**NG-CDFC MEETING HELD ON 29TH JUNE 2023 AT 2:00 PM IN CDF BOARDROOM**

MEMBERS PRESENT

1. Benard Ngetich -Member
2. Lawrence Omondi -DCC
3. Esau Kemboi -FAM
4. Jackline Chebet -Member
5. Sharon Cherotich Malel -Member
6. Sharon Cherotich -Member
7. Kipyegon Langat -Member
8. Wesley Koech -Member
9. Juliet Cheptoo -Member
10. Leonard Kirui -Member

**AGENDA**

1. Opening prayer
2. Reading and confirmation of previous minutes
3. Matters arising
4. Additional Information on Renovation Works and Pending Approval Projects
5. Ongoing Projects
6. Closing prayer

**MIN 1/29/06/2023: OPENING PRAYER.**

The meeting started at 2:20 PM with opening prayer by Wesley Koech.

**MIN 2/29/06/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES.**

The chairman welcomed members to the meeting and asked the secretary to read previous minutes. The secretary read through the previous minutes and were confirmed as true minutes by Kipyegon Langat and seconded by Juliet Cheptoo. The Chairman read out the Agenda of the meeting.

**MIN 3/29/06/2023: MATTERS ARISING.**

There were no matters arising from the previous meeting.

**MIN 4/29/06/2023:ADDITIONAL INFORMATION ON RENOVATION WORKS AND PENDING APPROVAL PROJECTS**

The Chairman informed members that the NGCDF Board had partially approved the 2022/2023 Financial Year Projects proposal, this was necessitated by additional information concerning the proposed projects which were required but had not been included in the projects proposal. He informed members that officers handling projects proposals at the NGCDF Board Headquarters paid a visit to the constituency to ascertain the scope of works for the proposed renovations projects in various institution, the officers from the Board were satisfied with renovations scope and advised that the committee to amend the scope of works narrations in the proposal to specific and not general.

Through the assistance of Public works officer the committee added the additional required information and were unanimously approved as follows: -

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **NAME OF PROJECT** | **ORIGINAL COST ESTIMATE** | **CUMULATIVE ALLOCATION** | **ACTIVITIES** | **AMOUNT ALLOCATED** | **STATUS** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Masubeti Primary School | 3,600,000 | NIL | Renovation to completion of 23 Classrooms and Staffroom (Single block): Floor screeding 14 No. Classrooms, painting, Roof painting, Tiling 23 No. Classrooms, Facia Board, External Skirting works and Glazing) | 3,600,000 | New |
|
| 2 | Kapkitony Primary School | 1,800,000 | NIL | Renovation to completion of 11 Classrooms and 3 offices (Single block): Tiling 11 No Classrooms & Office block, Painting, Fixing of Facia Boards 6 No Classrooms, External skirting, Glazing and Cable end finish. | 1,800,000 | New |
| 3 | Ngeny Primary School | 2,100,000 | NIL | Renovation to completion of 9 Classrooms and 2 offices (single block): plastering, painting, Flooring, Tiling 9 Classrooms & Office Block, Facia Boards 2No Classrooms, Skirting, Fixing of 7 No double steel door, glazing and repair of ceiling | 2,100,000 |  |
| 4 | Kiptewit Primary School | 5,500,000 | NIL | Renovation to completion of 18 Classrooms and a Staffroom (same block): Tiling 18 No. Classrooms, Painting and Glazing, Floor screeding, Facia Boards, Change of Shutters in 5 Classrooms, External wall and cable end finish, Construction of wall above veranda ring beam, Partial change of iron sheets on 11 Classrooms, General Painting, Fixing of 10 Steel stanchion and Glazing. | 5,500,000 | New |
| 5 | Cheptendeniet Primary School | 2,800,000 | NIL | Renovation to completion of 10 Classrooms and Staffroom (same block): Floor screeding to 5No Classrooms, Painting and Glazing, Tiling 10 No. Classrooms, Facia Boards, Fixing of 19 Stachion, Skirting and Roof Painting. | 2,800,000 | New |
| 6 | Kaptirbet Primary School | 3,200,000 | NIL | Renovation to completion of 13 Classroms: Plastering, Painting, Re-roofing of 5 No. Classrooms, Fixing of Facia Boards to 8No. Classrooms, Tiling 13No. Classrooms & office Block and 7 Stanchion. | 3,200,000 | New |
|  |  |  |  | **Sub-Total** | **19,000,000** |  |
|  | **SECONDARY SCHOOLS PROJECTS** |  |  |  |  |  |
| 7 | Sebetet Day Secondary School | 4,250,000 | NIL | Construction to completion of a 45 students' capacity (per practical) single science Laboratory. | 4,250,000 | New |
| 8 | Lalagin Secondary School | 4,250,000 | NIL | Construction to completion of a 45 students' capacity (per practical) single science Laboratory. | 4,250,000 | New |
| 9 | Kiptororgo Secondary School | 4,300,000 | NIL | Construction to completion of a 45 students' capacity (per practical) single science Laboratory. | 4,300,000 | New |
|  |  |  |  | **Sub-Total** | **12,800,000** |  |
|  | **TERTIARY PROJECTS** |  |  |  |  |  |
| 11 | Bureti Technical Training Institute- Tebesonik Campus | 20,000,000 | 12,000,000 | Completion of Storey building comprising of12 classrooms: Plastering, Flooring, Reinforcement, Glazing and Painting)  **NOTE:** Find the attached support documents as requested during the field visit | 8,000,000 | Ongoing |
|  |  |  |  | **Sub-Total** | **8,000,000** |  |
|  |  |  |  | **TOTALS:** | **39,800,000** |  |

**MIN 5/29/06/2023: CLOSING PRAYER**.

There being no other business the meeting ended at 3:30 PM with a word of prayer from Sharon Cherotich.

**Minutes taken by Confirmed by**

**……………………….. ……………………….**

**Jackline Chebet Benard Ngetich**

**NGCDFC Secretary NGCDFC Chairman**

**Endorsed by**

**………………………**

**Esau Kemboi**

**Fund Account Manager**

NG-CDFC MEETING HELD ON 28/03/2023 AT 2:10 PM IN CDF BOARD ROOM

ATTENDANCE

1. Benard Ngetich -Member
2. Lawrence Omondi -DCC
3. Esau Kemboi -FAM
4. Jackline Chebet -Member
5. Sharon Cherotich Malel -Member
6. Sharon Cherotich -Member
7. Kipyegon Langat -Member
8. Wesley Koech -Member
9. Juliet Cheptoo -Member
10. Leonard Kirui -Member

AGENDA

1. Opening prayer
2. Reading and confirmation of previous minutes
3. Matters arising
4. Reallocation Of Social Security Program To Secondary School Bursary
5. Reallocation Of Bursary Tertiary Institutions To Bursary Secondary School
6. A.O.B
7. Closing Prayer

**MIN 01/28/03/2023: OPENING PRAYER**

The Chairman called the meeting to order at 2:10 PM and welcomed Sharon Malel to open the meeting with a word of prayer.

**MIN 02/28/03/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The Chairman welcomed the secretary to read the previous minutes, the secretary read the minutes and were confirmed as true minutes of the meeting by Wesley Koech and seconded by Leonard Kirui.

**MIN 03/28/03/2023: MATTERS ARISING**

There were no matters arising from the previous Minutes.

**MIN 04/28/03/2023: REALLOCATION OF SOCIAL SECURITY PROGRAM TO SECONDARY SCHOOL BURSARY**

The chairman informed members that the Constituency received more applicants in secondary school category than had been projected during preparation of Projects proposals for the current financial year. He told members that there was need to allocate more funds to accommodate the large numbers. The Fund Account Manager informed members that there was unutilized from previous Financial Year under Social Security Program amounting to **Kshs 1,998,000.**

After a lengthy discussion the committee unanimously agreed that the funds amounting to **Kshs 1,998,000** under Social Security Program be reallocated to Bursary Secondary Schools category for payment of bursary to needy students in secondary schools as per the below table:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Approved Projects** | **FY** | **Reason for Reallocation** | **Being Reallocated to:-** |
| 1. | 1. Social Security Program  **Amount: Kshs** 1,998,000  **Activity:** Payment of NHIF Medical cover to 333 vulnerable people in the constituency. | 2021/2022 | \*The Constituency received more Secondary School bursary applicants than expected hence there was need to reallocate the unutilized Social Security Programme funds. | **1.Project:** Bursary Secondary Schools  **Amount:** Kshs 1,998,000  **Activity**: Payment of bursary for needy students in Secondary Schools. |

**MIN 05/28/03/2023: REALLOCATION OF BURSARY TERTIARY INSTITUTIONS TO BURSARY SECONDARY SCHOOL**

The chairman informed members that the Constituency received more applicants in secondary school category than had been projected during preparation of Projects proposals for the current financial year. He told members that there was need to reallocate funds from Tertiary Institution category to Secondary School category so as to accommodate the more secondary school applicants.

After a lengthy discussion the committee unanimously agreed that the funds amounting to **Kshs 6,949,500** be reallocated from Bursary tertiary institution category to Bursary Secondary Schools category for payment of bursary to needy students in secondary schools as per the below table:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Approved Projects** | **FY** | **Reason for Reallocation** | **Being Reallocated to:-** |
| 1. | 1. Bursary Tertiary Institution  **Amount: Kshs 6,949,500**  **Activity:** Payment of NHIF Medical cover to 333 vulnerable people in the constituency. | 2022/2023 | The Constituency received more Secondary Bursary applicants than expected hence there was need to reallocate unutilized Bursary Tertiary Institution. | **1.Project:** Bursary Secondary Schools  **Amount:** Kshs **6,949,500**  **Activity**: Payment of bursary for needy students in Secondary School |

**MIN 06/28/03/2023: A.O.B**

There was no any other business.

**MIN 07/28/03/2023: CLOSING PRAYER**

The meeting ended at 3:30PM with a closing prayer from Juliet Cheptoo.

**Minutes taken by Confirmed by**

**……………………….. ……………………….**

**Jackline Chebet Benard Ngetich**

**NGCDFC Secretary NGCDFC Chairman**

**Endorsed by**

**………………………**

**Esau Kemboi**

**Fund Account Manager**

NG-CDFC MEETING HELD ON 30/05/2023 AT 2:10 PM IN CDF BOARD ROOM

ATTENDANCE

1. Benard Ngetich -Member
2. Lawrence Omondi -DCC
3. Esau Kemboi -FAM
4. Jackline Chebet -Member
5. Sharon Cherotich Malel -Member
6. Sharon Cherotich -Member
7. Kipyegon Langat -Member
8. Wesley Koech -Member
9. Juliet Cheptoo -Member
10. Leonard Kirui -Member

AGENDA

1. Opening prayer
2. Reading and confirmation of previous minutes
3. Matters arising
4. Reallocation of Tengecha Girls High School & Tengecha Boys High School Projects
5. A.O.B
6. Closing Prayer

**MIN 01/30/05/2023: OPENING PRAYER**

The Chairman called the meeting to order at 2:30 PM and welcomed Juliet Cheptoo to open the meeting with a word of prayer.

**MIN 02/30/05/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The Chairman welcomed the secretary to read the previous minutes, the secretary read the minutes and were confirmed as true minutes of the meeting by Sharon Cherotich and seconded by Leonard Kirui.

**MIN 03/30/05/2023: MATTERS ARISING**

There were no matters arising from the previous Minutes.

**MIN 04/30/05/2023: REALLOCATION OF TENGECHA GIRLS HIGH SCHOOL & TENGECHA BOYS HIGH SCHOOL PROJECTS**

The chairman brought to the attention of the committee that Tengecha Girls High School project and Tengecha Boys High School financed during the previous financial year each amounting to **Kshs 1,000,000** did not take off because delayed disbursement of funds by the National Treasury. By the time the funds were disbursed the schools had already used their own funds to complete the project.

The committee agreed that since the projects were almost complete and the proposed activities which were to be funded by funds had already been implemented therefore there was need to reallocate the funds to other institutions in the constituency with challenges in terms of infrastructure development.

After a lengthy deliberation the committee unanimously agreed that the funds amounting **Kshs 2,000,000** be reallocated as per the below table: -

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Approved Projects** | **FY** | **Reason for Reallocation** | **Being Reallocated to:-** |
| 1. | 1. Tengecha Girls High School  **Amount: Kshs** 1,000,000  **Activity:** Completion of a dormitory Capacity 120 students(Casting of suspended slab) | 2021/2022 | Delayed disbursement of funds hence the project was completed by the school. | **1.Project:** Korongoi Girls High School  **Amount:** Kshs 1,000,000  **Activity**: Completion of Storey Dormitory (Fixing of Floor Terazzo) |
| 2. | 2 Tengecha Boys High School  **Amount: Kshs** 1,000,000  **Activity:** Completion of a dormitory Capacity 120 students(Casting of suspended slab) Initiated by parents | 2021/2022 | Delayed disbursement of funds hence the project was completed by the school. | **1.Project:** Cheborge Primary School  **Amount:** Kshs 1,000,000  **Activity**: Renovation of 5 No Classrooms to completion. (Painting, Glazing and Flooring) |

**MIN 06/30/05/2023: A.O.B**

There was no any other business.

**MIN 07/30/05/2023: CLOSING PRAYER**

The meeting ended at 3:50PM with a closing prayer from Wesley Koech.

**Minutes taken by Confirmed by**

**……………………….. ……………………….**

**Jackline Chebet Benard Ngetich**

**NGCDFC Secretary NGCDFC Chairman**

**Endorsed by**

**………………………**

**Esau Kemboi**

**Fund Account Manager**