Empowered Communites
for a just and inclusive society

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DEFENDERS OF HUMAN RIGHTS AND CIVIC EDUCATION GROUP

DHR - CEG

1ST COHORT CIVIC EDUCATOR'S TRAINING REPORT



THEME

"From Civic Education to Civic Action"

DATE
22ND SEPTEMBER 2026

VENUE
ANGELICA SLOPES RESORTS,
VIHIGA CUNTY

PARTICIPANTS
43

FOREWORD & ACKNOWLEDGEMENT

FOREWORD

The Defenders of Human Rights and Civic Education Group (DHR-CEG) exists to build a society where every person is empowered, informed and actively engaged in promoting human rights, dignity and inclusive governance. Civic education is the foundation of that vision, because citizens can only claim their rights and carry out their responsibilities when they understand them.

This report documents the 1st Cohort Civic Educators Training, held on 22nd September 2026 at Angelica Slopes Resort under the theme "From Civic Education to Civic Action." The training brought together 25 civic educators, who were taken through seven modules: Organizational background and the Code of Conduct, human rights, land rights and succession, public participation, voter education, facilitation skills, and reporting. The report presents what was taught, the issues raised by participants, the outcomes achieved and the way forward. The reporting tools issued to the educators, together with the activity programmer, are attached in the Appendix. We trust that it will serve as a record of the training, a reference for the trained educators, and a basis for accountability as they begin work in their communities.

ACKNOWLEDGMENT

DHR-CEG sincerely thanks everyone who made the 1st Cohort Civic Educators Training a success.

- County Government of Vihiga: for its institutional support and technical input, in particular Dr. John Ongonda Khamala, Director of Public Participation and Civic Education, and Mr. Dennis Tongoi, Deputy Director of Public Participation and Civic Education, for facilitating the modules on public participation and on land rights and succession.
- Independent Electoral and Boundaries Commission (IEBC): for facilitating the Voter Education module, through Edith Mahonga (Vihiga AEO) and Rael Mirage (Sabatia AEO), and for recognizing DHR-CEG as an accredited Voter Education Provider.
- Facilitators and resource persons: Mr. Evans Lumadede, Ms.Everlyne Ambani, Mr. Vincent Mahasi, Mr.Alex Omari, Ms. Clementina Kedogo and Mr. Sammy Mugita, for their time and commitment in delivering the sessions.
- The media: Philemon Onzere (Vihiga FM), Janet Mutanda, Sheldon Asakhulu (Media West FM) and Olivia Musava (Vuuka FM-Royal Media Services), for covering the training and extending its reach to the public.
- DHR-CEG Management Board and Secretariat: for planning, coordination and logistics before and during the event.
- Angelica Slopes Resort: for hosting the training.
- The 25 civic educators: for their active participation, the case studies they shared and their commitment to serve their communities.

We look forward to continued partnership as the trained civic educators move from civic education to civic action.

APPENDICES D,E,F

APPENDIX D (Civic Education Session Template)

To be completed by the civic educator for every training session held in the community.

Section	Key fields
Basic information	Civic educator • Coordinator • Date • County • Sub-county • Ward • Village • Venue
Topic	Human rights • Land rights • Succession • Public participation • Voter education • Other
Attendance	Male • Female • Total • PWDs / Youth where applicable • Total participants
Session content	Main topics and key messages
Questions / issues	Question or issue • Response / action • Follow-up
Outcomes	Observations, lessons and immediate results
Follow-up	Issue • Action required • Responsible person • Timeline
Verification	Educator signature • Coordinator review • Date • Photos of the session

APPENDIX E (Sample Chief's Letter

CHIEF'S OFFICE, [LOCATION]

DATE: _____

TO: THE HONOURABLE COURT

RE: INTRODUCTION OF SURVIVORS OF THE LATE [NAME], ID No. _____

He/she died on _____ at _____. Survived by:

1. _____ - Wife/Husband, ID No. _____

2. _____ - Son/Daughter, ID No. _____

No objection is known.

Chief's Signature & Stamp: _____

APPENDIX F (Other Attachments)

- Attendance Register of the 1st Cohort Civic Educators Training, 22/09/2026
- Media Consent Form
- DHR-CEG Civic Educator's Training Manual and Materials.

APPENDIX C

APPENDIX C (Key Performance Indicator Tracker)

A KPI is a measurable indicator used to determine whether an activity or programme is achieving its intended results.

Indicator	Target	Achieved	Evidence	Remarks
Community sessions / barazas			Session reports	
People reached			Attendance registers	
Male participants			Attendance registers	
Female participants			Attendance registers	
Villages / locations reached			Session reports	
Human rights sessions			Session reports	
Land rights sessions			Session reports	
Succession sessions			Session reports	
Public participation sessions			Session reports	
Voter education sessions			Session reports	
Questions / follow-up issues			Session reports / follow-up record	
Reports submitted			Submission record	

Theme: From Civic Education to Civic Action
DHR-CEG 1st Cohort Civic Educator's Training Report

ABBREVIATIONS, INTRODUCTION, OBJECTIVES & ATTENDANCE

ABBREVIATIONS

- DHR-CEG: Defenders of Human Rights and Civic Education Group
- IEBC: Independent Electoral and Boundaries Commission
- RMS: Royal Media Services
- Dr.: Doctor (Dr. John Ongonda Khamala)
- Mr.: Mister (Mr. Dennis Tongoi, Mr. Evans Lumadede, etc.)
- Ms.: Miss / Ms. (Ms. Everlyne Ambani, Ms. Clementina Kedogo)
- AEO: Assistant Electoral Officer (Vihiga AEO, Sabatia AEO)
- COK: Constitution of Kenya
- Ch. 4: Chapter 4 (referring to Chapter 4 of the Constitution)
- Cap 160: Chapter 160 (referring to Chapter 160 of the Laws of Kenya)
- FM: Frequency Modulation (Vihiga FM, Media West FM, Vuuka FM)
- AM: Ante Meridiem (Before noon)
- PM: Post Meridiem (After noon)
- PWD: Person with Disability
- Key Performance Indicators (KPI's)
- e.g.: Exempli gratia (For example)

INTRODUCTION

DHR-CEG conducted its 1st Cohort Civic Educators Training to equip civic educators with the knowledge, procedures, and tools needed to deliver community-level Knowledge Empowerment on human rights, land rights & land succession, Public Participation and voter education. The training supports the organization's mandate to empower communities in Vihiga, Kakamega, Nandi, Siaya, and Kisumu counties on these thematic areas, and reflects DHR-CEG's accreditation by the IEBC as a Voter Education Provider.

OBJECTIVES

- To build the capacity of civic educators to conduct community civic education sessions
- To equip participants with knowledge on human rights, land rights, public participation, and voter education
- To introduce facilitation skills and standardized reporting tools for accountability
- To formalize and strengthen partnerships with the County Government, IEBC, Certified paralegals and other Development Partners.

ATTENDANCE

Grand Total: 43 (Civic Educators, facilitators from IEBC and County Government of Vihiga, potential partners, Media and the organization Management Board and its Secretariat)
Male: 24
Female: 18
PWD: 1

SUMMARY OF ACTIVITIES, PART 1

8:00 AM – 9:00 AM | Registration, Setting of Norms & Presentation of Case Studies by Civic Educators (Mr. Evans Lumadede)

The day began with registration of participants, followed by the setting of ground rules and norms to guide conduct throughout the training. This slot also featured presentations of case studies by Civic Educators, allowing participants to share real experiences from their community work before the formal modules began.

9:00 AM – 9:30 AM | Module 1: Organizational Background, Definition of a Civic Educator, Roles & Responsibilities, and Code of Conduct (Everlyne Ambani)

Participants were introduced to DHR-CEG's background, vision, mission, and objectives. The session defined a civic educator as a person who teaches ordinary citizens about their rights, responsibilities, and how government works. Eight roles of a civic educator were covered, including awareness and sensitization, legal empowerment, community mobilization, referral and linkage to services, advocacy, conflict resolution, monitoring, and capacity building. The session closed with the Code of Conduct, requiring educators to commit to neutrality, accuracy, confidentiality, respect and inclusivity, integrity, accountability, non-harm, and appropriate dress and conduct.

9:30 AM – 10:00 AM | Module 2: Human Rights – Definition & Bill of Rights, Ch. 4 COK (Vincent Mahasi)

This session defined human rights as freedoms and entitlements inherent to every person from birth, requiring no application or government grant. Facilitator Vincent Mahasi placed particular emphasis on the constitutional phrase "We the People," underscoring that the Constitution and the rights it guarantees derive their authority from the people themselves. Four characteristics were taught: universality, inherency, inalienability, and indivisibility/interdependence. Participants reviewed the two broad categories of rights under the Constitution — Civil & Political Rights (e.g. right to life, vote, assembly, freedom from torture) and Economic, Social & Cultural Rights (e.g. right to land, housing, food, health, education) — alongside a fuller listing of rights under Articles 26–51 of the 2010 Constitution.

10:00 AM – 10:45 AM | Official Opening Ceremony (Vincent Mahasi (Executive Secretary DHR-CEG))

The training was officially opened by the Executive Secretary of the Defenders of Human Rights and Civic Education Group, lending institutional recognition and support to the civic educators' program.

10:45 AM – 11:00 AM | Health Break & Group Photo (All)

Participants took a short break, followed by a group photograph marking the cohort.

11:00 AM – 12:15 PM | Module 3: Land Rights & Succession, Part 1 & 2 (Dennis Tongoi, Deputy Director of Public Participation and Civic Education, Vihiga County)

The session covered land rights under Articles 40, 47, and 48 of the Constitution, and land succession under the Law of Succession Act (Cap 160). Topics included the distinction between testate and intestate succession, the intestate sharing formula (e.g. a widow's life interest, equal sharing among children), the step-by-step procedure for transferring land after death (death certificate, chief's letter, filing a succession cause, gazette notice, grant of letters of administration, confirmation, and transfer at the Lands Office), and common problems such as chain succession, premature land sales, and widow disinheritance — the latter flagged as unconstitutional under Articles 27 and 60. Sample documents (title deed, land search, death certificate, and chief's letter) and a documents checklist were reviewed for volunteers assisting families.

Theme: From Civic Education to Civic Action
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APPENDIX B (Attendance Register)

DHR-CEG CIVIC EDUCATION SESSION

Date: ..... Venue: .....

Village: ..... Topic: .....

No.	Name	ID No.	Phone	Gender	<35y	>36	PWD	Village	Signature
1				M/F					
2				M/F					
3				M/F					
4				M/F					
5				M/F					
6				M/F					
7				M/F					
8				M/F					
9				M/F					
10				M/F					

Total Male: ..... Total Female: ..... Grand Total: .....

APPENDIX A: Activity Programme

Date: 22/09/2026 | **Time:** 8:00 AM – 5:30 PM | **Venue:** Angelica Slopes Resort

Time	Session / Module	Facilitator
8:00 AM – 9:00 AM	Registration, setting of norms and presentation of case studies by civic educators	Mr. Evans Lumadede
9:00 AM – 9:30 AM	Module 1: Organizational background, definition of a civic educator, roles and responsibilities, code of conduct	Ms. Everlyne Ambani
9:30 AM – 10:00 AM	Module 2: Human Rights – definition and Bill of Rights (Ch. 4 COK)	Mr. Vincent Mahasi
10:00 AM – 10:45 AM	Official Opening Ceremony	Mr. Vincent Mahasi
10:45 AM – 11:00 AM	Health break and group photo	All
11:00 AM – 12:15 PM	Module 3: Land Rights and Succession – Art. 40, 47, 48; title deed, land search, death certificate and chief's letter samples; filing procedure and forms	Mr. Dennis Tongoi
12:15 PM – 1:30 PM	Module 4: Public Participation – Art. 10, 118, 201, County Governments Act, Vihiga County Public Participation Act	Dr. John Ongonda Khamala
1:30 PM – 2:00 PM	Lunch break	All
2:00 PM – 3:30 PM	Module 5: Voter Education – IEBC and units; sample ballot, posters, marking demonstration, voter register	Mrs. Edith Mahonga, Mrs Rael Mirage (IEBC)
3:30 PM – 4:00 PM	Module 6: Facilitation Skills – baraza conduct, introductions, Do's and Don'ts	Mr. Alex Omari
4:00 PM – 5:00 PM	Module 7: Reporting – reporting tools, attendance register, KPIs, practical assessment	Ms. Clementina Kedogo
5:00 PM – 5:30 PM	Partnerships (County Government, paralegals, IEBC and other development partners) and closing remarks	Mr. Vincent Mahasi, Mr. Sammy Mugita

Theme: From Civic Education to Civic Action
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SUMMARY OF ACTIVITIES, PART 2

12:15 PM – 1:30 PM | Module 4: Public Participation (Dr. John Ongonda Khamala, Director of Public Participation and Civic Education, Vihiga County)

Participants learned the legal basis for public participation under Articles 10, 118, 196, 201, and 69 of the Constitution, as well as the County Governments Act, Land Act, and NLC Act. The Supreme Court's five-part test for valid public participation was taught — Notice, Information, Venue, Opportunity, and Feedback — with emphasis that participation is legally invalid if any element is missing. A role-play exercise (a county government proposing a market in Mbale) reinforced the practical application of these principles.

1:30 PM – 2:00 PM | Lunch Break (All)

2:00 PM – 3:30 PM | Module 5: Voter Education, Part 1 & 2 (Edith Mahonga (IEBC Vihiga AEO), Rael Mirage (IEBC Sabatia AEO))

This session covered the importance of elections (representation and accountability), types of elections (general, by-election, referendum), voter registration requirements (citizenship, age 18+, valid ID/passport, continuous registration at Huduma Centres, transfer via Form J, status checks via *303#), the six elective positions (President, MP, Senator, Woman Representative, Governor, MCA), and the electoral process cycle from pre-election through post-election (including Forms 34A/34B and the 28-day petition window under Article 86). Part 2 covered electoral offences under Article 83 of the Elections Act (bribery, treating, intimidation, double registration), IEBC's structure (Chairperson, 6 Commissioners, CEO, Returning Officers), leadership and integrity under Chapter 6 of the Constitution, and inclusion issues — youth participation, the two-thirds gender rule, PWDs, and marginalized communities. A roleplay exercise addressed how to respond if a local chief attempts to influence a participant's vote.

3:30 PM – 4:00 PM | Module 6: Facilitation Skills (Alex Omari)

Participants were trained on facilitation as guiding discussion and learning rather than simply delivering information. Sixteen practical responsibilities of a civic educator as facilitator were covered, from preparation and audience awareness to neutrality and documentation. A detailed Do's and Don'ts list followed, emphasizing punctuality, simple language, active listening, neutrality, and adherence to the DHR-CEG Code of Conduct — alongside explicit prohibitions on political campaigning, endorsing candidates, using party colours/symbols, and falsifying records.

4:00 PM – 5:00 PM | Module 7: Reporting – Tools, Attendance Register, KPIs, Practical Assessment (Clementina Kedogo)

Under the key message "Record it. Verify it. Report it. Follow it," this session taught reporting as the process of recording and communicating factual information about a civic education activity. Participants learned the core reporting questions (who, what, where, when, who participated, what was discussed, what was achieved, what's next) and were introduced to the Civic Education Session Reporting Template, covering basic information, topic, attendance, session content, questions/issues, outcomes, follow-up, and verification. The Attendance Register template was also reviewed as an accountability and verification tool, along with the DHR-CEG KPI Tracker for measuring indicators such as sessions held, people reached, and reports submitted. The session closed with a practical assessment.

5:00 PM – 5:30 PM | Partnerships & Closing Remarks (Vincent Mahasi, Sammy Mugita)

The day closed with a session on strengthening partnerships with the County Government, paralegals, IEBC, and other development partners. Under paralegals, Sammy Mugita briefed participants on understanding what paralegals are, their role in supporting communities with basic legal guidance and referrals, and how civic educators can work alongside paralegals in the field. The session ended with closing remarks.

The training was also covered by the media, with Philemon Onzere (Vihiga FM), Janet Mutanda, Sheldon Asakhulu Media West FM and Olivia Musava (Royal Media Services) present to document and publicize the event.

KEY DISCUSSIONS, QUESTIONS, OUTCOMES & ACHIEVEMENTS

KEY DISCUSSIONS, QUESTIONS & ANSWERS

Module 1 – Organizational Background: Participants were asked whether they knew the organization's mission, vision, and objectives, prompting a recap of DHR-CEG's core mandate before proceeding to later modules.
Module 2 – Human Rights: Discussion centered on the basic question "What are human rights?" with emphasis placed on the phrase "We the People" in the Constitution of Kenya, 2010, and what it means for the source of the Constitution's authority.
Module 3 – Land Rights & Succession: Key questions raised included what land succession is, how many participants could correctly identify what a title deed looks like, common mistakes people make when acquiring land, and how much it costs to carry out a succession process.
Module 4 – Public Participation: A key issue raised was that public expectations of reimbursement for attending participation forums often distort the process, with some attendees pushing to skip proper procedure in order to qualify for payment.
Module 5 – Voter Education (IEBC): IEBC facilitators advised participants to avoid multiple voter registration or unnecessary voter transfers, cautioning that this can result in a person being eliminated from the voter register.
Module 6 – Facilitation Skills: Discussion centered on what it means to act as a facilitator rather than a lecturer, and on staying neutral and non-partisan when educating communities. Participants were reminded not to campaign, not to endorse any candidate or party, not to wear party colours or symbols, and not to invent answers or spread unverified information. Two questions were raised:
• How should a civic educator respond when a participant insists on being told which candidate or party to vote for?
• What should a civic educator do when asked a question they cannot answer during a session?
Module 7 – Reporting: Discussion addressed the practical question of how a civic educator should go about reporting on a session conducted in the community.

OUTCOMES AND ACHIEVEMENTS

• 25 civic educators trained across 7 modules covering human rights, land rights, succession, public participation, voter education, facilitation skills, and reporting.
• Case studies shared by Civic Educators enriched practical understanding early in the day.
• Partnerships strengthened with the County Government of Vihiga, IEBC, and local paralegals.
• Media coverage secured through West Tv, Vihiga FM and Royal Media Services, extending the reach of the training.
• Strong organizational presence, with the DHR-CEG Board, Volunteer staff, and facilitators attending alongside civic educators.
• Civic educators equipped with standardized reporting tools (Session Reporting Template, Attendance Register, and Key Performance Indicator (KPI) Tracker) for accountability going forward.

NEXT COURSE OF ACTION & CONCLUSION

NEXT COURSE OF ACTION

• The Trained civic educators to undertake a 1st Probation Assignment: Civic educators to attend Public Forum, seek 5 minutes to educate the public on any of the Modules and share a video of them doing so.
• The Trainees will be issued with Certificates, Budges, Reflector Jackets and a compressive Civic Education Manual on the 16th day of October, 2026 as they sign a working MOU with the organization.
• They will be required to develop individual work plans for civic education in their respective areas of jurisdiction.

CONCLUSION

The 1st Cohort Civic Educators Training successfully equipped participants with the knowledge, skills, and tools needed to carry out community-level civic education under the theme "From Civic Education to Civic Action." Strong institutional backing from the County Government of Vihiga and IEBC positions the trained cohort to begin community deployment with clear reporting and accountability mechanisms in place.

EVENT PHOTOS


