



COMMUNICATION ON PROGRESS APRIL 2018 - MARCH 2019

STATEMENT OF CONTINUED SUPPORT OF THE UNITED NATIONS GLOBAL COMPACT PRINCIPLE



PKF Eastern Africa has a strong commitment to responsible business practices and recognize the importance of balancing the interests of all our key stakeholders - our clients, our employees and the communities in which we work.

We endeavour to adhere to the United Nations Global Compact Principles through the services we offer to our clients, and in our operations and interactions with the community around us. PKF Kenya is the signatory to the United Nations Global Compact, but all our offices in the region embrace and implement the ten principles.

We are pleased to enclose our communication on progress reaffirming our continued support of the United Nations Global Compact principles on human rights, labour, environment and anti-corruption.

By delivering this communication on progress, we are reaffirming our continued adherence to the Global Compact and our voluntary commitment to implementing the Global Compact principles and its ten principles within the firm and to addressing them as a key issue in our dealings with partners and commissioning parties. We hereby give a detailed account of actions taken between April 2018 and March 2019 with regard to implementation of the United Nations Global Compact principles.

Alpesh Vadher

Chief Executive Officer

PKF Eastern Africa

Table of Contents

About us	3
Introduction.....	4
1. Human rights.....	5
2. Labour.....	14
3. Environment.....	16
4. Anti-Corruption.....	20



About us

“PKF Eastern Africa is represented in Kenya, Uganda, Tanzania and Rwanda with over 750 staff and 35 directors and partners. Since 1964, we have served a wide client profile across diverse industries and sectors in Africa. As one of East Africa’s leading firms of accountants and business advisers, we specialise in advising the management of developing private and public businesses. We offer Audit and Assurance, Tax and Advisory services to a wide variety of public and private sector organisations.”

We pride ourselves in being an equal opportunity, multicultural firm with the majority of our partners born and raised in East Africa. As a result, we have a unique understanding of the local markets that enables us to offer holistic, innovative and relevant business solutions, taking into account the distinct market forces and constraints that come into play within the region.

We are a member firm of PKF International, a global network of legally independent firms bound together by a shared commitment to quality, integrity and the creation of clarity in a complex regulatory environment.

With offices in 440 cities, PKF member firms operate in 150 countries across 5 continents and specialise in providing high quality audit, accounting, tax, and business advisory services to international and domestic organizations. The network is a member of the Forum of Firms - an organisation dedicated to consistent and high quality standards of financial reporting and auditing practices worldwide.

Our vision

To be a leading regional accounting and business advisory firm with a recognised global presence, providing quality and personalised service through relationships and empowered professional manpower.

Our mission

- To support and guide clients to achieve success in their business by acting as their trusted business advisers.
- To provide quality, cost effective, personalized and innovative business solutions to meet the changing needs of our clients.
- To empower our manpower through continuous professional development to face the dynamic global challenges.

Our services

We provide a wide range of services to clients ranging from large companies to SMEs in virtually all sectors of the economy. These include:

- Audit, Assurance and Advisory
- IT Assurance and Data Analytics
- Tax Compliance and Tax Consulting
- Corporate Finance
- Management Consulting
- Human Resource Management Consulting
- Business Process Outsourcing
- Corporate Recovery and Restructuring
- IT Consulting
- Public Sector Advisory
- Forensic Investigations
- Risk Management Advisory
- Company Secretarial

Introduction

As a member of the United Nations Global Compact, we reaffirm our commitment to aligning our strategic plans and operations, internal and external to our Corporate Social Responsibility (CSR) Policy. Our CSR Policy states “PKF Eastern Africa prides itself in having a deep heritage of operating at the highest level of integrity. We have a strong commitment to responsible business practices and recognise the importance of balancing the interests of all our key stakeholders - employees, clients and the communities in which we work with.

Our CSR Policy revolves around four pillars:

The workplace

This involves all activities which uphold the wellbeing of employees within the workplace by incorporating work practices such as workforce diversity, work-life balance, health and safety, training etc.

The marketplace

We implement our policy by engaging in fair, ethical and responsible business practices in the marketplace.

The environment

We advocate for good environmental practices and engaging in environmentally friendly practices at the firm, with clients, corporate partners and the general public.

The above pillars guide our approach to the Global Compact Principles on Human Rights, Labour, Environment and Anti-Corruption.

The community

We offer support for community initiatives and institutions involved in community work and communal concerns by providing either or both financial and non-financial assistance.

PKF Foundation

PKF Foundation was established to fund all CSR activities implemented by PKF in Eastern Africa and a Corporate Social Responsibility (CSR) committee having representatives from all offices that have: -

- Established a collective CSR commitment
- Identified areas of focus that will create sustainable development impacts, foster improved communication with stakeholders and ensure sustainability of the business as a whole.

Furthermore, as a member of the United Nations Global Compact, PKF is committed to aligning its strategic plans and daily operations, internally and externally, in line with the UN Global Compact's principles.

Our submission

This communication of progress (COP) highlights practical actions the firm has taken to implement the Global Compact principles in each of the four issue areas: Human Rights, Labour, Environment and Anti-Corruption between April 2018 and March 2019. PKF here refers to PKF in Eastern Africa.



Human rights

“PKF Eastern Africa recognises that Human Rights are an integral part of corporate citizenship and we respect and support the Universal Declaration of Human Rights.”

The first two principles of the UN Global Compact, which are derived from the Universal Declaration of Human Rights, are:

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Business should make sure that they are not complicit in human rights abuses.

Implementation

We have an established code of conduct and core values which are consequently rooted in our culture of experience, confidence and delivery. Our culture is about fostering the best values and attitudes for pursuing our business drivers.

These have been defined as:

- producing quality work,
- meeting clients' needs,
- leading and enabling change to innovating,
- achieving financial results and
- growing the business.

Our core values

Teamwork	Clarity
<p>At PKF we:</p> <ul style="list-style-type: none">• Are responsive• Share knowledge• Respect each other• Share information and work collaboratively• Offer help to others• Celebrate success and share experiences	<p>At PKF we:</p> <ul style="list-style-type: none">• Are clear and concise• Are open and transparent• Don't use jargon• Are straight to the point• Communicate effectively• Ask questions to clarify understanding
Integrity	Quality
<p>At PKF we:</p> <ul style="list-style-type: none">• Take responsibility• Do what we say• Are honest• Keep all information confidential• Do not compromise our independence• Are ethical	<p>At PKF we:</p> <ul style="list-style-type: none">• Maintain the highest standards• Are consistent in service delivery• Consult when in doubt• Hold ourselves accountable• Understand and manage risk• Embrace technology• Are sceptical• Always strive for improvement• Keep abreast with change
Passion	
<p>At PKF we:</p> <ul style="list-style-type: none">• Never say “No”• Are enthusiastic• Are engaged• Are proactive• Exceed expectations	

Our core values

Our values guide our actions and beliefs and they are aligned to the human rights principles.

It is the personal responsibility of everyone in the firm to ensure that we put these behaviours into practice. We also have a responsibility to intervene where we see others failing to uphold them. We provide several avenues to address any issue that contravenes the code of conduct as well as use of the confidential whistle-blowing procedure.

Our ethical policy

Our ethical policy is at the core of our approach to our business. At PKF, we aim to ensure that we maintain the highest level of professional integrity with our clients, our staff, professional regulators and others

with whom we interact. This means that in all our dealings we aim to exceed the regulatory standards by which we are required to operate. We take great care to ensure that client confidentiality, our objectivity and our independence are hallmarks of everything we do.

PKF in also seeks to support the principles of the Universal Declaration of Human Rights (UDHR) through its business practices. The core requirements of the UDHR include freedom from torture, unjustified imprisonment, unfair trial and other oppression, along with freedom of expression, religion and political or other representation.

Therefore, PKF will not provide support or work with businesses or organisations which:

- fail to uphold basic human rights within their sphere of influence;
- are involved in the manufacture or transfer of armaments to oppressive regimes;
- are involved in the manufacture of torture equipment or other equipment that is used in the violation of human rights.

PKF also advocates and supports the Fundamental International Labour Organisation Conventions. These are the most widely-accepted standards for minimum labour rights and cover the use of under-age or forced labour.

This policy is also published on our website and can be found at:

<http://www.pkfea.com/index.php/our-ethical-policy>

Our CSR policy

PKF Eastern Africa prides itself in having a deep heritage of operating at the highest level of integrity. We have a strong commitment to responsible business practices and recognize the importance of balancing the interests of all our key stakeholders - our clients, our employees, and the communities in which we work. We:

- Adopt business practices that are socially and environmentally responsible with the aim of making a positive difference to the individuals and communities around us;
- Invest in the well-being of the community we live and work by initiating or supporting efforts in, environmental management and protection;

upholding the standards and development of the profession, improving the lives of disadvantaged persons and community development;

- Encourage our staff, clients and associates to individually and collectively adopt and implement an active and positive attitude towards Corporate Social Responsibility.

Our CSR activities are primarily led by the staff through office CSR Committees with all planned activities reviewed by the PKF trustees . PKF Foundation was set up to support the CSR activities of the firm.

Our presence in the community around us

At PKF, we have long recognised that local businesses and local communities are inextricably linked. The firm plays an active role in contributing to society through both financial support and through enabling our people to take part in activities organised by the firm as well as supporting them in their own initiatives.

We encourage all of our people to take part in charitable and voluntary activities as we recognise that this strengthens our bond with the communities in which we work. PKF's work in the community is supported by our CSR Policy. We strive to be a leader in corporate social accountability.

Our CSR activities revolve around the four pillars of our CSR matrix:

- workplace;
- marketplace;
- environment;
- community.

Workplace activities

“These focus on upholding the wellbeing of employees within the workplace, and the promotion of conducive culture. The activities carried out in 2018 include”



PKF Nairobi medical camp 3 August 2018

PKF understands that the health of employees is vital for their own development and the firm’s successful growth. The firm therefore, organised a one-day medical camp for all members of staff in Nairobi office. Staff received training on healthy living habits, nutrition and weight management, and symptoms to watch out for heart problems from various renowned doctors and nutritionists. Staff also benefited from free general medical check-up for various conditions like, blood pressure, blood sugar levels and eye check-up.

Managers’ retreat



At a relaxing and informal setting in Diani Reef Resort Mombasa, PKF managers and partners from all the Eastern Africa offices spent four days working on developing a new culture that will enable staff to participate more in the decision making processes. Managers were also able to bring out issues that affect employees well-being and productivity. The team

managed to come up with strategies that will tackle the issues affecting the firm’s performance and the role of the firm in the community. The retreat was climaxed by appreciation of staff members who have dedicated their lives to the firm for 25 years and above and a farewell to George Athiambo who retired from the firm.

Staff Christmas party 2018

As tradition dictates, Nairobi office staff were treated to a full day of fun, games, and dining on the 14 December 2018 to celebrate the Christmas holidays. Mombasa office staff welcomed the season at the Nyali Golf Club in Mombasa.



Above: ESR team appreciates ESR Partner George Athiambo, as he embarks on his retirement during the PKF Nairobi Office Christmas Party. Below: Mombasa & Malindi offices at the Nyali golf club celebrating Christmas Party).



Marketplace activities

This involves engaging in fair, ethical and responsible business practices in the marketplace by observing laws and statutory requirements, encouraging sustainable business practices, refraining from corruption amongst other professional practices.

The firm's main and core purpose is creating and sustaining supportive relationships where objective and timely advice enables our clients to thrive, develop and succeed by advising the management of developing private and public businesses.

We did this by:

Providing information to our clients and the general public through seminars.

National Budget Seminars



Budget seminar 2018

PKF hosted clients for seminars in Nairobi, Mombasa, Nakuru and Kisumu on the 'content and implications of the 2018/2019 budget', that had been presented by the Ministry of Finance. The seminar endeavors to enable the attendees to anticipate the opportunities and threats that they might face following the changes proposed by the cabinet secretary.

In our mandate as key stakeholders in the economy, the firm also held a pre-budget briefing where as a firm we projected the firms' expectations and suggestions to the Ministry of Finance for input into the national budget.

Financial sustainability for NGOs



Financial sustainability for NGOs

This was a free seminar focused on enabling NGOs/NFPs endure in an environment of uncertainty and reduced funding. The firm's tax manager Ruth Njoroge took the attendees through provisions that govern taxation for NGOs/NFPs, whereas Satyajit Turumella, the PKF IT Assurance and Data Analytics manager took the guests through Enterprise Risk Management in an Emerging Technological Environment.

Other marketplace activities

The firm contributed to the improved efficiency and competitiveness of other companies and sectors by supporting initiatives that reward excellence in various sectors. PKF Kenya, as the judging process partners, oversee and audit the entire judging process including the selection of judges and verification of entry documents.

PKF Kenya was the Judging Process Partner at the following 2018 Think Business and Energy Management awards.

East Africa Maritime Awards (EAMA)

EAMA aims to promote excellence in service delivery, appreciate exceptional contribution to the industry and the economy, encourage innovation and improve industry performance. The awards were held on 26 October 2018.

The objective is to spur players in the industry into meeting and surpassing set regulatory standards, adopting best practice on respective service delivery and fostering competitiveness.

Investment awards

The Think Business investment awards was held on 7 December 2018. The objective of this awards was to celebrate the companies and individuals setting trend and breaking boundaries in the investments sector, and also provide the much needed information to the general public by documenting and publishing facts, analysis and commentary on the on goings of the capital and securities markets in Kenya.



PKF presents award to some of the Think business investment winners

Insurance awards

Insurance awards 2018, held on the 13 July 2018 aimed at recognising mainly financial stability and growth of companies. The awards also celebrated companies that embrace innovation in product development and distribution, enhanced risk management practices, investment in the profession, adoption of good corporate governance practices, as well as engagement in sustainable social corporate projects.

Banking awards



PKF presents award to some of the insurance award winners

The Banking Awards 2018, the 13th annual celebration of the banking sector achievements was held on Friday 11 May 2018. The objective was to encourage innovation, prudence and stability, in the banking sector by recognizing, awarding and celebrating exemplary performance in the sector.

As the judging process partners, PKF was in charge of overseeing and audit the entire judging process including the selection of judges and verification of entry documents.

Energy management awards

The energy management awards was held on 13 April 2018. The awards, themed 'setting the pace in resource efficiency towards competitive local manufacturing', awarded over 20 companies that have achieved outstanding reductions in their energy consumption through implementation of energy efficient measures and technologies. In support of modern energy management principles in the sustainable production of goods and services, PKF participated in the 2018 KAM Energy Management awards as the judging process partner. The main aim of this award was to recognise companies that have prioritized energy conservation at their corporate and operational strategies.

Community activities



This is implemented through support of community initiatives and supporting institutions involved in community and charity concerns. This support is both financial and non-financial. Some of the initiatives we engaged include:

Tambukareli hospital donation



PKF Tanzania donated 5 toilets to Tambukareli hospital in Temeke Dar es Salaam. The project was launched on 3 February 2019.

Mater heart run

In support of the Mater Heart Run, PKF Foundation has over the years sponsored the initiative by providing financial support and also participating in the run. The Mater Heart Run is held annually in a bid to raise funds to enable disadvantaged children to get life-saving surgeries for congenital heart problems. The run was held on 26 May 2018 in all major towns and PKF was represented by our Nairobi, Mombasa, Nakuru, Malindi and Kisumu offices.

Standard Chartered Marathon

PKF staff joined the community to support the seeing is believing Standard Chartered marathon in 2018. The 2018 marathon aimed to raise funds for the needy in the community.

ICPAK golf tournament

The Institute of Certified Public Accountants of Kenya (ICPAK) is the statutory body of Accountants established under the Accountants' Act of 1978 and mandated to develop and regulate the accountancy profession in Kenya.

ICPAK undertakes the Accounting and Finance Scholarship through which the Institute supports bright and disadvantaged students pursue university education in Finance and Accounting courses. The institute targeted to sponsor 14 students in 2018 through fundraising activities and donations from corporates, individuals and friends of the Institute. Among ICPAK's major fundraising activities are the Annual Charity golf tournaments where PKF was part of the sponsors.

Oshwal golfing society

The Oshwal Golfing Society (OGS) is a social golfing club for members of the Visa Oshwal Community, which has over 275 members. The society aims at providing a platform and supportive network for upcoming young Oshwal golfers where they can showcase their talent, a vision that PKF is passionate about and was a proud sponsor of the 2018 golf tournament which was held at Vetlab Golf Club.

My little big thing

MyLittleBigThing Challenge was launched in 2017 by MK-Africa in partnership with Cambridge University Sustainability Leadership Institute in South Africa. Inspired by Nobel laureate, the late Wangari Maathai's 'Little Thing' of planting trees. The competition aims at encouraging the development of ideas that will help

find the best home-grown solutions to Africa's sustainability issues.

Judging is moderated by PKF which entails putting together an expert jury panel to select the 15 best ideas. In 2018, the 15 finalist receive training on business and presentation skills before attending and presenting their ideas. The 15 ideas were subjected to public voting and the the best 7 ideas were selected to proceed to the idea testing stage where only three best ideas were taken. The three finalists are taken to South Africa for further training. PKF played the role of judging process partner.



When MyLittleBigThing 2018 journey started

Kenya Ladies Golf Union



Ladies golf in Kenya has registered an impressive growth with more than 200 registered members. Golf was a male dominated sport but the Kenya Ladies Golf Union (KLGU) gave ladies a platform to change this notion. KLGU aims to develop and promote to the highest possible standards, the collective interests of ladies' golf at all levels. PKF is very proud to be associated with KLGU and the firm was proud to be the main sponsor for the 2018 KLGU tournament which took place at the Limuru Golf Club.

Jim McFie Education Fund

The Jim McFie Education Fund has for the last five years financed accounting and business education for

qualifying beneficiaries and mentoring them to catalyse wealth creation and inspire social transformation. PKF committed to make an annual contribution since August 2014 for five years. For the first five years, the firm is delighted to see the students progressing very well and in 2017 renewed their support by offering to maintain the annual contribution for additional five years.

Safaricom Family Challenge



Kamili Organisation is a mental health NGO, that is currently running three mental health clinics in Nairobi, 28 mental health clinics throughout Kenya, and currently training three new nurses.

PKF was a proud sponsor of the 2018 challenge where the organisation managed to raise KSh 3.9 million.

CFO roundtable



PKF Kenya and ACCA Kenya have been working together to establish a confidential network of peers and multiple CFO or CEO level facilitators of CFOs in Kenya. The ever increasing role of modern CFOs and other finance professionals extends beyond the finance core of accounting, control and compliance. CFOs now play a big role in determining and driving the larger strategy for their companies. CFOs bear full responsibility for a company's success or failure but are unable to control most of what will determine this.

The CFO has more influence than most people in the organisation, but is unable to wield it without certain consequences. It is with this in mind that PKF and ACCA came together to establish a forum where members can have stimulating discussions around some of the challenges they face.

Dubbed the CFOs Roundtable, the forum provides an exclusive, information strictly peer-to-peer platform. CFOs need to excel as financial leaders, in a confidential environment where CFOs can openly share experiences, insights and challenges and strategise to stay at the forefront of performance and innovation.

The CFOs forum was inaugurated on 25 August 2015 and has held several free events since then. The 2018 forums were held on 7 June and 6 September.



Labour

The Global Compact's labour principles are derived from the ILO Declaration on Fundamental Principles and Rights at Work:

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: the elimination of all forms of forced and compulsory labour;

Principle 5: the effective abolition of child labour; and

Principle 6: the elimination of discrimination in respect of employment and occupation.

Implementation

PKF Eastern Africa applies the labour principles at the firm level through the code of conduct and our Human Resource Policies. These imply equal employment practices which promote a diverse workforce.

Our code of conduct

Our code of conduct is rooted in our culture. It guides how we relate with our employees and our clients.

For our employees, our code of conduct correlates with the labour principles in the following ways:

- Providing interesting and challenging work and develop great experience
- Investing in employees to add onto their skills, for their benefit, the firm's and our clients

- Being strong at quality relationships, building them and developing them
- We get to know our people and our clients and understand their needs
- We embrace diversity, maintaining a working environment which is free from prejudice and harassment - we do not tolerate behaviour that contravenes these principles

For our clients, other than providing excellent service, value for money and expert solutions, our people uphold ethical and professional standards and ensure confidential information is protected, our fees are appropriate and in line with our terms of engagement. Most importantly, we act with integrity, independence and objectivity, not allowing bias or undue influence to affect our professional judgement.

Our employment contract

Each employee of PKF receives an employment contract, upon joining the firm, which meets all the requirements as set out by the Laws of respective countries. Additionally, all employees are provided with an enabling and conducive environment in which they can perform their duties as expected. The firm provides additional benefits to the employees such as medical



cover, pension and trainee contracts where PKF sponsors staff to attain one professional accounting qualification.

The employment contract between the firm and the employees ensures that there is no forced labour, with the employee provided with the opportunity to terminate the contract.

PKF does not employ minors and proof of age is a requirement before employment.

Our code of conduct clearly sets out the firm's intent to promote a diverse workforce.

As part of these standards we work to value different views and opinions, to respect each employee's personal needs, and promote a workplace free from harassment and discrimination by upholding the equal opportunity principle.

PKF Eastern Africa also advocates and supports the Fundamental International Labour Organization Conventions. These are the most widely-accepted standards for minimum labour rights and cover the use of under-age or forced labour. This is indicated in our ethical policy available at:

<http://www.pkfea.com/index.php/our-ethical-policy>

The three principles are:

Principle 7: Business should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility, and;

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.



Kieni forest tree planting

Environmental

The UN Global Compact's environment principles are derived from the Rio Declaration on Environment and Development.

Our environmental policy

We take seriously the impact of our business activities on the environment. We believe care for the environment is an important part of the way in which we do business. It is our policy to ensure that both our people and our suppliers operate in an environmentally conscious manner.

Environmental awareness

This involves display of our environmental policy on our website and all our electronic communication.

Compliance with the law

All the buildings we have constructed to be our offices are in full compliance with the environmental regulations.

Trees for life campaign

PKF has taken a step further in its efforts for environmental conservation. We acknowledged the need to actively participate in increasing the canopy cover to 15% by 2030. Our mission is to galvanise nationwide tree planting by creating awareness and engaging every Kenyan in tree planting activities.

Currently, the forest cover in Kenya stands at 7%. A gap of 3% and a further 5% need to be addressed in order to achieve a 10% and 15% coverage by 2022 and 2030 respectively. PKF has taken action to be at the forefront to actively participate in increasing the country's forest cover to 10% by 2022 and 15% by 2030. The firm therefore, has a long term objective to plant 1,000,000 trees annually in 10 years. For the project to be a success, the firm is looking into



Kieni forest tree planting

partnering with several stakeholders who have a similar interest. These are PKF associates, clients, staff, suppliers and any other corporate with a similar view of environmental conservation.

Environmental consultancy

We assist other companies to meet the regulatory requirements by providing services that enable them to comply with the environmental law.

Sponsoring environment conservancy initiatives

Beach clean-up by the Tanzania office

PKF Tanzania office participated at the 2018 World Clean Up Day held on the 15 September 2018. The clean-up took place along Sea view, Ocean road and Salenders Bridge in Dar es Salaam, Tanzania.

Energy management awards

The energy management award is an award for all energy consumers geared at encouraging a culture of energy efficiency and conservation. It seeks to recognise enterprises that have made major and sustainable gains in energy efficiency through the application of modern energy management principles and practices, and in the process made significant energy and cost reductions. PKF was the judging process partner

Other Offices

Community day

The firm has set aside a day off its calendar each year to give back to the community. In 2018, through the PKF foundation, various PKF offices marked the 2018 CSR day by planting trees in different forests on 30 November.

Nairobi office planted 7000 seedlings in Kieni Forest. Mombasa and Malindi office teams planted 2000 seedlings at Shimo La Tewa GK Prisons. Kisumu Office Team planted 1000 seedlings at Kakamega Forest and the Nakuru Office planted 1000 seedlings at Bahati forest.



Bahati Forest



Kakamega Forest



Shimo la Tewa GK Prison



Anti-Corruption

The Global Compact Anti-Corruption principle is derived from the United Nations Convention against Corruption.

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery

PKF prides itself in having a deep heritage of operating at the highest level of integrity. Our firm's longstanding commitment to doing business with integrity means avoiding corruption in any form. We engage in fair,

ethical and responsible business practices in the marketplace. We do this by refraining from corruption, accuracy of client reporting, observing laws and statutory requirements and encouraging sustainable business practice.

Implementation

We are able to implement this principle by applying our Ethical policy. Our ethical policy is at the core of our approach to our business. We aim at the highest level of professional integrity with our clients, our staff, professional regulatory bodies and others with whom we interact with.

Our ethical policy

This means that in all our dealings we aim to exceed the regulatory standards by which we are required to operate. We take great care to ensure that client confidentiality, our objectivity and our independence are hallmarks of everything we do.

PKF Eastern Africa eliminates corruption by engaging in fair, ethical and responsible business practices which includes refraining from corruption, observing laws and statutory requirements and encouraging sustainable business practices.

Our human resource policy describes corruption as a 'breach of respectability' which states: "corruption, that is to say, soliciting for or accepting payment or other valuable consideration of services rendered within the normal course or scope of official firm duties."

Our core values

We expect that all employees will execute our core values, particularly Integrity, "We execute with integrity, holding ourselves to the highest standards of performance, accountability and personal conduct. If

something doesn't work, don't ship it. If a deal isn't right, don't take it. If the numbers don't add up, find out why."

Our code of conduct (Described on page 14 of this document)

Our services

As a leading professional services firm, we continue to proactively support the adoption of the International Public Accounting Standards (IPSASs), to enhance public accountability.

In our daily operations especially as auditors, we are obligated to maintain the highest levels of integrity. All our relationships with our clients, suppliers and employees are hinged on our philosophy, commitment to promoting high standards of discipline, excellence and ethics through adherence to the firm's quality standards and value charter, the laws of the country and the profession.

Membership to the local Global Compact Network

We joined the Global Compact Network in Kenya in April 2012. We signed up to the Code of Ethics as we are keen to promote and enhance the ethics of business conduct in Kenya in line with the ten principles of the UN Global Compact. All our other offices are also guided by these principles.



Our offices

KENYA

Nairobi
Kalamu House, Grevillea Grove
Off Brookside Drive
P. O. Box 14077 - 00800
Nairobi
(+254 20) 4270000
Cell: (+254) 732 144000

E-mail: pkfnbi@ke.pkfea.com

Mombasa
1st Floor, Pereira Building
Pramukh Swami Maharaj Road
P. O. Box 90553 - 80100
Mombasa
Tel: (+254 41) 2226422/3
(+254 41) 2315846/97
Cell: (+254) 724 563668

E-mail: pkfmsa@ke.pkfea.com

Malindi
Malindi Complex
Lamu Road
P. O. Box 5572 - 80200
Malindi
Tel: (+254 42) 2120701
(+254 42) 2130862
Cell: (+254) 722 209620

E-mail: pkfmld@ke.pkfea.com

Kisumu
Jubilee House, 3rd Floor
Angawa Avenue and
Oginga Odinga Street Junction
P. O. Box 187 - 40100
Kisumu
Tel: (+254 57) 2505787
Cell: (+254) 726 793 355
(+254) 736 221 122
E-mail: pkfksm@ke.pkfea.com

UGANDA

Nakuru
1st Floor, CK Patel Building
Kenyatta Avenue
P. O. Box 1236 - 20100
Nakuru
(+254 51) 2211906
Cell: (+254) 796 015656

E-mail: pkfnku@ke.pkfea.com

Kampala
Kalamu House
Plot 1B
Kira Road
P. O. Box 24544
Kampala
Tel: (+256 312) 305800

E-mail: pkfkam@ug.pkfea.com

TANZANIA

Dar es Salaam
1st Floor, Tower B
Girl Guides Building, Plot No. 1088
Kibasila Street, Upanga
P. O. Box 7323
Dar es Salaam
Tel: (+255 22) 2152501/3/4
Cell: (+255) 784 520097

E-mail: info@tz.pkfea.com

RWANDA

Kigali
KG 5 Avenue 44, Kacyiru
P. O. Box 341
Kigali
Tel: (+250) 255 104514
Cell: (+250) 788 454746
(+250) 788 386565
(+250) 738 386565

E-mail: pkfkgl@rw.pkfea.com

PKF Kenya is a member firm of the PKF International Limited family of legally independent firms and does not accept any responsibility or liability for the actions or inactions of any individual member or correspondent firm or firms.

