

**UNIVERSITY OF NAIROBI  
ACADEMIC DIVISION**

- **ANTI-CORRUPTION STRATEGIES**

ACADEMIC REGISTRAR'S OFFICE  
ADMISSION SECTION  
EXAMINATION SECTION  
DEANS/SENATE SECTION

# ISO PROCEDURES

- **I) PROCEDURE FOR MANAGEMENT OF EXAMINATIONS - UON/OP/07**
- **ii) PROCEDURE FOR GRADUATION – UON/OP/09**
- **III) PROCEDURE FOR ADMISSION – UON/OP/10**
- **IV) PROCEDURE FOR MANAGEMENT OF EXEMPTIONS AND TRANSFER OF CREDITS – UON/OP/13**

- **V) PROCEDURE FOR EXAMINATION  
DISCIPLINARY – UON/OP/14**
- **VI) PROCEDURE FOR MANAGEMENT OF  
ACREDITATION – UON/09/17**
- **VII) PROCEDURE FOR MANAGEMENT OF  
INAUGURAL AND PUBLIC LECTURES –  
UON/OP/83**

# CREATING AWARENESS

- i) University polices
- ii) Job Descriptions
- iii) Service Charters
- iv) Procedures and processes
- v) Academic year schedule
- vi) Procurement plan
- vii) Staff appraisals

# ANTI-CORRUPTION/PREVENTION

i) Individual level

ii) Group level

iii) Section level

iv) Divisional level

v) University Management level

## GROUP LEVEL

- i) Share experiences
- ii) Fortify each other
- iii) Implement the processes

## SECTION LEVEL

- I) Interrogate the processes
- II) Discuss issues emerging from process failures
- III) Review and suggest changes



## DIVISIONAL LEVEL

- i) Link with University  
Management
- ii) Forward issues of concern
- iii) Propose appropriate  
changes/action

# ACTION TAKEN

- i) Structures in place
- ii) Monthly meetings
- iii) Training of staff (internal/external)
- iv) Corruption reporting boxes in place
- v) Review of current processes (on-going)
- vi) Corruption risk analysis
- vii) Staff survey on anti-corruption (preparation started)

# IMPACT

- i) Greater awareness of University efforts to prevent corruption
- ii) Greater awareness of the processes by staff in various sections
- iii) Better understanding of the broadness of the concept of corruption
- iv) Some element of fear with respect to consequences of being involved in corrupt practices

# CHALLENGES

- i) Understanding of the reporting procedures
- ii) Difficulties in deciphering perceived corruption and actual corruption
- iii) Too many individuals involved in certain key processes (e.g. examinations)
- iv) Infiltration of external influences that enhance or promote corruption (e.g. forged result slips, change of names and fake receipts)

# IMPORTANCE OF SECRETARIES IN THE PREVENTION OF CORRUPTION

- i) Gatekeepers to all major offices
- ii) Privy to all that goes on in those offices.
- iii) Major link between University and the clients
- iv) Disseminators of vital information
- v) Organizers of critical office set-ups
- vi) Holder of important institutional memories
- vii) Driver of efficiency and effectiveness of the office