



UNIVERSITY OF NAIROBI

COLLEGE OF HEALTH SCIENCES

KAVI-INSTITUTE OF CLINICAL RESEARCH (KAVI-ICR)

CITIZENS SERVICE DELIVERY CHARTER

COMMITMENT TO SERVICE DELIVERY

SERVICE	REQUIREMENTS	COST	TIMELINE
UNDERTAKING VARIOUS RESEARCH PROTOCOLS	ETHICAL APPROVAL FROM KNH/UON-ETHICS BOARD & PHARMACY & POISONS BOARD	AS SET BY VARIOUS BOARDS	3 MONTHS
RECRUITMENT OF VOLUNTEERS	IN LINE WITH TRIAL SPECIFIC REGULATIONS	PROTOCOL SPECIFIC	INLINE WITH THE SPECIFIC TRIAL REQUIREMENTS
TREATMENT OF RESEARCH TRIAL RELATED ILLNESS	AS PER LIABILITY CLAUSE ON SPECIFIC TRIAL DOCUMENTS	AS PER THE BILLS FROM THE HOSPITALS	WITHIN 30 DAYS OF DISCHARGE FROM HOSPITAL
RELAY OF SCIENTIFIC RESEARCH FINDINGS TO DONORS & THE PUBLIC	FINDINGS TO BE COMMUNICATED TO THE DONORS/ PARTNERS BEFORE BROADCAST TO THE PUBLIC AS PER MOU's WITH THE PARTNERS.	VARIES DEPENDING ON THE PROCTOCOL	INLINE WITH THE SPECIFIC TRIAL REQUIREMENTS
SUPERVISION OF DOCTORAL AND POST DOCTORAL STUDENTS	ASSIST IN THE PROJECTS DOCTORAL/POST DOCTORAL STUDENTS	NIL	FROM START TO COMPLETION OF PROJECT/ THESIS.
STAFF PERFORMANCE APPRAISAL	DISCUSS WITH APPRAISEE THE VARIOUS TARGETS	NIL	TWICE A YEAR- (JUNE & DECEMBER)
FINANCIAL ACCOUNTING	TO BE UNDERTAKEN IN LINE WITH UNIVERSITY OF NAIROBI FINANCIAL REGULATIONS.	NIL	PAYMENTS WITHIN ONE MONTH OF DELIVERY & REPORTS AS PER DUE DATE SET.