

Functions/Duties of the Legal Office:

- 1) **Litigation:**
- 2) **Linkage and Collaborations:**
- 3) **General Contracts and Agreements that Bind the University of Nairobi:**
- 4) **Procurement Matters**
- 5) **Staff and Student Disciplinary Matters:**
- 6) **Coordinating the Integrity Programme at the University**
- 7) **Student Indemnity:**
- 8) **Declaration of Income, Assets and Liabilities (Public Officer Ethics Act 2003):**
- 9) **Funeral Assistance for Members of Staff and Students:**
- 10) **Vetting of Staff:**
- 11) **Pension Matters:**
- 12) **Record Keeping**