

LEGAL NOTICE NO....

THE CHILDREN ACT, 2022

(No. 29 of 2022)

THE CHILDREN (GUARDIANSHIP) (PROCEDURES) RULES, 2023

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SCHEDULE—Forms



LEGAL NOTICE NO....

THE CHILDREN ACT, 2022

(No. 29 of 2022)

IN EXERCISE of the powers conferred by section 133 of the Children Act, 2022 the Chief Justice makes the following Rules—

THE CHILDREN (GUARDIANSHIP) (PROCEDURES) RULES, 2023

PART I-PRELIMINARY

Citation.	1. These Rules may be cited as the Children (Guardianship) (Procedures) Rules, 2023.			
Interpretation.	2. In these Rules unless the context otherwise requires—			
No. 29 of 2022.	"Act" means the Children Act, 2022;			
"authorized officer" has the meaning assigned to it under section 2 of the Act;				
"child" has the meaning assigned to it under section 2 of the Act;				
"Court" has the meaning assigned to it under section 2 of the Act;				
"fit person" has the meaning assigned to it under section 2 of the Act;				
"guardian" has the meaning assigned to it under section 2 of the A				
OBA	"guardianship" means the assumption of responsibility as a guardian as outlined under Part X of the Act;			
	"intermediary" means a person authorized by a court on account of experience or expertise to facilitate trial or give evidence on behalf of a child;			
	"Secretary" has the meaning assigned to it under section 2 of the Act; and			
	"summons" means an originating summons application is made under these Rules.			

Objects and principles of these Rules.

3. (1) The objective of these Rules is to facilitate the just, expeditious and proportionate determination of applications relating to guardianship under the Act.

- (2) The purpose of these Rules is—
- (a) ensuring that the best interests of the child are upheld.
- (b) promoting the placement of the child in their own social-cultural environment.

PART II—APPLICATIONS RELATING TO GUARDIANSHIP

Preliminaries

Eligibility (child). **4.** Pursuant to Part X of the Act, the following children are eligible to be placed under guardianship —

- (a) any child who is a resident of Kenya;
- (b) a child whose parents or cannot be found and the child has no guardian or other person having parental responsibility over the child;
- (c) a child to whom section 121 of the Act applies;
- (d) any child to whom any of the circumstances under section 5 applies
- 5. A guardian may be appointed by the Court —

Circumstances when guardian may be appointed.

- (a) on the death of a parent, surviving parent or guardian under section 123 of the Act;
- (b) where a child's parents are deceased or cannot be found, and the child has no guardian or other person having parental responsibility over the child under section 125 (1)(a) of the Act;
- (c) where a child is one to whom section 121 of the Act applies;
- (d) in respect of the estate of the child under section 122(7) of the Act; or
- (e) in respect of the estate to which a child is a beneficiary under section 122 (7) of the Act.
- **6.** (1) A person qualifies to be appointed as a guardian if that person—
 - (a) is a Kenyan citizen;
 - (b) is a fit person;



Persons who may be appointed as guardian. (c) is a surviving parent of the child;

Cap. 248.

- (d) is not a person with mental illness as defined under the Mental Health Act; and
- (e) has not been convicted of any of the offences specified in the Third Schedule to the Act.

(2) Any of the following persons may be appointed as a guardian in respect of a child—

- (a) the surviving parent;
- (b) the relative of the child;
- (c) the Secretary;
- (d) an authorised officer;
- (e) the executor of a will;
- (f) the personal representative of the estate of a deceased parent or guardian of the child; or
- (g) pursuant to section 123, persons authorized to act jointly as a guardian.

Form of application

Application for appointment as guardian. 7. (1) An application to be appointed a guardian shall be made to the Court —

- (a) where there are other proceedings pending before the same Court—
 - (i) by a notice of motion application substantially in Form GR1 set out in the Schedule;
 - (ii) supported by an affidavit in Form GR2 set out in the Schedule setting out the factual circumstances and grounds on which the application is made;
- (b) where the child is a ward of the Court—
 - (i) by a notice of motion application in Form GR1 set out in the Schedule; and;
 - (ii) supported by an affidavit in Form GR2 set out in the Schedule setting out the factual circumstances and grounds on which the application is made;

- (c) in any other case—
 - (i) by way of summons in Form GR3 set out in the Schedule;
 - (ii) supported by an affidavit in Form GR2 set out in the Schedule setting out the factual circumstances and grounds on which the application is made;
 - (iii) a notice to enter appearance in Form GR4 set out in the Schedule,

accompanied by an affidavit of fitness of the applicant substantially in Form GR5 set out in the Schedule or, in the case of joint guardianship, the competence and fitness of each applicant.

(2) An affidavit in support of the applications made in accordance with sub-rule (1) shall contain—

- (a) a statement indicating whether the guardianship relates to-
 - (i) the child only, where the applicant shall state whether the child is male, female or intersex, and whether the guardian intends to reside with the child;
 - (ii) the estate to which the child is a beneficiary, or the estate of the child, where the application shall be accompanied by a verifying affidavit substantially in Form GR6 set out in the Schedule; or
 - (iii)both the child and the estate of the child, where the applicant shall file an affidavit of fitness substantially in Form GR5 set out in the Schedule together with a verifying affidavit in Form No. GR 6 set out in the Schedule;
- (b) the name and last known address of a parent of the child, stating whether the parent is alive, deceased, and whether the parental responsibility of the parent has been terminated;
- (c) where the child does not reside with any of the parent of the child, the name and address of the person having actual custody of the child;
- (d) a statement describing the reasons why the guardianship is sought;
- (e) the places where the child has lived in the three years preceding the application, or since birth if the child is younger than three years of age, and the names and current addresses of the persons with whom the child lived during that period where available;
- (f) a description of any past or current proceedings involving the child;



- (g) the name, telephone number, email and postal address, and relationship, if any, of the applicant;
- (h) where the application is for the appointment of a guardian over the estate to which the child is a beneficiary or in respect to the estate of the child—
 - (i) a description and estimated value of all immovable and other assets comprising the estate; and
 - (ii) the name and address of the person by whom the estate is administered;
- (i) a description of any anticipated periodic payment for the child, including contributions towards the maintenance of the child, and social welfare benefits;
- (j) consent affirming that the proposed guardian and any other person who may significantly affect the child's welfare, consent to the appointment; and
- (k) a statement that the appointment of the applicant as an interim guardian is required to protect the welfare and the best interest of the child.

(3) Where an applicant referred to in sub-rule (1) needs to spend more than the annual income of the estate of a child for the well-being and education of the child, the applicant may make an application to the Court by a notice of motion application in Form GR1 set out in the Schedule, and supported by an affidavit in Form GR2 set out in the Schedule setting out the reasons why it is necessary to make such expenditures.

(4) The application contemplated in sub-rule (3) shall be made to the Court by which the order was made for the appointment of the applicant as guardian of the child, and in the cause in which the guardianship order was made.

Service of summons and

court

other

process.

PART III – SERVICE OF SUMMONS AND OTHER COURT PROCESSES

8. (1) Unless otherwise ordered by the Court, the provisions of Order 5 of the Civil Procedure Rules shall apply to the service of the summons and other court process under these Rules.

- (2) The summons shall be served on—
- (a) the person proposed to be appointed as guardian;
- (b) a parent or guardian of the child, or any person who is liable to contribute to the maintenance of the child;

(c) all persons who are party to the proceedings.

Appearance. 9. Upon service being effected in accordance with sub-rule (1), the a respondent shall enter a memorandum of appearance substantially in Form GR7 set out in the Schedule within ten days of service

Replying **10.** A person who enters appearance in accordance with rule 8(2) may, affidavit. within fourteen days of appearance file an affidavit in reply to the application made in accordance with rule 7 containing a statement of the facts on which they support or oppose the application and serve the affidavit on the applicant, and on all persons named as parties to the application,

Amendment of 11. The provisions of Order 8 Rule 4 of the Civil Procedure Rules shall pleadings. apply to amendment of the pleadings under these Rules.

Title of child in 12. Where a child has a guardian ad litem, the child shall be referred to in the title to the proceedings in such manner as the Court directs.

PART IV-PROVISIONS RELATING TO HEARING

Attendance at hearing.

pleadings.

13. (1) On the date of the hearing of the application made in accordance with rule 7, all the parties to the application shall appear before the Court.

(2) Unless otherwise directed by an order of the Court, the child to whom the application made in accordance with rule 7 relates shall not be required to attend a hearing.

(3) Upon filing the application made in accordance with rule 7, the Court shall issue directions including the filing of the children officer's report.

(4) Attendance at all hearings shall be limited to-

(a) the parties to the application;

(b) the advocates representing the parties;

- (c) witnesses testifying during the proceedings; and
- (d) any other person whom the Court considers to have a legitimate interest in the proceedings.

Consequences of non-attendance.

14. If any party to the application made in accordance with rule 7 fails to attend at the hearing, the Court may proceed to hear and determine the application, or make such orders as it deems fit.



Procedure at hearing where the child is participating. **15.** (1) Where the child who is older than ten years, and is able and willing to participate in a hearing, the Court shall—

- (a) provide the child an equal and inclusive opportunity to participate during the proceedings;
- (b) inform the child of the child's rights and opportunity to participate in an age-appropriate manner;
- (c) explain to the child the process and procedure of the Court in simple language and terms in order for the child to understand and participate in the process;
- (d) ensure an enabling and safe environment;
- (e) take appropriate measures to promote child participation in the proceedings, including the appointment of an intermediary, an interpreter or other person to ensure the comfort, and provide for the special needs (if any), of the child; and
- (f) minimise the frequency of the child's appearance in court.

(2) The Court may make directions on procedure of a child is to adduce evidence at a hearing and such directions shall include—

- (a) that a person be excluded from the courtroom;
- (b) that the child may have an intermediary support the child; and
- (c) if necessary, the evidence be adduced through the use of technology, an audio-visual link or audio link.

Consideration of application by Court.

16. (1) Upon hearing the application made in accordance with rule 7, where the Court is satisfied that the child is in need of a guardian, the Court may make a guardianship order in respect of the child.

(2) In considering whether to make a guardianship order in respect of a child, the Court shall have regard to—

- (a) the views of-
 - (i) the child, if the child is above the age of ten years;
 - (ii) the applicant's spouse if any; and
 - (iii)the person who has actual custody of the child;

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- (b) the importance of preserving the child's existing family relationships;
- (c) the importance of preserving the child's particular social-cultural, religious and linguistic environments;
- (d) the ability and the willingness of the proposed guardian to effectively discharge the duties or responsibilities imposed on them;
- (e) the need for the Court to be satisfied that there is no conflict of interests between the proposed guardian and the child; and
- (f) the children officer's report.

(3) The Court may make such orders or directions in respect of parental responsibilities over the child as it deems fit.

PART V — GUARDIANSHIP ORDERS

Guardianship orders.

17. (1) Upon considering an application made in accordance with rule 7, the Court may issue a general guardianship order or limited guardianship order.

- (2) A guardianship order shall specify—
- (a) whether the order is temporary or continuing;
- (b) whether the order is general in application, or limited on such terms as the Court may determine;
- (c) where the order is limited in its application—
 - (i) the extent to which the guardian shall have custody of the child; and
 - (ii) which of the duties and responsibilities of a guardian the guardian shall have in respect of the child; and
- (d) such conditions as the Court considers appropriate.

(3) The Court may make a guardianship order appointing two or more persons in respect of a child, either jointly where each person shall have the same duties and responsibilities or separately where each person shall have different duties and responsibilities.

(4) A guardianship order that is temporary in nature shall not be reviewed at the expiration of the period for which it has effect, unless the Court is satisfied that, in all the circumstances, it is in the best interest of the child that the order is not reviewed at the expiration of that period. Duration of orders.

18. (1) Where a guardianship order is continuing in nature, it shall take effect—

- (a) in the case of an initial order, for such period as the Court may specify in the order which period shall not exceed one year from the date when the order was made; or
- (b) in the case of an order that is renewed, for such period (not exceeding three years from the date when the order was renewed) as the Court may specify in the order.
- (2) An order under subrule (1) shall have effect for a period of-
 - (a) in the case of an initial order, three years from the date on which the order was made; and
 - (b) in the case of an order that is renewed, five years from the date on which the order was made.
- (3) Sub-rule (2) shall only apply if the Court is satisfied that—
 - (a) the child to whom the order relates has permanent disabilities or other special needs;
 - (b) it is unlikely that the child will become capable of managing themselves; and
 - (c) there is a need for an order of longer duration and the relevant period specified in sub-rule (5).

(4) Where a guardianship order is temporary in nature it shall have effect—

(a) in the case of an initial order, for a period not exceeding thirty days from the date when it was made) as the Court may specify in the order; or

(b) in the case of a temporary order that is renewed, for a period not exceeding thirty days from the date when it was renewed as the Court may specify in the order.

(5) A temporary guardianship order may be renewed only once.

Dispute between guardians

19.(1) Pursuant to section 129 of the Act, in the event of a dispute between guardians, the Court shall give directions as to whether the same shall be disposed of orally or by way of written submission.

(2) An application under sub-rule (1) shall be considered and determined in the manner set out under this Part.

(3) Upon determination of an application under sub-rule (1), the Court may give such directions or make such orders regarding the matters in difference or contention as it may deem proper.

Incapacity of an appointed guardian.

20. (1) Where a duly appointed guardian under section 123 of the Act—

- (a) refuses, fails or neglects to discharge, or is otherwise incapable of discharging, his or her duties as guardian of the child;
- (b) unable or unfit to exercise proper care and guardianship of the child to whom section 144 of the Act applies,

the Court may, on its own motion or on application, appoint a guardian to act solely or jointly with an existing guardian.

(2) An application under sub-rule (1) shall be considered and determined in the manner set out under this Part.

Setting aside, amendment or varying of orders by Court.

21. (1) Any person may, at any time before the expiry of a guardianship order, apply to the Court to set aside, amend or vary an order made under these Rules.

(2) An application under sub-rule (1) shall be made by a notice of motion application substantially in Form GR1 set out in the Schedule, and supported by an affidavit substantially in Form GR2 set out in the Schedule setting out the grounds on which the application is made.

(3) An application made under sub-rule (1) shall be served by the applicant on—

- (a) the Secretary, where the Secretary is named as party to the proceedings;
- (b) the parent or guardian of the child;
- (c) every person who was party to the proceedings under which the order was made; and
- (d) any other person who, in the opinion of the Court, should be served.

(4) Where the Court makes an order to set aside, amend or vary an order of the court, the party in whose favour the order is made shall serve a copy of the order on all persons who are party to the application made under subrule (1).

(5) Where the Court makes an order to set aside, amend or vary the terms of guardianship, the Court may make such orders in respect of custody of, and parental responsibilities over, the child as the Court thinks fit.

PART VI — TERMINATION OF GUARDIANSHIP

Grounds for termination of guardianship. 22. The Court may make an order to terminate guardianship where—

- (a) the guardian dies, in which case the Court shall make such orders as it thinks appropriate in respect of custody of, or parental responsibility over, the child;
- (b) the child in respect of whom the guardianship order was made dies;
- (c) on application for the termination of the guardianship is made by any person who has a legitimate interest in the guardianship of the child;
- (d) the term for which the order was made expires, and no application is made to renew the order; or
- (e) the child attains the age of eighteen years, unless-
 - (i) the guardianship order is renewed for such further period as the Court may determine on application by any person in respect of a child living with a disability or a child with special needs; or
 - (ii) the Court is satisfied that the child is incapable of managing the child's own affairs, in which case the Court may renew the order for such further period as the Court thinks appropriate.

Procedure for termination

23. (1) An application to the Court for termination of guardianship shall be made by notice of motion application substantially in Form GR1 set out in the Schedule, and supported by an affidavit substantially in Form GR2 set out in the Schedule setting out the grounds on which the application is made.

(2) An application made under sub-rule (1) shall be considered and determined in the manner set out under this Part.

(3) Upon determination of an application made under sub-rule (1), the Court may give such directions or make such orders as it may deem proper.

(4) An application made under sub-rule (1) may be made by the child who is the subject of the guardianship order upon attaining eighteen years of age.

(5) An application made under sub-rule (1) shall be served in accordance with rule 8(1).

(6) Unless the Court otherwise orders or directs, a child who has attained the age of eighteen shall be entitled to take personal responsibility over any money or property lawfully due to them and, in the case of any other form of property or investment other than money, the property or investment shall be transferred in his or her name. (7) Where the Court orders the termination of a guardianship relating to the management of the estate of a child, the former guardian shall promptly deliver the remaining assets comprising the estate to the child along with a final account:

Provided that any written receipt or release obtained by or on behalf of the guardian in relation to the delivery of the assets comprising the estate shall not prejudice or otherwise affect any legal right to seek recovery for mismanagement or misappropriation of the estate.

(8) Pursuant to section 34 (3) of the Act, where an application made under sub-rule (1) is made by a surviving parent of the child, it shall be served on the testamentary guardian (if any) and, if made by the relatives of the deceased parent of the child, on the surviving parent of the child, as the case may be.

24. (1) Pursuant to section 128 (4) of the Act, a person appointed as a guardian may disclaim the appointment by applying to the Court.

(2) An application under sub-rule (1) shall be made by notice of motion application substantially in Form GR1 set out in the Schedule, and supported by an affidavit substantially in Form GR2 set out in the Schedule setting out the grounds on which the application is made.

(3) An application made under sub-rule (1) shall be considered and determined in the manner set out under this Part.

(4) Upon determination of an application made under sub-rule (1), the Court shall record such disclaimer and make such orders as it may deem proper.

PART IV—MISCELLANEOUS PROVISIONS

25. (1) Any party to a proceeding under these Rules aggrieved by an order of the Court made under these Rules may apply for review in accordance with Order 45 of the Civil Procedure Rules, 2010.

(2) The provisions of Order 45 of the Civil Procedure Rules,2010 shall apply to the application and processing of applications for review.

26. (1) An appeal against an order given under these Rules shall lie to the High Court

(2) The notice of appeal made under sub rule (1) shall be served only on the persons who entered an appearance in the proceedings under these Rules.

Time

Review.

Appeal

27. The provisions of Order 50 of the Civil Procedure Rules, 2010 shall apply to time prescribed for the doing of any act or taking any proceedings under these Rules.

Disclaimer of appointment as guardian.

28. Where any moneys are payable to a child under a judgment, decree or order made in any proceedings, the money shall be deposited in an interest-earning account in the joint names of either the guardian or the parent, or of other person who has parental responsibility over the child, or guardian ad litem, and the Court, and such moneys shall not be withdrawn except under an order of the Court on such terms as the Court may direct.

29. (1) Before a guardian appointed to manage a child's estate, or other estate to which a child is a beneficiary, enters upon the execution of their trust, the guardian shall execute a bond in FORM GR8 set out in the Schedule in such sum as the Court directs, and on the following terms and conditions, namely—

- (a) to make and return to the Court, within three months, a true and complete inventory of all the estate, real and personal, of the child which shall come to the guardian's possession or knowledge;
- (b) to faithfully execute the duties of the guardian's trust, to manage and dispose of the estate according to these Rules for the best interest of the child, and to provide for the proper care, custody, and education of the child;
- (c) to render a true and just account of all the estate of the child, and of all proceeds or interest derived therefrom, and of the management and disposition of its management and disposition, at the time designated by these Rules and such other times as the Court directs, and at the expiry of the guardian's trust to settle their accounts with the Court and deliver and pay over all the estate, effects and moneys remaining in their hands, or due from the guardian on such settlement, to the person lawfully entitled thereto; and

(d) to give effect to the orders.

30. All records of proceedings in the determination of applications made under these Rules shall be kept confidential and shall not be disclosed to anyone who is not a party to the proceedings, unless the Court makes an order permits the examination or making copies of the records.

31. The Court may make such orders as to costs as it deems just.

32. Any judgment or order given under these Rules shall be executed and enforced in accordance with the Civil Procedure Rules, 2010.

33. Any proceedings relating to guardianship pending in court before the coming into effect of these Rules shall be finalized in accordance with these Rules.

Confidentiality of proceedings

Orders

Bond

to a Child

Where

Money is Payable



Procedure for execution of orders and decrees.

Ongoing proceedings.

Revocation of L. N. No. 75 of 2002. 34. The Guardianship of Children (Practice and Procedure) Rules, 2002 are revoked.

Revocation of L. N. No. 77 of 2002. **35.** The General Rules and Regulations, 2002 are revoked.

SCHEDULE

FORM GR3					
(Rule 7 (1) (c))					
IN THE MATTER OF					
BETWEEN					
AND					
ORIGINATING SUMMONS					
LET of					
within ten days (10) after service of this					
Summons, inclusive of the day of such service upon him/her cause an appearance to be entered to this Summons, which is issued upon the application of					
1.					
2.					
WHICH APPLICATION is supported by the affidavit of					
and premised on the grounds					
provided in the attached affidavit and further grounds to be adduced at the hearing of this application.					
Dated at this day 20					
Signature					
<i>"If any party served does not appear at the time and place above-mentioned such order</i>					
will be made and proceedings taken as the Court may think just and expedient."					

FORM GR4						
$(Rule \ 7(1) \ (c) \ (ii))$						
IN THE MATTER OF						
BETWEEN						
AND						
NOTICE OF APPEARANCE						
In the Court of Kenya at To (<i>respondent</i>) of						
TAKE NOTICE that you are required, within 10 days after service hereof upon you, inclusive of the day of service, to enter an appearance either in person or by your advocate at the Court registry at, should you wish to do so, and thereafter to reply to this Originating Summons, and that, in default of your so doing, the Court will proceed to hear and determine the application, and give such orders as the Court thinks just notwithstanding your absence. The Originating Summons are filed and this notice is issued by						
Dated at the day of						
Registrar						

FORM GR5 (<i>Rule 7(1)(d), (2)(a)(iii)</i>)					
IN THE MATTER OF					
BETWEEN					
AND					
AFFIDAVIT OF FITNESS					
I, of make oath and state: -					
1. That I am an adult Kenyan of sound mind. (If a foreigner national give full details)					
2. That I know and verily believe that I am qualified to act as a guardian to					
3. That I have no interest in the matters in question in this cause adverse to that of the said					
4. That I have consented to act as a guardian to					
5. That I can fairly and competently take care of the child.					
6. The facts stated are true to the best of my knowledge and belief.					
SWORN at this day of 20					
OB/					

FORM GR6 (<i>Rule 7(2) (a)(ii), (iii)</i>)				
IN THE MATTER OF				
BETWEEN				
AND				
<u>VERFYING AFFIDAVIT</u>				
I, of make oath and state: -				
1. That I am an adult Kenyan of sound mind.				
2. That I know and verily believe that I am qualified to act as a guardian to				
3. That I have no interest in the matters in question in this cause adverse to that of the said				
4. That I have consented to act as a guardian in respect of the estate of				
5. That I can fairly and competently administer the estate of the said				
6. That I shall take all reasonable steps to safeguard the estate of the said				
7. That I shall produce and avail all accounts in respect of the estate of the said child to the parents or custodian or the Court or to such other person as the Court may direct.				
8. That should the child incur any loss/damage as a result of my negligence I shall indemnify the child against such loss and/or damage.				
9. The facts stated are true to the best of my knowledge, information and belief.				
SWORN at this day of 20				

FORM GR7					
(Rule 8 (2))					
IN THE MATTER OF					
BETWEEN					
AND					
MEMORANDUM OF APPEARANCE					
ENTER an APPEARANCE (in person) for the					
Respondent herein whose address of service for the purpose of this suit shall be					
Dated at this day of 20					
(Signed)					
FORM GR8					
(<i>Rule 25(1)</i>)					
IN THE MATTER OF					

BETWEEN

AND

BOND

BY THIS BOND, I/We the person(s) in whose favour a guardianship order relating to the child was made by the Court on the day of 20...... acknowledge myself/ourselves to be firmly bound to do the several things set out hereunder in pursuance of the direction of the Court made under rule 22 (1) of the Guardianship of Children (Practice and procedure) Rules.

(set	out	the	conditions)
••••••			
•••••			
••••••			

And I/We understand that should I/We fail to undertake any of the obligations of this bond such failure will constitute contempt of court and be punishable as such. Dated this day of 20..... Signed, sealed and delivered by the above named in the presence of Made on the..... 2023. **MARTHA KOOME** Chief Justice