

# UNIVERSITY OF ELDORET

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OFFICE OF THE DEPUTY VICE - CHANCELLOR (AF)

REGISTRAR ADMINISTRATION

INTERNAL MEMO

**TO:** Members of Staff (Grade 5 and Above) Health Services Department  
**FROM:** Registrar Administration  
**REF:** UOE/C/HRA/ADV/021 (84)  
**DATE:** 22<sup>nd</sup> May, 2026

**SUBJECT:** STAFF REVIEWS

The above subject matter refers.

This is to request all members of staff (Grade 5 and above) in Health Services Department to submit all their Academic, Professional and Other Testimonials to Senior Assistant Registrar (HR) on or before 12<sup>th</sup> June, 2026.

The reviews will be done alongside other promotions.

Thank you

  
**REGISTRAR**  
**Administration**  
**University of Eldoret**

PROF. KIMUTAI KIMELI

**REGISTRAR - ADMINISTRATION**

**Copy to:** Vice - Chancellor  
DVC AF  
HOD, Health Services