



National Government Constituency Development Fund
 Machakos Town Constituency
 P.O Box 2521-90100
 Machakos, Kenya
 Cell: 0707 522 509
 Email: cdfmachakostown@ngcdf.go.ke

MINUTES OF THE MACHAKOS TOWN NG-CDF COMMITTEE MEETING HELD ON 9TH JANUARY 2024 AT NG-CDFC OFFICE BOARDROOM

MEMBERS PRESENT

NO.	NAME	CATEGORY
1.	Mr. Joseph Mbola Mathew	Chairperson
2.	Ms. Judith Mwende Ngute	Secretary
3.	Mr. David K. Rotich	DCC
4.	Mr. Nicholas N. Kimanzi	Fund Account Manager
5.	Mr. Francis Muli Nzomo	Member
6.	Ms. Theresia Ngina Peter	Member
7.	Ms. Jackline Ndinda Ngayai	Member
8.	Ms. Everlyne Nthambi Wambua	Member
9.	Mr. Peter Muasya Malonza	Member
10.	Mr. Joseph Munyao Paul	Member
IN ATTENDANCE		
1.	Mr. Simon Mutemi	Sub county Director of Education - Machakos

THE FUND ACCOUNT MANAGER
 MACHAKOS TOWN NG-CDF
 10 JAN 2024
 P. O. Box 2521-90100,
 MACHAKOS.

Signature

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

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Date: 10th January, 2024
 Date: 10th January, 2024



NG-CDF MACHAKOS TOWN

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AGENDA

1. Preliminaries
2. Reading and Confirmation of Previous Minutes.
3. Matters Arising
4. Junior Secondary School Project
5. On-Going Projects
6. Presentation of the budget for administration
7. Review of Funding Proposal for 2023-2024
8. AOB

MIN 01/MKS/NGCDFC/09/01/2024- PRELIMINARIES

The Chairperson called the meeting to order at 11: 05 am. The opening prayer was said by Ms. Judith Mwendu Ngute.

MIN 02/MKS/NGCDFC/09/01/2024- READING AND CONFIRMATION OF THE PREVIOUS MINUTES

The secretary took members through the previous minutes of a meeting held on 18th December, 2023 after which the same were proposed as true records of the day's deliberations by Mr. Peter Malonza who was seconded by Ms. Theresia Ngina Peter.

MIN 03/MKS/NGCDFC/09/01/2024- MATTERS ARISING



The FAM confirmed to the committee that the AIE of Kshs. 30,000,000 had been committed in the books of account as per the resolution of that day. The vacancy for Records Management Officer had also been declared through an advert on 3rd January, 2024.

MIN 04/MKS/NGCDFC/09/01/2024- JUNIOR SECONDARY SCHOOL PROJECT

The Fund Account Manager informed members that he had received a circular NG-CDFB-CEO/MOE/VOL 1 (046) Dated; 16th October, 2023 i.e. "A letter received by the Board from the Principal Secretary State Department for Basic Education Ref No. MOE.HQS/3/7/27 (110) dated 3rd October 2023 communicating on the impending programme of the Ministry of Education on infrastructure development for junior secondary school. Which, the National Treasury had allocated funds in the Financial Year 2023/2024 for the construction of classrooms and Integrated

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Learning Resource Centres within selected junior secondary schools to be managed by the Ministry of Education and NG-CDF as a conditional grant.

To enable the realization of the objectives of this programme, the NG-CDF Committees are required to incorporate the funding in the project proposals for the 2023/2024 financial year. Machakos Town constituency will allocate Kshs. 15,561,633.00 towards this while preparing the project proposal. Going by the list agreed upon between NG-CDF Machakos Town and the Sub County Directors of Education, the following schools were proposed for Junior Secondary School funding under the Ministry of Education: -

S/NO	PROJECT NAME	PROJECT ACTIVITY	ORIGINAL COST	CUMULATIVE ALLOCATION	AMOUNT ALLOCATED	CURRENT STATUS
JUNIOR SECONDARY SCHOOL PROJECTS FUNDED BY NG-CDF						
1	Ivutini Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
2	Kimutwa Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
3	Miwani Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a	1,414,694		1,414,694	New

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MACHAKOS TOWN NG-CDF

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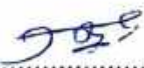


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		white board at Kshs. 14,694				
4	Machakos Baptist Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
5	Machakos Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
6	Kyeni Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
7	Love Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a	1,414,694		1,414,694	New

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		white board at Kshs. 14,694				
8	Muthini Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
9	Manza Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
10	Uiini Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a white board at Kshs. 14,694	1,414,694		1,414,694	New
11	Ngunyumu Primary School	Construction to completion of 1 classroom with floor tiles at Kshs. 1,400,000 and purchase of a	1,414,693		1,414,693	New

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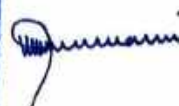
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		white board at Kshs. 14,693				
	Sub-Total		15,561,633		15,561,633	
JUNIOR SECONDARY SCHOOL PROJECTS FUNDED BY MOE						
1	Ivutini Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
2	Kimutwa Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
3	Miwani Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
4	Machakos Baptist Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and	1,414,694		1,414,694	New

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 Name: Joseph Mboia Mathew
 Secretary
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		installation of a white board; Kshs. 14,694				
5	Machakos Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
6	Kyeni Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
7	Love Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
8	Muthini Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a	1,414,694		1,414,694	New

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		white board; Kshs. 14,694				
9	Manza Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
10	Uiini Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
11	Ngunyumu Primary School	Construction to completion of 1 classroom with floor tiles; Kshs. 1,400,000 and installation of a white board; Kshs. 14,694	1,414,694		1,414,694	New
Sub-Total			15,561,633		15,561,633	

MIN 05/MKS/NGCDFC/09/01/2024- ON-GOING PROJECTS

While NG-CDF committee was prioritizing and allocating the funds to the 2023/2024 projects, the Fund Account Manager advised the Committee to give priority to all the ongoing Projects. The ongoing project were as follows: -

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Chairman

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Project name	Entire scope of project	Initial Approved activities	Pending Activities requiring funding	Contract sum/Established Cost (Kshs.) of the entire project	Cumulative allocation of the project (Ksh)		Balance to complete (Kshs.)- contract sum-cumulative allocation
					FY	Amount allocated	
Kyasila Secondary School	Excavation to foundation, substructure works, foundation slab, ground floor and 1st floor-superstructure walling, doors and window fittings, roofing, plastering and painting.	Construction of 4 classrooms to completion	Floor tilling, installation of doors and windows, installation of guard rails, electrical works, plastering and painting.	7,500,000	2020/2021	4,000,000	2,500,000
					2021/2022	1,000,000	
Keaa Secondary School	Substructure works, walling, roofing, fittings, plastering.	Construction of 40 students' capacity Laboratory: Foundation	Roofing, fittings, plastering, floor tiling, worktops	6,000,000	2020/2021	1,000,000	4,000,000
					2021/2022	1,000,000	

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	floor tiling, painting, worktops, benches, gas installation, fume chamber, drainage works and electrical works.	and Walling (Phase1)	, benches, fume chamber, gas installation, drainage works, electrical works and painting				
Makakoi Secondary School	Substructure works, walling, roofing, fittings, plastering, floor tiling, painting, worktops, benches, gas installation, fume chamber, drainage works and electrical works.	Construction of 40 students' capacity Laboratory: Foundation and Walling (Phase1)	Roofing, fittings, plastering, floor tiling, worktops, benches, fume chamber, gas installation, drainage works, electrical works and painting.	6,000,000	2020/2021 2021/2022	1,000,000 1,000,000	4,000,000
Kitanga Assistant	Construction of a 3 roomed	2007/2008- Foundation and Flooring	Completion of Assistant	1,550,000	2007/2008	100,000	1,300,000

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chief's Office	Assistant Chief's Office	& 2010/2011- Walling to the 6th course.	Chief's Office: - Walling, roofing, installation of 4 doors and 5 windows, plastering and painting.		2010/2011	150,000	
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Other ongoing projects not included in the above list are:

1. Kusyomuomo Secondary School

The construction of 1 No. classroom to completion was reallocated to conversion of an existing classroom into a computer laboratory vide NG-CDF Board's approval letter NG-CDF BOARD/ MACHAKOS TOWN/VOL. 2/100 dated 28th September, 2023.

2. Assistant County Commissioner's Office- Kalama Subdivision

Installation of satellite antenna, router, digital access kit, digital ruggedized tablet, WIFI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya Ltd.

The project has not been implemented. Initially the facility had not been connected to electricity until recently. The committee commits to allocate funds in the next financial year to install Desks for the 13 laptops and chairs in collaboration with Telkom Kenya Ltd.

3. Mutituni Division Assistant County Commissioners Office

Installation of satellite antenna, router, digital access kit, digital ruggedized tablet, WIFI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya Ltd.

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The project has not been implemented. The facility is not connected to electricity to date. The security of the facility is also wanting as there has been frequent vandalism of the project itself since it has never been occupied after completion. In view of the above, the committee is planning to request for reallocation of that project to another place with electricity and secure for the equipment.

4. Kimutwa Chiefs Office

Erection of concrete posts, tightening of barbed wire, chain link fencing, concrete surround to the posts and chain link.



As at today, the project Account has unutilized balance of Kshs. 136,711. The PMC is in communication with the contractor to go back on site and finish the remaining work. Should there be need for more funds, then our clerk of works will advise the office accordingly.

MIN 06/MKS/NGCDFC/09/01/2024- PRESENTATION OF THE BUDGET FOR ADMINISTRATION

The Fund Account Manager informed the committee that the funds set aside for Administration and Recurrent Expenditure is 6% of the total allocation which translates to Kshs. 11,573,879. As per the circular, the committee is supposed to prepare a budget for the same. The committee with the guidance of the Fund Account Manager came up with the following budget for the Administration and Recurrent Expenditure: -

ADMINISTRATION AND RECURRENT EXPENDITURE BUDGET						
Item	Description	Scale	Number	Rate (kshs.)	Total Amount PM (Kshs.)	Total Amount PA (Kshs.)
Basic Staff Salary for 10 NGCDFC Contractual employees	Accounts Assistant	CSG 10	1	51,170	51,170	614,040
	Clerk of Works	CSG 11	1	31,270	31,270	375,240

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	Records Management Officer	CSG 11	1	31,270	31,270	375,240
	Projects Clerk	CSG 12	1	27,700	27,700	332,400
	Driver	CSG 12	1	25,470	25,470	305,640
	Senior Support Staff	CSG 12	1	25,470	25,470	305,640
	Secretary	CSG 13	1	22,270	22,270	267,240
	Office Cleaner	CSG 14	1	16,890	16,890	202,680
	Security Officer (day)	CSG 15	1	16,250	16,250	195,000
	Security Officer (day)	CSG 17	1	13,280	13,280	159,360
Sub-Total			10			3,132,480
Transport Allowance for 10 NGCDF contractual employees	Accounts Assistant	CSG 10	1	5,000	5,000	60,000
	Clerk of Works	CSG 11	1	4,000	4,000	48,000
	Records Management Officer	CSG 11	1	4,000	4,000	48,000
	Projects Clerk	CSG 12	1	4,000	4,000	48,000

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	Driver	CSG 12	1	4,000	4,000	48,000
	Senior Support Staff	CSG 12	1	4,000	4,000	48,000
	Secretary	CSG 13	1	4,000	4,000	48,000
	Office Cleaner	CSG 14	1	3,000	3,000	36,000
	Security Officer (day)	CSG 15	1	3,000	3,000	36,000
	Security Officer (day)	CSG 17	1	3,000	3,000	36,000
Sub-Total			10			456,000
House Allowance for 10 NGCDFC contractual employees	Accounts Assistant	CSG 10	1	9,600	9,600	115,200
	Clerk of Works	CSG 11	1	5,800	5,800	69,600
	Records Management Officer	CSG 11	1	5,800	5,800	69,600
	Projects Clerk	CSG 12	1	3,850	3,850	46,200
	Driver	CSG 12	1	3,850	3,850	46,200
	Senior Support Staff	CSG 12	1	3,850	3,850	46,200

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	Secretary	CSG 13	1	3,850	3,850	46,200
	Office Cleaner	CSG 14	1	3,000	3,000	36,000
	Security Officer (day)	CSG 15	1	2,960	2,960	35,520
	Security Officer (day)	CSG 17	1	2,500	2,500	30,000
	Sub-Total		10			540,720
Staff Service Gratuity (31% of Basic Salary) for 10 NGCDF contractual employees	Accounts Assistant	CSG 10	1	15,863	15,863	190,356
	Clerk of Works	CSG 11	1	9,694	9,694	116,328
	Records Management Officer	CSG 11	1	9,694	9,694	116,328
	Projects Clerk	CSG 12	1	8,587	8,587	103,044
	Driver	CSG 12	1	7,896	7,896	94,752
	Senior Support Staff	CSG 12	1	7,896	7,896	94,752
	Secretary	CSG 13	1	6,904	6,904	82,848
	Office Cleaner	CSG 14	1	5,236	5,236	62,832

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	Security Officer (day)	CSG 15	1	5,038	5,038	60,456
	Security Officer (day)	CSG 17	1	4,117	4,117	49,404
Sub-Total			10			971,100
Employer contribution of housing Levy for 10 NGCDFC contractual employees	Accounts Assistant	CSG 10	1	987	987	11,844
	Clerk of Works	CSG 11	1	616	616	7,392
	Records Management Officer	CSG 11	1	616	616	7,392
	Projects Clerk	CSG 12	1	533	533	6,396
	Driver	CSG 12	1	500	500	6,000
	Senior Support Staff	CSG 12	1	500	500	6,000
	Secretary	CSG 13	1	452	452	5,424
	Office Cleaner	CSG 14	1	343	343	4,116
	Security Officer (day)	CSG 15	1	333	333	3,996
	Security Officer (day)	CSG 17	1	282	282	3,384

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Sub-Total			10			61,944
NSSF	Employer contribution of NSSF for 10 NGCDFC contractual employees		10	1,080	10,800	129,600
NITA	Employer contribution towards the National Industrial Training Authority for 10 NGCDFC contractual employees		10	50	500	6,000
Casual Labour and Internship	Payment of wages to casuals and interns (4 Interns/casuals Ksh. 16,667 per month)		4	16,667	16,667	200,000
Goods and Services						
Electricity	Payment of Electricity Charges expenses				2,000	24,000
Water and Sewerage charges	Payment of Water and Sewerage expenses				2,000	24,000

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Telephone, Telex, Facsimile and Mobile Phone service	Payment of telephone expenses charges				8,500	102,000
Internet Connections	Payment of Internet Connections				6,667	80,000
Courier and Postal Services	Payment of Courier and Postal Services					740,000
Subscription to Newspapers, Magazines and Periodicals	Payment of Subscription to Newspapers, Magazines and Periodicals		2	120	2,880	34,560
Catering services (receptions), Accommodation, Gifts, Food and Drinks	Payment of Catering Services: Receptions, accommodation, gifts, food and drinks services					500,000
Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers					500,000
Sanitary and Cleaning Materials, Supplies and Services	Purchase of Sanitary and Cleaning Materials, Supplies and Services					30,000

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Signature.....*JMB*.....
 Signature.....*JMwende*.....

Date: 10th January, 2024
 Date: 10th January, 2024



NG-CDF MACHAKOS TOWN

National Government Constituency Development Fund
 Machakos Town Constituency
 P.O Box 2521-90100
 Machakos, Kenya
 Cell: 0707 522 509
 Email: cdfmachakostown@ngcdf.go.ke

Sub-total						2,034,560
Travelling and Accommodation Expenses						
Daily Subsistence Allowance	Payment of Daily Subsistence Allowances					250,000
Refined Fuels and Lubricants	Purchase of Refined Fuels and Lubricants					200,000
Sub-Total						450,000
Committee Expenses						
Payment of NG-CDFC sitting allowance	Members		8	5,000		960,000
	Chair		1	7,000		168,000
Other committee expenses	Payment of Other Committee expenses					561,979
Sub-Total						1,689,979
Other Expenses						
Motor vehicle and Motor cycle insurance	Payment of Motor vehicle and Motor cycle insurance for Toyota Hilux Double Cabin GKA 3525 and					500,000

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature.....*J.M.*.....
 Signature.....*Ngute*.....

Date: 10th January, 2024

Date: 10th January, 2024

THE FUND ACCOUNT MANAGER
 MACHAKOS TOWN NG-CDF
 10 JAN 2024
 P. O. Box 2521-90100,
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	Motor Cycle Yamaha 125cc, GKB 913X					
Purchase of Uniforms and Clothing - Staff	Purchase of Uniforms and Clothing for NG- CDFC Staff and Committee					200,000
General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies: papers, pencils, forms and small office equipment					600,000
Other Fuels (wood, charcoal, cooking gas etc)	Payment of Other Fuels: Wood, charcoal and cooking gas					10,000
Contracted Guards and Cleaning Services	Payment of Contracted Guards and Cleaning Services					216,496
Membership Dees, dues and Subscriptions to Professional and Trade Bodies	Payment of Membership fees, dues and subscriptions to professional and trade bodies of NGCDFC office					25,000
Maintenance of Office Furniture and Equipment	Payment of Maintenance of					150,000

Chairman
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	Office Furniture and Equipment					
Maintenance Expenses -vehicles and Motorcycle	Payment of Maintenance expenses for Motor Vehicle and Motorcycles: for Toyota Hilux Double Cabin GKA 3525 and Motorcycle Yamaha 125cc, GKB 913X					200,000
Sub-Total						1,901,496
Grand Total						11,573,879

MIN 07/MKS/NGCDFC/09/01/2024- REVIEW OF FUNDING PROPOSAL FOR 2023-2024

The Fund Account Manager read to the committee the contents of the Board circular NG-CDFB/CEO/NG-CDF CIRCULAR/VOL II (035) dated 4th January 2024 on realignment of the funding proposal with the NG-CDF (AMENDMENT ACT 2023).

As per the circular, the amended NG-CDF Act, 2023 has introduced fundamental changes that have implications on the projects funded under the Act. In that regard, it is necessary that the Constituency Committees relook at their 2023/2024 project proposals with a view to realigning them with the new legal position.

The key aspects of the 2023 amendments to be taken into consideration include:

- 1) The NG-CDF Projects shall be those falling within the exclusive functions of the national government.
- 2) Removal of Sports activities as eligible projects.

Chairman
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 Name: Judith Mwende Ngute

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 Signature.....

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- 3) Allocation of a sum not exceeding 3% of the total annual allocation to payment of recurrent utilities costs and maintenance of constituency digital hubs.
- 4) Allocation of a sum not exceeding 5% of the total annual allocation to climate change mitigation activities, including afforestation, reforestation, grassroots sensitization and tree seedlings production.
- 5) The increment of funding of social security programmes, education bursary schemes, mock examinations and Continuous Assessment Tests from 35% to 40% of the total allocation of the constituency per year.
 Further, the committee shall with the approval of the Board, allocate funds to cater for education bursary schemes, and education days, teaching and learning activities and other learners' social support programmes.
- 6) Removal of Constituency Oversight Committees as eligible project.

The committee, after lengthy deliberations resolved to allocate the Kshs. 192,897,991.00 from the Board and Kshs. 15,561,633.00 MOE funds totaling to Kshs. 208,459,624.00 as follows:

S/NO	Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
ADMINISTRATION AND RECURRENT EXPENDITURE						
1	Contractual Employees	Payment of basic salaries for 10 NG-CDFC contractual employees	3,132,480		3,132,480	New
2	Gratuity Contractual Employees	Payment of gratuity for 10 NG-CDFC contractual employees	971,100		971,100	New

Chairman
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3	Transport Allowance	Payment of transport allowance for 10 NG-CDFC contractual employees	456,000		456,000	New
4	House Allowance	Payment of house allowance for 10 NG-CDFC contractual employees	540,720		540,720	New
	Casual Labour and Internship	Payment of wages to one casual labourer	200,000		200,000	New
5	Housing Levy	Employer contribution of housing Levy for 10 NG-CDFC contractual employees	61,944		61,944	New
6	NSSF	Employer contribution of NSSF for 10 NG-CDFC contractual employees	129,600		129,600	New
7	NITA	Employer contribution towards the National	6,000		6,000	New

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		Industrial Training Authority for 10 NG-CDF contractual employees				
8	Electricity	Payment of Electricity Charge expenses	24,000		24,000	New
9	Water and Sewerage charges	Payment of Water and Sewerage charge expenses	24,000		24,000	New
10	Telephone, Telex, Facsimile and Mobile phone Service	Payment of telephone expenses charges	102,000		102,000	New
11	Internet Connections	Payment of Internet Connections	80,000		80,000	New
12	Courier and Postal Services	Payment of Courier and Postal Services	740,000		740,000	New
13	Subscription to Newspapers, Magazines and Periodicals	Payment of Subscription to Newspapers, Magazines and Periodicals	34,560		34,560	New

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Chairman
Name: Joseph Mbola Mathew
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Signature.....*JMB*.....

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14	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of Catering Services (receptions), Accommodation, Gifts, Food and Drinks	500,000		500,000	New
15	Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	500,000		500,000	New
16	Sanitary and Cleaning Materials, Supplies and Services	Purchase of Sanitary and Cleaning Materials, Supplies and Services	30,000		30,000	New
17	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	250,000		250,000	New
18	Refined Fuels and Lubricants	Purchase of Refined Fuels and Lubricants	200,000		200,000	New
19	NG-CDFC Allowance	Payment of NG-CDFC Sitting Allowance	1,128,000		1,128,000	New
20	Other Committee Expenses	Payment of Other	561,979		561,979	New

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Chairman

Name: Joseph Mbola Mathew

Signature.....

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Secretary

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		Committee Expenses				
21	Motor Vehicle and Motor Cycle Insurance	Payment of Motor Vehicle and Motor Cycle Insurance for Toyota Hilux Double Cabin GKA 3525 and Motor Cycle, Yamaha 125cc, GKB 913X	500,000		500,000	New
22	Purchase of Uniforms and Clothing - Staff	Purchase of Uniforms and Clothing for NG-CDFC Staff and Committee	200,000		200,000	New
23	General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies: Papers, pencils, forms, small office equipment.	600,000		600,000	New
24	Other Fuels (wood, charcoal, cooking gas etc)	Payment of Other Fuels: Wood, charcoal, cooking gas	10,000		10,000	New
25	Contracted Guards and Cleaning Services	Payment of Contracted	216,496		216,496	New

Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwendu Ngute

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Signature.....*JM*.....

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		Guards and Cleaning Services				
26	Membership Fees, Dues and Subscriptions to Professional and Trade Bodies	Payment of Membership fees, dues and subscriptions to professional and trade bodies of NG-CDF office	25,000		25,000	New
27	Maintenance of Office Furniture and Equipment	Payment of Maintenance of Office Furniture and Equipment	150,000		150,000	New
28	Maintenance of Motor Vehicles and Motor Cycle	Payment of maintenance expenses for motor vehicle and motor cycle: for Toyota Hilux Double Cabin GKA 352S and Motor Cycle, Yamaha 125cc, GKB 913X	200,000		200,000	New
		Sub-Total	11,573,879		11,573,879	
EMERGENCY						
29	Emergency	To cater for unforeseen occurrences in the constituency	10,152,526		10,152,526	New

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Chairman
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		during the financial year				
	Sub-Total		10,152,526		10,152,526	
EDUCATION, BURSARY AND SOCIAL SECURITY PROGRAM						
30	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	44,280,818		44,280,818	New
31	Bursary Special Schools	Payment of bursary to needy students in special schools	500,000		500,000	New
32	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	23,324,470		23,324,470	New
33	NG-CDFC Social Security Programmes	Provision of annual medical insurance cover for 700 vulnerable families including Orphans and Vulnerable Children (OVCs), poor older persons.	4,200,000		4,200,000	New

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		Persons with Disabilities (PWDs) and destitute families in partnership with NHIF as shall be identified within the Constituency.				
		Sub-Total	72,305,288		72,305,288	
MONITORING, EVALUATION AND CAPACITY BUILDING						
34	Telephone, Telex, Facsimile and Mobile Phone service	Payment of Telephone expenses charges	230,000		230,000	New
35	Internet Connections	Payment of Internet Connections	10,000		10,000	New
36	Travel costs (airlines, bus, railway, mileage allowances etc.)	Payment of Transport Expenses	300,000		300,000	New
37	Accommodation Domestic Travel	Payment of accommodation on domestic travel for NG-CDFC Members.	600,000		600,000	New

Chairman
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		PMC and NG-CDFC Staff				
38	Daily Subsistence Allowance	Payment of Daily Subsistence Allowances for the National Government Officers	600,000		600,000	New
39	Publishing and Printing Services	Payment of Publishing and Printing Services	200,000		200,000	New
40	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services	300,000		300,000	New
41	Production and Printing of Training Materials	Payment of Production and Printing of Training Materials	50,000		50,000	New
42	Hire of Training Facilities and Equipment	Payment of Hire of Training Facilities and Equipment	200,000		200,000	New
43	Catering services (receptions), Accommodation, Food and Drinks	Payment of Catering Services Receptions, Accommodation	300,000		300,000	New

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		, Food and Drinks				
44	Other committee expenses	Payment of Other Committee expenses	1,568,940		1,568,940	New
45	NG-CDFC Allowance	Payment of NG-CDFC Sitting Allowance	1,128,000		1,128,000	New
46	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK Vehicles	300,000		300,000	New
		Sub-Total	5,786,940		5,786,940	
CLIMATE CHANGE MITIGATION ACTIVITIES						
47	Machakos Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
48	Mungala Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
49	Mumbuni Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New

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Chairman

Name: Joseph Mbola Mathew

Signature.....

Date: 10th January, 2024

Secretary

Name: Judith Mweride Ngute

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50	St. Marys Boys Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
51	Kathaayoni Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
52	Kyanda Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
53	St. Marys Girls Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
54	Katoloni Primary School	Purchase, Transportation and Planting of 100 seedlings Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
55	Muthini Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New

Chairman
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Signature.....*JM*.....

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56	Katheka Kai Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
57	Katelembu Primary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
58	Muvuti Girls Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
59	Muvuti Boys Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
60	Kyeni Baptist Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
61	Machakos Township School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
62	Kyanguli Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New

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Chairman

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63	Machakos School	Purchase. Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
64	Mumbuni Boys Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
65	Mumbuni Girls Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
66	Katoloni Secondary School	Purchase, Transportation and Planting of 100 seedlings	15,886.25		15,886.25	New
Sub-Total			317,725		317,725	
PRIMARY SCHOOL PROJECTS						
67	Iiyuni Primary School	Renovation to completion of 1 classroom: Raising of walls, re-roofing, fixing of windows and a door, plastering, flooring with tiles and painting.	700,000		700,000	New

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Chairman

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Secretary

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Signature.....*[Handwritten Signature]*.....

Signature.....*[Handwritten Signature]*.....

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68	Kamuthini Primary School	Purchase of 4 acres of land for school expansion at Kshs.1,100,000 and Land title deed processing fees of Kshs 100,000.	1,200,000		1,200,000	New
69	Kasaini Primary School	Renovation to completion of 2 classrooms: Raising of walls, re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
70	Kasinga Primary School	Renovation to completion of 2 classrooms: Raising of walls, re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New

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71	Katelembo Primary School	Renovation to completion of 5 classrooms: Re-roofing	1,400,000		1,400,000	New
72	Kathaayoni Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
73	Katheka Kai Primary School	Renovation to completion of 3 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	2,100,000		2,100,000	New
74	Kimua Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
75	Mumbuni Primary School	Construction to completion of 1	1,300,000		1,300,000	New

Chairman

Name: Joseph Mbola Mathew

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Name: Judith Mwende Ngute

Signature.....*Joseph Mbola Mathew*.....

Signature.....*Judith Mwende Ngute*.....

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		classroom with floor tiles.				
76	Kivutini Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
77	Konza Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
78	Kyamunyuu Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with	1,400,000		1,400,000	New

Chairman

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		tiles and painting.				
79	Kyamuthinza Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
80	Kyangala Township Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
81	Kyumba Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with	1,400,000		1,400,000	New

Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwende Ngute

Signature.....*[Handwritten Signature]*.....

Date: 10th January, 2024

Signature.....*[Handwritten Signature]*.....

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		tiles and painting.				
82	Machakos Primary School for Physically Disabled	Renovation to completion of an 8 rooms Administration block: Floor tiling and painting.	1,000,000		1,000,000	New
83	Machakos Primary School for the Deaf	Renovation to completion of 2 classrooms: Raising of walls, re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
84	Machakos Township Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New

Chairman
 Name: Joseph Mbola Mathew
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NG-CDF MACHAKOS TOWN

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 Machakos, Kenya
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85	Mbukuni Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
86	Mikono Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
87	Kombuni Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
88	Mulaani Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
89	Muthumo Primary School	Construction to completion of 1	1,400,000		1,400,000	New

Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwendu Ngute

Signature.....

Date: 10th January, 2024

Signature.....

Date: 10th January, 2024



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		classroom with floor tiles.				
90	Muthumo Primary School	Construction to completion of a school gate.	300,000		300,000	New
91	Mutuyu Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	1,400,000		1,400,000	New
92	Mwanyani Primary School	Construction to completion of a 4 rooms Administration Block.	3,000,000		3,000,000	New
93	St. Francis Kavovi Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
94	St. Marys Girls Primary School	Renovation to completion of 2 classrooms: Re-roofing, fixing of windows and doors,	1,400,000		1,400,000	New

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature.....*JM*.....

Date: 10th January, 2024

Signature.....*JM*.....

Date: 10th January, 2024

THE FUND ACCOUNT MANAGER
 MACHAKOS TOWN NG-CDF

10 JAN 2024

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		plastering, flooring with tiles and painting.				
95	Ngomeni Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
96	Muumandu Primary School	Construction to completion of 1 classroom with floor tiles.	1,400,000		1,400,000	New
		Sub-Total	41,800,000		41,800,000	
JUNIOR SECONDARY SCHOOL PROJECTS FUNDED BY NG-CDF						
97	Ivutini Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
98	Kimutwa Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of	1,414,694		1,414,694	New

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Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature.....*Joseph Mbola Mathew*.....
 Signature.....*Judith Mwende Ngute*.....

Date: 10th January, 2024
 Date: 10th January, 2024



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		white board at Kshs.14,694				
99	Miwani Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
100	Machakos Baptist Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
101	Machakos Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
102	Kyeni Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000	1,414,694		1,414,694	New

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature.....
 Signature.....

Date: 10th January, 2024
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THE FUND ACCOUNT MANAGER
 MACHAKOS TOWN NG-CDF

10 JAN 2024



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		and purchase of white board at Kshs.14,694				
103	Love Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
104	Muthini Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
105	Manza Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
106	Uiini Primary School	Construction to completion of 1 classroom with floor tiles at	1,414,694		1,414,694	New

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Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwende Ngute

Signature.....

Date: 10th January, 2024

Signature.....

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		Kshs1,400,000 and purchase of white board at Kshs.14,694				
107	Ngunyumu Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,693		1,414,693	New
		Sub-Total	15,561,633		15,561,633	
SECONDARY SCHOOL PROJECTS						
108	Katheka Kai Secondary School	Construction to completion of a100 capacity girls' dormitory, Kshs. 2,350,000 and equipping with 50 double decker beds, Kshs. 650,000	3,000,000		3,000,000	New
109	Kyaviti Secondary School	Construction to completion of an 80-capacity dormitory for girls.	2,000,000		2,000,000	New

Chairman
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 Secretary
 Name: Judith Mwendu Ngute

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110	Kyeni Secondary School	Renovation to completion of 3 classrooms: Re-roofing, fixing of windows and doors, plastering, flooring with tiles and painting.	2,100,000		2,100,000	New
111	Makakoi Secondary School	Completion of a 45 Students' capacity Science Laboratory: Fittings, plastering, floor tiling, worktops, benches, fume chamber, gas installation, drainage works, electrical works and painting.	4,000,000		4,000,000	Ongoing
112	Muvuti Girls Secondary School	A partnership for construction to completion of a 2-bedroom Staff house, where NG-CDF will contribute Kshs. 2,000,000 and	2,000,000		2,000,000	New

Chairman

Name: Joseph Mboia Mathew

Secretary

Name: Judith Mwende Ngute

Signature..... 

Date: 10th January, 2024

Signature..... 

Date: 10th January, 2024

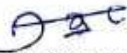



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		the school Kshs. 500,000.				
113	Kyasila Secondary School	Floor tiling, installation of doors and windows, installation of guard rails, electrical works, plastering and painting.	2,500,000		2,500,000	Ongoing
114	Keaa Secondary School	Completion of a 45 Students capacity Science Laboratory: Fittings, plastering, floor tiling, worktops, benches, fume chamber, gas installation, drainage works, electrical works and painting at Kshs.6,000,000	4,000,000		4,000,000	Ongoing
		Sub-Total	19,600,000		19,600,000	
MACHAKOS TOWN NG-CDF OFFICE						
115	Machakos Town NG-CDF Office	Renovation to completion of a 16 roomed NG-	3,000,000		3,000,000	New

Chairman
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 Name: Judith Mwende Ngute

Signature..... 
 Signature..... 

Date: 10th January, 2024

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 10 JAN 2024
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		CDF Office - Reconstruction of the floor, tiling and reroofing.				
		Sub-Total	3,000,000		3,000,000	
SECURITY PROJECTS						
116	Machakos Sub-County Critical Infrastructure Police Unit Office	Construction of 8 rooms single storey administration office phase 1 construction to completion of ground floor.	4,000,000		4,000,000	New
117	Kitanga Assistant Chiefs Office	Completion of Assistant Chiefs Office - Walling, roofing, installation of 4 doors and 5 windows, plastering and painting. (The project was started by CDF Machakos Town in 2007/2008- Foundation and Flooring & 2010/2011-	1,300,000		1,300,000	Ongoing

Chairman
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		Walling to the 6th course.				
118	Machakos County Criminal Investigation Office	Construction to completion of a 5 roomed County Criminal Investigation Office. (County Criminal Investigation Office, Deputy County Criminal Investigation Office, Registry, Waiting Bay & General Investigation Office)	2,500,000		2,500,000	New
		Sub-Total	7,800,000		7,800,000	
OTHERS						
119	Rural Electrification and Renewable Energy Corporation	Contribution to the Matching Fund Facility of Kshs.5,000,000 to fund electrification in the following area of Machakos Town Constituency: Kiuwani Village,	5,000,000		5,000,000	New

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngũgĩ

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Date: 10th January, 2024

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[Handwritten Signature]

Date: 10th January, 2024

THE FUND ACCOUNT MANAGER
MACHAKOS TOWN NG-CDF
10 JAN 2024
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		Kalingile Village in Kimutwa, Miwongoni Area, Sinai Village and Iluvya/Utindini Area.				
		Sub-Total	5,000,000		5,000,000	
		Grand Total -NG-CDF Allocation			192,897,991	
JUNIOR SECONDARY SCHOOL PROJECTS FUNDED BY MINISTRY OF EDUCATION						
120	Ivutini Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
121	Kimutwa Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
122	Miwani Primary School-MOE	Construction to completion of 1 classroom with floor tiles at	1,414,694		1,414,694	New

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Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwende Ngute

Signature.....*JMB*.....

Date: 10th January, 2024

Signature.....*JM*.....

Date: 10th January, 2024



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		Kshs1,400,000 and purchase of white board at Kshs.14,694				
123	Machakos Baptist Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
124	Machakos Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
125	Kyeni Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
126	Love Primary School-MOE	Construction to completion of 1 classroom with	1,414,694		1,414,694	New

Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature.....*[Signature]*
 Signature.....*[Signature]*

Date: 10th January, 2024
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 10 JAN 2024
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		floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694				
127	Muthini Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
128	Manza Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New
129	Uiini Primary School-MOE	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,694		1,414,694	New

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Chairman

Name: Joseph Mbola Mathew

Secretary

Name: Judith Mwendu Ngute

Signature.....

Date: 10th January, 2024

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130	Ngunyumu Primary School	Construction to completion of 1 classroom with floor tiles at Kshs1,400,000 and purchase of white board at Kshs.14,694	1,414,693		1,414,693	New
		Sub-Total	15,561,633		15,561,633	
	TOTAL ALLOCATION NG-CDFB				192,897,991	
	JSS MOE ALLOCATION				15,561,634	
	GRAND ALLOCATION				208,459,624	

MIN 07/MKS/NGCDFC/09/01/2024- A.O.B

There being no other business to transact, the meeting adjourned at 2:20 pm with a word of prayer from Mr. Joseph Munyao.



CHAIRPERSON: Joseph Mbola Mathew Signature.....  Date: 10th January, 2024

SECRETARY: Judith Mwende Ngute Signature.....  Date: 10th January, 2024

THE FUND ACCOUNT MANAGER
 MACHAKOS TOWN NG-CDF
 10 JAN 2024
 P. O. Box 2521-90100,
 MACHAKOS.



Chairman
 Name: Joseph Mbola Mathew
 Secretary
 Name: Judith Mwende Ngute

Signature..... 
 Signature..... 

Date: 10th January, 2024
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