

Fundamental Statements

Vision Statement

The vision of Kenyatta University is to be a dynamic, inclusive and globally competitive centre of excellence in the provision of quality education, training and research for sustainable development.

Mission Statement

The mission of Kenyatta University is *“to provide quality education and training through knowledge generation, research, innovation, creativity and service.”*

Identity Statement

Kenyatta University is *“a community of scholars committed to the generation and dissemination of knowledge and cultivation of wisdom for the welfare of society.”*

Philosophy Statement

Kenyatta University’s philosophy is *“Sensitivity and Responsiveness to societal needs and the right of every person to knowledge.”*

Core Values

- Excellence
- Creativity
- Self-Reliance
- Innovation
- Quality & Relevance
- Equal Opportunity
- Moral Integrity
- Democracy
- Corporate Governance
- Institutional Culture of Hard Work
- Competitiveness
- Academic Freedom
- Respect for Diversity
- Professionalism

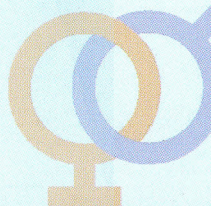


Kenyatta University

POLICY ON SEXUAL AND GENDER BASED VIOLENCE

2013 - 2017

(REVISED 2013)





KENYATTA UNIVERSITY

Title	POLICY ON SEXUAL AND GENDER BASED VIOLENCE	Reference	KU/1/13
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PROF. OLIVE M. MUGENDA, PhD., CBS

VICE CHANCELLOR

FOREWORD

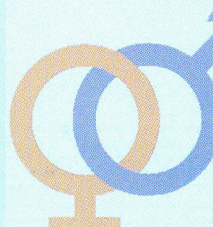
Kenyatta University is a community of scholars committed to the dissemination of knowledge and cultivation of wisdom for the welfare of society. Guided by its vision of attaining a world-class status, Kenyatta University is committed to providing an environment that ensures the safety and security of all University employees, students, minors and visitors. The University prohibits any activities that might have detrimental effects upon the orderly, safe and efficient operation of the University.

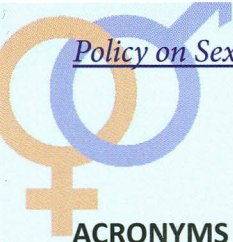
At Kenyatta University we believe in the intrinsic value of all human beings, hence our commitment to the full and peaceful participation of all members in the educational endeavors the University fosters. To this end, Kenyatta University is committed to maintaining a safe learning and working environment that is fair respectful and free from all forms of SGBV. We are aware that Gender based violence is a barrier to the educational scholarly and research purposes of the University. Kenyatta University will work towards eliminating all forms of Sexual and Gender Based Violence (SGBV), directing victims where to seek help and clarifying to them what to expect from those they seek help. The University is also dedicated to timely and thorough response to all reports on SGBV.

The University can only eradicate SGBV if people report cases to the relevant University authorities. Therefore, I wish to appeal to all staff and students to help the University achieve this goal by reporting any case of the vice which they have witnessed or experienced. I am convinced that this policy will strengthen other University policies and regulations to make Kenyatta University free form all forms of SGBV.

PROF. OLIVE M. MUGENDA

VICE-CHANCELLOR





ACRONYMS

BPFA	Beijing Platform for Action
CEFDWA	Convention on Elimination of all Forms of Discrimination Against Women.
DVC	Deputy Vice Chancellor
ECP	Emergency Contraceptive Pills
GVRC	Gender Violence Recovery Centre
HIV/AIDS	Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome
HODs	Heads of Departments
HU	Health Unit
NFLS	Nairobi Forward Looking Strategy
PEP	Post-Exposure Prophylaxis
SGBV	Sexual and Gender Based Violence
SOA	Sexual Offences Act
STGs	Sexually Transmitted Grades
UN	United Nations

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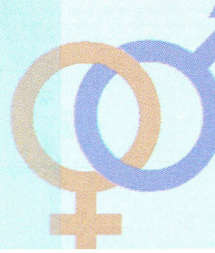
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CHAPTER 1

General Introduction

1.1 Introduction

Kenyatta University is committed to eliminating Sexual and Gender Based Violence (SGBV). The University recognizes that any form of SGBV is punishable under the Kenyan Sexual Offences Act of 2006 and the Employment Act of 2007. To this end, Kenyatta University shall have zero tolerance to SGBV at any organizational level, be it formal or informal and/or at an individual level. The University is devoted to creating and maintaining a conducive working and learning environment free from any form of SGBV. This policy is anchored on the University Strategic Plan and Vision for 2005-2015, which states that Kenyatta University aspires to be a dynamic and inclusive Centre of excellence in learning, research, moral values and service to humanity. The vision acknowledges that the environment in which research and learning takes place is critical to achieving the University goals.

The University recognizes that Sexual and Gender Based Violence (SGBV) may occur regardless of the status or position of persons involved. Any form of this vice, subverts the mission and vision of the University and can threaten education, career and well-being of staff and students. As such, all members of the University community have the responsibility of ensuring that Kenyatta University is free from SGBV.

1.2 Background Information

Over the past several decades many global conferences have drawn attention to gender issues including SGBV that affect both women and men. A variety of international agreements and action plans have emerged from such conferences with the result that various organizations, institutions and networks have subsequently charted new directions. They

have developed interventions to propel the transformation of their societies in regard to gender relations.

Among the key international conferences, was the 1985 Third World Conference on Women in Nairobi, which marked the end of the UN Decade for Women (1975-1985). It was during this decade that the most significant legal instrument known as the Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW) was agreed upon by the world's governments as the Bill of rights for women coming into effect in 1989. World governments including Kenya agreed to protect women against all forms of discrimination by ratifying the conventions.

Building on the spirit of the Nairobi Conference, was the more renowned 1995 Fourth World Conference on Women in Beijing, where governments, international organizations, civil society organizations and the private sector met and agreed on what came to be known as the Beijing Platform for Action (BPFA).

Several international instruments that specifically address GBV and related issues include:

- a) The United Nations Declaration of Human Rights (1948);
- b) The Convention on the Rights of the Child (1989);
- c) The Convention on the Elimination of All Forms of Discrimination Against Women (1979);
- d) The African Charter on the Right and Welfare of the Child (1999);
- e) The United Nations Declaration and Elimination of Violence against Women (1993);
- f) The Beijing Declaration and Platform for Action (1995);
- g) The International Human Rights Law.



In the African region, national laws (criminal and /or family laws) of the states are particularly important and provide intervention procedures for authorities in cases of any form of violence, complaint and representation procedure, measures adopted for investigation, reporting, referral, rehabilitation and follow-up as well as educational measures. It is important to note that when states sign and ratify the international conventions and agreements, they are then integrated into national laws. This is captured in the Kenyan Constitution (2010) in Chapter one, article 2 clause 5 which states: "The general rules of international law shall form part of the laws of Kenya." Clause 6 further emboldens this by stating: "Any treaty or convention ratified by Kenya shall form part of the law of Kenya under this constitution."

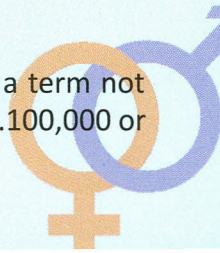
Nationally, cases of SGBV are reported almost daily in the media. The extent of the vice is of high magnitude and calls for urgent measures to curb it. In 2006, the Sexual Offences Act (SOA) came into effect and among its highlights are penalties for rape, attempted rape, sexual assault, compelled or induced indecent act, gang rape, sexual offences relating to position of authority and persons in position of trust; and deliberate transmission of HIV/AIDS or any other life threatening sexually transmitted diseases.

The SOA (2006) considers the following forms of sexual offences as criminal: Rape (in the case of adults) and defilement (in the case of children); Attempted rape, sexual assault, incest, attempted defilement, gang rape, indecent act with child or adult, promotion of sexual offenses with a child, child trafficking, child sex tourism, child prostitution, child pornography, exploitation of prostitution, ***Sexual offences relating to position of authority and persons in position of trust***, Deliberate transmission of HIV or any other life threatening sexually transmitted disease, administering a substance with intent to commit sexual offense and Indecent act such as unlawful intentional contact between the genital

organs of a person, his or her breasts and buttocks with that of another person, exposure or display of any pornographic material to any person against his or her will. In the Criminal Law Amendment Act, which came into effect in July 2003, men and boys were brought into the bracket of persons who require protection against sexual abuse.

Penalties for sexual offences have been made stronger as follows:

- Rape –Imprisonment for a term not less than 10 years but which can be enhanced to imprisonment for life.
- Attempted rape- Imprisonment for a term not less than 5 years but which can be enhanced to imprisonment for life.
- Sexual assault - Imprisonment for a term not less than 10 years but which can be enhanced to imprisonment for life.
- Compelled or induced indecent act - Imprisonment for a term not less than 5 years.
- Defilement:
 - With a child 11 years or less – Imprisonment for life.
 - With a child between 12 and 15 years – Imprisonment for a term not less than 20 years.
 - With a child between age of 16 and 18 years – imprisonment for a term not less than 15 years.
- Gang rape - Imprisonment for a term not less than 15 years but which can be enhanced to imprisonment for life.
- Indecent act with a child - Imprisonment for a term not less than 10 years.
- Indecent act with an adult- Imprisonment for a term not exceeding 5 years or a fine of not less than Ksh.100,000 or



both.

- **Sexual harassment** - Imprisonment for a term of not less than 3 years or a fine not exceeding Ksh.50,000 or both.
- **Sexual offenses relating to position of authority and persons in position of trust** - Imprisonment for a term not less than 10 years.
- Deliberate transmission of HIV or any other life threatening STD - Imprisonment for a term not less than 15 years but which may be enhanced to imprisonment for life.

(SOA, 2006)

Kenyatta University Employment Code of Conduct and Ethics highlights the issue of sexual harassment and abuse. It gives guidelines and general rules of conduct to be observed by University employees so as to maintain and uphold the dignity of the University office to which he/she has been appointed. The Student Code of Conduct also gives guidelines on how to deal with all other forms of student offences but does not make any mention of how to deal with SGBV.

1.3 Definition of Terms

1.3.1 Gender-Based Violence

Gender-based violence is an umbrella term for any harm that is perpetrated against a person as a result of gender power inequalities that exist among males and females. It refers to any violent act inflicted on the victim primarily because of their gender. Gender-based violence is often a display of male power which manifests itself in various forms including physical, economic, psychological and sexual. It can also be a display of female power especially where the man does not

seem to conform to the standards of masculinity. GBV also includes unwarranted behavior directed towards another person which disrupts that person's work or reduces their quality of life. The commonest forms of GBV include: bullying, physical abuse, shouting, domestic violence, threats, name-calling, stalking, isolation and actual or threatened physical harm.

1.3.2 Sexuality

This refers to social processes by which society/individuals create, organize, express and direct sexual desires. But broadly, sexuality goes beyond sexual desire. It is a form of power and linchpin of gender inequality. Sexuality is a key factor in power relations and one of the ways society uses to sustain gender hierarchy. The ingredients of sexuality include gender roles, sexual activity, and choice of partner, sexual ideology, fantasy, pleasure, desire, gender identity and reproduction.

1.3.3 Sexual Harassment

Sexual harassment is defined as unwelcome advances, requests for sex favours or other verbal or physical conduct of sexual nature by way of words, acts, gestures or comments that would embarrass, humiliate, demean or compromise a reasonable person at whom such advances, requests or conduct are directed. It also refers to the imposition of sexual requirements in the context of a relationship of unequal power. Sexual harassment is the abuse of power and an assault of one's right to dignity, respect and freedom. It can take various forms ranging from verbal, visual to physical forms. In a University context, for instance, this phenomenon may include a lecturer demanding sexual favours in return for better grades. In this case, failing to comply may lead to victimization in the form of poor grades and other forms of harassment or students blackmailing lecturers with sex for better grades. It may also include a member of staff demanding sexual favours from another member in return for rewards such as promotions.



Sexual harassment may consist of any or all this but shall not be limited to the following illustrative examples:

- Sexual jokes, innuendos, noises, lewd suggestions, foul language, obscene gestures.
- Belittling comments on a person's anatomy, persistent demands for dates;
- Requesting for sexual favours in return for rewards, favours, exclusions or inclusions;
- Telling lies or spreading rumours about a person's sex life with the purpose of assassinating the character of the victim;
- Unwanted physical contact of any sort which is sexual in nature especially touching of any body parts, brushing against another's body, hair or clothes, kissing, pinching, patting, grabbing or cornering;
- Displaying to a person pornographic and sexually suggestive pictures and/or sexual objects;
- Transmitting offensive written telephone or electronic communications;
- Indecent exposure;
- Indecent curiosity such as peeping, eavesdropping, persistent unwanted brazen questioning into a person's sexual matters.

1.3.4 **Sexual Assault**

This refers to a wide range of forms of non-consensual sexual conduct ranging from sexual coercion, attempted rape, rape, gang rape, marital rape and date rape. Sexual assault involves unwanted sexual experiences, sexual aggression and sexual abuse, ranging from non-consensual kissing to non-consensual

sexual intercourse. It also refers to the use of objects (other than the sexual organs) to cause penetration.

1.3.5 Sexual Abuse

Sexual abuse is the misuse of sex. It refers to unlawful forceful sexual contact or intercourse. It is abuse of a sexual nature including acts such as rape, incest, fondling and indecent exposure.

1.3.6 Sexual Exploitation

This refers to the use of one's authority and power position, either explicitly or implicitly to force or cause another into unwanted sexual relations or to punish another for his/her refusal to submit. At the core of sexual exploitation is power and misuse of authority, which may include threats of harm or use of actual physical force. Although anyone in a powerless position such as young boys and poor men can also be victims of sexual exploitation, the commonest victims are women and girls.

1.3.7 Defilement

Having Sexual Intercourse with a child (any one below 18 years of age) with or without consent.

1.3.8 Indecent Act(s)

Where a person unlawfully and intentionally touches another person with his or her privates parts, breast or buttocks.



CHAPTER 2

Policy Framework

2.1 Rationale

In the past, cases of SGBV at the University have been handled through ad hoc committees and a report submitted to the Vice-Chancellor with recommendations and action. However, there were no mechanisms for dealing with such cases due to lack of a comprehensive policy to guide the committees and management before the year 2007. This revised policy will not only strengthen University procedure already in place for dealing with SGBV, but will provide a basis for accountability and collective responsibility on the issue of SGBV.

Although Kenyatta University has documents that outline the regulations governing the conduct of members of the University community, such documents lack depth for dealing with SGBV. As a result, many cases of the vice have not been reported and even when they are, the perpetrators have not been dealt with effectively. The University community is made up of people from diverse cultural backgrounds hence the need for a comprehensive policy, which will provide colleges, departments and sections with procedures to be followed when incidences occur.

Due to the nature of SGBV and the stigma attached to the vice, many cases go unreported due to fear and embarrassment. Some female students suffer in silence due to fear of failing examinations. Although the Students Guide prohibits use of drugs and alcohol, many rape cases in students halls have been due to rampant use of the two substances. Previously, many student perpetrators have appeared before the University Disciplinary Committee, but they have not been dealt with appropriately. They are usually given lenient penalties which cannot deter other would-be offenders. Some staff members have also been accused of sexually exploiting and oppressing students and other members of the University community but the machinery of disciplining offenders has been

lenient and no appropriate action has been taken against such officers before the policy came into existence.

There have been reports in the electronic and print media on the existence of “Sexually Transmitted Grades” (STG) in public universities. Such reports reveal the existence of relationships between male lecturers and female students. Cases of female members of staff harassing male students have also been reported. Various categories of persons have been identified as harassers including students, teaching and non-teaching staff and visitors.

At Kenyatta University, cases of SGBV are not uncommon. Concerns over the incidences of sexual harassment have risen based on various complaints received by the University administration and the office of the Dean of Students from female students over violence against them by male students and lecturers. Complaints of female students and lecturers sexually harassing their male counterparts have also been received. Various factors have been identified to cause SGBV. These include: financial problems, ignorance, lack of empowerment and cultural attitudes. Female students from poor families have become “wives” to their male counterparts as a survival technique. Moreover, some students have also fallen prey to members of staff with the promise of cash rewards. Therefore, this policy will provide the University with a comprehensive procedure for dealing with any case of SGBV.

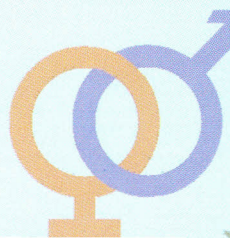
2.2 Goal and Objective of the Policy

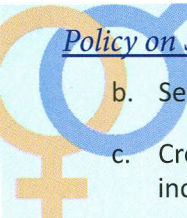
The goal of this policy is to create and maintain a conducive learning and working environment for Kenyatta University community so as achieve the University mission to provide quality education and training, promote scholarship, service, innovation and creativity and inculcate moral values for sustainable individual and societal development.

2.2.1 Specific Objectives of the Policy

The SGBV policy has the following specific objectives

- a. Prevent cases of SGBV at Kenyatta University



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- b. Sensitize Kenyatta University community on what constitutes SGBV.
 - c. Create awareness on the reporting procedure for victims of SGBV including circumstantial evidence.
 - d. Promote harmonious relations between different categories of staff and students at Kenyatta University
 - e. Provide prompt, effective and consistent and fair guidelines for handling cases of SGBV at the University
 - f. Provide disciplinary procedures, justice and reprieve for the aggrieved
 - g. Promote research and publications of research findings and recommendations in form of measures regarding SGBV.
 - h. Promote a progressive public debate on SGBV both within and outside the University to uphold fundamental human rights.

2.3 Scope of the Policy

This policy covers all members of Kenyatta University community that include:

- Teaching staff (fulltime, on contract, Part-Time and visiting staff)
- Non-teaching staff in departments and sections (permanent, temporary and casual)
- Administrators including management
- Students (All students including residents and non-residents as well as off-shore campuses)

2.3.1 Conduct between Staff and Students

Staff is defined as anyone who has a working relationship with the University including all regular and non-regular administrators and employees of the University. A student is any individual who is officially registered at the University to pursue a course under the guidance of a lecturer. Because of the potential abuse or the appearance of abuse and the

inherent differential in authority, the University prohibits any staff member from engaging in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any student enrolled at the University as an undergraduate or postgraduate. Such relationships are highly inappropriate, unethical and compromise the professional standing of all members of the University.

Academic members of staff should never be involved in any exploitation, harassment or other discriminatory treatment of students. They ought to foster honest academic conduct and ensure that any evaluation of students reflects each student's true merit.

A student shall not coerce any member of the University community into any sexual relationship or exhibit behaviours that may compromise the integrity of any member of the University community.

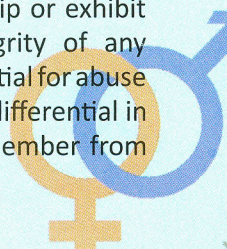
Any ill-treatment or sexual harassment to students or staff with disability is highly prohibited.

2.3.2 Student-Student Relationships

The policy covers all Kenyatta University students and applies to student-student relationships including relationships in which a female student acts as the harasser. With regards to the behaviours of students, no student shall coerce another student into a sexual relationship or exhibit behaviours that may compromise the integrity of any other student. Any student, who specifically takes advantage of fellow students with disability will among others disciplinary measures, be expelled from the University community.

2.3.3 Staff-Staff Relationships

No staff shall coerce another staff or any member of the University community into a sexual relationship or exhibit behaviours that may compromise the integrity of any member of the University. Because of the potential for abuse or the appearance of abuse and the inherent differential in authority, the University prohibits any staff member from



engaging in a romantic and/or sexual relationship or in romantic and/or sexual conduct with another member of staff employed at the University.

The University prohibits any member of staff involved in any sexual relationship with another member of staff from having any direct responsibility for making decisions regarding the promotion, tenure or compensation of the other party in the relationship. All members of staff are expected to uphold the dignity of the University office to which they have been appointed or any other office within or without the University. It shall be against this policy for any staff to discriminate against another staff because of their gender.

2.4 Guiding Principles

This policy takes cognizance of the fact that abusive behaviour thrives in secrecy and that Kenyatta University is not immune to this problem, consequently, the guiding principles in this policy are as follows:

- i. The principles of gender equity and equality shall be upheld
- ii. The policy shall pay special attention to the situation and needs of female students and staff
- iii. Equal participation of male and female staff and students in the implementation of this policy shall be upheld
- iv. Gender empowerment is central to the achievement of the goals and objectives of this policy
- v. Transparency, accountability, confidentiality and sensitivity in the implementation of this policy shall be upheld
- vi. Partnership and collaboration between staff and students are essential to the realization of a conducive learning and working environment free from SGBV
- vii. The principle of zero tolerance to SGBV shall be upheld

CHAPTER 3

Institutional Framework

3.1 Awareness Creation

Many victims and perpetrators of SGBV are usually ignorant about the vice and become easy prey or predator due to lack of adequate and relevant information. In some cases, owing to gender insensitivity and socialization, the victims are not aware that such acts are unacceptable, while the perpetrators are also not aware that such acts should not be tolerated.

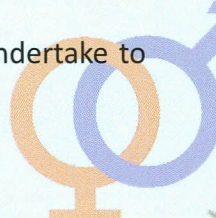
Objective

To enhance better understanding and appreciation of SGBV throughout the entire Kenyatta University community with the aim of preventing occurrence of the same

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To achieve the above objective, Kenyatta University shall:

- Conduct workshops on SGBV for all staff and students
- Create and support an advocacy group to advance issues of SGBV
- Mandate the Head of Health Unit to put in place relevant programmes to deal with staff and students with regard to reproductive health and HIV/AIDS in relation to SGBV
- Publish the policy on SGBV as a booklet and disseminate it to all members of staff and students
- Require all University staff and students to undertake to abide by the SGBV policy



- Undertake to regularly sensitize the University community on the SGBV policy
- Continue to support programmes already in place on reproductive health and HIV/AIDS in relation to SGBV
- Invite guest speakers to talk to members of the University community on issues of SGBV.

3.2 Safety and Security

Kenyatta University has extensive campuses that pose considerable challenges with regard to safety and security services provision. Inadequate safety and security exposes members of the University community, especially females to acts of SGBV. Kenyatta University is fully committed to ensuring the safety and security of all staff and students. Members of the University community also have a duty to create and maintain an environment in which SGBV is unacceptable and not tolerated. They should also discourage unacceptable behaviour on the part of others in order to maintain an environment that is hospitable, equitable and conducive to safe and decent University community life.

Objectives

To strengthen safety and security measures for all members of Kenyatta University community, especially female students and staff with the aim of preventing the occurrence of SGBV.

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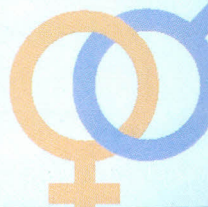
To achieve the above objective, Kenyatta University shall:

- Provide adequate lighting in all university campuses

- Introduce and enforce a visitor's register book in all University buildings
- Train relevant staff on safety and security including hostel staff, housekeepers, janitors, drivers and security personnel with regard to SGBV
- Provide training to staff and students on life skills and encourage them to take responsibility for their personal security and safety.
- Create awareness among students and staff on personal security and safety
- Install telephone hotline numbers in strategic places in all the campuses
- Maintain separate female and male hostels and enforce the 10 am to 10 pm visiting hours regulation in the student's halls of residence.
- Put in place mechanisms for open door working environment.

3.3 Curriculum and Co-curriculum Programmes

Both formal and co-curricular programmes of educational institutions are critical avenues for teaching, learning and acquisition of knowledge and skills. The current University curriculum however, has not responded adequately in a timely way to problems and emerging issues especially related to gender.



Objective

To review and mainstream gender in the formal curriculum and strengthen the co-curricular programmes with a view to keeping students effectively occupied to reduce idle time

Policy statements

To achieve the above objective, Kenyatta University shall:

- Mainstream gender issues in the formal University curricula
- Encourage staff and students to actively participate in co-curricular activities
- Expand the existing health facilities for effective service delivery to both staff and students
- Audit all co-curricular activities and devise motivational mechanisms for rewarding staff and students who excel in such activities.

3.4. Capacity Building and Training

Adequate number of persons trained to handle SGBV incidences is critical for the implementation of this policy. Therefore, there is need to train individuals who are equipped to facilitate the implementation of the policy.

Objective

To enhance the capacity of members of the University community and managers to support the implementation of the policy.

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To achieve the above objective, Kenyatta University shall:

- Train all members of the University community to facilitate the implementation process
- Institute empowerment programmes to protect all members of the University community against SGBV
- Strengthen the current guidance and counselling unit to deal effectively with cases of SGBV
- Facilitate training of the University health providers to recognize and be responsive to the emotional and psychological needs of staff and students

3.5 Research on Sexual and Gender-Based Violence

Research is the engine that drives any development or decision making in all aspects of organizations. Elimination of SGBV requires that appropriate actions are taken based on solid research information.

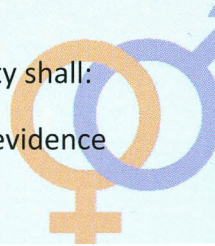
Objective

To encourage academic staff and students to carry out research on Sexual and Gender Based Violence to inform Policy Planning and Programming

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To achieve the above objective, Kenyatta University shall:

- Encourage increased operational research leading to evidence



based programming/ service delivery to handling of SGBV cases.

- Facilitate the identification of SGBV research capacities/needs and develop an SGBV research agenda .
- Encourage Research Methodologies and Approaches that are sensitive to survivors of SGBV and that lead to mechanisms of eradicating SGBV.

CHAPTER 4

Procedures for Handling Sexual and Gender Based Violence

Kenyatta University has the major responsibility of creating and promoting an enabling environment free from SGBV through the implementation of this policy. Therefore, the University recognizes the need to have a well-articulated procedure for effective handling of SGBV cases whenever they occur.

4.1 Confidentiality

This policy recognizes that, acts of SGBV are usually sensitive and very distressing and may affect any member of the University community. All persons involved in cases of SGBV shall treat the matter as strictly confidential. The University will disclose information regarding cases of SGBV only as required by law and as necessary to meet its legal obligation to investigate and take action to end the vice.

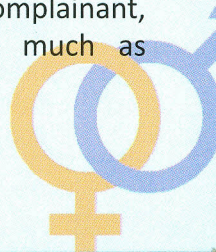
Objective

To ensure observation of strict confidentiality in handling cases of SGBV to protect the dignity of the victims

Policy Statements

To achieve the above objective, Kenyatta University shall:

- Put in place mechanisms to ensure confidentiality in handling cases of SGBV
- Respect the privacy of the complainant, perpetrator and the witnesses as much as possible.



4.2 Reporting Mechanisms

While it is recognized that cases of SGBV occur at Kenyatta University, very few victims report such cases. Reasons for not reporting include fear, intimidation, stigma and embarrassment. Under the terms of this policy, persons who believe they have been victims of SGBV are encouraged to report the incidence to the relevant authority and ensure to use the hotlines availed in this policy. In the case of GBV, the survivor should immediately report to the Health Unit for emergency care. Thereafter, he/she shall be guided on security, medical, legal and social support mechanisms available at the university.

In the case of sexual harassment a survivor should report the incidence to Confidential University Advisor or at the Centre for Gender Equity and Empowerment or to the Dean of Students. The Confidential Advisor, who should be senior members of the University, will guide the reporting parties prior to and throughout the reporting process. The advisors will also serve as liaison officers between reporting parties and the investigation committee. Regardless of the status of the perpetrator or the nature of the incident, individuals who think they are victims of SGBV should report promptly, ensure accurate communication of the allegations and fill the designated University forms for such cases.

All victims should as much as possible avoid verbal reporting of all cases of SGBV. In cases where the victim of SGBV is a minor and the offence has been committed by a member of the University community, within University premises or outside the campus, witnesses or guardians of such victims should promptly report such cases to the Director Centre for Gender Equity and Empowerment who shall forward the issue to the Vice-Chancellor for immediate action. To meet reporting obligations, as well as to provide protection to all children within the University, this policy applies to abuse that allegedly occurs on campus, on property owned or leased by

the University, in accommodation areas for students outside the university or while members of staff or student body are participating in a University connected activity off campus.

Objective

To put in place detailed procedures for reporting and documenting cases of SGBV

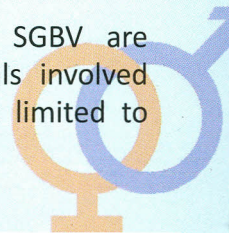
Policy Statements

To achieve the above objective, Kenyatta University shall:

- Strengthen the office that receives reports on SGBV
- Appoint two Confidential Advisors/counsellors in each campus to receive reports on SGBV
- Induct the Confidential Advisors on procedures of receiving reports from victims/witnesses of SGBV
- Put in place steps to be followed from the time of receiving a complaint to the action stage
- Install suggestion boxes in all buildings in the University
- Conspicuously post the names and contacts of all Confidential Advisors
- Maintain a website where all members of the University community can report cases of SGBV online.
- Create a Gender Based Violence Recovery Centre at the Health Unit

4.3 Investigation Procedures

Proper investigation procedures of cases of SGBV are paramount for fair treatment of the individuals involved in the case. Investigations will include but not limited to



interviews with and written statements by or with the complainant and the perpetrator. Persons with information on the incidence shall also be interviewed. All investigations will be conducted in a discreet and confidential manner to the extent that is legally possible. The investigating committee will consider circumstances leading to the incidence, nature of the incidence, the relationship between the parties, past behaviours and the context under which the alleged incident occurred.

Objective

To carry out a detailed and sensitive investigation on cases of SGBV

Policy Statements

To achieve the above objective, Kenyatta University shall:

- Appoint a standing committee to rigorously investigate cases of SGBV
- Put in place mechanisms to ensure that all complaints are conducted with due regard to key principles including impartiality, objectivity, timelines, accuracy and thoroughness
- Ensure proper documentation of evidence provided during investigations
- Train members of the committee to effectively investigate cases of SGBV
- Act promptly and effectively on recommendations from the investigation committee

4.4 Disciplinary Measures

Kenyatta University has the responsibility to institute

disciplinary measures against perpetrators as may be appropriate whenever complaints shall have been investigated and substantiated beyond reasonable doubt. Violation of this policy will be treated seriously and with prompt action. Any employee or student of the University found violating this policy shall be subject to severe disciplinary action up to and including termination of service or student status with the University. Such individuals may also be removed and/or barred from the University premises and forwarded to the Kenya Police.

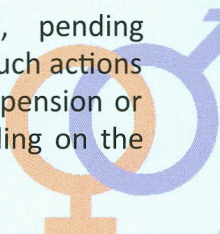
The University prohibits retaliation against or harassment of individuals who act in good faith by reporting real or perceived violence or intimidation. The University also prohibits individuals from making deliberate false or misleading reports under this policy. Individuals who make such reports will be subject to disciplinary action. Cases that might be beyond the University jurisdiction capacity shall be forwarded to the relevant government authorities.

Objective

To articulate internal disciplinary measures that shall be applied to various types of SGBV cases to ensure that perpetrators are disciplined accordingly.

Policy Statement

- To achieve the above objective, Kenyatta University shall:
 - Put in place a special internal disciplinary committee to handle cases of SGBV
 - Take appropriate action on perpetrators, pending investigation once a case has been reported. Such actions may include, but not limited to warnings, suspension or termination of service/student status depending on the





nature and severity of the offence

- Categorize cases of SGBV offences according to their severity
- Communicate the categories of offences and corresponding penalties to all staff and students
- Ensure the safety of all records concerning cases of SGBV
- Severely discipline any persons who threatens or victimizes individuals who report cases of SGBV
- Provide an opportunity for appeal procedures

4.5 Support for Victims of SGBV

Due to the stigma associated with SGBV, most victims opt to suffer in silence to avoid ridicule from friends and colleagues. Such victims often require special support to help them overcome the trauma associated with the experience. If there is evidence that an alleged abuse, SGBV has occurred, the University shall assist in obtaining appropriate counselling for the victim and members of the victim's family where appropriate. Appropriate shelter for the survivor may also be provided where necessary.

Objective

To Strengthen support mechanisms for victims of SGBV

Policy Statement

To achieve the above objective, Kenyatta University shall;

- Expand the capacity of the existing guidance and counselling services to specifically address cases of SGBV and include both students and staff

- Undertake to encourage all staff and students to report to appropriate authorities any cases of SGBV, which they have experienced or heard of, involving members of staff or students of the University.
- Put in place mechanisms to protect parties involved in SGBV proceedings from any intimidation, threats or repercussion once an incident has been reported.

4.6 Dissemination of the Policy

The process of disseminating this policy is crucial to its success in reducing cases of SGBV. Therefore, it is imperative that appropriate mechanisms are put in place for the policy to reach all stakeholders.

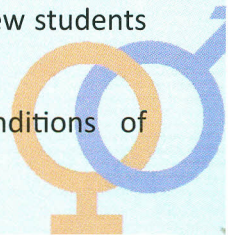
Policy Statements

To ensure effective dissemination of the policy to all members of the University community

Policy Statements

To achieve the above objectives, Kenyatta University shall:

- Place copies of the policy in strategic places such as Colleges, Schools, Departments, Sections, Hostels, and Libraries among others in all campuses
- Undertake to publicize anti-SGBV message in all campuses
- Produce Braille editions of SGBV policy
- Make the policy part of outreach programmes of clubs and societies
- Incorporate the policy in the orientation of new students and in Mentoring Programmes
- Make the policy part of terms and conditions of



employment at the University for Staff and admission for students.

4.7 Monitoring and Evaluation

Effective institutional arrangement for monitoring and evaluation are key components for achieving the objectives of this policy. This can only be achieved by instituting an effective mechanism for monitoring and evaluating the system to ensure adherence to this policy.

Objective

To appraise the steps taken and the success in the implementation of the policy.

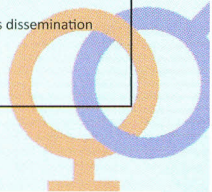
Policy Statement

To achieve the above objective, Kenyatta University shall:

- Establish a committee to monitor and evaluate the performance of the University in implementing this policy
- Put in place appropriate monitoring and evaluation systems to ensure that the necessary measures are taken promptly
- Put in place monitoring indicators with time frames to measure the implementation process
- Undertake to review the policy from time to time based on informed research
- Put in place a forum for receiving views from members of the university regarding the policy.

4.8 Implementation Matrix

Activity	Players/Actors	Monitorable Indicators	
Awareness creation	<ul style="list-style-type: none"> ◊ Create and support advocacy groups ◊ Conduct workshops on SGBV ◊ Publish the policy as a booklet and disseminate ◊ Undertake to sensitize members of the University community 	<ul style="list-style-type: none"> • Vice-Chancellor • DVC (Admin) Dean of Students • DVC (Admin), Coordinator for Mentoring Programme • Vice-Chancellor • DVC (Admin) 	<ul style="list-style-type: none"> ▪ Advocacy groups created ▪ Workshops conducted ▪ Policy booklet published and distributed ▪ Members of the University community sensitized
Curriculum and Core curriculum programmes	<ul style="list-style-type: none"> ◊ Mainstream gender in curriculum ◊ Encourage staff and students to actively participate in co-curricular activities ◊ Expand existing health facilities 	<ul style="list-style-type: none"> • DVC(Acad), Principals of Colleges Deans of Schools, HODs • DVC (Admin), Dean of students • Vice Chancellor 	<ul style="list-style-type: none"> ▪ Gender mainstreamed in curriculum ▪ Increased number of staff and students involved in extra-curricular activities ▪ Health facilities expanded
Safety and Security	<ul style="list-style-type: none"> ◊ Provision of adequate lighting ◊ Introduce and enforce visitors register ◊ Train relevant staff on safety and security ◊ Train staff and students on life skills ◊ Install telephone hotlines and suggestion boxes 	<ul style="list-style-type: none"> • DVC (Fin) • DVC(Admin) • DVC (Admin) • DVC (Acad) • DVC (Admin), Dean of students • DVC (Admin) 	<ul style="list-style-type: none"> ▪ Adequate lighting installed ▪ Visitors book in place and Dean of students ▪ Relevant staff trained ▪ Telephone hotlines and suggestion boxes installed
Capacity Building	<ul style="list-style-type: none"> ◊ Train all members to facilitate the implementation process ◊ Strengthen current guidance and counselling ◊ Institute empowerment programs for staff and students ◊ Facilitating training of University health providers to recognize and be sensitive to SGBV cases ◊ Establish a research unit under the department of gender studies and development ◊ Provide financial support for dissemination of research findings 	<ul style="list-style-type: none"> • DVC (Admin), Dean of students • Vice Chancellor • Vice Chancellor • Vice Chancellor 	<ul style="list-style-type: none"> ▪ Staff trained ▪ Guidance and Counselling unit strengthened ▪ Members of the University community empowered ▪ Health Providers trained
Research on SGBV		<ul style="list-style-type: none"> • Vice Chancellor • Vice Chancellor 	<ul style="list-style-type: none"> ▪ Research unit established ▪ Research findings dissemination



Policy on Sexual and Gender Based Violence

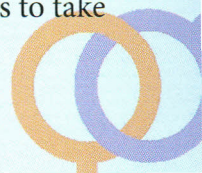
Reporting Mechanisms	<ul style="list-style-type: none"> ◊ Strengthen the reporting office ◊ Appoint two confidential advisors in each campus ◊ Put in place steps to be followed after receiving a complaint ◊ Install suggestion boxes in all buildings ◊ Create a website for reporting SGBV cases ◊ Conspicuously post the names of Confidential Advisors 	<ul style="list-style-type: none"> • Vice Chancellor • Vice Chancellor • Investigating committee • DVC (Admin), Principals of Colleges, Deans of Schools • DVC (Admin) • DVC (Admin) 	<ul style="list-style-type: none"> ▪ Reporting office established ▪ Confidential advisors appointed ▪ Steps put in place ▪ Suggestion boxes in place ▪ Website created ▪ Names of Confidential Advisors posted
Investigation procedures	<ul style="list-style-type: none"> ◊ Appoint a standing investigation committee to investigate cases of SGBV ◊ Ensure proper documentation of evidence ◊ Act promptly and effectively on recommendation from the investigation committee 	<ul style="list-style-type: none"> • Vice Chancellor • Investigative committee • Vice Chancellor 	<ul style="list-style-type: none"> ▪ Investigation Committee appointed ▪ All evidence properly documented ▪ Prompt and appropriate action taken

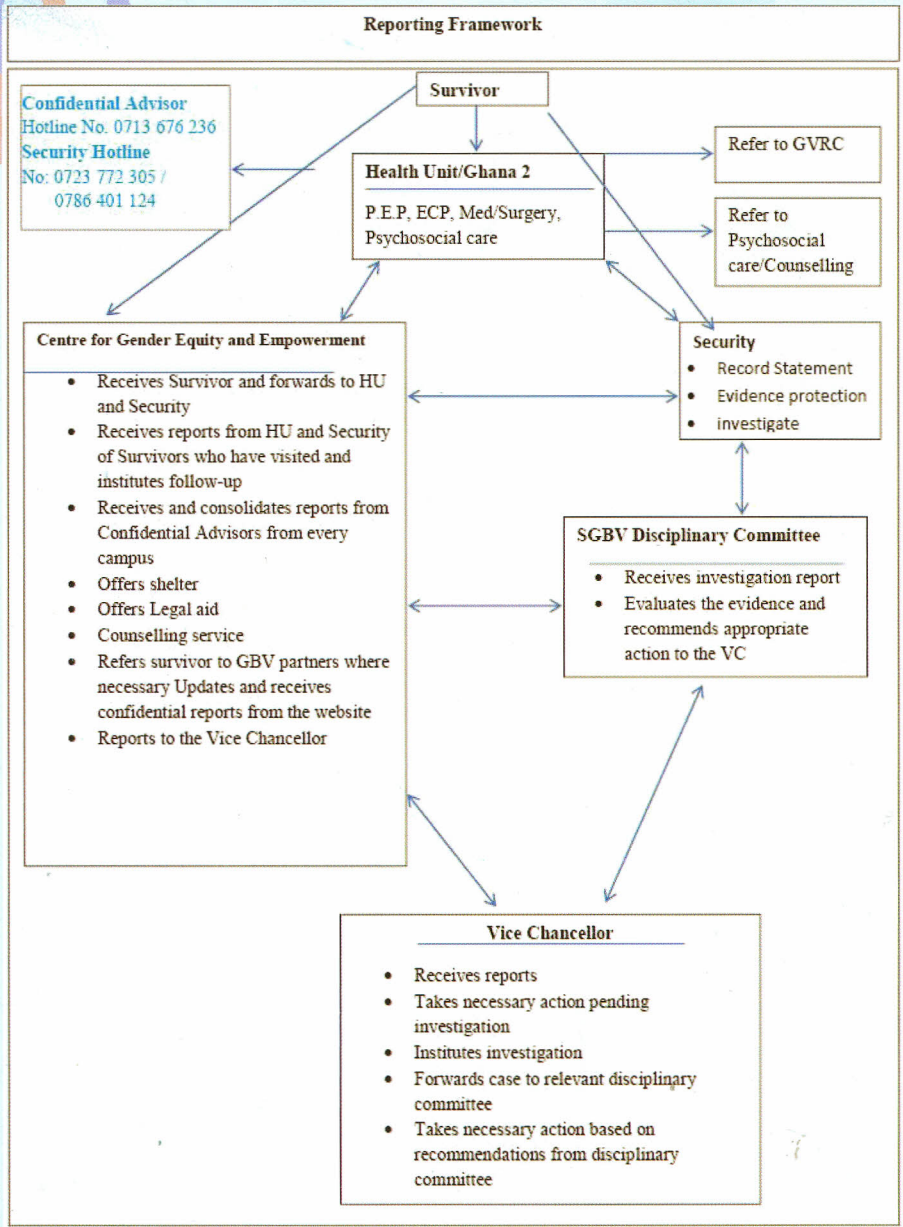
Disciplinary Measures	<ul style="list-style-type: none"> ◊ Put in place a special internal disciplinary committee ◊ Take appropriate action pending investigation ◊ Categorize cases and communicate corresponding penalties to staff and students ◊ Categorize cases and communicate corresponding penalties to staff and students ◊ Ensure the safety of all records concerning cases of SGBV ◊ Discipline any person who threatens or victimizes individuals who report cases of SGBV procedures 	<ul style="list-style-type: none"> • Vice Chancellor • Vice Chancellor • Disciplinary committee, DVC (Admin) • Disciplinary committee • Vice Chancellor 	<ul style="list-style-type: none"> ▪ Disciplinary Committee in place ▪ Appropriate action taken ▪ Cases categorized and communicated to all staff and students ▪ Records safely secured ▪ Disciplinary measures taken
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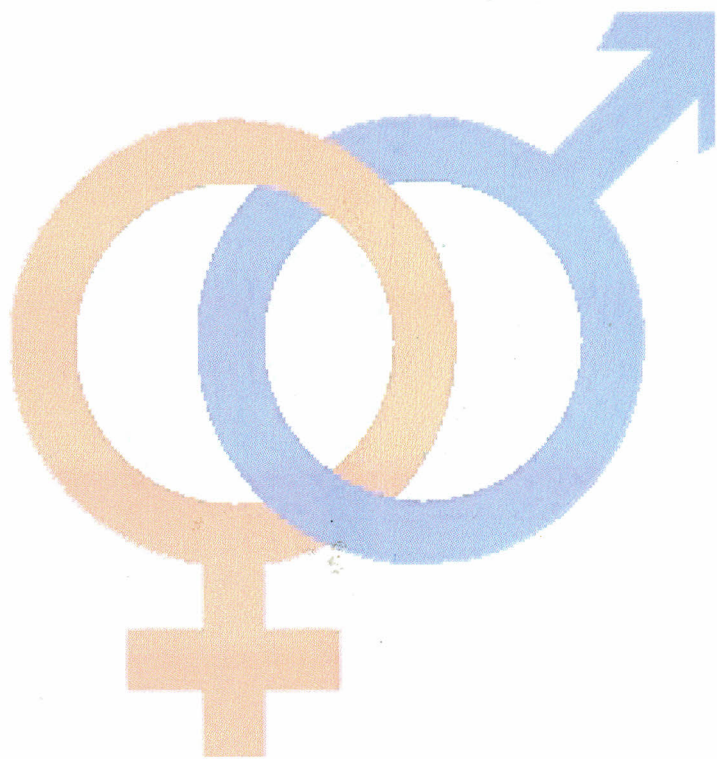
<p>Confidentiality</p>	<ul style="list-style-type: none"> ◊ Put in place mechanisms to ensure confidentiality in handling SGBV cases ◊ Respect the privacy of the complainant, perpetrators, and witnesses. 	<ul style="list-style-type: none"> • Investigation and disciplinary committees • Investigation and disciplinary committees 	<ul style="list-style-type: none"> ▪ Confidentiality upheld ▪ Privacy upheld
<p>Support for victims</p>	<ul style="list-style-type: none"> ◊ Expand the existing guidance & counselling services ◊ Encourage all staff and students to report cases of SGBV ◊ Put in place mechanisms to protect parties involved in SGBV 	<ul style="list-style-type: none"> • Vice Chancellor • DVC (Admin), Principals of Colleges, Deans of Schools, HODs • Vice chancellor 	<ul style="list-style-type: none"> ▪ Guidance and counselling services expanded ▪ Cases of SGBV reported ▪ All parties involved in cases of SGBV protected
<p>Dissemination</p>	<ul style="list-style-type: none"> ◊ Place copies of the policy in strategic places within the University ◊ Undertake to publicize anti SGBV messages in all campuses ◊ Produce braille edition of the policy ◊ Make policy part of outreach programmes ◊ Incorporate the policy in the orientation of new students and mentoring programmes ◊ Incorporate the policy on SGBV in the terms and conditions of service for new employees of the University. 	<ul style="list-style-type: none"> • DVC (Admin) • DVC (Acad) • DVC (Admin) • DVC (Acad) • DVC (Admin) • DVC (Admin) 	<ul style="list-style-type: none"> ▪ Copies of policy placed in strategic ▪ Messages publicized ▪ Brailled editions produced ▪ Policy incorporated into outreach programmes ▪ Policy included in orientation and mentoring programmes ▪ Policy included as part of terms and conditions of service
<p>Monitoring and Evaluation</p>	<ul style="list-style-type: none"> ◊ Put in place appropriate monitoring and evaluation system ◊ Establish a committee to monitor and evaluate the implementation process ◊ Put in place monitorable indicators and time frame ◊ Undertake to review the policy from time to time ◊ Put in place a forum for received views from staff and students regarding the policy 	<ul style="list-style-type: none"> • Vice Chancellor • Vice Chancellor • Monitoring and Evaluation Committee • Monitoring and Evaluation Committee • DVC (Admin) Monitoring and Evaluating Committee 	<ul style="list-style-type: none"> ▪ Monitoring and evaluation system in place ▪ Monitoring and Evaluation committee established ▪ Monitorable indicators and time frame put in place ▪ Policy reviewed regularly ▪ Forum created

4.9 Review of Policy

The SGBV Policy will be reviewed after every four (4) years to take into account emerging issues and trends.







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