

COMMITMENTS TO SERVICE DELIVERY

In our Service Charter the Department shall commit to undertake the following:

- i) Co-ordinate the University of Nairobi major events such as Nairobi International Trade Fair (ASK Show), open day, public lecture, master plan, exhibitions, innovation week activities.
- ii) Prepare graduation materials, that is, Booklets, invitation cards and labels.
- iii) Prepare University Academic Calendar
- iv) Prepare University Almanac.
- v) Prepare material for International Publications such as
 - Association of Commonwealth Universities
 - Europa World of Learning
 - International Handbook of Universities.
- vi) Team player in the Universities Exhibitions.
- vii) Projects of University of Nairobi image globally.