



**THE TECHNICAL UNIVERSITY OF KENYA**

**HUMAN RESOURCE SERVICES AND REGISTRY**

**STAFF CLEARANCE FORM (REVISED 2020) TUK/HRS/REG/SCF/007**

**INSTRUCTIONS: This form should be completed in triplicate**

**STAFF DETAILS:**

**NAME:** .....

**ID NO./ VALID PASSPORT NO./ ALLIEN ID NO.** .....

**KENYA POLYTECHNIC/ KENYA POLYTECHNIC UNIVERSITY COLLEGE No:** .....

**TUK. P.F. No:** .....

**DESIGNATION:**  
.....

**DEPARTMENT:** .....

**REASON FOR EXIT:** .....

**FIRST DATE OF APPOINTMENT:.....LAST DAY OF SERVICE:.....**

<b>FACULTY, SCHOOL,DEPARTMENT,SECTION</b>	<b>DATE</b>	<b>SIGNATURE &amp; STAMP</b>
<b>ACADEMIC AND STUDENT AFFAIRS (ASA)</b>		
Management of Academic Programmes		
Library & Learning Resources Services		
School of Graduate and Advanced Studies		

Academic Quality and Standards		
Centre for Open and Lifelong Education		
Student Support Services		
<b>FACULTY OF SOCIAL SCIENCES &amp; TECHNOLOGY (FSST)</b>		
School of Business & Management Studies (SBMS)		
School of Creative Arts & Media (SCAM)		
School of Hospitality & Human Ecology (SHHE)		
School of Information & Social Studies (SISS)		
Centre for Science & Technology Studies (CSTS)		
Centre for Language & Communication Studies (CLCS)		
<b>FACULTY OF APPLIED SCIENCES &amp; TECHNOLOGY (FAST)</b>		
School of Computing & Information Technologies (SCIT)		
School of Mathematics & Actuarial Science (SMAS)		
School of Physics & Earth Sciences (SPES)		

Education and training for the real world

School of Biological & Life Sciences (SBLs)		
School of Health & Biomedical Sciences (SHBS)		
School of Chemistry & Material Science (SCMS)		
Centre for Integrated Water Resources Management (CIWRM)		
Centre for Earth System & Space Science		
<b>FACULTY OF ENGINEERING &amp; THE BUILT ENVIRONMENT (FEBE)</b>		
School of Civil & Resource Engineering (SCRE)		
School of Mechanical & Manufacturing Engineering (SMME)		
School of Electrical & Electronic Engineering (SEEE)		
School of Architecture & Spatial Planning (SASP)		
School of Surveying & Geospatial Sciences (SSGS)		
School of Construction & Property Studies (SCPS)		
School of Chemical & Biological Systems Engineering (SCBE)		

Education and training for the real world

School of Aerospace & Vehicle Engineering (SAVE)		
Centre for Energy, Materials & Sustainability (CEMS)		
Institute for Spatial Analysis & Regional Development (ISARD)		
<b>RESEARCH &amp; TECHNOLOGY DEVELOPMENT (RTD)</b>		
Research & Knowledge Exchange		
Strategic Innovative Initiatives		
Centre for Industry & Work Experience		
Centre for Engineering Production & Teaching Factory (CEP-TF)		
Intermediate Technology Development Centre (ITDC)		
Centre for Entrepreneurship, Innovation & Technology Transfer (CEITT)		
<b>INSTITUTIONAL ADVANCEMENT &amp; ENTERPRISE (IAE)</b>		
Organizational Transformation & Culture		
Institutional Development & Fundraising		
International Engagement & Partnership		
TVET & Skills Development		

Education and training for the real world

Business & Enterprise Services		
Civic & Community Engagement		
<b>AUDIT &amp; SYSTEMS EVALUATION</b>		
<b>GOVERNANCE &amp; UNIVERSITY SECRETARIAT</b>		
Governance & Executive Services		
Risk Management & Compliance		
Regulatory & Legal Services		
<b>INFRASTRUCTURE &amp; ADMINISTRATIVE SERVICES</b>		
Property & Facilities Management		
Health, Safety & Wellness		
<b>FINANCIAL &amp; ACCOUNTING SERVICES</b>		
Financial Systems & Control		

Education and training for the real world

 ISO 9001:2015 Certified



<del>Accounting &amp; Treasury Services</del>		
<del>University Financial Services</del>		
<b>TU-K TVET COLLEGE</b>		
School of Engineering & the Built Environment (SEBE)		
School of Applied & the Natural Sciences (SANS)		
School of the Arts & Social Sciences (SASS)		
<b>OFFICE OF THE VICE-CHANCELLOR</b>		
Strategic & Operational Services		
Strategy & Performance Management		
Public Affairs & Marketing		
Information & Communication Technology Services		
Procurement & Supply Chain		
Security & Emergency Operations		

Education and training for the real world

Comments/remarks:

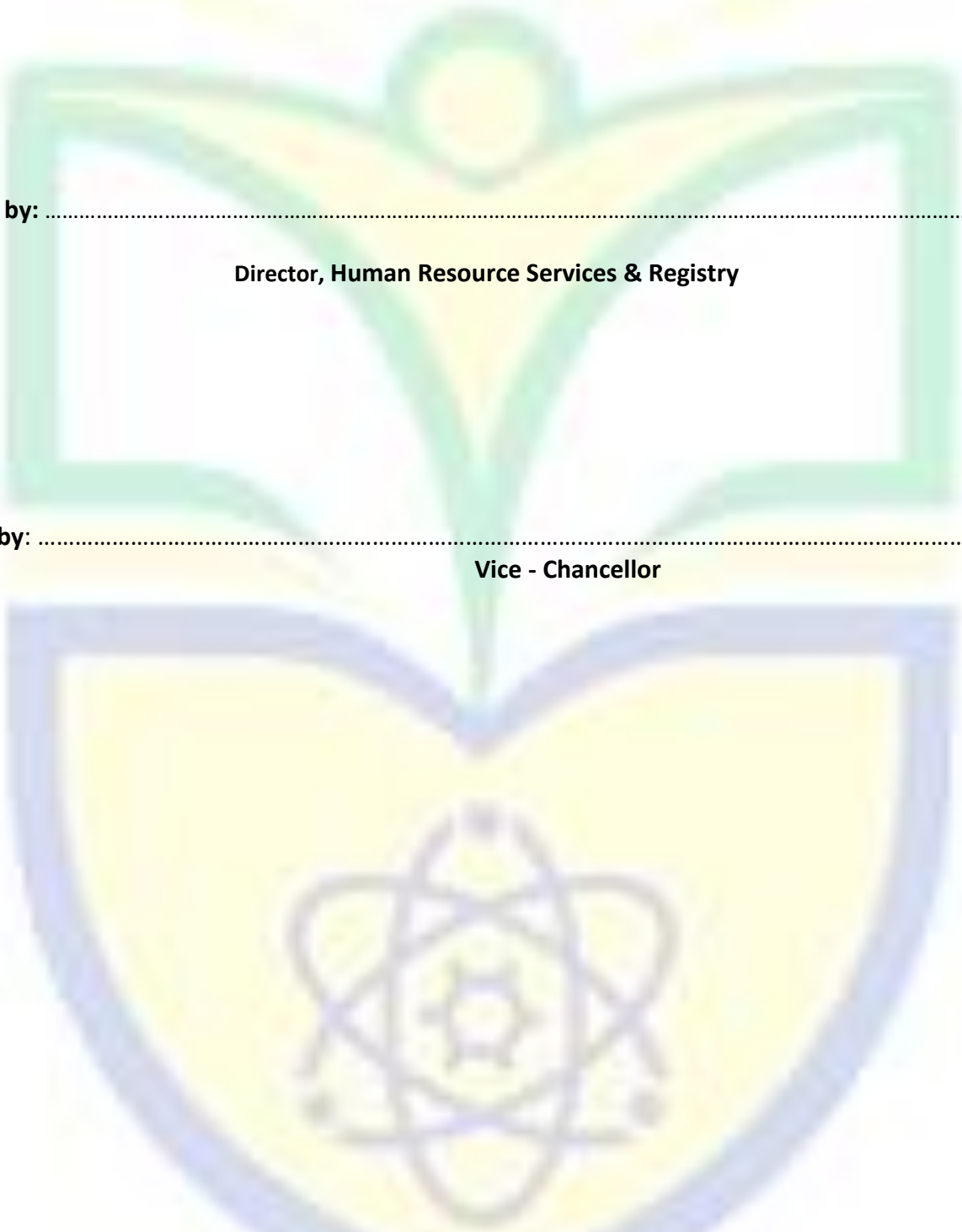
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Confirmed by: .....

**Director, Human Resource Services & Registry**

Approved by: .....

**Vice - Chancellor**



Education and training for the real world

 *ISO 9001:2015 Certified*