



DIVISION OF RESEARCH AND EXTENSION

CITIZENS SERVICE DELIVERY CHARTER

In contributing to making Egerton a World Class University, the Division of Research and Extension is committed to offering exemplary services and quality products to her customers in its core mandate areas.

SERVICE	REQUIREMENTS	USER CHARGES		
Internal funding research and innovation projects from staff and students	<ul style="list-style-type: none"> ★ Submission of fundable research and innovation proposals by staff and students. ★ Approval by the Egerton University Research Ethics Committee (EUREC), Availability of Funding. 	Free		4 months
Managing and supervising donor-funded research and innovation projects from staff and students	<ul style="list-style-type: none"> ★ Funded research or innovation proposal. ★ Contract signed between the Donor and Egerton University. ★ Transfer of the grant research funds to Egerton University. 	Where applicable Administrative cost of 10-15% of total research grant as agreed upon by research donors		Continuous
Clearing research proposals with ethical issues for implementation	Application for ethical clearance by the researcher	Students PhD KES 3,000.00 Msc KES 2,000.00 Undergraduates KES 1,000.00 PhD other institutions KES 3,000.00 MSc/Undergraduates other institutions KES 3,000.00 Staff KES 15,000.00	Researchers: EU - KES 5,000.00 Local Institutions KES 10,000.00 International USD 250.00 PhD other institutions KES 3,000.00 Consultancy Projects: Kenyans KES 20,000.00 Foreign USD 500.00	Continuous
Consultancy	Request by a client Bid for consultancy Contract signed between the client and Egerton University.	Varies on Scope of Work		Varies
Extension and Outreach	<ul style="list-style-type: none"> ★ Engagement of community through research and innovation activities ★ Request for Outreach support from client Identified community needs ★ Community participation in the implementation of outreach/innovation activities. ★ Correspondence between university and client. ★ Participation Report. 	Free		Continuous
Partnerships and Collaborations with Industry	★ MOUs and MOFs	Free		Continuous
Payment of goods and services supplied	★ Invoices submitted	Free		30 Days
Production of Egerton Journal and Book series	★ Submission manuscripts	Free Participation		Continuous
Sale of Book series	★ Subscription	Kenya KES 400.00 Africa US\$ 15.00 Others US\$ 35.00		Continuous
Recreational Services at Chemeron DRTECH (Nature Park)	★ Submission of request	Free		Continuous
Egerton International Conference	★ Submission of abstracts and papers	Applicable conference fees		Continuous
In-house Research Training workshops	★ Identified need	Free		Continuous
Sale of Agro Science Products (Honey, beans, Fish, fingerlings)	Submission of request	Variable on product		Continuous
Sale of Accommodation services (Chemeron)	Submission of request	Varies depending on category service		Continuous
Sale of products e.g. honey	Submission of request	Varies depending on product		Continuous

The Division Management and Staff are committed to the Delivery of Quality Service to all its Clients. All queries should be addressed to
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