MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY

DIRECTORATE OF ICT SERVICES (DICTS)

INTERNAL MEMO

TO: All Staff

DATE: 13th January 2023

FROM: Manager ICT

REF: MMU/COR: 546007(59)

RE: BIOMETRIC DATA CAPTURE FOR STAFF AND STUDENTS

The university is in the process of enrolling staff and students biometrics to be used in various aspects of university functions.

You are hereby requested to accord the involved technicians any assistance that they may require and more important, make yourself available for the exercise.

Attached find the schedule for your reference.

Thank you

Apollo Waliaro
Manager ICT
Copy to:
- Vice Chancellor
- DVC A&F

MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY
BIOMETRIC DATA CAPTURE SCHEDULE

S/N	NAME OF COST CENTER	REMARKS	DATE
1.	Vice Chancellor's Office (VC)	Division	16/01/2023
2.	Internal Audit Office	Department	
3.	Security Services Office	Department	
4.	Public Relations Office (PRO)	Department	
5.	Quality Assurance Directorate (QAD)	Directorate	
6.	Deputy Vice Chancellor (A&F) Office	Division	17/01/2023
7.	Finance Department FO)	Department	
8.	Registrar Administration Office (RA)	Department	
9.	Health Services Section	Department	
10.	Income Generating Unit (MMUST Enterprises)	Department	
11.	Performance Monitoring and Evaluation (PME)	Department	
12.	Procurement Dept.	Department	
13.	University Public Complaints Office (UPCO) **Ombudsman**	Section	
14.	Deputy Vice Chancellor (PRI) Office	Division	18/01/2023
15.	Registrar Planning Research and Innovation	Department	
16.	Directorate of Research and Postgraduate Support (DRPS)	Directorate	

17.	Science Park Innovation and Incubation Center (SPIIC)	Directorate	
18.	Directorate of Corporate Communications and Marketing (DCCM)	Directorate	
19.	Alumni Office	Section	
20.	Directorate of Strategic and Institutional Planning (DSIP)	Directorate	
21.	Extension Services and Outreach (ESO)	SECTION	
22.	**Institute Of Indigenous Knowledge& Cultural Studies (IIKCS)**	Institute	
23.	Deputy Vice Chancellor (ASA) Office	Division	**19/01/2023**
24.	Registrar Academic Affairs Office (RAA)	Department	
25.	Examinations Section	Section	
26.	Student Admissions Section	Section	
27.	School of Education (SEDU)	School	
28.	School of Natural Science (SONAS)	School	
29.	School of Engineering and Built Environment (SEBE)	School	
30.	School of Disaster Management and Humanitarian Assistance (SDMHA)	hool	
31.	Directorate of Post Graduate Studies (DPS)	Directorate	
32.	School of Public Health, Biomedical Sciences & Technology(SPHBST)	School	**20/01/2023**
33.	School of Agriculture and Veterinary (SAVET)	School	
34.	Directorate of International Relations and Linkages (DIAL)	Directorate	
35.	University Librarians Office (UL)	Department	
36.	Medical Laboratory Sciences Department (MLS)	Department	
37.	Business Administration and Management Science Department(BAMS)	Department	
38.	Curriculum and Instructional Technology Department (CIT)	Department	

63.	Department of Disaster Preparedness & Engineering Management. DPEM	Department	24/01/2023
64.	Directorate of Information and Communication Technology (DICT)	Directorate	
65.	Privately Sponsored Student Programme Directorate (PSSP)	Directorate	
66.	Dean of Students Office (DoS)	Department	
67.	University Time Tabling Unit	Unit	
68.	Sugar Technology Department (SUT)	Department	
69.	Dean, School of Business and Economics (SoBE)	School	
70.	Department of Economics	Department	
71.	Department of Reproductive Health, Midwifery and Child Health (RHMCM)	Department	
72.	Department of Community Health and Management (CHM)	Department	
73.	Department of Accounting and Finance	Department	
74.	Dean, School of Nursing, Midwifery and Paramedical Sciences (SoNMAPS)	School	
75.	School of Medicine (SoM)	School	
76.	Online Distance Electronic Learning (ODEL)	Directorate	
77.	Department of Public Health	Department	25/01/2023
78.	Technical Vocational Education and Training Institute (TVET)	Directorate	
79.	School of Computing and Informatics (SCI)	School	
80.	Department of Information Technology	Department	
81.	Agribusiness and Extension Management (ABE)	Department	
82.	School of Arts and Social Sciences (SASS)	School	
83.	Center of Curriculum Support, Career Development and Placement	Department	
84.	Department of Geography	Department	
85.	Department of Medicine	Department	
86.	Department of Human Anatomy	Department	
87.	Department of Medical Physiology	Department	

88.	Department of Medical Biochemistry	Department	
89.	Department of Community Health and Behavioral Sciences	Department	
90.	Department of Agriculture and Land use (ALUM)	Department	
91.	**Directorate of Curriculum Review and Development**	**Directorate**	
92.	**Department of Medical Microbiology**	**T&L department**	
93.	**Department of Medical Pathology**	**T&L department**	
94.	**Nominal Rolls, Transcripts and Graduation (NTG)**	**Section**	
95.	Bungoma Campus	Campus	**26/01/2023**
96.	Webuye Campus	Campus	30/01/2023
97.	Nairobi Study Center	Study Center	01/02/2023