



WHISTLEBLOWERS PROTECTION POLICY

Version	1.0
Short description	Whistleblowers Protection Policy
Relevant to	Council, Staff and Students, Stakeholders
Approved by	University Council
Responsible officer	Vice Chancellor
Responsible office	Office of the Vice Chancellor
Date introduced	November, 2025
Related University documents	University Charter, Statutes and relevant policies
Related legislation	Ethics and Anti-Corruption Commission Act, (revised 2012), Anti-Corruption and Economic Crimes Act 2003, (revised 2012), Public Officers Ethics Act, 2003 (revised 2010), Public Procurement and Disposal Act, 2005 (revised 2015), Public Finance Management Act, 2012 (revised 2013), 2003 (revised 2012), Universities Act, 2012 (revised 2014), The Employment Act, 2007, The Witness Protection Act, 2006 (revised 2012), Public Audit Act, Leadership and Integrity Act, Cap 19 of 2012, the National Ethics and Anti-Corruption Policy of 2018.
Key words	Corruption, Unethical practices, Whistleblower.

November, 2025

APPROVAL

The University of Eldoret, having been awarded its Charter on 11th February, 2013 set on a growth path guided by its vision of being "A Premier University nurturing global leaders and innovators for sustainability". As part of laying its foundation, the University developed its Statutes in November, 2013 followed by its first strategic plan which was rolled out in the year, 2014. The University is now on its third Strategic Plan, 2024/2029.

Since inception, the University has been developing its policies that guide decisions of the different organs in achieving rational outcomes geared towards the growth and sustainability of the University. This Whistleblowers Protection Policy is just one of the many policies that the University has developed. It entrenches ethical culture among staff by encouraging whistleblowing on corruption and unethical conduct and practices. This policy will therefore, strengthen the fight against corruption in the University as part of the national fight against the vice.

My special thanks goes to all those who put in their time, effort and skills to develop this Policy. I believe that this will strengthen the necessary structures to guide the university in achieving its core mandate.

By virtue of the authority vested in me as the Chairman of Council of the University of Eldoret and in reference to the approval granted by Council, I hereby sign this Whistleblowers Protection Policy to take effect from 11th November, 2025.

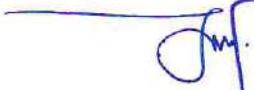


DR. ISMAIL BURO HASSAN
CHAIRMAN OF COUNCIL

FOREWORD

The University of Eldoret is committed to the promotion of standards and best practices in governance, in accordance with the national values and principles of governance by preventing and combating corruption and other malpractices in the institution. This is reflected in the University's core values of integrity, innovativeness, customer satisfaction, competitiveness, equity, responsiveness and inclusivity. The University has formulated this Whistleblowers Protection Policy to support its efforts towards encouraging members to report malpractices. The University recognizes that whistleblowing plays a key role in the detection of corruption and unethical practices. Hence, this policy demonstrates the University's commitment to the fight against such vices.

The policy sets to encourage and give whistleblowers assurance that they will be protected if they report any corruption or unethical practices. It is designed to help whistleblowers understand their responsibilities and obligations in reporting aspects of unethical behaviour. This policy outlines the procedure of reporting corruption and unethical behaviour with details on how to report, where to report and whom to report to. This policy is benchmarked with and informed by international best practices, the Constitution of Kenya, 2010, national legal and policy frameworks, and the University of Eldoret Statutes.



PROF. THOMAS K. CHERUIYOT
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LIST OF ABBREVIATIONS & ACRONYMS

CEO	Chief Executive Officer
CPC	Corruption Prevention Committee
DVC, A & F	Deputy Vice Chancellor, Administration and Finance
DVC, ASA	Deputy Vice Chancellor, Academics and Students' Affairs
DVC, PRE	Deputy Vice Chancellor, Planning, Research and Extension
EACC	Ethics and Anti-Corruption Commission
UoE	University of Eldoret
VC	Vice Chancellor

EXECUTIVE SUMMARY

This is the 1st version of the University of Eldoret Whistleblowers Protection Policy since it became a fully-fledged Public University in 2013. This policy has been developed in cognizance of the provisions of the Constitution of Kenya, 2010, the Universities Act No. 42 of 2012, the National Ethics and Anti-Corruption Policy, 2018 and the Witness Protection Act No 16 of 2006 amongst other legal and institutional instruments.

The University envisages becoming 'A premier University that nurtures global leaders and innovators' by providing a bribery and corruption-free environment. The University has developed a UoE Anti-Corruption Policy to aid it in preventing and fighting corruption and other unethical practices. Further, the University is developing the Whistleblowers Protection Policy to encourage reporting of corruption and unethical behaviour by its members.

This policy presents an overview of the University, the policy statement, scope of the policy, policy applicability, goals and objectives of the policy, the guiding principles, legislative and administrative requirements, types of corruption and unethical malpractices covered by the policy, avenues for making disclosures, procedure for disclosure of corruption and unethical malpractices, confidentiality, protection of whistleblowers and suspects, withdrawal of protection, and sanctions for disclosures, the implementation authority, policy review and the date after which the policy becomes effective.

1.0 OVERVIEW OF THE UNIVERSITY

1.1 Background

The University of Eldoret is one of the public universities in Kenya. It is situated approximately 9 km along the Eldoret-Ziwa road from Eldoret town, Uasin Gishu County. The white settlers founded it in 1946 as a large-scale Farmers Training Centre. In 1984, it was converted to a Teachers' Training College and renamed Moi Teachers' Training College to offer Diploma Science Teachers Training. It was taken over by Moi University as a campus in September 1990, and renamed Chepkoilel campus. It focused on natural, basic and applied science programmes. In August 2010 the President, through Legal Notice No. 125 of 13th August 2010 upgraded the campus into a University College of Moi University with the name Chepkoilel University College. Upon the award of Charter by the President on 11th February 2013, the University College became University of Eldoret.

1.2 Institutional Values

1.2.1 Vision

A premier University that nurtures global leaders and innovators.

1.2.2 Mission

To provide quality education, training, research and consultancy in Science, Agriculture and Technology to meet the needs and aspirations of a dynamic society.

1.2.3 Core Values

At University of Eldoret, we are committed to:

- i. Integrity
- ii. Innovativeness
- iii. Customer satisfaction
- iv. Competitiveness
- v. Equity
- vi. Responsiveness
- vii. Inclusivity

1.2.4 Mandate

According to University of Eldoret Charter of 2013, UoE is mandated to:

- i. Provide directly or in collaboration with other institutions of higher learning, facilities for quality training, research and innovation in agriculture, engineering, technology, enterprise development, health sciences, social sciences and other

- applied sciences, and integration of teaching, research and effective application of knowledge and skills to the life, work and welfare of citizens of Kenya;
- ii. Promote technological innovation as well as discovery, preservation, transmission and enhancement of knowledge and to stimulate the intellectual life in the economic, social, cultural, scientific, and technological development;
- iii. Play an effective role in the development of science, technology, engineering, agriculture and natural resource management in conjunction with the industry and to provide extension services so as to contribute to the social and economic development of Kenya;
- iv. Develop market driven programmes of study including those that culminate with degrees, diplomas and certificates.

1.2.5 Core Functions of the University

- i. **Teaching and Learning:** The University offers adequate, innovative, relevant and market driven academic programs, at undergraduate and postgraduate levels, with in-built quality control systems. Furthermore, the University provides an enabling academic environment for staff and students.
- ii. **Research:** As part of its mandate to generate, preserve and disseminate knowledge, the University has created a conducive environment to undertake quality research that is relevant and transformative.
- iii. **Consultancy:** The University has integrated consultancy within its core functions.
- iv. **Outreach and Extension:** The University has integrated outreach and extension within its core functions.
- v. **Community Service:** The University participates in community programs and activities as part of its Corporate Social Responsibility.

2.0 DEFINITION OF TERMS

- 2.1 **'Corruption'** encompasses abuse of position or office, for personal gain or for the advantage of another person; bribery, theft, embezzlement and fraud; evasion of payment of Government revenues, taxes, rates, fees and other dues, practicing of nepotism, clannism; practicing discrimination on the basis of religion, gender or disability; inversion and distortion of social values including soliciting for and giving sexual and other favours; negligence of professional ethics; breach of trust and failure to report corruption.
- 2.2 **'Employee/University community'** entails the management, teaching and non-teaching staff, students, suppliers, and other stakeholders of the University of Eldoret.
- 2.3 **'Unethical conduct/ Improper conduct/Malpractise'** means suspected unethical, illegal, corrupt, fraudulent or undesirable conduct by members of the university community and other stakeholders.
- 2.4 **'Reporting'** means disclosure of illegal, dishonest, unethical, or otherwise improper conduct by a member of the University community.
- 2.5 **'Victimization'** means harassment, dismissal, discrimination, threat, suspension as a result of whistleblowing.
- 2.6 **'Whistleblower'** is defined by this policy as an individual covered by the scope of this policy who reports, to one or more of the avenues specified in this policy, an activity that he/she considers to be illegal, dishonest, unethical, or otherwise improper.
- 2.7 **'Whistleblowing'** is the disclosure based on one's reasonable belief that any person has engaged, is engaging or preparing to engage in unethical conduct.

3.0 INTRODUCTION

The University aims to foster a culture of integrity, responsibility, transparency and accountability. The Whistleblowers Protection Policy is a critical tool for protecting individuals who report activities believed to be illegal, dishonest, unethical, or otherwise improper. Whistleblowing promotes such accountability by allowing for the disclosure, by any person, of information about malpractice while at the same time protecting the person against sanctions of all forms. This policy has been developed to enable the University promote an ethical culture by encouraging members to make disclosures of corruption or other malpractices without fear of intimidation or reprisal. The policy is in tandem with other policies in the University that promote transparency and accountability.

4.0 JUSTIFICATION

Fear of reprisals, detrimental actions and inaction may lead to reluctance by staff, students, and other members of the University community to report instances of corruption or unethical behaviour. Therefore, whistleblowers need to be protected to encourage and assure them to come out freely and report any misconduct in the University.

5.0 POLICY STATEMENT

- 5.1 The University embraces genuine concerns towards corruption prevention through whistleblowing.
- 5.2 The University appreciates that developing a mechanism to enable its stakeholders to voice genuine concerns in a responsible and appropriate manner goes a long way in promoting transparency and accountability in the institution.
- 5.3 The University is committed to promoting and maintaining high standards of transparency, accountability, ethics and integrity at the service of its community and other stakeholders.
- 5.4 The University guarantees that the whistleblower will not suffer any repercussions as a result of making a genuine disclosure of corruption or other malpractices.
- 5.5 This policy is adapted to promote alignment with the Witness Protection Act 2016, The Leadership and Integrity Act 2012, and all applicable laws and regulations in Kenya.

6.0 SCOPE OF THE POLICY

The policy covers whistleblowing by members of the University of Eldoret community; the Chancellor, University Council, Vice Chancellor, All members of staff, University of Eldoret Campuses, Students, external service providers, subsidiaries/franchise.

The policy covers whistleblowing on such actions as abuse of position or office, for personal gain or for the advantage of another person; bribery, theft, embezzlement and fraud; evasion of payment of Government revenues, taxes, rates, fees and other dues, practicing of nepotism, clannism; practicing discrimination on the basis of religion, gender or disability; inversion and distortion of social values including soliciting for and giving sexual and other favours; negligence of professional ethics; breach of trust and failure to report corruption.

7.0 GOAL AND OBJECTIVES OF THE POLICY

7.1 Goal

The goal of this policy is to encourage free and genuine whistleblowing by members of the University community while at the same time offer protection to the whistleblowers/Informants/Witnesses.

7.2 Objectives

The main objectives of the policy are:

- 7.2.1 To provide avenues for members of the University community to raise concerns on unethical conduct.
- 7.2.2 To provide a transparent and confidential procedure for handling disclosures of improper conduct in an appropriate and timely manner.
- 7.2.3 To provide protection to whistleblowers from reprisal, unfair treatment or other detrimental actions that may result from genuine disclosures of improper conduct.
- 7.2.4 To provide fair treatment to both the whistleblower and the alleged wrongdoer when a disclosure of improper conduct is made.
- 7.2.5 To foster a culture of openness, accountability and integrity.
- 7.2.6 To eradicate corruption and unethical behaviour in the institution.

8.0 GUIDING PRINCIPLES

The policy is guided by the following key principles:

- 8.1 **Legitimacy of concern:** This policy supports all genuine concerns but does not cover issues that are raised out of malice.
- 8.2 **Fairness:** The policy supports fairness and appropriateness of response to complaints on improper conduct.
- 8.3 **Protection:** The policy supports freedom to raise genuine concerns without fear of harassment, discrimination and victimization.
- 8.4 **Confidentiality:** The policy guarantees that the identity of the whistleblower will be concealed unless he/she agrees otherwise.
- 8.5 **Transparency and timely feedback:** The policy guarantees that any individual raising a concern will be made aware of who is handling the matter and timely feedback provided accordingly.

9.0 LEGISLATIVE AND ADMINISTRATIVE REQUIREMENTS

The following documents are the main legal instruments and institutional policies used as references when developing this policy and for its implementation:

9.1 Legal Instruments

- i. The Constitution of Kenya, 2010
- ii. The United Nations Convention against corruption
- iii. African Union Convention on Preventing and combating corruption
- iv. Ethics and Anti-Corruption Act, 2011
- v. Universities Act No. 42 of 2012
- vi. Leadership and Integrity Act, 2012, Cap 182
- vii. Witness Protection Act, 2006
- viii. National Ethics and Anti-Corruption Policy, 2020
- ix. Bribery Act, 2016
- x. Public Procurement Regulations, 2020
- xi. Anti-corruption and Economic Crimes Act 2003.
- xii. Public Officers and Ethics Act, 2003

- xiii. Public Procurement and Disposal Act, 2005 and Public Procurement and Asset Disposal Act, 2015.
- xiv. Public Financial Management Act, 2012
- xv. Public Audit Act, 2003 revised 2015
- xvi. University of Eldoret Charter and University of Eldoret Statutes, 2013
- xvii. The Code of Conduct and Ethics for Public University (Legal Notice No.170)
- xviii. The Employment Act, 2007

9.2 Institutional Instruments

All relevant and applicable policies and regulations for University of Eldoret.

9.3 Structures for implementation of the policy

- (i) The university shall ensure appointment and the establishment CPC/Integrity Committee with clear roles & responsibilities outlined in their appointment Letters.
- (ii) The university shall set up enforcement structures by establishing a bribery and Corruption Prevention Enforcement Committee. The roles of the committee shall be;
 - a) To identify bribery and corruption risks and mitigation measures in the respective functional areas;
 - b) To enforce implementation of identified mitigation strategies
 - c) To Monitor evaluate and review to ensure effective implementation and enforcement
- (iii) The university shall appoint Integrity Assurance Officers (IAOs) whose roles and responsibilities shall be;
 - a) To spread the gospel and sensitize staff and students against graft,
 - b) To uphold ethical conduct in daily discharge of duties,
 - c) To be champions of integrity in the university
 - d) To strengthen accountability mechanisms and
 - e) To fostering integrity

10.0 DISCLOSURE OF IMPROPER CONDUCT

10.1 Who Can Report Improper Conduct/Malpractice/Unethical conduct

Disclosures may emanate from members of the University community who have a reasonable belief that there is improper conduct/malpractice in a given functional area.

10.2 Avenues for Making Disclosures

The university shall provide the avenues for making disclosures which may include but are not limited to;

- i. The reporting boxes placed at strategic points within the University.
- ii. The University hotline numbers.
- iii. The interactive page on the University website.
- iv. Students and members of staff can make reports to their immediate supervisors
- v. Reporting directly to the Vice-Chancellor or
- vi. Reporting directly to the Chairperson of University Council

10.3 Types and Nature of the Reports/Disclosure

Reports and disclosures shall:

- i. Be made in writing; where a report is made verbally, the receiving officer will put it in writing after which the whistleblower shall confirm the contents of the written report and sign it.
- ii. Be treated with total confidentiality by the reporter and the whistleblower.
- iii. Be verified for authenticity.
- iv. Be forwarded to the Vice Chancellor or
- v. The Chairperson of Council

10.4 Provision of Feedback

The university shall ensure that whistleblower is provided with feedback on action taken on the matter reported within four (4) weeks of reporting, and if no action is taken the informant may report the same to EACC.

10.5 Procedures for Disclosure of Improper Conduct/Malpractice/Unethical conduct

- i. The university shall have an opportunity to investigate the alleged improper conduct and to take the necessary internal corrective actions,
- ii. The whistleblower is encouraged to lodge a report by providing, to the extent that is possible, the following information: -
 - a. Description of the people or parties involved in the improper conduct;

- b. Details of the improper conduct, including the relevant dates of occurrence;
 - c. Particulars of witnesses, if any; and,
 - d. Particulars or production of documentary evidence, if any.
- iii. A disclosure of improper conduct may be made even though the person making the disclosure is not able to identify a particular person to which the disclosure relates.
- iv. If the improper conduct involves the Vice Chancellor or any of the members of the University Council, the Whistleblower can report the matter directly to EACC.

10.6 Handling of Internal Reports

Upon receipt of the disclosure, the Vice Chancellor shall:

- i. Acknowledge receipt of the reported improper conduct within 24 hours.
- ii. Consider the disclosure and assess whether it falls within the scope of this policy and determine whether:
 - a) Investigations are necessary and, if so, the form of investigation to be undertaken.
 - b) Refer the matter to another university body under appropriate University policies.
 - c) Refer the matter to the police.
 - d) Close the matter.

The Vice Chancellor shall notify the whistleblower about the action taken within thirty (30) days.

11.0 Conduct of Investigation

- 11.1 In respect of the disclosure made to the Vice Chancellor, he or she will assess the same to determine whether it falls within the scope of this policy.
- 11.2 Where the matter is to be the subject of an internal inquiry, the Vice Chancellor shall determine;
 - i. who should undertake the investigation,

- ii. the procedure to be followed,
- iii. the point at which the person or persons against whom the disclosure is made, will be informed as to the nature of that disclosure, and
- iv. the scope of the concluding report.

11.3 In respect of disclosures made against the Vice Chancellor or a member of the University Council, the receiving party shall assess the same to determine whether it is related to an improper conduct or excluded from the scope of this policy before deciding on the next course of action.

11.4 For the purpose of clause 11.3, above the receiving party shall be the Chairperson of the University Council.

11.5 Within seven (7) days from the date the assessment report is received, so far as is practicable, the Vice Chancellor or the Chairperson of the University Council as the case may be, shall have the authority to make final decisions including, but not limited to, any of the following:

- i. Rejection of the disclosure, either in part or in total, if it falls outside the scope of this policy;
- ii. Directing the matter or any part thereof to be dealt with under other appropriate internal procedures;
- iii. Directing an investigation into the disclosure made on any persons involved or implicated;
- iv. Designating an Appointed Officer or any other persons from within or outside of the institution to conduct investigations or to take any other action pursuant to this policy;
- v. Obtaining any other assistance from other parties such as external auditors or obtaining legal advice whether from internal or external advocates; and,
- vi. Referring the matter to an appropriate law enforcement agency in case further investigation is necessary.

11.6 The Investigating Officer shall have free and unrestricted access to all records of the institution and shall have the authority to examine, obtain or make copies of all or any portion of the contents of documents, files, desks, cabinets, and other storage facilities of the institution so far as it is necessary to assist in the investigation of the improper conduct/malpractice/Unethical conduct.

11.7 At the conclusion of the investigation, the investigating officer will submit an investigation report of the findings to the Vice Chancellor or Chairperson of the University Council as the case may be.

11.8 The investigation report will contain the following: -

- i. The specific allegation(s) of improper conduct;
- ii. All relevant information or evidence received and the grounds for accepting or rejecting them. Copies of interview transcripts and any documents obtained during the course of the investigation shall accompany the investigation report; and
- iii. The conclusions and recommendations thereof.

11.9 The Vice Chancellor and/or Chairperson of the University Council shall act in accordance with recommendations of the investigations report.

12.0 EXTERNAL DISCLOSURES

12.1 If, having exhausted this procedure, the whistleblower is not satisfied with the University's response and reasonably believes that the information disclosed, is substantially true, he/she is at liberty to take the matter further by raising it with the appropriate agencies established by law such as:

- i. Commission on Administrative Justice;
- ii. Kenya National Commission on Human Rights;
- iii. The Ethics and Anti- Corruption Commission.

13.0 ANONYMOUS DISCLOSURES

13.1 Whistleblowers making disclosures under this policy are encouraged to reveal their identity. Anonymous disclosures may prove difficult to investigate but will be considered at the discretion of the University. In exercising this discretion, the Vice Chancellor will take into account the following:

- i. Seriousness of the issues raised;
- ii. Credibility of the information disclosed; and
- iii. Likelihood of confirming the information from other sources.

13.2 A person making an anonymous report still qualifies for protection under this policy.

14.0 CONFIDENTIALITY

14.1 The University shall treat disclosures made under this policy confidentially and sensitively. The substance of an investigation including the identities of those involved will remain confidential and may only be disclosed in the following circumstances:

- i. Where the law requires disclosure;
- ii. The whistleblower has waived his/her right of confidentiality;
- iii. The identity of the whistleblower or substance of disclosure is already publicly known; and
- iv. The information is given on strictly confidential basis for the purpose of obtaining professional advice.

15.0 PROTECTION OF THE WHISTLEBLOWER/ INFORMANTS/ WITNESSES

15.1 Whistleblowers protection will be provided upon making a disclosure in good faith, based on reasonable grounds and in accordance with and pursuant to this policy and relevant legislation.

15.2 If a member of staff makes a disclosure in conformity with this policy, the member should not:

- i. be terminated from employment;
- ii. be harassed
- iii. be denied a promotion that the employee otherwise would have received; or
- iv. be demoted.
- v. be admonished

15.3 If a student makes a disclosure in conformity with this policy, the student may not:

- i. be suspended or expelled from the University;
- ii. have financial aid or other benefits withheld;
- iii. be harassed by lecturers, employees or other students;
- iv. be denied enrollment in classes;
- v. be subject to any other form of discrimination.

15.4 If any other member of the University community makes a disclosure in conformity with this policy, the University will not subject them to detrimental action.

- 15.5 Any member of the University community who takes the above detrimental action against a whistleblower /Informant/Complainant will be subject to disciplinary action up to and including termination of services or expulsion from the university as appropriate.
- 15.6 A Whistleblower/Informant/Complainant may lodge a complaint to Vice Chancellor of any detrimental action committed against the him or her or any person related to or associated with the whistleblower, by any employee of the institution.
- 15.7 The Whistleblower/Informant/Complainant protection conferred under this policy is not limited or affected notwithstanding that, the disclosure of the improper conduct does not result in any disciplinary action of the person against whom the disclosure was made.

16.0 PROTECTION OF THE SUSPECT

- 16.1 In the interest of fairness, the suspect will be presumed innocent and will be accorded the right to a fair hearing. The protection shall be in line with provisions of the whistleblower protection Act.

17.0 WITHDRAWAL OF PROTECTION

- 17.1 The University may revoke the whistleblower protection conferred under this policy if it establishes that, based on its investigation or in the course of its investigation:
 - i. the whistleblower had participated in the malpractice disclosed;
 - ii. the whistleblower willfully made the disclosure of unethical conduct/malpractice which he/she knew or believed to be false
 - iii. the disclosure of corruption or unethical conduct is malicious or baseless;
- 17.2 If the whistleblower protection has been revoked, the Vice Chancellor will give a written notification to that effect to the whistleblower.

18.0 SANCTIONS

- 18.1 A whistleblower who does not act in good faith or makes an allegation without having reasonable grounds for believing it to be substantially true, or makes it maliciously, will be subject to disciplinary proceedings.

18.2 Any person who condones corruption or unethical conduct through willful suppression or concealment of relevant information or interferes with the investigation will be disciplined.

19.0 POLICY IMPLEMENTATION

The management and implementation of this policy is vested upon the Vice Chancellor, on behalf of the University Council.

20.0 TRAINING AND SENSITIZATION

The University shall train or sensitize internal and external stakeholders on the policy annually.

21.0 MONITORING AND EVALUATION

The University shall monitor and evaluate the policy if it is sufficient and effective in protecting whistleblowers/ Informants/ witnesses annually.

22.0 POLICY REVIEW

The policy shall be reviewed in intervals of five (5) years or as need arises to ensure its continued application and relevance.

23.0 EFFECTIVE DATE

The policy shall take effect from the date of approval by the University Council.

24.0 RISK MATRIX

The risk matrix shall be prepared and submitted to the relevant agency in a prescribed format on a quarterly basis or on such period as maybe determined from time to time.