

MATHIOYA NG CDF

**MINUTES OF NG-CDF COMMITTEE MEETING HELD ON 2ND SEPTEMBER 2021 AT THE
CDF OFFICE**

MEMBERS PRESENT

1. Peter Itegi	Chair person	5. Emmah Kibaara	DCC
2. Lucy Njoroge	Secretary	6. Mary Kyengo	FAM
3. Nicholus Kanyingi	Member	7. Mary Muchiri	Member
4. Harryson Waimonde	Member	8. Reuben maina	Member

IN ATTENDANCE

1. Hon. Peter Kimari	Patron		
2. Joseph Mutero	Oversight		
3. Eliud Karobia	Oversight	5. Erastus Kamau	Oversight
4. Washington Mwangi	Oversight	6. Nicholus Kariuki	SCA

AGENDA

- | | |
|---------------------------------|--------------|
| ✓ Preliminaries | ✓ M/E Report |
| ✓ Project proposal FY 2021/2022 | ✓ Emergency |
| ✓ Administrative matters | ✓ AOB |
| ✓ Bursary | |

Min. 1 of 2/9/2021 Preliminaries

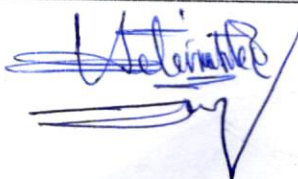
The meeting started at 2.50 p.m. with a word of prayer led by Lucy Njoroge. The chairman welcomed all members to the meeting.

Min. 2 of 2/9/2021 Reading/Confirmation of previous minutes

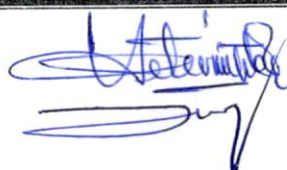
The secretary took members through the minutes of the last meetings. The minutes were confirmed by Nicholus kanyingi seconded by Mary Muchiri as a true copy of the proceedings of that day.

Min. 3 of 2/9/2021– Project Proposal FY 2021/2022

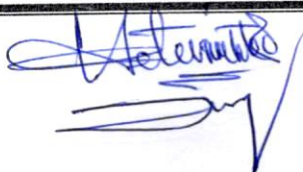
Members were informed that the Board and released the circular for preparation of proposal for FY 2021/2022. Members approved the following projects for the FY 2021/2022:



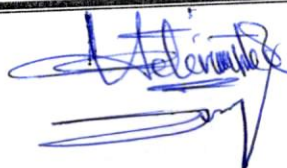
Project Name	Project activity	Amount Allocated	Current Status
Employees Salaries	Payment of staff salaries @ ksh. 1,772,140 and gratuity @ ksh. 509,640 (all for 5 staff members)	2,281,780.00	On-going
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,262,952.00	On-going
NSSF	Payment of NSSF Deductions	129,600.00	On-going
NHIF	Payment of NHIF Deductions	51,000.00	On-going
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	3,500,000.00	On-going
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	232,666.00	On-going
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,880,000.00	On-going
CDFC/PMC Capacity Building	Undertake Training of the PMCs/NGCDFCs on NGCDF Related issues	1,000,000.00	On-going
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,207.00	On-going
Sports	Carry out constituency sports tournament with ksh. 1,407,027 and the winning teams/schools to be awarded with uniforms-(845 pieces@ksh.1,550), and trophies of ksh. 25,000	2,741,777.00	On-going
Kiriithiru primary school	water harvesting in 4 classrooms (Purchase and installation of 1No.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Kiuu primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Thuita primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Gaithunu primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New



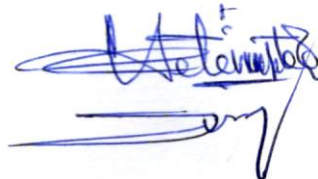
Gakambura primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Githendu primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Nyakianga primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Warugara primary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
St. phillip secondary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Matuto Secondary school	water harvesting in 4 classrooms (Purchase and installation of 1no.-10,000L tank-sh.100,000; 1 tankbase-ksh.50,000;Guttering 4 classrooms-ksh.124,177)	274,177.00	New
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	18,659,127.00	On-going
Bursary Tertiary Schools	Payment of bursary to needy students in colleges ksh 6,000,000, universities 14,000,000;	20,000,000	On-going
Bursary Social programs	payment of NHIF to 726 vulnerable families @6,000 ksh.4,356,000;	4,356,000	ongoing
Bursary Vocational schools	Pyament for Boda boda training programme	2,500,000	New
Chui Primary school	Renovation of 4 classrooms to completion (plastering, floor tiling, fixing of doors & window panes, wiring) to completion-ksh.1,200,000; cementing/roofing 15metre walkway to completion-ksh.150,000; tiling 3 offices to completion-ksh.300,000; purchase of 12 office chairs @ksh.2,500 & 12 office tables @ksh.10,000 totaling ksh. 150,000	1,800,000.00	New



Gitugi primary school	Construction of 6 door girls pit latrine to completion-ksh.600,000; 6 door boys pit latrine/urinal to completion-ksh.650,000; 3 door teachers pit latrine/Urinal to completion-ksh.400,000 to completion.	1,650,000.00	New
Iruri Primary School	water harvesting in 4 classrooms (purchase and installation of 2no.-10,000L tank-sh.200,000; 2 tankbases-ksh.100,000;Guttering 4 classrooms-ksh.160,000); Purchase/installation of 2No. 200L energy saving jikos-ksh.400,000; Purchase of 10 dining tables@15,000 & 20 benches @6,000 totalling to ksh.270,000; Electrical wiring in kitchen, dining hall, dormitory, toilet block-ksh.200,000; Construction of drainage channels/levelling around kitchen/dormitory/toilet block-80Metres-ksh.150,000; Renovation by partitioning of 1 class (floor tiling/plaster/painting/doors) into 2 offices/1 flash toilet/1 bathroom-ksh. 320,000; Plumbing works in kitchen and toilets-ksh. 200,000 all to completion.	2,000,000.00	New
Kaganjo Primary School	Constuction of 2 classrooms & store with a staircase on the first floor to completion (reinforcing Columns, First floor slab, Upper floor walling, Roofing, Plaster, Staircase, Painting to completion)	4,000,000.00	New
Kairi primary school	Renovation of 5 classrooms to completion (reroofing, plaster, floor tiling, painting, windows, doors) - Kshs. 2,000,000; construction of 4 door teachers pit latrine to completion-ksh.400,000	2,400,000.00	New
Kiamuturi Primary school	Renovation of 5 classrooms to completion (plaster, floor tiling, painting, window panes,) to completion-(school located far)	1,250,000.00	New
Kihari primary school	renovation of 7 classrooms to completion (plaster, floor tiling, painting, doors, window panes,)- (school located far)	1,750,000.00	New
Kiriaini Primary school	Renovation of 8 classrooms (plaster, floor tiling, painting, windows, doors) to completion.	1,600,000.00	New



Kiriko primary school	Construction of 4 door teachers pit latrine to completion with one unit for PWDs- Kshs. 400,000; Water harvesting to completion (Guttering 5 classrooms-Kshs.200,000, purchase and installation of 1No. 10,000L plastic tank -Kshs 100,000/= and construction of 2 tank bases-Kshs 100,000/=) (school already has 1NO.10,00L tank not installed)	800,000.00	New
Kiru primary school	Renovation of 5 classrooms to completion (plaster, floor tilling, painting, window panes, metallic doors, wiring) - (school located far and very dilapidated).	1,500,000.00	New
Kirungu primary	Renovation of 5 classrooms to completion (plaster, floor tiling, painting, doors) to completion -(school located far)	1,250,000.00	New
kora primary school	Electrification (wiring, fixing sockets/bulbs)of 11 classrooms -Kshs 220,000, Water harvesting to completion (Guttering 6 classrooms-Kshs.240,000, purchase and installation of 2No. 10,000L plastic tank - Kshs 200,000; and construction of 2 tank bases-Kshs. 100,000/=); purchase of 4 metallic cabinets - Kshs. 100,000/=	860,000.00	New
Mananga primary school	Fencing of compound- approx. 500meters (concrete posts/chainlink/gate) to completion	1,000,000.00	New
Mihuti primary school	Construction of 2 door flash toilet for special needs learners-ksh.250,000; Construction of 6 door girls pit latrine to completion-ksh.600,000	850,000.00	New
Ngutu Primary school	Reroofing 2 classrooms to completion-Ksh.400,000; Windows repairs/glazing for 15 classrooms to completion - Kshs. 200,000/=	600,000.00	New
Nyakianga primary school	Construction of 1 new classroom to completion- 45 pupils	1,000,000.00	New
Ruiru primary school	Construction of 4 door girls pit latrine to completion with one unit for PWDs-ksh.400,000; 4 door boys pit latrine/urinal to completion-ksh.450,000; 4 door teachers pit latrine to completion-ksh.400,000 to completion.	1,250,000.00	New



Gitugi girls Secondary school	Construction of new kitchen to Completion	3,000,000.00	New
Kairo girls secondary school	Construction of a library to completion- 100 sitting capacity	2,000,000.00	New
Kiriaini girls sec. school	Construction of new kitchen to completion	4,000,000.00	New
Mathioya day secondary school	Purchase of 30 dining tables-ksh.435,000 & 60 benches-ksh.365,000 for dining hall	800,000.00	New
Matuto Secondary school	Construction of administration block to completion; (Block of 4 offices)	1,800,000.00	New
Mioro secondary school	Construction of 6 door teachers flush toilet to completion with one unit for PWDs Kshs. 700,000 and murraming school compound - approx. 1,000square meters -Kshs. 400,000/=	1,100,000.00	New
Njumbi high school	Construction of laboratory to completion- 45 students	3,000,000.00	New
Wahundura Boys High School	Construction of 4 new classrooms to completion-for 180 students	4,000,000.00	New
Mathioya Technical & vocational college	Renovation of 6 classrooms (reroofing, plaster, flooring, painting, fixing of windows panes & doors, wiring,) to completion. (classrooms seriously dilapidated). (National government).	2,500,000.00	New
Chui chiefs office	Constructions of 2No. office block to completion (for chief & ass. Chief).- Kshs 1,300,000; Construction of 2 door pit latrine to completion with one unit for PWDs - Kshs. 200,000	1,500,000.00	New
Gakoe chiefs office	Construction of two door pit latrine to completion with one unit for PWDs - Kshs. 200,000; fencing (concrete poles/chain link/gate -approx. 150metres - Kshs. 350,000/=	550,000.00	New
Gatunguru assistant chiefs	Completion of 1No. Office (flooring/plaster/painting)-ksh.200,000; Construction of 2 door pit latrine to completion with one unit for PWDs-ksh.200,000; Fencing/gate(concrete poles/chainlink-100 metres)-ksh.200,000; purchase of office furniture (1 office table-ksh.30,000; 1 Office chair-sh.5,000; 5 ordinary chairs-ksh.15,000)	650,000.00	New

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Gitugi Divisional Office	Fencing of compound to completion (approx. 250meters -concrete posts/chainlink)	500,000.00	New
Kairi assistant chiefs office	Construction of 2No. office block with guttering to completion - Kshs. 720,000; Construction of 2-door pit latrine to completion with one unit for PWDs - Kshs. 200,000/=, Water harvesting (Purchase of 5,000L tank - Kshs. 50,000/=, construction of tank base -Kshs. 30,000/=	1,000,000.00	New
Kairo chiefs office	Fencing of compound (approx. 250meters concrete posts/chainlink/gate- Kshs.500,000/=, Construction of police post (3 offices) to completion (to replace old buildings) Kshs. 1,350,000/=	1,850,000.00	New
Kamacharia assistant chief office	Construction of 2No. office block with guttering to completion- Kshs. 800,000; Construction of 2 door pit latrine to completion with one unit for PWDs - Kshs. 200,000/= , Water harvesting (purchase of 10,000L tank - Kshs. 100,000; Construction of tank base -Kshs. 50,000).	1,150,000.00	New
Kamacharia division office	Fencing of compound to completion (approx. 250meters -concrete posts/chainlink).	500,000.00	New
Kambara Assistant Chiefs office	Construction of 2No. office block with guttering to completion - Kshs. 720,000; Construction of 2-door pit latrine to completion with one unit for PWDs- Kshs. 200,000/=, Water harvesting (Purchase of 5,000L tank - Kshs. 50,000/=, construction of tank base -Kshs. 30,000/=	1,000,000.00	New
Kamune assistant chief office	Construction of 1No. office block to completion- Kshs 550,000/=, Construction of 2 cubicle pit latrine to completion with one unit for PWDs- Kshs. 200,000/=	750,000.00	New
Kamune chiefs office	Construction of Staircase for one storey building to completion - Kshs. 300,000/= Water harvesting (guttering 2 offices - Kshs. 50,000; purchase of 1- 10,000L tank - Kshs. 100,000/=, construction of tank/base -Kshs. 50,000/=	500,000.00	New



Kiambuthia assistant chief	Construction of 2No. office block with guttering to completion - Kshs. 700,000; Construction of 2-door pit latrine to completion with one unit for PWDs - Kshs. 200,000 ; Water harvesting (Purchase of 3,000L tank - Kshs. 35,000/=, Construction of tank base -Kshs. 15,000/=)	950,000.00	New
Kiamuturi assistant chiefs office	Construction of 2NO. office block with guttering to completion - Kshs. 720,000; Construction of 2-cubicle pit latrine to completion with one unit for PWDs - Kshs. 200,000/= , Water harvesting (Purchase of 5,000L tank - Kshs. 50,000/= , Construction of tank base -Kshs. 30,000/=	1,000,000.00	New
Kirungu assistant chief	Construction of 2No. office block with guttering to completion - Kshs. 800,000; Construction of 2 door pit latrine to completion with one unit for PWDs - Kshs. 200,000/=, Water harvesting (purchase of 10,000L tank - Kshs. 100,000; Construction of tank base -Kshs. 50,000).	1,150,000.00	New
Mathioya Security lighting project	Installation of 30 -200WATT Led solar security lights installed at a height of 8M - in Matuto, Yakarengo, Kanjahi, Kagongo, Nguruini, Kamagoko, Karunge, Mihuti, Kangunu, Kanjama, Kiriko, Kora, Waranga, Wahundura and Mwangathia shopping centres @ ksh. 100,000 per security light. Each shopping centre to get 2 security lights	3,000,000.00	New
Mihuti Assistant Chiefs office	Construction of 2 door tiled Bathrooms/Soak Pit to completion	250,000.00	New
Mioro chiefs office	Construction of 2No. office block with guttering to completion - Kshs. 720,000; Construction of 2-cubicle pit latrine to completion with one unit for PWDs - Kshs. 200,000/=, Water harvesting (Purchase of 5,000L tank - Kshs. 50,000/=, Construction of tank base -Kshs. 30,000/=	1,000,000.00	New
Ngutu Assistant Chiefs office	Construction of 2 door pit latrine to completion with one unit for PWDs	250,000.00	New



njumbi chiefs office	Completion of 1No.office (ceiling/painting/verandar)-ksh. 150,000; Construction of 1no. Office extension for assistant chief- ksh.650,000; Fencing/gate(concrete poles/chainlink- 100 metres)-ksh. 200,000; Construction of 2 door pit latrine to completion with one unit for PWDs- ksh. 250,000;	1,250,000.00	New
		137,088,879.00	

Members confirmed that the all pit latrines / flash toilets being constructed under the FY 2021/2022 proposal will cater for the needs of persons living with disability.

Min.4 of 2/9/2021 Administrative matters

Members approved withdrawal of the following imprests:

- Ksh. 252,500 for payment of site hand over meetings and today's NG CDFC Meeting.
- Ksh. 77,500 for M/E visits and review of 2020/2021 financial statements.
- Ksh. 309,500 for PMC training and project M/E.
- Ksh. 192,000 for sublocational NHIF meetings and NHIF committee meeting.

Min5 of 2/9/2021 Bursary

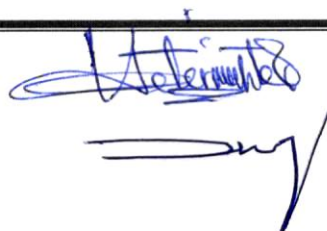
Members approved replacement of bursary cheques of ksh. 20,000 and issuance of bursary of ksh. 30,000 for two students in tertiary institutions as attached.

At the same time members agreed to engage Eng. Collins Githinji to assist in providing technical advise in the implementation of projects. He shall be paid consultancy fee by each project depending on the number of visits.

Min.6 of 2/9/2021 M/E Report

Members went through the August M/E report as attached. The projects visited were Kiambuthia sec. School, Kanjahi primary school, Kamacharia divisional office and all WIFI centres. Members recommended release of retention for Kiambuthia sec. School, Kanjahi primary and the WIFI centres as the works were in good condition.

Members noted that in kamacharia divisional office, the water harvesting was in good state but the doors for the toilet needed correction and also cutting away the soil surrounding the toilet. Members



therefore agreed that the contractor be informed to make the necessary corrections before release of the retention.

Min.7 of 2/9/2021 Emergency

Members approved the following emergencies:

1. Kambara primary school – ksh. 600,000 for construction of toilet block.

Min.8 of 2/9/2021 AOB

1. Member were informed that the FAM, chair and DA would be attending a three day meeting at Thika for review of financial statements for FY 2020/2021. As from 3rd-5th Sept. 2021.
2. Members agreed that the balance for kirimahiga primary school be used to clear unpaid dues of previous labourers and also do tiling of classes.

Having no other business, the meeting ended at 4.32 p.m. with a word of grace from Reuben Maina.

NAME

Peter Itagi

Lucy George

SIGNATURE

[Signature]

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DATE

2/9/2021

2/9/2021