



NG-CDF KAPSERET

National Government Constituencies Development Fund
Kapseret Constituency,
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Eldoret, Kenya.

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**NG-CDF COMMITTEE MEETING HELD ON 14TH JANUARY 2021 AT NG-CDF BOARDROOM
OUTSPAN AT 09:30 AM.**

MEMBERS PRESENT

- | | |
|-----------------------------|---------------------------------|
| 1. Sammy Kipchumba Rutto | Ng-cdf Chairman |
| 2. Jacqueline Mamka Sainare | Fund Account Manager (F.A.M) |
| 3. Susan Murei | Member |
| 4. Lilian Jepkemboi | Member |
| 5. Stellah Tanui | Secretary |
| 6. Jasper Kurgat | Member |
| 7. Julius Katam | Member |
| 8. Joseph Satia | Deputy County Commissioner(DCC) |
| 9. Daniel Kemei | Member |
| 10. Evans Ogoti Manga | Member |


Agenda

1. Preliminaries.
2. Confirmation of previous minutes.
3. Matters arising.
4. Disbursement of Kshs. 9,000,000.
5. Reallocation and change of activity of projects
6. A.O.B
7. Adjournment

MIN 39/14/1/2021: PRELIMINARIES.

The chairperson called the meeting to order and asked Jasper Kurgat to open with a word of prayer.

He further welcomed the members and thanked them for the commitment in their call of duty.


21/01/2021


21/01/2021

MIN 40/14/01/2021: CONFIRMATION OF THE PREVIOUS MINUTES.

The secretary read the minutes of the previous meeting. It was proposed by Daniel Kemei and seconded by Susan Murei as true minutes. The minutes were then confirmed by the chairman.

MIN 41/14/01/2021: MATTERS ARISING.

The FAM informed members that Leah's appointment letter as a casual for a period not exceeding 3 months has been issued.

She further informed the members that the applications of attaches and interns have been received and forwarded to Sub-County Human Resource Management officer for processing and final recruitment be done.

There is also a group of vetted needy students who were called to the office for advice since they are being awarded bursaries on full scholarship.

The FAM also informed the members that the clerk of works Dominic Mitei's contract had been terminated and paid December full salary and they are processing his gratuity for the period he served prior to his termination in the interest of the public.

She also noted that point on seeking approval from the Board of Elvis Biwott as the driver to drive public vehicle was omitted under A.O.B and urged secretary to take note of every important matter discussed in the meetings held.


MIN 42/14/01/2021: DISBURSEMENT OF 9,000,000.

After a lengthy deliberation the members unanimously agreed to post Ksh. 9,000,000 for the purchase of 3 acres of land to proposed Jasho Secondary School land as first payment awaiting balance which will help in 100% transition of secondary education.

The FAM told members that funds will be managed by Kermerio Ngeny primary school and disbursed to Jasho Secondary School CDF account number 0300280520075. She added that the Board will be in charge of the proposed school until it gets registered and has its own Board of Management to be responsible in activities undertaken in the institution.

MIN 43/14/01/2021: RE-ALLOCATION AND CHANGE OF ACTIVITY OF PROJECTS.

Since there is need to start proposed Jasho Secondary School within the year and also to secure the land since it is prime and of high demand, members deliberated and agreed to reallocation of funds as follows;


21/01/2021


21/01/2021

Initial Project	Financial Year	Amount to be Reallocated	Reallocated To	Reason for Reallocation
Proposed Koilebel primary school-Purchase of two acres of land	2020/2021	5,400,000	1. Proposed Jasho Secondary school, Kshs. 6,000,000- Purchase of two acres of land 2. Bursary secondary Schools, Kshs 400,000- Payment of bursary to needy students)	The land has no documents (letter of objection /title deed) and there are land disputes among family members and the process of registration of the school has not yet started.
Koros Secondary school- Purchase of one acre land.	2020/2021	1,000,000		The acre of land is not on one complete area and no one is willing to sell land to the school in the area. The school is also about to close down due to non-availability of students.

Further, members agreed to the request of St. Mary's Chelabal primary school allocated Kshs 2,000,000 in financial 2019/2020 to change activity from for purchase of two acres of land to purchase of two acres of land and existing physical infrastructure (two roomed house, 2 door pit latrine, raised water tank and trees). Other developments in the land include electrical installation and barbed wire fence. The owner is not willing to sell the land without the cost for the developments being catered for and there is no any other land around. Buying the land and all the structures will cost Kshs. 3,500,000. The committee to allocate Kshs. 1,500,000 in 2021/22 fy. The school requested to purchase the development two since they were in need of


21/01/2021


21/01/2021

a store and will save them from constructing one. Also the land was the only one available near the school and purchasing the land will give room for the expansion of the school.

MIN 44/14/01/20121: A.O.B

The FAM informed members on the audit findings that needed to be improved on to avoid future audit queries.

1. Auditor noted that some assets were not insured. Members agreed that they will ensure all assets and building are insured in the third quarter once they receive funds from the Board
2. He also noted was delay in preparation of bill of quantities(BQs), delay in implementation of projects among other things affecting work progress within the constituency. After a wide discussion a member and chairperson suggested since we had had a verbal discussion about this matter with the regional works officer that we should communicate issues to him again through a written communication and give them time to response. If no improvement is observed, we seek assistance from county works officer to assist in preparations of BQs, supervision during implementation of projects among other activities needed. All members were in agreement and requested the manager to communicate in good time.

The FAM also informed members that there were no funds and that they'll be delayed payment of allowances and salaries. Therefore, she humbly requested them to come for meetings and once the funds hit the account all debts of sitting allowance will be paid.

MIN 45/14/01/201219/7/8/2019: ADJOURNMENT

Being no other business, the meeting was adjourned at 12: 30 with prayer from Susan Murei.

Prepared by:

Stellah Tanui:.......... Date: 21/01/2021.....

Secretary

Confirmed by:

Sammy K. Ruto:..... Date: 21/01/2021.....

Chairman

National Government Constituencies Development Fund

FIRST SCHEDULE (S. 6) (5)

CONSTITUENCY PROJECTS RE – ALLOCATION FORM

CONSTITUENCY NO: 145 CONSTITUENCY NAME: KAPSERET FINANCIAL YEAR: 2020/21

PROJECT NO.	PROJECT TITLE	AMOUNT ALLOCATED (KSH)	AMOUNT DISBURSED (KSH)	BALANCE (KSH)	UNSPENT TO BE RE – ALLOCATED (KSH)
4-0027-145-2630205-104-2020-2021-8	Koros Secondary School	1,000,000	Nil	1,000,000	1,000,000
4-0027-145-2630204-104-2019-2020-13	Proposed Koilebel Primary School	5,400,000	Nil	5,400,000	5,400,000
TOTALS		6,400,000	Nil	6,400,000	6,400,000

Signature: 

Name: Jacqueline Sainare

Date:

Position: Fund Account Manager



National Government Constituencies Development Fund

THIRD SCHEDULE (ss. 25 (6),11 and ,29(1)

CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTUENCY NO:145 CONSTITUENCY NAME: KAPSERET FINANCIAL YEAR: 2020/2021

Chairman CDFC Committee: **Sammy K Ruttoh** Signature:  Date: 21/01/2021

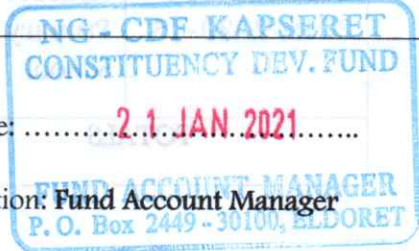
SERIAL NO.	NAME OF PROJECT	AMOUNT ALLOCATED (Kshs)
1	Secondary school	6,000,000
2	Bursary	400,000
TOTAL		6,400,00

Signature: 

Date: 2.1 JAN. 2021

Name: **Jacqueline Sainare**

Position: **Fund Account Manager**



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **145** Constituency name: **KAPSERET** County: **UASIN GISHU.**

Project Number: 145

Project Title: **Bursary**

Sector: Education

Status of projects (Tick one)

New..........Extension.....Ongoing.....

Rehabilitation.....

Brief Statement on progress at time of submission:

For payment of bursary to needy students

Financial year under reference 1st July 2020– 30th June 2021

Original Cost Estimates, 17,627,070.348Date.....

Amount allocated last financial year; 17,227,070.34

Amount allocated this financial year: 400,000

Project Name	Activity	Project Number	Amount allocated (Kshs)	Current Status
Bursary Secondary schools	Payment of bursary to needy students	4-0027-145-2640101-103-2020-2021-1	400,000	Ongoing
TOTAL			400,000	

Person Completing the Form: **Jacqueline Sainare**

Position: **Fund Account Manager**

Signature: 

Date: **21 JAN 2021**



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **145** Constituency name: **KAPSERET** County: **UASIN GISHU.**

Project Number: 145/2630204

Project Title: **Secondary School**

Sector: Education

Status of projects (Tick one)

New..........Extension.....Ongoing.....

Rehabilitation.....

Brief Statement on progress at time of submission:

For purchase of land for the named school

Financial year under reference 1st July 2020– 30th June 2021

Original Cost Estimates, 6,000,000 8Date.....

Amount allocated last financial year; Nil

Amount allocated this financial year: 6,000,000

Project Name	Activity	Project Number	Amount allocated (Kshs)	Current Status
Proposed Jasho Secondary school	Purchase of two acres of land	4-0027-145-2630205-104-2020-2021-6	6,000,000	New
TOTAL			6,000,000	

Person Completing the Form: **Jacqueline Sainare**

Position: **Fund Account Manager**

Signature: 

Date: **21 JAN 2021**

