



NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

FACULTY OF COMMUNICATION AND INFORMATION SCIENCE

DEPARTMENT OF RECORDS AND ARCHIVES MANAGEMENT

MANAGEMENT OF PUBLIC SECTOR RECORDS

IIM 2202

Special Examination Paper

April 2025

This examination paper consists of 3 pages.

Time Allowed : 3 hours
Total Marks : 100
Examiner's Name : Mrs F. Mudzaki

INSTRUCTIONS

1. Answer any **four** questions.
2. Each question carries a total of **25 marks**.

MARK ALLOCATION

QUESTION	MARKS
1.	25
2.	25
3.	25
4.	25
5.	25
6.	25

1. Explain the purpose of public sector records and archives management **[25 marks]**
2. Discuss the fundamental features that contribute to the authenticity and reliability of a public record. **[25 marks]**
3. Explain how new technologies are impacting the management of public sector records in Zimbabwe. **[25 marks]**
4. Discuss four (4) e-governance initiatives promoted by the government of Zimbabwe that have a bearing on the management of records. **[25 marks]**
5. Explain the contribution of records management in fostering good governance and accountability in the public sector. **[25 marks]**
6. What is the importance of legislation in the governance of public sector records in Zimbabwe? **[25 marks]**

END OF PAPER