



KENYATTA UNIVERSITY
CENTRE FOR GENDER EQUITY AND EMPOWRMENT

SERVICE DELIVERY CHARTER

We are committed to courtesy and excellence in service delivery

SERVICES RENDERED	REQUIREMENTS	CHARGES	TIMELINES
Dissemination of Gender Policy and Sexual & Gender-Based Violence Policy	<ul style="list-style-type: none"> • Approval • Venue • Refreshments • Resource persons • LCD Projector • Laptop • Resource materials 	Free	3 Days
Training of curriculum developers on Gender Mainstreaming	<ul style="list-style-type: none"> • Approval • Venue • Refreshments • Resource persons • LCD Projector • Laptop • Resource materials 	Free	3 Days
Capacity building for members of staff to conduct gender responsive research	<ul style="list-style-type: none"> • All the above 	Free	Bi-Annually
Gender sensitization & training for students and staff	<ul style="list-style-type: none"> • All the above 	Free	3-4 days
Collecting gender disaggregated data	<ul style="list-style-type: none"> • Approval • Data collecting tools 	Free	Quarterly
Collaboration with stakeholders on gender related issues	<ul style="list-style-type: none"> • Grant Proposals 	Free	Continuously
Addressing Gender-based violence and sexual harassment incidents	<ul style="list-style-type: none"> • Reported cases • Evidence 	Free	Immediately

In case of complaints or compliments regarding the services offered, please contact:

The **Director, Centre for Gender Equity and Empowerment**, Kenyatta University, P. O. Box 43844-00100 Nairobi, Tel. (020) 8710901, Ext: **4333** **Mobile: 0722-488880** E-mail: director-gender@ku.ac.ke