectoral Information System (IMIS)		
	Kenya National Data Archive (KeNADA)		
Youth Enterprise Development Fund	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Central Bank of Kenya	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	Yes
	Web based system database	Only heads of banks mandated to submit their banks remittances on daily basis has access to the site where they upload their returns to the database. The database is only accessible by the person who deals with remittances at CBK.	
Kenya Association of private Employment Agencies (KAPEA)	Excel	The excel files are password protected	No
Jomo kenyatta international Airport (JKIA)	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No

Institution and department	Database in use	Data protection practices	Existence of data access and dissemination policy
Ministry of Labour	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Moi International Airport- Mombasa	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Regional Immigration Office - Mombasa	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Kilindini Port	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Malaba Border Point	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No
Busia Border Point	Excel	The computer that has the data is password protected. Similarly the excel files have passwords only known to the authorized person.	No

## ANNEX 9: SAMPLE DATA COLLECTION FORMS

Annex B

ML/NEB/FE/1

To: The Permanent Secretary Ministry of Labour

Att: (Director of Employment)

Quarterly returns for the months.....

No	Name of employee	Sex	Age	ID/No	Passport No.	Occupation/Nature of job	High-est level of education	Date of departure from Kenya	Date of commencement of contract	Date of expiry of contract	Place of work	Name, telephone and address of employer	Name, telephone and address of next of kin in Kenya
1													
2													
3													
4													
5													

Name of Agency.....

Signed.....

Date.....

Note: Returns are due as follows:

1 <sup>st</sup> Quarter (Jan. Feb. March)	- By 5 <sup>th</sup> April
2 <sup>nd</sup> Quarter (April, May June)	- By 5 <sup>th</sup> July
3 <sup>rd</sup> Quarter (July, August, Sept)	- By 5 <sup>th</sup> October
4 <sup>th</sup> Quarter (October, Nov, Dec)	- By 5 <sup>th</sup> January

**Youth fund**

Agency/Date	Name	Gender	Age	Education	Job offered	Country	Home District	Duration	Next of Kin and contract

**List of employees and terms of employment**

No	Name	Identity card No	District	Basic rate of pay	Advance if any	Weekly hours	Rate of overtime	Housing allowance	Amount of leave	Amount of wages remitted	Signature or thumb/finger impression

**ANNEX 10: HARDWARE RESOURCES BY INSTITUTION**  
(the border points are under the Department of Immigration Services)

<b>Institution and department</b>	<b>Hardware</b>	<b>Description</b>
<b>Department of Immigration Services, Ministry of Immigration and Registration of Persons</b>	Desktop computers (300)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Scanners (50)	
	UV lights (20)	
	Laptops (10)	
<b>Department of Immigration Services (border points visited)</b>		
Namanga Border Point	Desktop Computers (7)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Cameras (5)	Sony
	Fingerprint readers (5)	
	Visa card readers (5)	
Jomo Kenyatta International Airport (NBO)	Desktop computers (56)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Printers (8)	HP Laserjet
	Cameras(49)	
	Biometric readers (49)	
	Scanners (49)	
	photocopiers (5)	Ricoh
	Fax machines (1)	
Moi International Airport - Mombasa	Desktop computers (35)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Sony cameras (26)	Sony
	Biometric readers (26)	
	UV lights (26)	
Regional Immigration Office - Mombasa	Desktop computers (10)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Biometric readers (2)	
	Cameras (2)	Sony
Kilindini Port - Mombasa	Desktop computers (2)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	UV lights (3)	
	Magnifier glasses (3)	
Malaba Border Point	Desktop computers (6)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Biometric readers (3)	
Busia Border Point	Desktop computers (2)	
Ministry of Labour	Desktop computers (4)	HP Intel Pentium 2.6GHZ,1GB RAM,160GB HDD
	Printers (4)	
<b>Kenya National Bureau of Statistics – Migration Statistics Section</b>	Desktop computers (3)	HP Core 2 Duo 3.0GHZ,1 GB RAM,250GB HDD
	Printers (1)	

Institution and department	Hardware	Description
<b>Central Bank of Kenya</b>	Desktop computers (1)	HP Duo core 3.0 GHZ,2GB RAM,250GB HDD
	Printers (1)	
<b>Labour Export Unit, Youth Enterprise Development Fund (Ministry of Youth Affairs)</b>	Desktop computers (2)	HP Duo core 3.2 GHZ,2GB RAM,500GB HDD
	Printers (1)	HP Laserjet P1405X
	Public Address system	
<b>Kenya Association of Private Employment Agencies</b>	Desktop computers (4)	HP Intel Pentium 2.2GHZ,512MB RAM,80GB HDD
	Laptops (1)	Samsung
	Printers (1)	Epson
<b>African Migration &amp; Development Policy Centre</b>	Desktop computers (3)	HP Duo core 2.8 GHZ,1GB RAM,160GB HDD
	Laptops (3)	
	Printers (3)	

## ANNEX 11: SOFTWARE RESOURCE LIST BY INSTITUTION

Institution	Software package and version	Application/function
<b>African Migration and Development Policy Centre</b>	Nvivo	Qualitative data analysis
	SPSS	Data analysis
	MS Excel	Data analysis
	Drop Box	used for sharing data in the organization
<b>Central Bank of Kenya</b>	MS Excel	Inputting data and data analysis
	MS Word	Word processing
	Integrated system	Capturing data from all departments
	Web based system	Remitting returns from the banks to the server
<b>Department of Immigration Services, Ministry of Immigration and Registration of Persons</b>	Passport system	Scanning passport
	PISCES	Verifying details of applicants by taking their biometrics
	Permit system	Tracking permits applications
	File movement system	Tracking process of issuance of passport
<b>Department of Immigration Services, Border Points Visited</b>		
Busia Border Point	MS Excel (Windows 2007)	Capturing data from the applications filled by persons crossing the border point
Jomo Kenyatta International Airport (NBO)	MS Excel	Capturing data
	MS Word	Word processing
	PISCES	Verifying passengers' details by collecting biometrics
Kilindini Port- Mombasa	MS Excel	Capturing data from the applications filled by the passengers
Malaba Border Point	Windows 2007 (Also MS Excel)	Operating system - Capturing data from the applications filled by persons crossing the border point
	PISCES	Verifying details of applicants by taking their biometrics
Namanga Border Point	Java (PISCES)	Verifying passengers details
	MS Excel (Windows 2007)	Capturing data from the applications filled by the persons passing through the border point
Moi International Airport- Mombasa	PISCES	Verifying passengers details by collecting biometrics
	MS Excel	Capturing data from the applications filled by the passengers

<b>Institution</b>	<b>Software package and version</b>	<b>Application/function</b>
Regional Immigration Office - Mombasa	Passport system	Scanning of applicants passport
	PISCSE	Verifying details of applicants by taking their biometrics
	Windows 2007	Data capturing from filled forms
Kenya Association of Private Employment Agencies	Windows	Operating System
	MS Excel	Inputting and storing the labour export data
	MS Word	Word processing
Kenya National Bureau of Statistics –Migration Statistics Section	Windows xp	Operating System
	MS Excel	Inputting data and data analysis
	Kenya Socio-Economic Database (KenInfo)	Database management system
	The Integrated Multi-sectoral Information System (IMIS)	Database management system
	Kenya National Data Archive (KeNADA)	Database management system
Labour Export Unit, Youth Enterprise Development Fund (Ministry of Youth Affairs)	Windows	Operating System
	MS Excel	Inputting and storing the labour export data
	Internet	Data storage and access
Ministry of Labour	MS Excel	Inputting and storing the labour export data
	MS Word	Word processing

## ANNEX 12: HUMAN RESOURCES

Institution	Post	Description	Qualifications	Subject	Training
African Migration and Development Agency	Founder and executive director	Researcher on migration internal and international migration and population-development interrelations	University degree	Population geography	None
	Director, research and data hub	Researcher on migration	University degree	Migration	Data analysis
	Communication /researcher	Research on migration	University degree	Communications	None
Central Bank of Kenya	Assistant director research (1)	Administration of Issues on research	University degree		None
	Assistant manager (1)	Compilation of data on remittances through offsite monitoring of foreign exchange inflows and outflows	University degree		None
Department of Immigration Services	Immigration training officer and ACP resource person	Coordination of immigration matters related to ACP	University degree	Administration	None
	Immigration officers (1,000)	Administration of immigration services	University degree, secondary school, college	Administration	Security course, Investigation and prosecution
Kenya Association of Private Employment Agencies	Recruitment agent and travel agent	Employment service	College diploma	Employment services	None
	Clerks (3)	Data entry	High school	Secretarial services	None
Kenya National Bureau of Statistics	Assistant manager/senior statistician	Heads the section that deals with migration data (international departures and arrivals)	University degree	Demography	Masters degree course in demography
	Statistical officers (2)	Compilation of migration data; data collection and data capture in computerized MS Excel software; collecting completed schedules from migration border points	Higher national diploma in statistics; diploma in computing	Statistics and IT	Statistics, IT



Institution	Post	Description	Qualifications	Subject	Training
Kenya National Bureau of Statistics	District statistical officers (20)	collecting completed schedules from migration border points and transmitting the schedules to KNBS Head Office in Nairobi	University graduates, Higher national diploma	Statistics	Statistics
	Senior manager data processing (1)	Manages and coordinates all IT infrastructure, staff and support team	University degree	Computer science	Data processing and analysis
	Data processing staff (6)	Data processing archiving, and website maintenance of ICT infrastructure and software	University degree	Computer science	IT
Ministry of Labour	Senior employment officer (1)	Coordination of private employment agencies and compilation of data submitted by private employment agencies on Kenyans going to work abroad	University degree	Business administration	Human Resource Management, Administration of employment services
	Employment officer (1)	Compilation of data submitted by private employment agencies on Kenyans going to work abroad	Higher diploma	Human Resource Management	None
	Assistant labour commissioner (2)	Attestation of forms for foreign employment contracts	University degree	Industrial relations	Labour laws
Youth Enterprise Development Fund	Labour export officer (1)	Management of labour export affairs	University degree	Social Science	None
	Assistant to labour export officer (1)	Administration of labour export matters	University degree	Social Science	None

## ANNEX 13: RECOMMENDATIONS BY INSTITUTION

Institution	Term	Area/Type	Recommendation
Central Bank of Kenya (CBK)	Short/medium	Human resources	CBK should build capacity of its staff on migration data analysis.
	Medium	Data availability	CBK produces data on remittances inflows every month through formal channels that include commercial banks and authorized international service providers. However, data on remittances through informal channels are not collected. CBK should work with KNBS to conduct periodic surveys on remittances through informal sources.
Department of Refugees	Short	Data availability	The available statistical information on refugees should be made accessible to the public. This information should be disaggregated by type of refugee/asylum seekers, forced and voluntary migration country of birth, gender and age. However, there is need to undertake official survey on the status of refugees in Kenya.
Kenya Association of Private Employment Agencies	Short	Data availability	Emigration data by private employment agencies should include all private employment agencies and should not be limited to only members of KAPEA
	Short	Human Resources	At the KAPEA level there is need to enhance the capacity of staff to analyze data using Computer packages such as excel, and SPSS
Kenya National Bureau of Statistics (KNBS)	Long	Data availability and quality	In the 2009 census there were two sets of questionnaires on migration. The variables in the main questionnaire covering : <ul style="list-style-type: none"> <li>• Place of birth,</li> <li>• Previous residence</li> <li>• Duration of residence</li> <li>• Place of enumeration</li> </ul> and those in the sort questionnaire covering: <ul style="list-style-type: none"> <li>• Emigration</li> <li>• Educational attainment</li> <li>• Professional training</li> <li>• Country of destination</li> <li>• Country of current residence</li> <li>• Year of departure</li> <li>• Reason for emigration and remittances could not be matched at the time of analysis</li> </ul> It is therefore recommended that in future censuses, emigration questions be incorporated in the main questionnaire in order to be able to fully capture number of emigrants.
	Medium		KNBS regularly undertakes national surveys. It is recommended that such surveys (labor-force, manpower etc.) should have a module on migration.
	Short	Legislative framework/regulations	Develop regulations for institutions dealing with migration data to specify data classification, data protection, protocols and procedures for accessing data.
	Short	Data sharing	Specify frequency of publishing data on migration and the details of the datasets to be released by key institutions and inform the public.

Institution	Term	Area/Type	Recommendation
Ministry of Health, Nursing Council of Kenya	Short	Data availability	Ministry of Health, in collaboration with the Ministry of Labour, should put in place coordination mechanisms and policy on emigration of health workers. The Nursing Council of Kenya should be supported to develop a monitoring system to follow-up on whether applicants did or did not emigrate.
Ministry of Immigration and Registration of Persons	Short/medium	Human resources	Training should be given to immigration officers on use of computer packages for data analysis. Also information contained in exit and entry forms should be analyzed and reported in a disaggregated form. Computers for data analysis should be made available to all immigration officers at the border posts in the country.
	Short	IT infrastructure	The immigration department should prepare annual budget for purchase, upgrading of infrastructure and maintenance of IT equipment e.g. computers, software, and IT infrastructure
	Short	Data sources	At Kenyan diplomatic missions, a register of emigrants residing in the countries within their jurisdiction should be put in place. The details of such a register should include: name, marital status, place of birth, passport number, place of issue of passport, date of issue, passport valid until, profession/occupation, full name of employer/learning institution, postal address (name of road/street), date of arrival, and expected duration of stay.
Ministry of Labour	Short	Data sharing	Ministry of Labour should develop effective mechanisms, such as reporting procedures and formats used by other institutions, for compiling labour migration statistics and publish this information.
	Short/medium	Human resources	The capacity of National Employment Bureau and Labour Department personnel in relevant departments should be strengthened in terms of training to enable the Ministry to collect and produce credible information with regard to international labour migration opportunities. They should also be aware of how to disseminate the information to key stakeholders, taking into consideration market realities.
	Short	Data availability	There is a need for the Ministry to review procedures for the registration of private recruitment agencies, recruitment procedures and attestations of foreign employment contracts in order to improve on the scope and data coverage of Kenyans emigrating for employment abroad.
Youth Enterprise Development Fund, Labour Export Unit	Short/medium	Human Resources	Enhance the capacity of staff at the Labour Export Unit on data analysis and put in place adequate and informed pre-departure orientation courses that give relevant details on the countries to which participants are emigrating.







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