
CORPORATE SOCIAL RESPONSIBILITY POLICY



Wildlife Research and Training Institute

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FOREWORD



This policy is a testament to our commitment to ethical conduct, sustainability, and community engagement, all of which are integral to our mandate of conducting wildlife research and training.

We believe that our responsibility extends beyond our immediate goals of research and training. We are part of a broader community, and our actions have a lasting impact on the environment, society, and the economy.

This Corporate Social Responsibility Policy outlines the Institute's dedication to operating in a socially responsible manner, ensuring that we contribute positively to the world around us.

The Code of Governance of State Corporations (Mwongozo) mandates the Board to ensure a policy on good corporate citizenship is in place and that the Institute respects and promotes sustainable environment.

This policy serves as a guide for all members of our organization, helping us to align our practices with our values and the expectations of our stakeholders.

It emphasizes our commitment to sustainable development, ethical standards, and the well-being of the communities in which we operate.

By adhering to these principles, we aim to set a positive example and inspire others to join us in the pursuit of a more sustainable future. Together, we can make a meaningful difference and enhance our impact on wildlife conservation and community development.

A handwritten signature in blue ink, appearing to read 'D. Nkedianye', written over a dotted line.

DR DAVID NKEDIANYE
CHAIR, BOARD OF THE INSTITUTE

DATE: 16th May, 2025

PREFACE



This policy is a reflection of our unwavering commitment to sustainability, ethical practices, and community engagement. It embodies our belief that conservation efforts must go hand in hand with social responsibility.

As an Institute, our mission to conduct wildlife research and promote training is deeply intertwined with our responsibility to the communities and ecosystems we serve. We understand that our actions have far-reaching impacts, and we are dedicated to ensuring that these impacts are positive, sustainable, and aligned with our values.

This policy outlines the principles and practices that guide us in our daily operations and long-term strategies. It emphasizes our dedication to ethical behavior, transparency, and the well-being of our stakeholders. By adhering to these principles, we aim to foster a culture of respect, inclusivity, and sustainability that extends beyond our organization.

I encourage all staff to actively engage with this policy and to integrate its principles into every aspect of their work. Together, we can make a lasting, positive difference in the world, advancing not only our conservation goals but also our commitment to social responsibility.

.....
DR PATRICK OMONDI, OGW
DIRECTOR/CEO

DATE: 16th May, 2025

Abbreviations

WRTI - Wildlife Research and Training Institute

CSR - Corporate Social Responsibility

CEO - Chief Executive Officer



**WILDLIFE
RESEARCH
& TRAINING
INSTITUTE**

Discover Beyond

Definition of Terms

Authorised person: Refers to individual(s) authorised by this policy to speak on behalf of WRTI.

Channels of communication: means and medium through which the Institute shall use to reach the target audience, public and stakeholders.

Corporate Social Responsibility (CSR): is defined by the European Commission as “the integration by companies of social and environmental concerns in their business operations and in the interaction with their stakeholders on a voluntary basis”.

Institute: means Wildlife Research and Training Institute (WRI).

Media: Channels of communication through which information is passed from one source to the other.

Policy: The systematic principles to guide decisions and the communication processes undertaken by WRTI.

Public Relations: Deliberate efforts to maintain and enhance favourable public image of the Institute

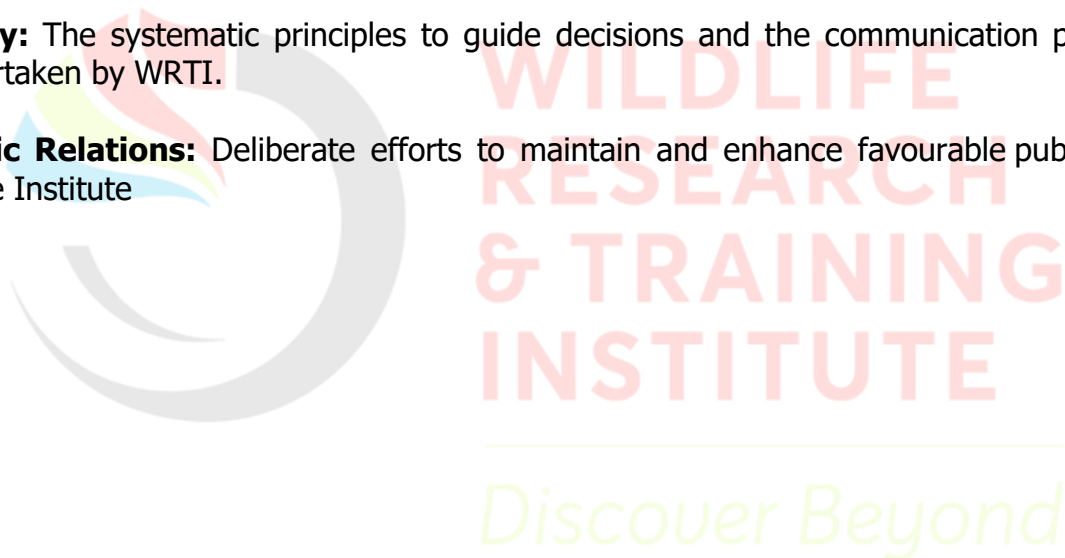


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1.0 INTRODUCTION

The Wildlife Research and Training Institute (WRTI) is a State Corporation established under Section 50 of the Wildlife Conservation and Management Act. The establishment of the Institute was informed by the need to provide coordinated wildlife research and comprehensive data to inform scientific based solutions that inform policy decisions, management approaches, and create innovative wildlife-based products and services in the wildlife sector.

Vision

A globally competitive wildlife research and training centre.

Mission

To conduct and coordinate wildlife research and training through innovation, knowledge and technology transfer for sustainable wildlife conservation and management.

Core values

The Institute is guided by the following core values in its operations:

1. **Integrity:** We uphold honesty and transparency in all our operations.
2. **Professionalism:** We uphold high standards of conduct, competence and accountability in all activities to foster trust and credibility.
3. **Stewardship:** We nurture and foster environmental sustainability and responsible management of public resources.
4. **Innovation:** We endeavour to explore and adopt new ideas, approaches and technologies.
5. **Partnership:** We create an environment that will deliver competitive scientific output through collaborative research, capacity building and service delivery initiatives.
6. **Quality:** We offer excellent research and training outputs and services.
7. **Teamwork:** We uphold the spirit of working together to create synergy and cohesiveness towards
8. Common goals.
9. **Inclusivity:** We embrace gender and social diversity, equity, fairness, respect and community engagement.

The Institute has developed this Corporate Social Responsibility Policy to:

- 1) Guide the Institute in implementing sustainable practices that minimize its environmental footprint, ensuring that its operations contribute positively to wildlife conservation and the preservation of natural habitats.
- 2) Foster strong relationships with local communities by supporting initiatives that improve livelihoods, promote conservation education, and encourage active participation in wildlife protection efforts.

- 3) Establish ethical guidelines for the Institute's operations, research activities, and partnerships, ensuring that all actions align with the institute's commitment to social responsibility, fairness, and respect for human and animal rights.
- 4) Direct resources and efforts toward conservation projects that align with the Institute's mission, including habitat restoration, species protection, and biodiversity monitoring, thereby contributing to broader environmental goals.
- 5) Encourage and facilitate the involvement of the Institute's staff and researchers in CSR activities, fostering a culture of responsibility, volunteerism, and commitment to the institute's social and environmental objectives.

1.2 Purpose of the policy

The Institute operates as a responsible corporate citizen, committed to promoting sustainable development and contributing positively to the communities and environment in which it operates. This Corporate Social Responsibility (CSR) Policy is a commitment to manage the social, environmental and economic effects of the Institute's operations responsibly and in line with public and stakeholder expectations. This policy shall be a self-regulatory mechanism through which the Institute shall carry out CSR activities as guided by law, ethical standards and international norms. The Institute is keen on embracing responsibility for our corporate actions and to encourage a positive impact on the environment and our stakeholders.

1.3 Objectives of the policy

- 1) **Social Impact:** The Institute shall seek to enhance the well-being and quality of life of individuals and communities by supporting initiatives that address social challenges and promote inclusive development.
- 2) **Environmental Stewardship:** The Institute shall be committed to minimizing its environmental footprint and promoting practices that conserve natural resources, mitigate climate change, and protect biodiversity.
- 3) **Ethical Business Practices:** The Institute upholds the highest standards of integrity, ethics, and transparency in all its operations, fostering trust and accountability among stakeholders.
- 4) **Stakeholder Engagement:** The Institute shall actively engage with stakeholders, including employees, clients, partners, suppliers, and the wider community, to understand their needs, concerns, and aspirations, and to ensure that our CSR initiatives are aligned with their priorities.

1.4. Scope of the policy

This policy applies to all aspects of the Institute's operations, including but not limited to governance, business activities, employee practices, community engagement, and environmental management.

1.5. Policy Statement

The Institute recognizes that its activities and services have a significant impact on the wider social, environmental and economic well-being within the communities. By addressing these impacts, the Institute shall improve the quality and performance of its core organisational processes and responsibilities. By embracing Corporate Social Responsibility (CSR), the Institute shall actively look for opportunities to improve the environment and contribute to the well-being of the communities in which it operates in.

1.6 Guiding Principles

1.6.1 Compliance

The Institute shall adhere to all relevant laws, regulations, and international standards related to CSR and sustainability, ensuring compliance with legal requirements and industry best practices.

1.6.2 Accountability

The Institute shall take responsibility for the social, environmental, and economic impacts of its decisions and actions, and is accountable to its stakeholders for its performance in these areas.

1.6.3 Continuous Improvement

The Institute shall be committed to continuously improving its CSR and sustainability performance through regular monitoring, evaluation, and review of its initiatives and practices.

1.6.4 Collaboration

The Institute shall recognize the importance of collaboration and partnerships in achieving sustainable development goals, and actively seek opportunities to collaborate with stakeholders, government agencies, NGOs, and other organizations to maximize our impact.

1.6.5 Transparency

The Institute shall communicate openly and transparently about its CSR and sustainability activities, including reporting on progress, challenges, and lessons learned, to ensure accountability and foster trust among stakeholders.

2.0 GOVERNANCE

For effective governance, the Institute shall establish a CSR committee. The Composition of the CSR Advisory Committee shall be drawn from the directorates of the institute.

2.1 Functions of CSR Advisory Committee

The main functions of the CSR Advisory Committee shall include to:

- (a) formulate and implement the institute's CSR strategy, ensuring that it aligns with the Institute's mission, values, and goals, and addresses key social and environmental issues.
- (b) assess and evaluate the effectiveness of ongoing CSR projects and initiatives, ensuring they meet their objectives and contribute positively to both the institute and the broader community.
- (c) facilitate communication and collaboration with key stakeholders, including local communities, government agencies, NGOs, and corporate partners, to ensure that CSR activities reflect the needs and interests of all involved parties.
- (d) ensure that all CSR activities adhere to legal requirements, ethical standards, and best practices, maintaining the Institute's reputation as a responsible and ethical organization.
- (e) provide recommendations on the allocation of resources, including financial, human, and material, to support CSR initiatives that have the greatest impact and align with the institute's priorities.
- (f) encourage and coordinate employee involvement in CSR activities, fostering a culture of social responsibility within the Institute and enhancing staff commitment to the institute's CSR goals.
- (g) prepare and present regular reports on the outcomes and impacts of CSR initiatives to the institute's leadership, stakeholders, and the public, ensuring transparency and accountability in CSR efforts.

3.0 CSR THEMATIC AREAS

Due to the nature of its operations, the Institute shall endeavour to adopt an integrated approach to address the community, societal and environmental concerns by taking up a range of projects in the following broad themes for consideration:

3.0.1 Mentorship of young scientists

The Institute shall support mentorship programs for young scientists and researchers in wildlife management, ecology, and conservation. This involves organizing science fairs and research competitions for schools and universities to encourage innovation in wildlife research.

3.0.2 Environment Conservation

The Institute shall integrate activities that are pro-environment in all our business practices. Negative impact on the environment will always be avoided and where minimal impact is unavoidable, mitigation measures will be adopted using best practices. This shall include town clean up, planting trees, plastic free campaigns among others.

3.0.3 Climate change mitigation

The Institute shall integrate activities geared towards climate change mitigation.

3.0.4 Culture, Sports & Recreation

The Institute shall facilitate community driven efforts aimed at the preservation and promotion of local culture. On the sports and recreation front, the Institute supports initiatives that are aimed at ensuring the youth have healthy well-being.

3.0.5 Staff- driven Charity & Voluntary Work

The Institute being a caring and considerate corporate citizen, shall encourage staff driven charity and voluntary programme. Such programmes can include philanthropy or charitable donations for purposes like famine or drought relief.

4.0 COMPLIANCE WITH POLICY

The Board of the Institute, Management and Staff shall comply with the policy guidelines.

5.0 ENFORCEMENT

The Chief Executive Officer (CEO)/ Director shall be responsible for enforcing this policy. The Chief Executive Officer shall undertake his or her advisory, co-ordination and facilitation role for the successful implementation of the policy.

6.0 BUDGET

The CSR budget shall be sourced from the Institute.

7.0 MONITORING AND EVALUATION

Monitoring and Evaluation shall be based on measurable, observable and verifiable indicators. This will involve outputs and outcomes, sustainability of the CSR activities.

8.0 REVIEW OF POLICY

This policy shall be reviewed after three (3) years.