

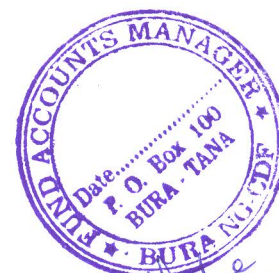


NG-CDF

MINUTES OF THE NG-CDFC-BURA HELD ON FRIDAY 18th OCTOBER, 2019 AT BURA NGCDF OFFICE AT 9.30AM.

PRESENT

NO	NAMES	DESIGNATION
1.	Mr. DubeM Boru	Chairman
2.	Mr. Hussein Dado. Takano	Secretary
3.	Mr. Ronald Jembe Wanje	FAM
4.	Mr. Philip Soy	DCC - Bura
5.	Mr. Mohamed Khalif kayo	Member
6.	Mrs. Rosemary Mboya	Member
7.	Ms. Faria Mohamed	Member
8.	Ms. Hawa Lul. Aden	Member
9.	Mr. YussufBocha	Member
10.	Mr. Godana Mahmud Dara	Member



AGENDA

1. Preliminaries.
2. Reading of previous minutes.
3. Project proposals for FY 2019-2020
4. Re-submission of Huruma Day Secondary school funds to Singwaya secondary school.
5. Re-submission of Audit fees allocated in FY 2015-2016 to Charidende secondary school.
6. A.O.B.

MIN 1/10/2019: PRELIMINARIES

The meeting was opened with a word of prayer by Mr. Hussein Takano. The chairman thanked the members for their punctuality and urged them to deliberate on the agendas of the day

openly. The Chairman informed the members that NG-CDF Bura has been allocated ksh. 137,367,724.14/= for FY 2019-2020. He urged the members to identify projects for this financial year's implementation.

MIN 2/10/2019: READING OF THE PREVIOUS MINUTES

The secretary read out the minutes of the previous meeting and the members agreed that it was a true deliberation of the previous meeting. The minutes were proposed by Mahamud Dara and seconded by Hawa Lul Adan.

MIN 3/10/2019: PROJECT PROPOSALS FOR FY 2019-2020

The committee went through all project proposals reports from every Ward and agreed to approve the listed projects for onwards submission to the NG-CDF Board Nairobi.

NAME OF PROJECT	AMOUNT ALLOCATED.
Administration	8,242,063.44
Environment	2,747,354.48
Emergency	7,198,241.38
M&E/Capacity building	4,121,031.72
Sports	2,747,354.48
Bursary	37,411,678.64
Primary school projects	38,500,000.00
Secondary school projects	26,400,000.00
Security projects	5,500,000.00
NG-CDF Bura website development.	600,000.00
NG-CDF Bura Office extension and furnishing.	4,000,000.00
	137,367,724.14

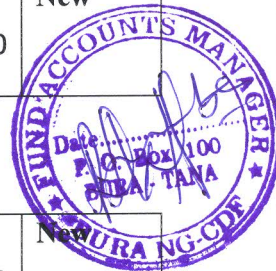


Project Name	Activity	Amount allocated.	Status
ADMINISTRATION			
Employees salaries	Payment of staff salaries and gratuity.	3,112,010.00	Ongoing
Goods and services	Purchase of fuel, repairs and maintenance, printing, stationeries, telephone, travel and subsistence, office tea.	3,315,472.53	Ongoing
NSSF	Payment of NSSF deduction.	127,760.00	Ongoing
NHIF	Payment of NHIF deduction.	38,200.00	Ongoing
Committee expenses.	Payment of committee sitting allowances, travel allowances and conferences.	1,648,620.92	Ongoing

ENVIRONMENT			
Fayya Girls secondary school	Construction of 3 blocks each with 2 door pit latrines at a cost of ksh. 500,000 each.	1,500,000	New
Bangale primary school	Purchase and installation of 2 No. 10,000 ltrs plastic water tank (ksh. 300,000), guttering of 3 No. classrooms for rain water harvesting and constructing the base to sit the water tank.(ksh. 100,000).	400,000	New
Baleneka primary school	Purchase and installation of 1 No. 10,000 ltrs plastic water tank (ksh. 150,000), guttering of 2 No. classrooms for rain water harvesting and constructing the base to sit the water tank. (ksh. 100,000).	250,000	New
NG-CDF office	Landscaping of NG-CDF office Bura. (Excavation of top soil, backfilling & leveling, application of manure, planting grass & watering.)	297,354.48	New
Singwaya Secondary School	Purchase and installation of 2 No. 10,000 ltrs plastic water tank (ksh. 300,000).	300,000.00	New
Emergency	To cater for any unforeseen occurrences during the financial year	7,198,241.38	Ongoing
MONITORING & EVALUATION			
Goods and services.	Purchase of fuel, repairs and maintenance, printing, stationeries, travel and subsistence.	1,138,600.27	Ongoing
Committee expenses	Payment of committee sitting allowances, transport & conferences.	1,560,258.00	Ongoing
CDFC/PMC capacity building	Undertaking training of PMC on NG-CDF related issues.	1,422,173.45	Ongoing
Goods and services.	Purchase of fuel, repairs and maintenance, printing, stationeries, travel and subsistence.	1,138,600.27	Ongoing
BURSARY			
Bursary secondary school	Payment of bursaries to bright & needy secondary students.	17,000,000.00	New
Bursary tertiary institution.	Payment of bursaries to bright & needy colleges & Universities students.	16,811,678.62	New
Special security programs in conjunction with NHIF	Payment of NHIF for 600 families at ksh.6000/= per family.	3,600,000.00	New
PRIMARY SCHOOL PROJECTS			
KOTI PRIMARY	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
BANGALE PRIMARY	Construction of 3 NO. CLASSROOMS to completion	3,750,000.00	New
BALENEKA PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
KURITI PRI SCH	Construction of 2 NO. CLASSROOMS to		New



	completion	2,500,000.00	
BULTOBANTA	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
ADELE PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
MARAMTU PRI SCH	Construction of ADMINISTRATION BLOCK	3,000,000.00	New
HAMARESA PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
SOMBO PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
HOSINGO PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
MAGURA PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New
HURUMA PRI SCH	Construction of 3 NO. CLASSROOMS to completion	3,750,000.00	New
PRIMARY SCHOOL DESK			
SOMBO PRIMARY SCHOOL	Purchase of 100primary school Desks	500,000.00	New
FAHARI PRIMARY SCHOOL	Purchase of 50primary school Desks	250,000.00	New
GODIA PRIMARY SCHOOL	Purchase of 100primary school Desks	500,000.00	New
SINGWAYA PRIMARY SCHOOL	Purchase of 50primary school Desks	250,000.00	New
HIRIMANI PRIMARY SCHOOL	Purchase of 50primary school Desks	250,000.00	New
ELRAR PRIMARY SCHOOL	Purchase of 100primary school Desks	500,000.00	New
HOSINGO PRIMARY SCHOOL	Purchase of 100primary school Desks	500,000.00	New
AMANI PRIMARY	Purchase of 50primary school Desks	250,000.00	New



SCHOOL																																											
WADESA PRI SCH	Construction of 2 NO. CLASSROOMS to completion	2,500,000.00	New																																								
SECONDARY SCHOOLS PROJECTS																																											
FAYYA GIRLS	Finishing works of twin laboratory, fitting of doors, windows, fixtures, painting and decorating, plumbing, gas installation and external soil drainage.	2,500,000.00	Ongoing																																								
FAYYA GIRLS	Construction of a Chain link and concrete post fence for 20 acres school compound.	8,000,000.00	New																																								
SINGWAYA SEC	Construction of SINGLE LAB to completion	4,500,000.00	New																																								
ABAGALA SEC SCH	Construction of 2 NO. CLASSROOMS to completion	2,900,000.00	New																																								
MORORO SEC SCH	Construction of STAFFROOM & BOOKSTORE	2,000,000.00	New																																								
CHARIDENDE SEC SCH	Construction of 3 NO. CLASSROOMS to completion	4,500,000.00	New																																								
NANIGHI TANA MIXED BOARDING SEC SCH	Purchase of Secondary School 118 double decker beds (metal beds)	2,000,000.00	New																																								
SECURITY																																											
Mororo Chief's Office	Construction of Chief's office to completion.	2,500,000.00	New																																								
Bura Administration police	Finishing works – installation of doors and windows, external finishes and internal finishes.	3,000,000.00	On-Going																																								
OTHER PROJECTS																																											
NG-CDF office	Extension wing of Manager's office, Chairman's office and Secretary's office and furnishing of NG-CDF Bura office. FURNISHING	4,000,000.00	New																																								
	<table border="1"> <thead> <tr> <th>S/N</th> <th>ITEM DESCRIPTION</th> <th>QTY</th> <th>UNIT PRICE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>EXECUTIVE TABLE</td> <td>3</td> <td>70,000.00</td> <td>210,000.00</td> </tr> <tr> <td>2</td> <td>EXECUTIVE CHAIRS</td> <td>3</td> <td>30,000.00</td> <td>90,000.00</td> </tr> <tr> <td>3</td> <td>LAPTOP COMPUTERS</td> <td>3</td> <td>100,000.00</td> <td>300,000.00</td> </tr> <tr> <td>4</td> <td>DESKTOP COMPUTERS</td> <td>3</td> <td>60,000.00</td> <td>180,000.00</td> </tr> <tr> <td>5</td> <td>VISITORS CHAIRS</td> <td>8</td> <td>10,000.00</td> <td>80,000.00</td> </tr> <tr> <td>6</td> <td>AIR CONDITIONER INSTALLATION</td> <td></td> <td>140,000.00</td> <td>140,000.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>1,000,000.00</td> </tr> </tbody> </table>	S/N	ITEM DESCRIPTION	QTY	UNIT PRICE	TOTAL	1	EXECUTIVE TABLE	3	70,000.00	210,000.00	2	EXECUTIVE CHAIRS	3	30,000.00	90,000.00	3	LAPTOP COMPUTERS	3	100,000.00	300,000.00	4	DESKTOP COMPUTERS	3	60,000.00	180,000.00	5	VISITORS CHAIRS	8	10,000.00	80,000.00	6	AIR CONDITIONER INSTALLATION		140,000.00	140,000.00					1,000,000.00		
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NG-CDF office	NG-CDF website development	500,000.00	New																																								



MIN 4/10/2019: RE-SUBMISSION OF HURUMA MIXED DAY SECONDARY SCHOOL FUNDS TO SINGWAYA MIXED DAY SECONDARY SCHOOL

The committee agreed to re-submit Huruma mixed day secondary school funds of ksh. 2,000,000.00/= for FY 2017-2018 to Singwaya mixed day secondary school for construction of 2 blocks 4 door pit latrine each costing ksh. 1,000,000/=. This is after it had failed to be approved for implementation.

MIN 5/10/2019: RE-SUBMISSION OF AUDIT FEES ALLOCATED IN FY 2015-2016 TO CHARIDENDE SECONDARY SCHOOL.

The committee agreed to re-submit Audit fees allocated in FY 2015-2016 of ksh. 500,000.00/= to Charidende secondary school for purchases and supply of students chairs and lockers amounting to ksh. 500,000.00/=.

MIN 6/10/2019: A.O.B.

Since there was no any other business, the meeting was closed with a word of prayer from Mohamed Khalif kayo.

MINUTES PREPARED BY: -

HUSSEN D TAKANO

SECRETARY

MINUTES CONFIRMED BY:-

DUBE M BORU

CHAIRMAN

