

**Our Ref: CA/USF/100/11/Vol.3**

28<sup>th</sup> April 2022

To  
**Our Esteemed Stakeholder**

Dear Sir/Madam

**RE: INVITATION TO A STAKEHOLDERS' CONSULTATION ON THE DRAFT NEW  
USF STRATEGIC PLAN, USF PRINCIPLES & GUIDELINES, AND THE USF  
OPERATING MANUAL FOR THE PERIOD 2022-2026**

---

Reference is made to the above subject matter.

The Authority is at the tail end of the implementation of the 2017-2021 Universal Service Fund (USF) Strategy Implementation Plan, which was developed in 2017 following the completion of the ICT Access Gap study of 2016.

Given the need for a new strategic direction upon the expiry of the current one, the Authority in 2021 partnered with the UK's Foreign Commonwealth Development Office (FCDO) which provided funding for a new ICT Access Study which was completed in May 2021.

Subsequently, with further financial support from FCDO, the Authority embarked on the development of a new USF Strategic Plan, USF Principles & Guidelines, and the USF Operating Manual in close consultation with the key stakeholders. M/s Viscar Industrial Capacity Ltd was the Consultant contracted by the FCDO in both assignments.

The consultant has since submitted the final draft documents (USF Strategic Plan, USF Principles & Guidelines, and the USF Operating Manual) and which we are now subjecting to the final stakeholders' consultation process. The said documents may be accessed from our website via the link: <https://www.ca.go.ke/industry/universal-access/purpose-of-the-fund/>.

The Authority has also scheduled a virtual (online) stakeholders' workshop on **Friday 6<sup>th</sup> May 2022** from **09:00 am to 01:00 pm**.

We wish to therefore invite you to share your written inputs through email to [usfconsultation@ca.go.ke](mailto:usfconsultation@ca.go.ke) latest by **Wednesday 4<sup>th</sup> May 2022** at **10:00 am** to facilitate collation ahead of the workshop.

You can access the online stakeholder workshop using the details below:

USF Strategy Stakeholder Consultation workshop

Hosted by Communications Authority of Kenya (CA)

<https://moictke.webex.com/moictke/j.php?MTID=m312f76cbbbee79b1a3e099d269e257c3>

Friday, May 6, 2022 9:00 am | 4 hours | (UTC+03:00) Nairobi

Meeting number: 2398 598 1382

Password: emTVJAP8n62

We look forward to the submission of your comments and your participation at the workshop.

Yours Sincerely,



**Christopher Kemei**

**For: DIRECTOR GENERAL**