



**KENYATTA UNIVERSITY
DIRECTORATE OF SPORTS AND GAMES**

SERVICE DELIVERY CHARTER

OUR VISION STATEMENT

To be an effective and competitive centre of excellence in sports training and coaching, recreation, character development and fitness as a service to mankind.

OUR MISSION STATEMENT

To offer advanced training and coaching in sports skills and tactics, managerial and recreational services to students and staff of the University and the nation at large in line with the broad University mission of research, teaching(coaching) and service to the community.

S/No.	SERVICE	REQUIREMENTS	CHARGES	TIMELINE	RESPONSIBLE OFFICER
1.	Fixtures	<ul style="list-style-type: none"> ▫ Calendar of events 	Free	Weekly	Fixtures incharge Mr. I. Kurui
2.	Playing fields marking/preparation	<ul style="list-style-type: none"> ▫ Requests ▫ White wash ▫ Sisal ropes 	Free	2 days before the event	Facility in-charge Mr. Ochola
3.	Imprests	<ul style="list-style-type: none"> ▫ fixture 	Free	1 week notice	Director Dr. F. Gitau
4.	Seminars / Publications	<ul style="list-style-type: none"> ▫ Abstracts 	Free	Monthly	Seminar incharge Ms. Ajowi
5.	Staff meetings	<ul style="list-style-type: none"> ▫ Minutes 	Free	Weekly	Director Dr. F. Gitau
6.	Reports	<ul style="list-style-type: none"> ▫ Fixtures results 	Free	Weekly	All Games Tutors and Coaches
7.	Sports related consultancy	<ul style="list-style-type: none"> ▫ Confirmation 	Free	On demand	Director to assign as per needs
8.	Issuance/ retrieval of equipment and uniform	<ul style="list-style-type: none"> ▫ Student ID 	Free	weekly	Stores in-charge Mr. Ojukwu
9.	Students clearance	<ul style="list-style-type: none"> ▫ Student ID/ Clearance forms 	free	On demand	Stores in-charge Mr. Ojukwu
10.	Team recruitment & training	<ul style="list-style-type: none"> ▫ Availability of Athletes 	Free	Daily	Coaches
11.	Transport	<ul style="list-style-type: none"> ▫ Transport booking forms 	Free	Weekly	Transport in-charge Mr. Miring'u

FOR FURTHER INFORMATION/QUERIES/ COMPLIMENTS/COMPLAINTS CONTACT DIRECTOR SPORTS AND GAMES ON: EXT. 4185
Email: director.sports@ku.ac.ke