



TECHNICAL UNIVERSITY OF MOMBASA

School of Humanities and Social Sciences

Social Sciences

UNIVERSITY EXAMINATION FOR:
BACHELOR OF INFORMATION SCIENCE
HIS 4417: MANAGEMENT OF LEGAL RECORDS
SERIES: Dec 2024
TIME: 2 HOURS
DATE: Pick Date Dec 2024

Instructions to Candidates

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt question ONE (Compulsory) and any other TWO questions.

Do not write on the question paper.

Question ONE

- i. Outline the benefits of effective legal records management, providing suitable examples for each benefit. (10 Marks)
- ii. List the police ranks in Kenya in descending order of seniority. (10 Marks)
- iii. Describe the main systems of law found in countries around the world (10 Marks)

Question TWO

- i. Outline the different court systems in Kenya and their respective jurisdictions. (10 Marks)
- ii. Discuss records and documents that should be maintained in a succession case in Kenya. (10 Marks)

Question THREE

- i. Discuss the court records and documents with long-term value (10 Marks)
- ii. Evaluate the main functions and activities of the Kenyan Police Service (10 Marks)

Question FOUR

- i. Discuss the main records created by the office of Public Prosecution in Kenya (10 Marks)
- ii. Describe the challenges in managing legal records and documents (10 Marks)

Question FIVE

- i. Explain the core functions of Director of Public Prosecution (DPP) in Kenya (10 Marks)
- ii. Evaluate the main records and documents created and received in a court of law (10 Marks)