



UNIVERSITY OF NAIROBI

Office of the Vice Chancellor

Prof. S.G. Kiama, BVM, MSc, (Nairobi), PhD, (Bern), MKNAS

Email: vc@uonbi.ac.ke
Website: www.uonbi.ac.ke

Tel: +254-020-4910000, +254 732 202 207
DL: +254-020-4913002/3
P.O. Box 30197 - 00100 - GPO
Nairobi, Kenya

April 24, 2020

To All Staff

IMPLEMENTATION OF THE VOLUNTARY SALARY CUTS IN SUPPORT OF COVID-19 EMERGENCY RESPONSE FUND - CIRCULAR LETTER NO. 8/2020 DATED APRIL 16, 2020

Greetings to you all.

Following the declaration of the Covid-19 as a global pandemic, His Excellency the President of the Republic of Kenya issued several policy directives to cushion Kenyans against its spread, effects and impacts.

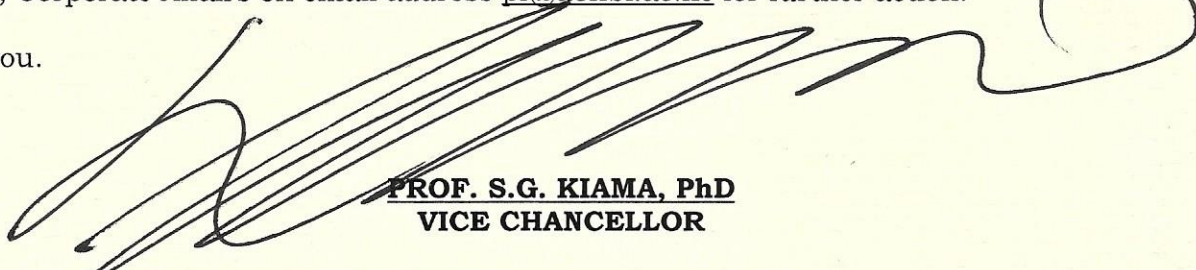
The directives included voluntary salary cuts for government officials beginning with himself.

The period of voluntary salary cuts shall be for an initial duration of three (3) months with effect from April, 2020 and thereafter continue based on advice of the Ministry of Health on the status of Covid-19 pandemic in Kenya.

Each public officer participating in this voluntary salary cuts shall signify their consent by completing a standard consent form. The percentage deduction shall be applied on the net package after the statutory deductions.

It is in view of the above, that I request all staff of the University to participate in voluntary salary pay cuts by completing the attached standard consent form and submit it to the Office of Director, Corporate Affairs on email address pr@uonbi.ac.ke for further action.

Thank you.



PROF. S.G. KIAMA, PhD
VICE CHANCELLOR

Copy to:

- Deputy Vice Chancellor (FPD)
- Deputy Vice Chancellor (RIE)
- Deputy Vice Chancellor (AA)
- Deputy Vice Chancellor (SA)
- Registrar, Administration
- Finance Officer
- Director, Corporate Affairs



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THE PRESIDENCY
EXECUTIVE OFFICE OF THE PRESIDENT
HEAD OF PUBLIC SERVICE
CONSENT FORM FOR VOLUNTARY SALARY CUT

In line with the Circular Letter No..... dated from the Head of Public Service, I hereby grant the Authorised Officer authority to deduct%, which is equivalent to Kenya Shillings..... of my salary towards the **COVID 19 Pandemic** with effect from

NAME :

DESIGNATION :

PERSONAL NUMBER:

SIGNATURE :

DATE :