

UoN POLICIES

The department offers secretariat services to UMB sub-committees that draft and publish University Policies. Some of these policies are:

University of Nairobi Policies

1. Research Policy which ensures research in the University satisfy the following principles:
 - Relevance to national and international development policy as the Millennium Development Goals (MDGs) and the Kenya national development that includes Vision 2030 initiative;
 - Strategic linkage to the vision, mission, core values and strategic plan of the University of Nairobi;
 - Conformity of research with international best practices in order to facilitate implementation and dissemination, and foster research linkages with other institutions locally and internationally including research grant-awarding bodies.
2. Intellectual Property Policy whose purpose is to:
 - Encourage the development of inventions, innovations and other intellectual creations for the best interest of the public, the creator and the research sponsor.
 - Protect the interests of all concerned by ensuring that the benefits of such property accrue to the public, inventor, partners and sponsors of specific research.
3. Plagiarism Policy that establishes a framework for detecting, deterring and dealing with plagiarism in the University of Nairobi.
4. System of Websites Policy whose purpose is to:
 - Ensures accuracy, consistency, integrity of content and protection of identity and image of the University.
 - Improve the University visibility locally and internationally and create a strong brand by providing mandatory guidelines for the University of Nairobi System of Websites
 - Guides the maintenance of the web content and evolution of the System of Websites to ensure continued reflection of the true status of the University within its web space.
5. Open Access Policy which provides:
 - Open access to scholarly output resulting from academic activities undertaken at the University as well as to promote high standards in the management of research outputs.
 - Long-term preservation of the University's research output, increase the visibility and impact of the University's research and enhances collaboration with the global research community.
6. Anti-Corruption Policy which sets out Management's commitment to zero tolerance for corruption.

7. HIV/AIDS Policy whose role is to:

- Provides an institutional framework to address HIV/AIDS.
- Contribute to the prevention of HIV transmission and mitigation against the social economic and health impact of AIDS
- Help in the conduct of research, advocacy, prevention and control of HIV/AIDS and mitigates against its impact for the betterment of humanity.

8. Gender Policy

The University's overall aim is to create and sustain a fair and just academic environment where men and women have equal opportunities, voice, rights and access to resources, so that persons of both genders can realize their full potential and contribution within a community of scholars with a culture of mutual respect.

9. Records Management Policy whose role is to:

- Facilitate standardization in the application of procedures and practices in the management of records of the University of Nairobi.
- Provide a suitable institutional framework that supports effective management of records in the University.
- Ensure Records Management guidelines in the University are consistent with the national records management policy, systems and procedures.

10. Policy on Prevention of Alcohol and Drug Abuse which ensures:

- Employees, their dependents and students are fit for duty and learning tasks.
- The University community and the wider society are educated on abuse of alcohol, prohibited drugs and misuse of medicine.
- Mechanisms for counselling, treatment and rehabilitation of alcohol and drug abuse patients are created in the University.

11. Recruitment & Selection Policy whose objective is to ensure:

- The University attracts, identifies, and hires the most qualified applicant available in line with the established criteria.
- Vacancies are filled within established timescales and in a cost-effective manner.
- The recruitment process complies with all laws regarding hiring practices and applicable Collective Bargaining Agreements.
- That gender equity and national cohesion are enhanced

12. Training and Development Policy which provides clear procedures for identifying, prioritizing, planning and monitoring staff training and development.

13. ICT Policy guides developers and users of information and ICT resources on appropriate standards to be adopted at the University.
14. Maintenance Policy that set standards of condition to which the University will maintain its physical assets and the techniques it will adopt in undertaking the task.
15. Disability Mainstreaming Policy that promotes the full inclusion of students and staff with disabilities into the life of the institution.
16. Policy on Staff Training, Promotion & Establishment which provide guidelines on selection, promotion and development of staff

Full texts of these policies are available on the University web portal. <http://webportal.uonbi.ac.ke>