

UNIVERSITY OF NAIROBI

FACULTY OF HEALTH SCIENCES

**DEPARTMENT OF DIAGNOSTIC IMAGING AND RADIATION MEDICINE**



Commitment to Service Delivery



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CORE MANDATE** | **SERVICE** | **REQUIREMENTS** | **COST** | **TIMELINES** |
| TEACHING AND LEARNING | Admission  Teaching  Examinations  Graduation | Meet senate approved course requirements  Clearance of prescribed course fees and registration  Payment of prescribed course fees and registration  Clearance certificate, hire of academic gown and payment of prescribed fees | Nil  Nil  Nil  KES 1,000 | Admission letter issued 1 month prior to reporting date  As per timetables in compliance with senate approved dates  Senate approve exam schedules  September and December every year |
| STUDENT AFFAIRS | Mentorship counseling and guidance  Co-curricular activities  Student welfare  services | Adherence to University regulations and core values  Joining clubs, societies and professional bodies  Fully registered student | Nil  Prescribed student fees for professional bodies  Nil | Mentors allocate within timelines specified in university policies  Every calendar year  Senate approved calendar |
| RESEARCH, INNOVATIONS AND ENTERPRISE | Supervision of, undergraduate, postgraduate research projects and theses  Innovation  Consultancy and  Enterprise | Submission of research projects and theses by a student  Adherence to applicable laws and policies  Adherence to applicable laws | NIL  Nil  Nil | Feedback from supervisor should be within two weeks  Approved calendar  Approved calendar |
| RESOURCE MANAGEMENT | Management of Human resource  Management of  physical facilities and infrastructure  Management of financial resources | Adherence to statutory, regulatory and relevant policies  Adherence to statutory, regulatory and policy guidelines Adherence to statutory, regulatory and policy guidelines | Nil  Nil  Nil | Senate approved calendar  Senate approved calendar  As per approved timelines and in conformity with policies |
| COMPETITIVENESS AND IMAGE | Corporate branding  Engagement with industry  Maintain competitiveness | Adherence to applicable laws and policies.  Adherence to applicable laws and policies  Adhere to applicable laws and policies | Nil  Nil  Nil | Approved calendar  Approved calendar  Approved calendar |
| GOVERNANCE, LEADERSHIP AND CULTURE | Forster good corporate governance and leadership  Entrench positive institutional culture | Adherence to statutory, regulatory and policy guidelines  Adherence to statutory, regulatory and policy guidelines | Nil  Nil | Approved calendar  As per approved timelines and in conformity with policies and core values |

COMPLAINTS, COMPLIMENTS AND SUGGESTIONS CAN ALSO BE FORWARDED TO HEAD OF DEPARTMENT, DETAILS TO BE ACCESSED IN THE UNIVERSITY WEBSITE.

**CHAIRMAN, DEPARTMENT OF DIAGNOSTIC IMAGING AND RADIATION MEDICINE**

**FACULTY OF HEALTH SCIENCES, UNIVERSITY OF NAIROBI**

P.O BOX 19676 – 00202 NAIROBI, KENYA

TEL NO. 254-020-491-5031

[EMAIL:**dept-radiology@uonbi.ac.ke**](mailto:DEPT-RADIOLOGY@UONBI.AC.KE) [www.dirm.uonbi.ac.ke](http://WWW.DIRM.UONBI.AC.KE/)