



## **DECLARATION OF INCOME, ASSETS AND LIABILITIES (2013-2015)**

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### **ALL MEMBERS OF STAFF - UNIVERSITY OF NAIROBI**

### **THE PUBLIC OFFICER ETHICS ACT 2003, THE CODE OF CONDUCT FOR PUBLIC UNIVERSITIES AND THE UNIVERSITY OF NAIROBI STAFF CODE OF CONDUCT AND ETHICS**

#### **DECLARATION OF INCOME, ASSETS AND LIABILITIES (2013-2015)**

Declaration for the period November 1 2013 to October 31 2015 is now due.

All members of staff are requested to collect a declaration form from their respective College Registrar or Head of Department as appropriate, starting Tuesday, November 24, 2015.

ALL DULY completed forms must be returned to the College Registrars/or Head of Department not later than December 10 2015 for onward transmission to the Legal Office not later than **December 14 2015** and to the Commission for Higher Education by December 21 2015.

#### **NOTE THAT:**

**NO BLANK FORM, WHITEOUT, CANCELLATIONS, DIFFERENT COLOUR PENS SHALL BE ACCEPTED BY THE COMMISSION FOR UNIVERSITY EDUCATION AND AFFECTED MEMBERS OF STAFF SHALL BE PENALISED.**

Your attention is also drawn to Section 32 of the Public Officer Ethics Act 2003, which provides that:

“A person who fails to submit a declaration or clarification as required under this part or who submits, in such a declaration or clarification, information that he knows, or ought to know is false or misleading, is guilty of an offence and is liable, on conviction, to a fine not exceeding one million shillings or to imprisonment for a term not exceeding one or to both.”

Failure to comply with the requirement to complete and submit the forms is also a contravention of the terms of service, the Code of Conduct for Public Universities and the University of Nairobi Code Of Conduct Ethics for which appropriate disciplinary action will be taken.

The legal office will be open for any and all clarifications.

**TIM O. A. MWESELI**

**AG. CHIEF LEGAL OFFICER**

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