

101  
All HoDs  
Plse bring this to attention of all staff under you  
30/4/25



MINISTRY OF INTERIOR AND NATIONAL ADMINISTRATION  
Office of the Cabinet Secretary

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E-mail: [cs@interior.go.ke](mailto:cs@interior.go.ke)  
When replying please quote:

Harambee House  
P.O Box 30510-00100  
NAIROBI

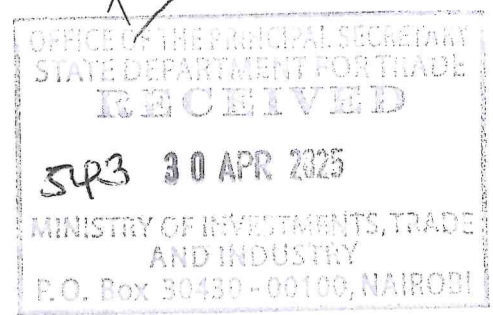


Ref No. IMMS/1/3 VOL.I (20)

April 16, 2025

- The Attorney General
- Cabinet Secretaries
- All Principal Secretaries and Accounting Officers
- Controller of Budget
- Auditor General
- Chief Registrar of the Judiciary
- Director of Public Prosecutions
- Clerk of the Senate
- Clerk of the National Assembly
- Chairpersons and Chief Executives Officers of State Corporations and Statutory Bodies
- Chairpersons and Chief Executives officers of Indecent Offices and Commissions
- All County Governors

RS



**RE: MANDATORY REQUIREMENT FOR INTERNATIONAL TRAVEL CLEARANCE FOR STATE AND PUBLIC OFFICERS**

Reference is made to guidelines regarding International travel and requisite clearances for all public and state officers vide circulars reference number SH/1/6/XIV dated 13<sup>th</sup> September 2017, OP/CAB.304/018 dated 29<sup>th</sup> June 2023 and OP/CAB.308/018 dated 2<sup>nd</sup> October 2023.

Pursuant to the above circulars, the Directorate of Immigration Services has observed with concern that some senior government officials have been departing the country without obtaining the necessary clearance from the relevant authorised officers, contrary to the Government directives issued through the above circulars.

The Directorate is mandated to control and regulate the entry and exit of persons at all ports of entry, as well ensuring compliance to the guidelines and laid down procedures.

All ICI Staff  
Please note  
2/5/25

To this end, you are directed to strictly adhere to this directive. All state and public officers travelling outside the country must be in possession of requisite travel clearance from the authorized officer.

This is to direct you to bring this to the attention of all officers under your command for compliance to avoid inconveniences.



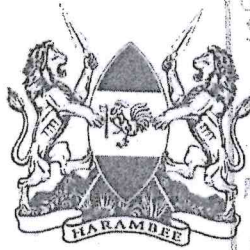
**Hon. Kipchumba Murkomen, EGH**  
**CABINET SECRETARY**

Copy to: **Felix K. Koskei, EGH**  
Chief of Staff and Head of the Public Service  
State House  
P.O. Box 40530-00100  
**NAROBI**

**Dr. Belio R. Kipsang, CBS**  
Principal Secretary  
State Department for Immigration and Citizen Services  
P.O. Box 30191-00100  
**NAIROBI**

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OFFICE OF THE PRINCIPAL SECRETARY  
STATE DEPARTMENT FOR TRADE  
**RECEIVED**  
29 APR 2025  
HARAMBEE AVENUE  
P.O. Box 30551-00100  
NAIROBI, KENYA  
MINISTRY OF INVESTMENTS, TRADE  
AND INDUSTRY  
P.O. Box 30430 - 00100, NAIROBI

**MINISTRY OF FOREIGN AND DIASPORA AFFAIRS  
STATE DEPARTMENT FOR FOREIGN AFFAIRS**

Ref. No. .... **MFA/COM/23 VOL. 2 (51)**

Date ..... **29TH APRIL, 2025**

~~The Principal Secretary  
Ministry of Defence  
NAIROBI~~

~~The Principal Secretary  
State Department for ICT and the Digital Economy  
Ministry of Information, Communications and the Digital Economy  
NAIROBI~~

~~The Principal Secretary  
State Department for Trade  
Ministry of Investments, Trade and Industry  
NAIROBI~~

*All HODs  
Kindly peruse and  
Identify / give justification  
for participation by your  
officers for  
my consideration  
RA  
30/4/25*

**UPCOMING ECONOMIC EVENTS IN LITHUANIA**

The State Department is in receipt of correspondence from the Embassy of the Republic of Kenya in Stockholm, Sweden transmitting information on upcoming events in Lithuania, which may be of interest to your respective Ministries, Departments and Agencies.

The Embassy has also shared a detailed matrix on upcoming events to be held in Lithuania for consideration.

The purpose of this letter, therefore, is to inform as above and convey the attached matrix for action as appropriate.

**D.M. MUHAMBE  
FOR: PRINCIPAL SECRETARY**

//r.g.  
Encl.

*AD/ICT  
Please review and  
advise / m  
2/5/25*

## EVENTS IN LITHUANIA IN 2025

Date	Event (with link)	Place	Description	Contact person
5 March 2025	<a href="#">Baltic Payment Forum</a>	Vilnius, Lithuania / Hybrid Format	The Baltic Payment Forum is an event focused on the payments industry, particularly in the Baltic region. It brings together professionals, experts, and stakeholders from the payments ecosystem to discuss trends, innovations, and challenges in the sector.	<a href="mailto:info@promoney.events">info@promoney.events</a>
19 March 2025	<a href="#">Lietuvos Davosas 2025 / Lithuanian Economic Conference (Annual event)</a>	TBU	Conference connecting Lithuanian and International business, political and social leaders focusing on creating a better future.	TBU
2-3 April 2025	<a href="#">Baltic Fintech days 2025</a>	Vilnius, Lithuania	Baltic Fintech Days amplifies regional fintech innovation to global investors, partners, and talent, expanding Fintech's visibility and opportunities. With 70+ speakers, 65 sessions, 25 partners, and 1,000 minutes of non-stop fintech insights, Baltic Fintech Days is not only the Baltics' largest Fintech event but also the most vibrant fintech experience in Europe.	<a href="mailto:kamile@rockityvilnius.com">kamile@rockityvilnius.com</a>
6 May 2025	<a href="#">Vilnius Space Days</a>	Vilnius, Lithuania	Policy sessions with key representatives of international space industry; showcase of Lithuanian space capabilities; B2B meetings; Space Industry Business Forum.	<a href="mailto:e.sarkanas@inovacijagentura.lt">e.sarkanas@inovacijagentura.lt</a>
7 May 2025	<a href="#">Baltic Militech Summit (Biennial event)</a>	Vilnius, Lithuania	Baltic Militech Summit is an biennial international defence innovation conference. It convenes NATO and EU policymakers, stakeholders representing the security and defence industry and research bodies for discussions on how countries can develop innovative defence ecosystems and how the industry can be the driver for technological change and innovation. Baltic Militech Summit aims to foster new and existing synergies between private and public sectors, NATO and EU policymakers, industry, and research bodies in developing and applying cutting-edge military technologies. All players of the defence sector are invited to widen their reach and progress in international markets.	<a href="mailto:info@inovacijagentura.lt">info@inovacijagentura.lt</a>

<p>9-10 May 2025</p>	<p><u>Yvno dienos (Wine fair)</u></p>	<p>TBU</p>	<p>The mission of the exhibition is to bring together a community of wine lovers, professionals, and producers, also – to promote the culture of wine and other beverages in Lithuania. Each year the exhibition:</p> <ul style="list-style-type: none"> <li>– Around 6000 visitors, one third of whom are wine professionals.</li> <li>– More than 100 exhibitors: a group of foreign beverage producers, Lithuanian wine and mead producers, small breweries, wine distributors and experts from Lithuania and Europe, gourmet product suppliers, wine tour and wine lecture organizers, sommeliers.</li> <li>– A wide educational program for amateurs and professionals.</li> <li>– A professional glass for tasting.</li> <li>– An informal space to interact with foreign winemakers and Lithuanian professionals.</li> </ul> <p><a href="mailto:info@vynodienos.lt">info@vynodienos.lt</a></p>
<p>14-16 May 2025</p>	<p><u>BALTECHNIKA 2025</u> (Annual event)</p>	<p>Vilnius, Lithuania.</p>	<p>The main mission of the exhibition is to showcase the country's engineering industry companies, their achievements and potential, and to promote cooperation between businesses, scientific institutions, traditional industries, innovators, and startups. The main focus is on the engineering and technology industry, including advanced manufacturing solutions, products, and innovations. Attention will be given to transport, mobility, renewable resources, sustainability, and smart manufacturing solutions such as robotics, digitalization, artificial intelligence, and more. The main objective of the exhibition is to contribute to the sustainable growth of the engineering industry and technology sector in Lithuania!</p> <p><a href="mailto:balttechnika@itexpo.lt">balttechnika@itexpo.lt</a></p>
<p>29-30 May 2025</p>	<p><u>Login 2025</u> (Annual event)</p>	<p>Vilnius, Lithuania</p>	<p>"Login" is the largest, richest in content, and probably the boldest innovation gathering in the Baltics. Attracting a crowd of over 4 000 game changers, forward thinkers, tech-savvy innovators, and people thirsty for knowledge. For the 18th time so far, Login seeks to catch up with the modern world, to dig deeper into the changes and obstacles the progress of technology brings, to get inspired (or frightened) by the innovation pioneers and their mind-bending insights of today's world, explore the ideas which can lead to the first unicorn and to have a glance at what awaits in the future.</p> <p><a href="mailto:ugne@login.lt">ugne@login.lt</a></p>
<p>11-12 September 2025 (date TBC)</p>	<p><u>DigitTech Summit 2025</u></p>	<p>Vilnius, Lithuania</p>	<p>This international conference gathers innovations, thought leaders, and industry pioneers to explore cutting-edge digital technologies, next generation internet and Web3 innovations.</p> <p><a href="mailto:office@infobalt.lt">office@infobalt.lt</a></p>