

**UNIVERSITY OF NAIROBI
FINANCE DEPARTMENT SEMINAR
6TH -9TH OCTOBER 2010 AT GREEN
HILLS HOTEL, NYERI**

**COST CONTAINMENT AND BUDGETARY
CONTROL**

COST CONTAINMENT AND BUDGETARY CONTROL



- ✘ Reduction of budget vote on non critical activities.
- ✘ Buying all office consumables from the Central Stores, which guarantees quality, immediate delivery, minimal turnaround time, effective cash-flow retention in the University
- ✘ Printing on both sides of the paper print-outs.
- ✘ Joint meter readings for Electricity and Water Consumption.
- ✘ Install Power Factor Capacitor Banks to eliminate inefficient power consumption

COST CONTAINMENT AND BUDGETARY CONTROL



- ✘ **Centralized Hotel and Air booking which places the University in an advantaged position to negotiate competitive discounts.**
- ✘ **Disposal of Motor Vehicles that are costly to run**
- ✘ **Control Motor Vehicle movement by implementing the tracking system.**
- ✘ **Newspaper advertisements should be centralized in one office for purposes of coordination and discount negotiation.**
- ✘ **Seminars and workshops to be held In-house.**

COST CONTAINMENT AND BUDGETARY CONTROL



- ✘ **Bank Charges-negotiation of a single bundle charge to cover bank Commissions, Ledger Fees, Letters of Credit Charges and Monthly Fees etc.**
- ✘ **Telephones –fast tracking the usage of VOIP and Radio Calls throughout the University**
- ✘ **Effective computerization of drug issuance and records to achieve real-time drug balances at UHS.**

COST CONTAINMENT AND BUDGETARY CONTROL

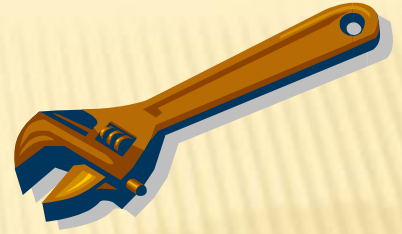


- ✘ IGUs to operate with specific business plans, budgets and agreed expenditure levels to be adhered to strictly.
- ✘ Improve on Debt Collection by using on-line student registration(SMIS) whereby the system only registers students who have completed paying fees. All colleges are requested to adopt this method with immediate effect.
- ✘ All units to contain their expenditures within the approved budgets and ensure the application of 1/12 rule without exception

COST CONTAINMENT AND BUDGETARY CONTROL



- ✘ Go slow on capital development projects unless funding is received from the government.**
- ✘ Staff Rationalization, especially the teaching workload and effects of computerizing University operations.**
- ✘ Effective usage of the Installed CCTV cameras at JKML and other Libraries.**



Bye
