



OFFICE OF THE PRESIDENT
MINISTRY OF INTERIOR AND NATIONAL ADMINISTRATION
INTERNAL MEMO

From : Director

To : All Section Heads
: Regional Coordinators
: National Registry
: County Coordinators
: Sub-County Registrars

Date : 29th February, 2024

Revised Charges Fees and Levies on Services offered by State Department for Immigration and Citizen Services (SDICS)

The above subject refers.

As you are aware on 14th November 2023, the Cabinet Secretary for Interior and National Administration published in Kenya Gazettee (Various) an intention to review fees, charges and levies regarding services offered by State Department for Immigration and Citizen Services (SDICS).

You may recall that the effective date for implementation of these charges was 1st January 2024. However, the said charges were to be subjected to public participation before taking effect. The State department therefore conducted a comprehensive public participation from 14th November – 5th December 2023 which you were part of.

The attached Kenya Gazette Vol. CXXV No. 241 dated 14th November 2023 shows the new fees, levies and charges that are supposed to be effected.

The purpose of this circular is therefore to inform you that with effect from 1st March 2024, the revised fees, charges and levies takes effect and all our services will be charged accordingly. The Regional Coordinators are asked to ensure compliance of the same.

Please acknowledge that you have read and understood contents of this circular and that you will implement accordingly.

The copy of the Kenya Gazette is hereby enclosed.

A handwritten signature in black ink, appearing to be 'Samuel R. Lukahu', written over a horizontal line. The signature is somewhat stylized and includes a large loop on the left side.

Samuel R. Lukahu
For: Secretary – CRS

Encls

SPECIAL ISSUE



THE KENYA GAZETTE

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GAZETTE NOTICE No. 15492

THE KENYA CITIZENSHIP AND IMMIGRATION ACT

(No. 12 of 2011)

AND

THE KENYA CITIZENS AND FOREIGN NATIONALS MANAGEMENT SERVICE ACT

(No. 31 of 2011)

AND

THE REGISTRATION OF PERSONS ACT

(Cap. 107)

AND

THE BIRTHS AND DEATHS REGISTRATION ACT

(Cap. 149)

REVOCATION OF GAZETTE NOTICES

IT IS notified for the general information of the public that Gazette Notices No. 15239, 15240, 15241 and 15242 of 2023 in the Special Issue of Kenya Gazette Vol. CXXV—No. 239 dated the 7th November, 2023, published by the Cabinet Secretary for Interior and National Administration authorizing the State Department for Immigration and Citizen Services to revise charges, fees and levies on its various services is revoked to allow for public participation.

Dated the 14th November, 2023.

KITHURE KINDIKI,
Cabinet Secretary for
Interior and National Administration.

GAZETTE NOTICE No. 15493

THE KENYA CITIZENSHIP AND IMMIGRATION ACT

(No. 12 of 2011)

REVIEW OF CHARGES, FEES AND LEVIES

IT IS notified for the general information of the public that the State Department for Immigration and Citizen Services intends to revise charges and fees on its various services effective the 1st January, 2024 as shown in the schedule hereto:

SCHEDULE

A. CITIZEN FEES

Item	Current Charges/Fees/Levies	New Charges/Fees/Levies
Citizenship Processing Fee	—	KSh. 20,000
Regaining Citizenship	KSh. 5,000	KSh. 50,000
Declaration of Dual Citizenship	—	KSh. 10,000
Endorsement on Non-Kenyan Passport	KSh. 500	KSh. 10,000
Renunciation	KSh. 20,000	KSh. 50,000
Citizenship by Marriage	KSh. 30,000 EAC KSh. 5,000	KSh. 100,000 KSh. 50,000
Registration for Citizenship for Widows and Widowers of Kenyan Citizens	KSh. 20,000 EAC KSh. 5,000	KSh. 50,000 KSh. 50,000
Citizenship by Registration for Lawful Residence	KSh. 200,000	KSh. 1,000,000
Registration for Citizenship for Children and Dependants of Kenya Citizens	KSh. 20,000	KSh. 100,000
Registration for Citizenship by Stateless Persons	KSh. 2,000	KSh. 10,000
Registration for Citizenship by Migrants	KSh. 2,000	KSh. 10,000
Registration for Descendants of Stateless Persons and Migrants	KSh. 2,000	KSh. 10,000
Storage charge for certificates not collected within three (3) months of notification	—	KSh. 2,000 per month
Issuance of duplicate Citizenship Certificate	—	KSh. 5,000

B. PERMANENT RESIDENCE

Item		Current Charges/Fees	New Charges/Fees
Ex-Citizens of Kenya	Processing fee	KSh. 10,000	KSh. 50,000
	Issuance fee	KSh. 15,000	KSh. 100,000
Lawful Residents with Spouses and Children	Processing fee	KSh. 10,000	KSh. 50,000
	Issuance fee	KSh. 500,000	KSh. 750,000
Spouses to Kenya Citizens	Processing fee	KSh. 5,000	KSh. 50,000
	Issuance fee	KSh. 50,000	KSh. 150,000
Children to Kenya Citizens Sec. 37 (c) of KCLA, 2011 (Refers to children of Kenyan citizens who have acquired nationality of countries which do not allow dual citizenship)	Processing fee	KSh. 10,000	KSh. 20,000
	Issuance fee	KSh. 500,000	KSh. 750,000

C. VISA FEES

Item	Current Charges/Fees	New Charges/Fees
Single Entry Visa	\$50	\$100
Multiple Entry Visa	\$100	\$500
Five (5) Year Multiple Entry Visa	\$160	\$160
Extension of Visa after Six Months	-	\$200
Sanctions for Overstaying	-	\$100
Referral/Multiple Entry Visa Processing Fees	\$10	\$100
Transit Visa	\$20	\$50
East African Tourist Visa (EATV)	\$100	\$100
Electronic Travel Authorization (ETA)	-	\$30

D. PASSPORT FEES

Item	No. of Pages	Current Charges/Fees	New Charges/Fees
Diplomatic	50	KSh. 7,500	KSh. 15,000
Ordinary	34	KSh. 4,500	KSh. 7,500
Ordinary	50	KSh. 6,000	KSh. 9,500
Ordinary	66	KSh. 7,500	KSh. 12,500
Temporary Permit	-	KSh. 300	KSh. 1,000
Certificate of Identity	-	KSh. 3,000	KSh. 3,000
Service Passport	34	KSh. 6,000	KSh. 6,000
Refugee Travel Document	-	Gratis	Gratis
Replacement of a lost Passport	-	KSh. 12,000	KSh. 20,000
Replacement of a valid mutilated Passport	-	KSh. 10,000	KSh. 20,000
Emergency Travel Document	-	\$20	\$20
Express Passport	-	-	KSh. 30,000

E. WORK PERMITS

Item	Current Charges/Fees/Levies	New Charges/Fees/Levies
Class A – Prospecting and Mining	KSh. 250,000	KSh. 500,000
Class B – Agriculture	KSHS.100,000	KSHS.250,000

Item	Current Charges/Fees/Levies	New Charges/Fees/Levies
and Husbandry		
Class C – Prescribed profession	KSh. 100,000	KSh. 250,000
Class D – Employment	KSh. 200,000	KSh. 500,000
Class F – Specific Manufacturing	KSh. 100,000	KSh. 250,000
Class G – Specific trade business of consultancy	KSh. 100,000	KSh. 250,000
Class I – Approved religious and charitable activities	KSh. 5,000	KSHS.50,000
Processing fees	KSh. 1,000	KSh. 5,000
Class K – Ordinary residents	KSh. 100,000	KSh. 250,000
Class M – Refugees	Gratis	Gratis
All classes of Work permit processing fees	KSh. 10,000	KSh. 20,000
Dependant's pass for spouse and children of a Kenya citizen	KSh. 5,000	KSh. 20,000
Dependant's pass for work permit and permanent resident holders	KSh. 5,000	KSh. 10,000
Student's pass	KSh. 5,000	\$100
Research & Interns Pass	KSh. 15,000	\$100
Prohibited immigrant/inadmissible person's pass;	KSh. 50,000	KSh. 100,000
Special pass	KSh. 15,000 per month	\$200
Express work permit	-	\$10,000
Reprocessing fees for Work Permit Appeals	-	KSh. 20,000

F. FOREIGN NATIONALS MANAGEMENT FEES

Item	Current Charges/Fees/Levies	New Charges/Fees/Levies
Registration (Foreign Nationals' Certificate)	KSh. 1,000/= annually	KSh. 5,000/= annually
Penalty on failure to register	KSh. 1,000/= annually	KSh. 10,000/= annually
Tracking of Foreign Nationals' Certificate	No Charges	No Charges
Replacement of a lost Foreign Nationals' certificate	-	KSh. 2,000
Sanction fees for Overstay	-	\$50/=
Visitors passes Extension	No Charges	\$50
Processing of re-entry passes	KSh. 1,000/=	KSh. 5,000

Dated the 14th November, 2023.

KITHURE KINDIKI,
Cabinet Secretary for
Interior and National Administration.

GAZETTE NOTICE NO. 15494

THE KENYA CITIZENS AND FOREIGN NATIONALS MANAGEMENT SERVICE ACT

(No. 31 of 2011)

REVIEW OF CHARGES, FEES AND LEVIES

IT IS notified for the general information of the public that the State Department for Immigration and Citizen Services intends to

revise charges and fees on its various services effective the 1st January, 2024, as shown in the schedule hereto:

SCHEDULE

Revenue Item	Current Charges/Fees/Levies (KSh.)	New Charges/Fees/Levies (KSh.)
Verification Fees (IPRS)	—	—
Verification of ID Information	5	20
Annual Subscription fee-Government Institutions	—	500,000
Annual Subscription fee-Private	—	1,000,000
Connection fee	—	50,000

Dated the 14th November, 2023.

KITHURE KINDIKI,
Cabinet Secretary for
Interior and National Administration.

GAZETTE NOTICE NO. 15495

THE REGISTRATION OF PERSONS ACT

(Cap. 107)

REVIEW OF CHARGES, FEES AND LEVIES

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SCHEDULE

Revenue Item	Current Charges/Fees/Levies (KSh.)	New Charges/Fees/Levies (KSh.)
Identity Card Fees	—	—
Not Previously Registered (NPR)	—	300
Duplicate/Replacement	100	1,000
Change of Particulars	1,000	1,000
Identification Reports	300	1,000
Civil Servants Card	100	1,000
Staff Badges	350	1,000

Dated the 14th November, 2023.

KITHURE KINDIKI,
Cabinet Secretary for
Interior and National Administration.

GAZETTE NOTICE NO. 15496

THE BIRTHS AND DEATHS REGISTRATION ACT

(Cap. 149)

REVIEW OF CHARGES, FEES AND LEVIES

IT IS notified for the general information of the public that the State Department for Immigration and Citizen Services intends to revise charges and fees on its various services effective the 1st January, 2024, as shown in the schedule hereto:

SCHEDULE

Revenue Item	Current Charges/Fees/Levies	New Charges/Fees/Levies
Registration of Births and Deaths		
Certification of Current Birth	KSh. 50	KSh. 200
Certification of Current Death	KSh. 50	KSh. 200
Late registration of Birth Certificate	KSh. 150	KSh. 500
Late registration of Death	KSh. 150	KSh. 500
Re-registration of Birth	KSh. 90	KSh. 1,000
Foreign registration of birth in our mission abroad	US\$ 50	US\$ 150
Foreign death by missions abroad	US\$ 50	US\$ 150
Verification of Certificate for private (Kenyan) agencies	—	KSh. 1,000
Verification of certificate for private (Foreign) agencies	—	US\$ 100
Verification of certificate for GOK agencies	—	KSh. 500
Amendments of both Birth and Death Certificates	KSh. 130	KSh. 1,000
Vital statistical reports for private agencies	—	KSh. 2,000
Vital statistical reports for GOK	—	KSh. 1,000
Presumed Death Certificate	KSh. 150	KSh. 1,500

Dated the 14th November, 2023.

KITHURE KINDIKI,
Cabinet Secretary for
Interior and National Administration.