

# WORLD SAFETY DAY 2026 APPLICATION AS A PRESENTER/ATTENDEE/EXHIBITOR MANUAL

**\*Kindly note for ONLY ATTENDEE & EXHIBITOR**

**Register through**

[https://docs.google.com/forms/d/e/1FAIpQLSe2DX\\_n\\_cR2JQihJBHzsCpdDqihqwUcjLB0v\\_sckVGE25EHt4Q/viewform?usp=publish-editor](https://docs.google.com/forms/d/e/1FAIpQLSe2DX_n_cR2JQihJBHzsCpdDqihqwUcjLB0v_sckVGE25EHt4Q/viewform?usp=publish-editor)

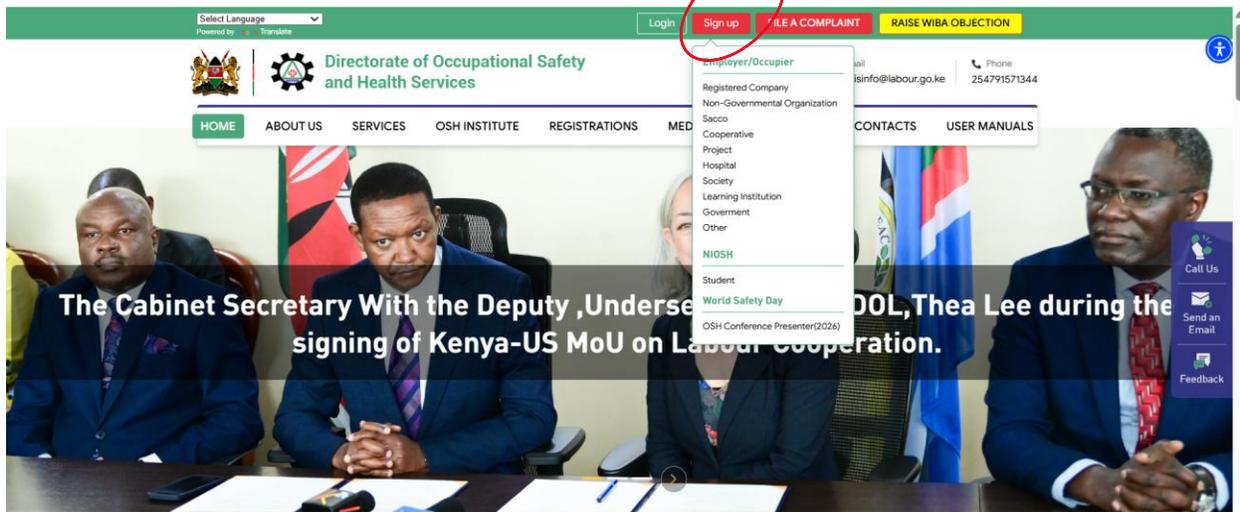
## PRESENTER PROCEDURE

**Send us an email through [oshinstitute@labour.go.ke](mailto:oshinstitute@labour.go.ke) include your contact.**

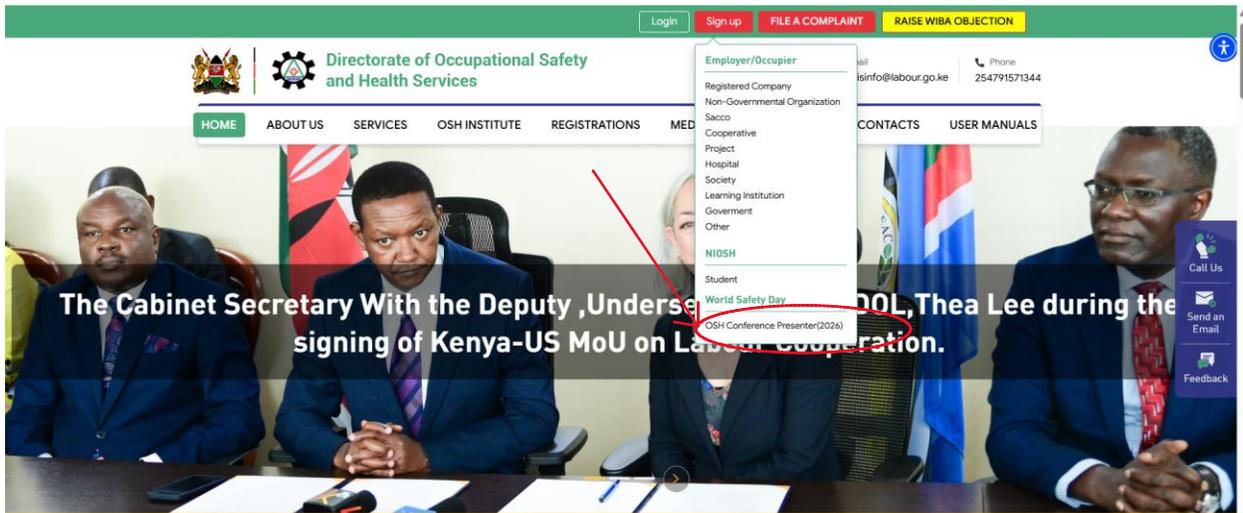
1. Login in [www.doshmis.go.ke](http://www.doshmis.go.ke)



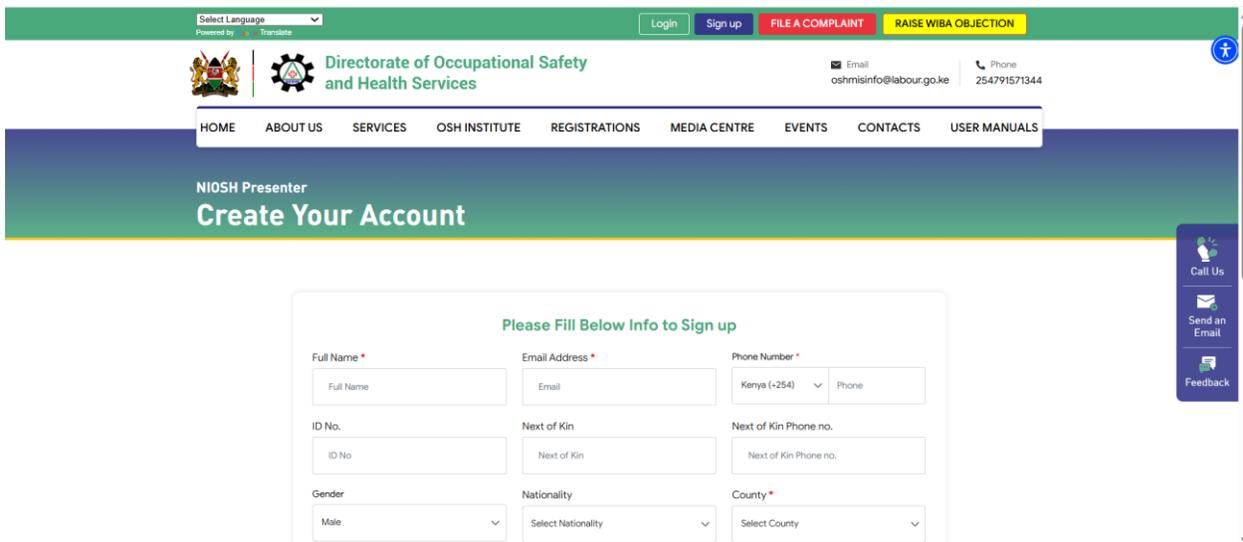
2. Click on sign up



### 3. Select OSH Conference Presenter (2026)

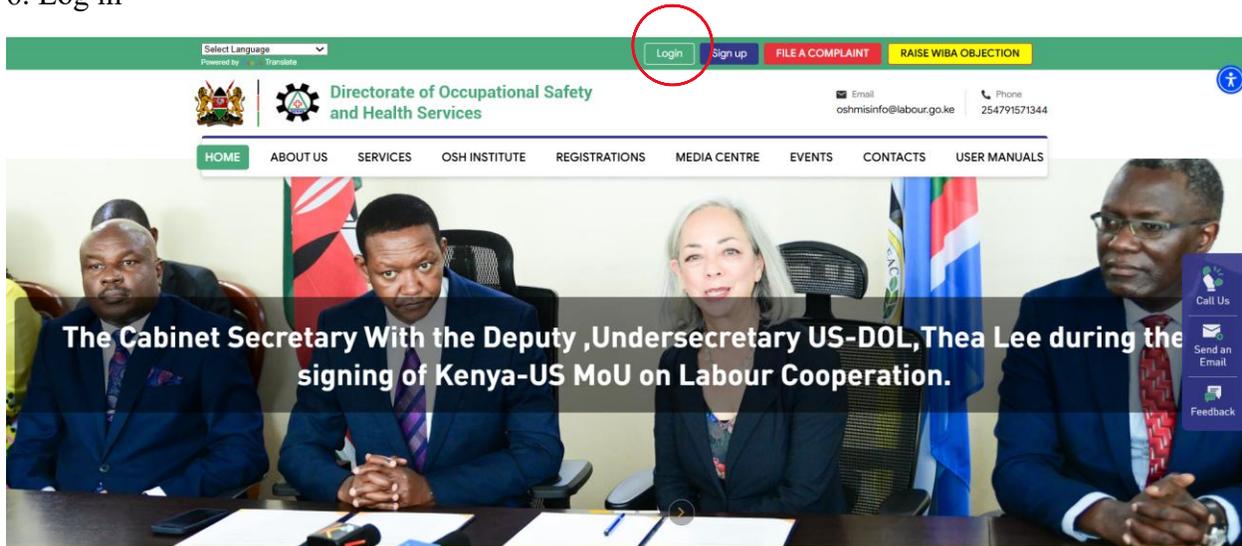


### 4. Create an account and sign up

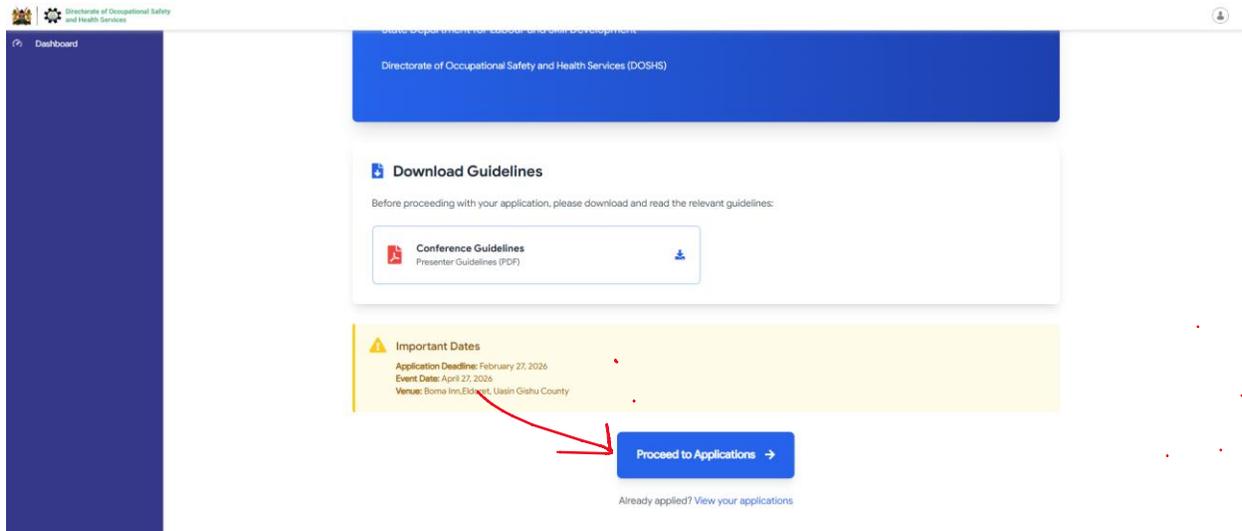


### 5. Verify email through the link in your email

## 6. Log in



## 7. Click Proceed to Application



## 8. Click register

The screenshot shows a dashboard for the World Safety Day (WSD) event. On the left is a dark blue sidebar with a 'Dashboard' link. The main content area is titled 'World Safety Day (WSD)'. A central purple box contains the 'OSH Conference' registration information. It includes a sub-header 'OSH Conference', a description 'Present your research or best practices in occupational safety and health.', and three bullet points: 'Registration Fee: Ksh 5,050', 'Oral or Poster presentation', and '10-minute presentation slot'. A purple 'Register Now' button is highlighted with a red circle. Below the box is a 'Back to Home' link.

## 9. Fill the registration

The screenshot shows the 'OSH Conference 2026 - Presenter Registration' form. At the top, there is a 'Required Documents' section with four items: 'PDF Abstract/Paper: Your presentation abstract or full paper (Max 10MB)', 'PowerPoint Presentation: Your presentation slides (.ppt or .pptx, Max 20MB)', 'Presentation Duration: 10 minutes (strictly enforced)', and 'Registration Fee: Ksh 5,050'. Below this is the '1. Presenter Information' section, which includes a note: 'As a conference presenter, you register as an individual. Your details below will be used for all communications.' The form fields are: 'Full Name \*' (Winnie Wanjiru Kimiti), 'Email Address \*' (oshinstitute@labour.go.ke), 'Phone Number \*' (715826145), 'County (Optional)' (Your county), 'Presentation Title \*' (Title of your presentation), and 'Presentation Type \*'.

## 10. Upload the Abstract

Directorate of Occupational Safety and Health Services

Dashboard

### 2. Required Documents

**PDF Abstract/Paper \***

Choose File No file chosen

Upload your presentation abstract or full paper in PDF format.  
Format: PDF only | Maximum size: 10MB

**PowerPoint Presentation \***

Choose File No file chosen

Upload your PowerPoint presentation slides.  
Format: PPT or PPTX | Maximum size: 20MB  
Note: Recommended font size 24-32 (Arial), Widescreen format (16:9)

**Important:** Please ensure your files are virus-free and properly formatted. You can also email your presentation to [oshconference@labour.go.ke](mailto:oshconference@labour.go.ke) (cc: [doshdept@labour.go.ke](mailto:doshdept@labour.go.ke)) by Thursday 25th April, 5pm if you prefer.

Conference Registration Fee	
Application Fee:	Ksh 2,050
Presentation Fee:	Ksh 3,000
<b>Total Amount:</b>	<b>Ksh 5,050</b>

Payment will be processed after submitting your application and uploading the required documents.

## 11. Submit and make payment

Directorate of Occupational Safety and Health Services

Dashboard

Format: PPT or PPTX | Maximum size: 20MB  
Note: Recommended font size 24-32 (Arial), Widescreen format (16:9)

**Important:** Please ensure your files are virus-free and properly formatted. You can also email your presentation to [oshconference@labour.go.ke](mailto:oshconference@labour.go.ke) (cc: [doshdept@labour.go.ke](mailto:doshdept@labour.go.ke)) by Thursday 25th April, 5pm if you prefer.

Conference Registration Fee	
Application Fee:	Ksh 2,050
Presentation Fee:	Ksh 3,000
<b>Total Amount:</b>	<b>Ksh 5,050</b>

Payment will be processed after submitting your application and uploading the required documents.

**Declaration**

I confirm that the uploaded documents are my own work and that the information provided is accurate and complete. I understand that my presentation slot is 10 minutes and will be scheduled as per the conference program. I agree to abide by all conference guidelines and presentation requirements.

## 12. Make Payment

Directorate of Occupational Safety and Health Services

Session will timeout in 00:180 minutes.

Dashboard

Conference application submitted successfully. Please proceed to payment.

World Safety Day(WSD) + New Application

**My Applications**  
View and manage all your WSDM applications

Search by application number or workplace... All Categories All Statuses

APPLICATION #	CATEGORY	WORKPLACE	DATE APPLIED	STATUS	AMOUNT	ACTIONS
WSDM-CONF-2026-00001	Conference	Winnie Wangiru Kimili	25 Feb 2026 01:16 PM	Payment Pending	Ksh 5,050.00	<a href="#">Make Payment</a>

## 13. Select mode of payment

Directorate of Occupational Safety and Health Services

Session will timeout in 02:59 minutes.

Dashboard

World Safety Day(WSD) + New Application

**My Applications**  
View and manage all your WSDM applications

Search by application number or workplace... All Categories All Statuses

APPLICATION #	AMOUNT	ACTIONS
WSDM-CONF-2026-00001	Ksh 5,050.00	<a href="#">Make Payment</a>

WSDM Application Payment

OSH Conference Payment

Total (KES): 5050.00

JWVWVWVWVA KES 5,050.00

Select Payment Mode

- Mpesa
- Pesaflo Direct
- Kenya Commercial Bank
- Pesalink

# 14. If Mpesa;you're your phone number to prompt for payment

