

Industrial Attachment Contract

The Industrial Training Act Cap 237 Laws of Kenya

General conditions:

- (a) The contract shall be read in conjunction with the Industrial Training Act Cap 237 Laws of Kenya.

Specific Conditions:

(a) The Industrial Attachee shall:

1. Obey and observe all industrial/site safety rules and regulations;
2. Serve the employer diligently and obey all lawful instructions of the employer;
3. Not divulge any of the employer's classified information;
4. Not absent himself/herself during normal working hours without the permission of the employer;
5. Not engage in any other form of employment during working hours;
6. Attend such classes or take such correspondence courses as the employer may require;
7. Avail himself/herself for continuous assessment by authorized persons to determine his/her achievement;
8. Complete all assignments given by the trainer on time;
9. Maintain the insurance cover for the period of attachment;
10. Cooperate with fellow employees at work.

(b) The Employer shall:

1. Give the attachee proper induction and orientation of the Organization;
2. Place the attachee under a qualified and competent trainer;
3. Provide necessary tools/equipment and materials during the period of attachment;
4. Provide the best possible and diversified experience to the attachee.
5. Assess the attachee using the provided assessment criteria and guidelines.
6. Furnish NITA with reports on progress and conduct of the attachee on the prescribed Form(s) and format.
7. Provide necessary security and protection to the attachee.
8. Allow adequate access by the supervisor to assess the attachee.

Level of Contract

Craft Diploma Degree Lecturer

Name of Attaching Company _____

Name of Attachee _____

Name of Training Institution _____

This Contract is to be submitted in duplicate to the Director General of Industrial Training

Employer's Copy

NITA's Copy

NITA Contract Reg. No _____

The parties to this contract are the Attachment Provider, the Attachee and the Training Institution

PART A. To be signed by the Attachee

Name (as it appears in ID Card) _____ College Adm No. _____
ID Card No (attach copy) _____
Gender _____ Telephone No _____
Postal Address _____ Code _____ Town _____
Course of Study _____ Level of Training _____
Signed by the said attachee _____ Date _____
Duration of Attachment: No of Months _____ From _____ To: _____
Insurance Details: Company _____ Policy No. (Attach Copy) _____

The above named agrees to serve the attachment provider as an attachee for the term of the attachment in order to learn the trade and gain practical exposure in the relevant skill area

PART B. To be signed by the Training Institution

Name of Institution Muranga University of Technology
Postal Address 75 Code 10200 Town Muranga
Physical Address (Street/Rd) Muranga Town Region Central
Telephone: 0711463515 Email: info@mut.ac.ke Fax: _____

Name of ILO/ Placement Coordinator: Atambo Tel: 0726461657

Signed by (Name) Atambo Designation _____
(Principal/Dean HoD/ILO/Placement Coordinator/Any Other)

Signed and Stamped Atambo Date 9/2/2022

PART C. To be signed by the Attachment Provider
Name of Attachment Provider _____

Postal Address _____ Code _____ Town _____
Physical Address (Street/Rd) _____ Region _____
Telephone: _____ Email: _____ Fax: _____
Name of Officer in charge of Training _____ Tel: _____
Signed by (Name) _____ Designation _____
(MD/General Manager/HRM/Any Other)
Signed and Stamped _____ Date _____

PART D. For NITA use only.

Recommended Not Recommended

Name of Officer _____ Designation _____
Signature _____ Date _____

Approved Not Approved
Director General of Industrial Training
Date _____

