

THE NATIONAL SOCIAL SECURITY FUND ACT

(No. 45. of 2013)

IN EXERCISE of the powers conferred by section 68 of the National Social Security Fund Act, 2013, the Cabinet Secretary for Labour, Social Security and Services makes the following Regulations—

THE NATIONAL SOCIAL SECURITY FUND
(VOLUNTARY REGISTRATION) REGULATIONS, 2014

PART I – PRELIMINARY

1. These Regulations may be cited as the National Social Security Fund, (Voluntary Registration) Regulations, 2014. Citation.
2. These Regulations shall apply to the self-employed and voluntary contributors. Application.

PART II – REGISTRATION OF VOLUNTARY MEMBERS

3. A person is eligible to be registered as a voluntary member if the person— Eligibility of voluntary membership.
 - (a) is self employed;
 - (b) retires from employment, or otherwise ceases to be an employee within the meaning of the Act other than by attaining pensionable age;
 - (c) is ordinarily resident in Kenya but is employed outside Kenya under a contract of service entered into by an employer who does not reside in or has no place of business in Kenya;
 - (d) is employed in Kenya by a person who is not an employer within the meaning of the Act;
 - (e) is a member of an organized group of persons invited by the Board to become members of the Fund pursuant to an agreement under regulation 5 below;
 - (f) is a citizen of Kenya who lives and works outside Kenya; or
 - (g) is an exempt person under the Act.
4. A person applying for membership shall be required to furnish the Fund in writing with the information detailed in the application form. Furnishing of required information.

5. The Board may enter into an agreement known as an admission agreement that permits members of an organized group of persons whether eligible to become members of the Fund or not, to be subject to such conditions as the Board may prescribe, become members of the Fund.

Admission agreement.

6. (1) A person may apply for registration as a voluntary member of the Provident Fund by making an application in the prescribed form.

Voluntary member registration.

(2) Upon registration, the voluntary member shall pay an initial contribution of not less than two hundred shillings.

(3) The persons registering online shall be required to make the initial contribution of not less than two hundred shillings through an authorized mode of payment.

(4) On receipt and approval of an application for voluntary contribution, the Managing Trustee shall issue the applicant with a certificate for voluntary contributions.

7. A member shall not deliberately destroy deface, amend or erase a certificate issued under regulation 6.

Prohibition of deliberate defacing or destroying of certificate.

PART III—CESSATION OF MEMBERSHIP AS VOLUNTARY MEMBER

8. A person shall cease to be a voluntary member if the person-

Cessation of membership as voluntary member.

(a) becomes an employed contributor; or

(b) advises the Managing Trustee, in writing, that he or she no longer wishes to be a voluntary contributor.

9. A person who advises the Managing Trustee, in writing, that he no longer wishes to be a voluntary contributor may retain his membership without making contributions unless he opts to access the benefits.

Retention of membership.

Made on the 10th June, 2014.

KAZUNGU KAMBI,
*Cabinet Secretary for Labour,
Social Security and Services.*