



NG-CDF

National Government Constituencies Development Fund  
Kibwezi East Constituency  
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**MINUTES OF KIBWEZI NG CDF COMMITTEE MEETING HELD ON JANUARY 10<sup>TH</sup> 2024 AT KIBWEZI EAST OFFICE HALL**

**MEMBERS PRESENT**

❖ Esther Mutindi Munyao	NG CDF Chairperson
❖ Francis Matuku Mbatha	Secretary
❖ Anna Wasya	Member
❖ Paul Mwaniki	Member
❖ Rev Mutisya Benson	Member
❖ Paul Khoya	Member
❖ Anna Muunde	Member
❖ Winston Mulili	Member
❖ Alex Muinde	Fund Account Manager
❖ Joseph Kavisa	SCED-Kibwezi

**Items of Agenda**

- Preliminaries
- Reading and confirmation of previous minutes
- Matters arising
- Performance contracting by ng cdf board in 2023/2024 FY
- Zero FAULT Audit for ng cdf operations in 2023/2024 FY
- Kyaani secondary school Harambee top request
- Junieur Secondary Schools
- Ongoing projects
- Budget proposal for financial year 2023/2024 for Kibwezi East Ng cdf
- Deposit Account
- Komboyoo mixed secondary
- Approval of payments
- AOB

**MINUTE REF NO: KEWE/2023/10/01: PRELIMINARIES:**

The chairperson called the meeting into order and the meeting was led by a word of prayer by Rev Mutisya

**MINUTE NO: KBWE/2023/10/02: READING AND CONFIRMATION OF PREVIOUS MINUTES**

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Minutes of the previous meeting were read and confirmed a true deliberation of what happened by Winston who was seconded by Rev Mutisya

**MINUTE NO KBWE/2023/10/03 MATTERS ARISING**

**Cheque issuance activity**

Members were informed that the cheque issuance process for various Project management committees was not yet over. It was agreed that there is need to fast track the process of cheque issuance so as to implement the projects within the set timelines

**MINUTE NO KBWE/2023/10/04: PERFORMANCE CONTRACTING BY NG CDF BOARD 2023/2024 FY**

Members were informed that the performance evaluation exercise which was done at Embu ended and the results once out shall be shared to the committee members. It was noted that a new performance contract agreement was signed by NG CDF Board as well as the fund manager and the chairperson. The contents of the PC tool shall be shared to staff and the committee so that each party shall know the obligations as well as the laid down timelines

**MINUTE NO KBWE/2023/10/05: ZERO FAULT AUDIT FOR ON NG CDF OPERATIONS IN 2023/2024 FY**

Members were informed that the government is committed to ensure that from the financial year 2023/2024 all government entities shall be obligated to ensure that they get zero fault audit report from the office of the auditor general. In this regard all pending issues have to be cleared in consultation with the office of auditor general.

The outstanding issues which were supposed to be cleared are as follows

- 1. Inaccuracies in the financial statements-This was said to have been done and the financial statements now reflect the true financial position as of 30<sup>th</sup> June 2023*
- 2. Non-implementation of environmental projects-The audit report questioned why four schools had not purchased plastic water tanks and the same was noted to have been done*
- 3. Non-implementation of sports activities -It was noted that the procurement of sports items was done*

The fund manager was tasked to liaise with the auditors and forward the report to Ng cdf board in the prescribed manner.

**MINUTE NO KBWE/2023/10/06: KYAANI SECONDARY SCHOOL HARAMMBEE TOP UP REQUEST**

It was noted that the above secondary school organized harambee for purchase of school bus and managed to raise kshs 2,404,400. The school requested the NG CDF to top up the difference so as to buy a 46 seater school bus. It was noted that the funds should be transferred to a PMC account as evidence of parental contribution and then the NG CDF should top up the difference. An extract of the bank statement shall be sent to NG CDF board as evince of parental contribution. Members agreed to allocate Kshs 6,495,600 as a top up so as to purchase the bus once the allocation is approved by NG CDF board.

**MINUTE NO KBWE/2023/10/07: JUNIOR SECONDARY SCHOOLS TO BE FUNDED UNDER MATCHING FUND FACILITY**

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It was noted that Kibwezi East NG CDF was granted Kshs.14,185,583 as a conditional grant which should be matched a shilling by a shilling by NG CDF. Members were informed that the MOE had identified 10 schools whose scope shall be renovation of classrooms as well as construction of classrooms. Members were informed that the MOE had identified the following schools

It was noted that the MOE had identified 10 additional schools which are as follows as indicated below

- ❖ Nthunguni primary school- Construction of a classroom to completion stage -kshs 1,400,000
- ❖ Makutano primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Nthange primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Kithingiiso primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Komboyoo primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Misuuni primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Utithi primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Maikuu primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Kithyululu primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,500,000
- ❖ Kyumani primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,485,583

After thorough assessment members agreed to fund the following schools under NG CDF through the matching concept which shall form part of JSS programme

- ❖ Mitaboni primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Mtito Andei primary school- Construction to completion of a classroom kshs 1,400,000
- ❖ Miangeni primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Kitengei primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Athi kamunyuni primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Kithasyu primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Machinery township primary school- Construction to completion of a classroom-kshs 1,400,000
- ❖ Ngokolani primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,400,000
- ❖ Isunguluni primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,500,000

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- ❖ Kilungu primary school- Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting-kshs 1,485,583

#### **MINUTE NO KBWE/2023/10/08: ONGOING PROJECTS**

It was noted that there is a need to factor in all ongoing projects during budgeting since they should be prioritized. The following projects were noted for funding to completion

Ulilinzi police post-Kshs 1,500,000 for completion of a 4 room police post in addition to two cells and amoury. The funds allocated shall be used to complete the structure and no additional funds shall be utilized for other works

Komboyoo Girls-Completion of a dining hall phase 2 whose scope shall be plastering, painting, glazing, electricals as well as general finishes. The amount allocated shall be Kshs 2,000,000

Iiani secondary school-It was noted that the above entity was allocated kshs 1,300,000 for construction of a classroom. Members were notified that the institution made a request to change the project activity to construction of administration block. The aforementioned activity is awaiting NG CDF board approval. In this regard members agreed to top up kshs 2,000,000 in the current financial year leading to a cumulative allocation of 3,300,000 which shall construct the structure up to completion stage

#### **Rerec Matching Fund Facility.**

Members were informed that the Rerec matching fund was allocated kshs 1,629,000 in the last fiscal year and it was noted that the matching fund facility which should be committed by Kibwezi East NG CDF should be kshs 5,000,000. In this regard, members approved Kshs 3,371,000 in the current financial year which shall be a top up of the remaining balance thus leading to a cumulative allocation of Kshs 5,000,000

#### **MINUTE NO KBWE/2023/10/09: BUDGET PROPOSAL FOR FISCAL YEAR 2023/20024 FOR KIBWEZI EAST NG CDF**

Members were informed that the allocation table for constituencies was out and the basis of allocation was on the number of wards in each constituency after an equal share allocation of 75 percent of allocated funds. The allocation for Kibwezi East was said to be 166,593,720

It was noted that all statutory allocations need to be factored first which are pegged at the following percentages

1.Adminstration/Recurrent costs-6%

2.Monitoring and evaluation 3%

3.Bursary -This was said to have been amended to allow the NG CDFO to have a discretion on allocation so long as it doesn't fall below 25%

4.Environment 2%

5.Emergency Kshs 8,768,091

Members were informed that the ongoing projects should take precedence and that all projects must be drawn from ward forums and the constituency strategic plan. After reviewing all the projects proposals received in

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the financial year, members agreed to implement the following projects for funding in the financial year 2023/2024

S/N O.	Project Number	Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated (Kshs)	Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE</b>							
<b>COMPENSATION OF EMPLOYEES</b>							
1	4-0017-088-2110201-100-2023-2024-1	Contractual Employees	Payment of Basic Salaries to 6 Contractual NG-CDFC Staff	1,774,680.00		1,774,680.00	New
2	4-0017-088-2110202-100-2023-2024-2	Casual Labour and Internship	Payment of Basic Wages to 2 Staff	240,000.00		240,000.00	New
3	4-0017-088-2110301-100-2023-2024-3	House Allowance	Payment of House Allowances to 6 Contractual NG-CDFC Staff	216,000.00		216,000.00	New
4	4-0017-088-2110314-100-2023-2024-4	Transport Allowance	Payment of Transport Allowances to 6 Contractual NG-CDFC Staff	276,000.00		276,000.00	New
5	4-0017-088-2110320-100-2023-2024-5	Leave Allowance	Payment of Leave Allowances to 6 Contractual NG-CDFC Staff	21,000.00		21,000.00	New
6	4-0017-088-2120201-100-2023-2024-6	NSSF	Employer Contribution to NSSF for 6 Contractual NG-CDFC Staff	77,760.00		77,760.00	New
7	4-0017-088-2710102-100-2023-2024-7	Gratuity Contractual Employees	Payment of Gratuity to 6 Contractual NG-CDFC Staff	662,400.00		662,400.00	New

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8	4-0017-088-2110301-100-2023-2024-8	Housing Levy	Employer Contribution to Housing Levy for 6 Contractual NG-CDFC Staff	37,915.00		37,915.00	New
	<b>TOTAL</b>			<b>3,305,755.00</b>		<b>3,305,755.00</b>	
<b>USE OF GOODS AND SERVICES</b>							
9	4-0017-088-2210101-100-2023-2024-9	Electricity	Payment of Electricity Charges	50,000.00		50,000.00	New
10	4-0017-088-2210102-100-2023-2024-10	Water and Sewerage Charges	Payment of Water and Sewerage Charges	18,000.00		18,000.00	New
11	4-0017-088-2210201-100-2023-2024-11	Telephone, Telex, Facsimile and Mobile Service	Payment of Telephone Expenses	60,000.00		60,000.00	New
12	4-0017-088-2210202-100-2023-2024-12	Internet Connections	Payment of Internet Connections	60,000.00		60,000.00	New
13	4-0017-088-2210203-100-2023-2024-13	Courier and Postal Services	Payment of Courier and Postal Services	550,000.00		550,000.00	New
14	4-0017-088-2210302-100-2023-2024-14	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel	300,000.00		300,000.00	New
15	4-0017-088-2210303-100-2023-2024-15	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	140,000.00		140,000.00	New

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16	4-0017-088-2210502-100-2023-2024-16	Publishing and Printing Services	Payment of Publishing and Printing Services	200,000.00		200,000.00	New
17	4-0017-088-2210503-100-2023-2024-17	Subscriptions to Newspapers, Magazines and Periodicals	Payment of Subscriptions to Newspapers, Magazines and Periodicals	43,200.00		43,200.00	New
18	4-0017-088-2210504-100-2023-2024-18	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	112,085.00		112,085.00	New
19	4-0017-088-2210604-100-2023-2024-19	Hire of Transport	Payment of Hire of Transport	300,000.00		300,000.00	New
20	4-0017-088-2210801-100-2023-2024-20	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	535,526.00		535,526.00	New
21	4-0017-088-2210805-100-2023-2024-21	National Celebrations	Payment of National Celebrations	50,000.00		50,000.00	New
22	4-0017-088-2210811-100-2023-2024-22	NG-CDFC Allowances	Payment of NG-CDFC Allowances	1,128,000.00		1,128,000.00	New
23	4-0017-088-2210904-100-2023-2024-23	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance for one Toyota Hilux	300,000.00		300,000.00	New
24	4-0017-088-2211101-100-2023-2024-24	General Office Supplies (Papers, Pencil, Forms, Small Office Equipment)	Purchase of General Office Supplies (Papers, Pencil, Forms,	903,057.00		903,057.00	New

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			Small Office Equipment)				
25	4-0017-088-2211102-100-2023-2024-25	Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	520,000.00		520,000.00	New
26	4-0017-088-2211201-100-2023-2024-26	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	960,000.00		960,000.00	New
27	4-0017-088-2211301-100-2023-2024-27	Bank Service Commission and Charges	Payment of Bank Service Commission and Charges	50,000.00		50,000.00	New
28	4-0017-088-2220101-100-2023-2024-28	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - For one Toyota Hilux	370,000.00		370,000.00	New
29	4-0017-088-2220202-100-2023-2024-29	Maintenance of Office Furniture and Equipment	Payment of Maintenance of Office Furniture and Equipment	20,000.00		20,000.00	New
30	4-0017-088-2220205-100-2023-2024-30	Maintenance of Buildings and Stations- Residential Non	Payment of Maintenance of Buildings and Stations- NG-CDF Office	20,000.00		20,000.00	New
	<b>TOTAL</b>			<b>6,689,868.00</b>		<b>6,689,868.00</b>	
<b>MONITORING, EVALUATION AND CAPACITY BUILDING</b>							
31	4-0017-088-2210201-111-2023-2024-1	Telephone, Facsimile, Mobile Service, Telex, and Phone	Payment of Telephone Expenses	30,000.00		30,000.00	New

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32	4-0017-088-2210301-111-2023-2024-2	Travel Costs (Airlines, Bus, Railway, Mileage Allowances)	Payment of Transport Expenses	100,000.00		100,000.00	New
33	4-0017-088-2210302-111-2023-2024-3	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel	100,000.00		100,000.00	New
34	4-0017-088-2210303-111-2023-2024-4	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	240,000.00		240,000.00	New
35	4-0017-088-2210502-111-2023-2024-5	Publishing and Printing Services	Payment of Publishing and Printing Services	46,451.00		46,451.00	New
36	4-0017-088-2210504-111-2023-2024-6	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	50,000.00		50,000.00	New
37	4-0017-088-2210701-111-2023-2024-7	Travel Allowance on Training	Payment of Travel Allowance	220,000.00		220,000.00	New
38	4-0017-088-2210702-111-2023-2024-8	Remuneration of Instructors and Contract Based Training Services	Remuneration of Instructors and Contract Based Training Services	150,000.00		150,000.00	New
39	4-0017-088-2210703-111-2023-2024-9	Production and Printing of Training Materials	Payment of Production and Printing of Training Materials	200,000.00		200,000.00	New
40	4-0017-088-2210704-111-2023-2024-10	Hire of Training Facilities and Equipment	Payment of Hire of Training Facilities and Equipment	200,000.00		200,000.00	New
41	4-0017-088-2210710-	Accommodation Allowance	Payment of Accommodation Allowance	100,000.00		100,000.00	New

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	111-2023-2024-11						
42	4-0017-088-2210801-111-2023-2024-12	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	400,000.00		400,000.00	New
43	4-0017-088-2210802-111-2023-2024-13	Other Committee Expenses	Payment of Other Committee Expenses	1,111,360.00		1,111,360.00	New
44	4-0017-088-2210811-111-2023-2024-14	NG-CDFC Allowances	Payment of NG-CDFC Allowances	1,200,000.00		1,200,000.00	New
45	4-0017-088-2211101-111-2023-2024-15	General Office Supplies (Papers, Pencil, Forms, Small Office Equipment)	Purchase of General Office Supplies (Papers, Pencil, Forms, Small Office Equipment)	300,000.00		300,000.00	New
46	4-0017-088-2211102-111-2023-2024-16	Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	150,000.00		150,000.00	New
47	4-0017-088-2211201-111-2023-2024-17	Refined Fuels and Lubricants	Purchase of Refined Fuels and Lubricants for GK Vehicles	400,000.00		400,000.00	New
	<b>TOTAL</b>			<b>4,997,811.00</b>		<b>4,997,811.00</b>	
	<b>EMERGENCY RESERVE</b>						
48	4-0017-088-2640200-101-2023-2024-1	Emergency Reserve	To cater for any unforeseen occurrences in the constituency	8,768,091.00		8,768,091.00	New

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				during the financial year					
	<b>TOTAL</b>				<b>8,768,091.00</b>			<b>8,768,091.00</b>	
	<b>CLIMATE CHANGE MITIGATION ACTIVITIES</b>								
49	4-0017-088-2640510-110-2023-2024-1	Kyaani School	Primary	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,001-NB The increment of price was due to prevailing inflation thus the need to revise the projected cost upwards	300,001.00			300,001.00	New
50	4-0017-088-2640510-110-2023-2024-2	Utithi School	Primary	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price	300,000.00			300,000.00	New

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			was due to prevailing inflation thus the need to revise the projected cost upwards				
51	4-0017-088-2640510-110-2023-2024-3	Usalama Primary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation thus the need to revise the projected cost upwards	300,000.00		300,000.00	New
52	4-0017-088-2640510-110-2023-2024-4	Ititi Secondary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation	300,000.00		300,000.00	New

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			thus the need to revise the projected cost upwards				
53	4-0017-088-2640510-110-2023-2024-5	Mtito Andei Primary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation thus the need to revise the projected cost upwards	300,000.00		300,000.00	New
54	4-0017-088-2640510-110-2023-2024-6	Muthungue Primary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation	300,000.00		300,000.00	New

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				thus the need to revise the projected cost upwards				
55	4-0017-088-2640510-110-2023-2024-7	Tisya School	Primary	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation thus the need to revise the projected cost upwards	300,000.00		300,000.00	New
56	4-0017-088-2640510-110-2023-2024-8	Miamba School	Primary	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailing inflation	300,000.00		300,000.00	New

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			thus the need to revise the projected cost upwards				
57	4-0017-088-2640510-110-2023-2024-9	Klundani Secondary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailling inflation thus the need to revise the projected cost upwards	300,000.00		300,000.00	New
58	4-0017-088-2640510-110-2023-2024-10	Kithyululu Primary School	Purchase of 10,000 litres water tank at Kshs.100,000, construction of concrete water tank base at Kshs.75,000, installation of pvc gutters, Kshs.50,000 and purchase and planting of 200 neem tree seedlings at Kshs.75,000 The increment of price was due to prevailling inflation	300,000.00		300,000.00	New

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			thus the need to revise the projected cost upwards				
	<b>TOTAL</b>			<b>3,000,001.00</b>		<b>3,000,001.00</b>	
	<b>BURSARY</b>						
59	4-0017-088-2640101-103-2023-2024-1	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	34,220,997.00		34,220,997.00	New
60	4-0017-088-2640102-103-2023-2024-2	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	17,429,680.00		17,429,680.00	New
61	4-0017-088-2640102-103-2023-2024-2	Bursary Vocational Institutions	Payment of bursary to needy students in vocational institutions	4,498,521.00		4,498,521.00	New
	<b>TOTAL</b>			<b>56,149,198.00</b>		<b>56,149,198.00</b>	
	<b>PRIMARY SCHOOL PROJECTS</b>						
62	4-0017-088-2630209-263-2023-2024-1	Masongaleni Primary School	Construction to completion of a 5 roomed administration office	3,300,000.00		3,300,000.00	New
63	4-0017-088-2630209-263-2023-2024-2	Kyumani Primary School	Field leveling of school playground measuring 100m by 150m and fixing of goal posts for volleyball, football and handball	4,500,000.00		4,500,000.00	New

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64	4-0017-088-2630209-263-2023-2024-3	Kwa Malai Primary School	Field leveling of school playground measuring 100m by 150m and fixing of goal posts for volleyball, football and handball	4,500,000.00		4,500,000.00	New
65	4-0017-088-2630209-263-2023-2024-4	Yambuku Primary School	Field leveling of school playground measuring 100m by 150m and fixing of goal posts for volleyball, football and handball	4,500,000.00		4,500,000.00	New
	<b>TOTAL</b>			<b>16,800,000.00</b>		<b>16,800,000.00</b>	
<b>JUNIOR SECONDARY SCHOOL PROJECTS NG-CDF</b>							
66	4-0017-088-2630209-263-2023-2024-5	Mitaboni Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
67	4-0017-088-2630209-263-2023-2024-6	Mtito Andei Primary School	Construction to completion of one classroom	1,400,000.00		1,400,000.00	New
68	4-0017-088-2630209-263-2023-2024-7	Miangueni Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New

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69	4-0017-088-2630209-263-2023-2024-8	Kitengei Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
70	4-0017-088-2630209-263-2023-2024-9	Athi Kamunyuni Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
71	4-0017-088-2630209-263-2023-2024-10	Kithasyu Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
72	4-0017-088-2630209-263-2023-2024-11	Machinery Township Primary School	Construction to completion of one classroom	1,400,000.00		1,400,000.00	New
73	4-0017-088-2630209-263-2023-2024-12	Ngokolani Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
74	4-0017-088-2630209-263-2023-2024-13	Isunguluni Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and	1,500,000.00		1,500,000.00	New

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			windows and painting				
75	4-0017-088-2630209-263-2023-2024-14	Kilungu Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,485,583.00		1,485,583.00	New
	<b>TOTAL</b>			<b>14,185,583.00</b>		<b>14,185,583.00</b>	
<b>SECONDARY SCHOOL PROJECTS</b>							
76	4-0017-088-2630210-263-2023-2024-1	Masaku Ndogo Secondary School	Purchase of 46 seater Isuzu school bus	8,900,000.00		8,900,000.00	New
77	4-0017-088-2630210-263-2023-2024-2	Kyaani Secondary School	Purchase of Isuzu 46-seater school bus. The bus is co-funded by parents (Kshs, 2,404,400) and the Kibwezi East Cdf (Kshs.6,495,600). The NG-CDFC has submitted bank statement from the school showing availability of Kshs.2,487,375.15 in the school account	8,900,000.00	2,404,400	6,495,600	New
78	4-0017-088-2630210-263-2023-2024-3	Komboyoo Girls Secondary School	Completion of 400 students' capacity dining hall, Phase 2: plastering, window glazing, electrical works,	4,000,000.00	2,000,000.00	2,000,000.00	Ongoing

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			painting, and plumbing works				
79	4-0017-088-2630210-263-2023-2024-4	Iiani Secondary School  UPDATE IN ONGOING ABOVE	Completion of an administration block comprising of 7 rooms: Re-roofing, fixing doors and windows, plastering, painting works, flooring with tiles and plumbing works. The school had initially been allocated Kshs.1,300,000 which we changed the activity to admin block. The change of activity is awaiting board's approval. The cumulative allocation after taking this into consideration shall be Kshs.3,300,000	3,300,000.00	1,300,000	2,000,000.00	Ongoing
80	4-0017-088-2630210-263-2023-2024-5	Kitengei Scondary School	Completion of a multi-purpose hall with a capacity of 400 students': Flooring with tiles	600,000.00		600,000.00	New
81	4-0017-088-2630210-263-2023-2024-6	St. Peter's Nthange Secondary School	Construction to completion of 1 classroom	1,300,000.00		1,300,000.00	New
82	4-0017-088-2630210-263-2023-2024-7	Ngokolani Secondary School	Construction to completion of 1 classroom	1,300,000.00		1,300,000.00	New

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83	4-0017-088-2630210-263-2023-2024-8	Muthungue Secondary School	Construction of a girls dormitory with a capacity of 400 students' Phase 1: excavation works, substructure, superstructure, roofing and plastering works	4,100,000.00		3,133,001.00	New
	<b>TOTAL</b>			<b>32,300,000.00</b>		<b>25,728.601</b>	
<b>TERTIARY INSTITUTION PROJECTS</b>							
84	4-0017-088-2630211-263-2023-2024-1	Kibwezi Technical Training College	Construction of one workshop measuring 11m×16m, three lecture rooms each one measuring 8m×6m and an office space measuring 5.5m×5.4m all located on the ground floor as per ministry guidance	10,000,000.00		10,000,000.00	New
	<b>TOTAL</b>			<b>10,000,000.00</b>		<b>10,000,000.00</b>	
<b>SECURITY PROJECTS</b>							
85	4-0017-088-2640507-113-2023-2024-1	Ulilinzi Police Post	Completion of administration block comprising of 4 rooms: plastering, extension of 4 rooms, painting, glazing of windows and flooring	4,000,000	2,000,000	1,500,000.00	Ongoing
						<b>THE MANAGER SCALED DOWN FROM THE INITIAL 2M TO 1.5M ARGUING THAT THE AMOUNT WILL BE</b>	

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						SUFFICIENT TO COMPLETE THE PROJECT	
86	4-0017-088-2640507-113-2023-2024-2	Mukaange Assistant Chief's Office	Construction to completion of a 3 roomed administration office, Kshs.1,500,000 and purchase of office furniture: 10 executive chairs at Kshs.250,000 and one executive table at Kshs.50,000	1,800,000.00		1,800,000.00	new
87	4-0017-088-2640507-113-2023-2024-3	Ndauni Assistant Chief's Office	Construction to completion of a 3 roomed administration office, Kshs.1,500,000 and purchase of office furniture: 10 executive chairs at Kshs.250,000 and one executive table at Kshs.50,000	1,800,000.00		1,800,000.00	New
88	4-0017-088-2640507-113-2023-2024-4	Ngwata Police Post	Construction to completion of a 7 roomed administration office	3,500,000.00		3,500,000.00	New
	<b>TOTAL</b>			<b>8,600,000.00</b>		<b>8,600,000.00</b>	
	<b>OTHERS</b>						
89	<b>REREC Matching fund facility</b>		Rural Electrification through matching fund, Kshs.3,371,000-	<b>5,000,000.00</b>	1,629,000	<b>3,371,000.00</b>	Ongoing

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<p><b>CAPTURE IN ONGOING</b></p>	<p>Additional funds for extension of transmission lines and installation of transformer in the following areas:  Sombe Village,  Miaani village,  Iiani Kwa Nzongu area,  Kituneni -  Syandani area,  California School and Market,  Yumbuni Primary, Market and Tsavo west secondary schools,  Yumbuni Market, Katundu village  Nzambani Village, Kithito-Kiuani Village,  Kamunyuni Village,  Muthingiini Girls, Kwa Kamuya Borehole and environs,  Nthunguni Market, Kikwasuni Wayani area,  Katuliani Village, Ukokolani village-kwa Mung'ata area,  Ngusyini Borehole - kitengei  Kalimani village, Kitengei village, Muthithu village, Ngangani kwa Muli Maki area,  Nguuni village Kwa Mumo area,  Lukenya Primary and environs,  Silimbi village, Makutano market, Ngomano Market and environs  Ngokolani Market and Ngokolani Secondary school, Matulani Market and Environs,</p>				
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		Kwa Moki and Mbulutini Villages, Pipeline- Ngomano Village, Ndulaka village, Misava village, Muusini village, Usalama Market and Environs, Ituumo kwa Luka Area, Utithi Kwa chief nganga area and Kasookwe kwa Mutindi area				
<b>RECURRENT EXPENDITURES FOR ICT HUBS</b>						
90	Electricity Charges	Payment of electricity charges for the 4 Ict hubs (Mutito Andei Ict hub, Kambu Ict hub, Kithaasyo Ict hub and Machinery Ict hub)	120,000		120,000	New
	Internet Equipment	Payment of migration of internet equipment services	80,000		80,000	
	Sanitary and Cleaning Materials, Supplies and Services	Payment of Sanitary and Cleaning Materials, Supplies and Services	40,000		40,000	

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Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	168,000		168,000	
Mutiti Andei Ict Hub	Purchase of 30 plastic chairs each at Kshs.6,000	180,000		180,000	
Kambu Ict Hub	Purchase of 30 plastic chairs each at Kshs.6,000	180,000		180,000	
Kithaasyo Ict Hub	Purchase of 30 plastic chairs each at Kshs.6,000	180,000		180,000	
Machinery Ict Hub	Purchase of 30 plastic chairs each at Kshs.6,000	180,000		180,000	
Casual Labour and internship	Payment of staff basic wages for 4 interns each at Kshs.15,000 ( One for each Ict Hub)	720,000		720,000	



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Mutiti Andei Ict Hub	Purchase of 10,000 litre water tank at Kshs.100,000 and installation of pipes and gutters at Kshs.75,000	175,000		175,000	
Kambu Ict Hub	Purchase of 10,000 litre water tank at Kshs.100,000 and installation of pipes and gutters at Kshs.75,000	175,000		175,000	
Kithaasyo Ict Hub	Purchase of 10,000 litre water tank at Kshs.100,000 and installation of pipes and gutters at Kshs.75,000	175,000		175,000	
Machinery Ict Hub	Purchase of 10,000 litre water tank at Kshs.100,000 and installation of pipes and gutters at Kshs.75,000	175,000		175,000	
Internet Charges	Payment of internet charges for the 4 Ict hubs	224,800		224,800	
General supplies (papers, pencils, forms, small office equipment)	Purchase of office supplies (Papers ,pencils forms, small office equipment)	800,000		800,000	

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	Publishing and printing services of Graduation Certificates	Payment of Publishing and printing services of graduation certificates of	800,000		800,000	
	Ict Hub Furniture	Purchase of 8 4-seater work stations each at Kshs.78,12.5 ( 2 4 seater work stations for each ict hub)	625,012		625,012	
			9,997,812.00	1,629,000	8,368,812.00	
	<b>TOTAL</b>				<b>166,593,720.</b>	
<b>JUNIOR SECONDARY SCHOOL PROJECTS MOE</b>						
91	4-0017-088-2630209-263-2023-2024-15	Nthunguni primary school	Construction to completion of one classroom	1,400,000.00		1,400,000.00 New
92	4-0017-088-2630209-263-2023-2024-16	Makutano primary school-Mtito	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00 New
93	4-0017-088-2630209-263-2023-2024-17	Nthange Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00 New

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94	4-0017-088-2630209-263-2023-2024-18	Kithingiisyo Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
95	4-0017-088-2630209-263-2023-2024-19	Komboyoo Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
96	4-0017-088-2630209-263-2023-2024-20	Misuuni Primary School	Construction to completion of one classroom	1,400,000.00		1,400,000.00	New
97	4-0017-088-2630209-263-2023-2024-21	Utithi Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
98	4-0017-088-2630209-263-2023-2024-22	Maikuu Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,400,000.00		1,400,000.00	New
99	4-0017-088-2630209-263-2023-2024-23	Kithyululu Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and	1,500,000.00		1,500,000.00	New

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			windows and painting				
100	4-0017-088-2630209-263-2023-2024-24	Kyumani Primary School	Renovation to completion of 2 classrooms: Reroofing, plastering, fixing of doors and windows and painting	1,485,583.00		1,485,583.00	New
	<b>TOTAL</b>					<b>14,185,583.00</b>	
	<b>GRAND TOTAL</b>			<b>14,185,583.00</b>		<b>180,779,303.00</b>	

**MINUTE NO KBWE/2023/10/10: DEPOSIT ACCOUNT FOR KIBWEZI EAST**

Members were informed that as per the NG CDF act and regulations there is a need to open a deposit account which shall be used to deposit third party monies such as retention fee as well as gratuity. It was noted that the account shall have signing mandates of the National Sub county Accountant, Fund Manager and one NG CDFC member who should not be a signatory to the NG CDF main account. In this regard members identified Francis Matuku Mbatha as the signatory thus the three signatories shall be as follows

- Amos -Kasyoka National Sub County Accountant
- Alex Muinde Charles-Fund Manager
- Francis Matuku Mbatha -signatory

It was agreed that the account shall be opened at Equity bank Kibwezi Branch

**MINUTE NO KBWE/2023/10/11: REVIEW OF KOMBOYOO MIXED SECONDARY SCHOOL**

It was noted that the request for komboyoo mixed secondary was submitted to NG CDF board for consideration and it was noted that there is a need to split the cost of the ablution block as well as the main structure for it to be approved. In this regard members were informed that the cost of the ablution block and the drainage system shall be kshs 850,000 whereas the cost of the completion of the dormitory shall be kshs 2,650,000 as per the engineers estimates



**MINUTE NO KBWE/2023/10/12 APPROVAL OF PAYMENTS**

Members approved the following projects for funding

1. Kibwezi East Constituency sports committee- facilitation of sports tournament-2,000,000
2. Kitengei secondary school-Additional top up for construction of dining hall-120,400
3. Kibwezi east constituency sports committee-Facilitation of sports tournament 1,264,300
4. Mutomo primary-Purchase of seedlings-50,000
5. Approval of bursary-members approved ksh 35,000,000 to go towards bursary for bright and needy students

**5. Emergency cases.**

Members approved the following emergency cases which occurred as a result of heavy rainfall.

- ❖ **Athi Salama primary school**-Construction of a pit latrine which sank as a result of heavy rainfall hence need for construction of a new pit latrine. The approved amount was said to be 700,000 for the aforementioned activity
- ❖ **Nguuni primary school**-Construction of a pit latrine which sank as a result of heavy rainfall hence need for construction of a new pit latrine. The approved amount was said to be 700,000 for the aforementioned activity
- ❖ **Mtito Andei police** Construction of a pit latrine which sank as a result of heavy rainfall hence need for construction of a new pit latrine. The approved amount was said to be 700,000 for the aforementioned activity
- ❖ **Kithingiisyo primary school**-Construction of a pit latrine which sank as a result of heavy rainfall hence need for construction of a new pit latrine. The approved amount was said to be 700,000 for the aforementioned activity



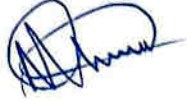


**Any other business**

There being no other business the meeting ended with a word of prayer from Annah Muunde

Minutes Compiled by

.....



Francis Matuku Mbatha

Secretary

Minutes confirmed by

.....



Esther Mutindi

Chairperson

