**NAKURU TOWN WEST CONSTITUENCY NG-CDF MEETING HELD ON 13TH MARCH 2024, AT 9:00 A.M. AT NG-CDF OFFICE BOARD ROOM.**

**PRESENT**

1. Wilfred Omariba - Chairperson
2. Faith Kathambi - F.O.O
3. Jane Alfonzo - Secretary
4. Grace Ginda - Acc I
5. Felix Kipkirui - Member
6. Phoebi Wangui - Member
7. Faith Nyarangi - Member
8. Kevin Onyango - Member
9. Douglas Sengera - Member
10. Patrick Chege - Member

**AGENDA**

1. Prayers & Preliminary
2. Reading & Confirmation of previous minutes
3. Matters Arising
4. Funding Status
5. Additional Approved Code list for FY 2023/2024
6. Emergency Report
7. 3rd tranche prioritization
8. Report on NG-Cdf Office Construction
9. Replacement of erroneously spelt cheques
10. Reallocation of Funds
11. A.O.B

**MIN 001-03- 2023-2024 PRAYERS & PRELIMINARY**

The meeting started at 9:20 a.m. with a word of prayer from Ms. Phoebi Wambui.

The Chairman welcomed members to the meeting and appreciate them for coming on time.

**MIN 002 -03- 2023-2024: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The Secretary went through the minutes of the previous meeting which was confirmed as a true record of what was deliberated. The minutes were confirmed by Mr. Douglas Sengera and seconded by Mr. Odongo.

**MIN 003-03- 2023-2024: MATTERS ARISING**

* It was noted that Emergency project were funded and project rehabilitation is ongoing
* It was reported that the proposal for FY 2023/2024 was partially approved.
* It was reported that monthly reports for the month of January were Submitted.

**MIN 004-03- 2023-2024: FUNDING STATUS**

Members were informed that funds so far received from NG-CDF board is kshs 50,000,000 (Fifty million shillings only).

The manager tabled a list of AIE’s received so far from the NG-CDF account at Family Bank Nakuru Finance.

Total AIE’s received for FY 2023-2024 and funded to projects as follows: -

1. AIE No: B 225169 Kshs 30,000,000.00
2. AIE No: B 225342 Kshs. 20,000,000.00

**Total 50,000,000.00**

The manager tabled the list of project funded by the 50,000,000, and list of projects awaiting funding to members as tabled below.

|  |  |  |  |  |  |
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|  | **PROJECTS FUNDED BY KSHS. 50,000,000.00** | | | | |
| **S/ NO** | **NAME OF PROJECT** | **CODE** | **ACTIVITIES** | **AMOUNT ALLOCATED (Kshs)** | **STATUS** |
|  | Contractual employees | 2110201-100-2023-2024-1 | Payment of Staff Basic Salaries- 12 staffs **( Annex 1)** | 2,891,868.00 | New |
|  | Casual labour and Internship | 2110202-100-2023-2024-2 | Payment of Staff Basic Wages- 3 staffs. **( Annex )** | 90,000.00 | New |
|  | House allowance | 2110301-100-2023-2024-3 | Payment of House allowance to NGCDFC Staff- 12 staffs (**Annex 11)** | 392,100.00 | New |
|  | Transport allowance | 2110314-100-2023-2024-4 | Payment of Transport allowance to NGCDFC Staff- 12 staffs(**Annex 111)** | 365,629.20 | New |
|  | Medical allowance | 2110901-100-2023-2024-5 | Payment of medical allowance to NGCDFC Staff- 12 staffs(**Annex 1v)** | 198,000.00 | New |
|  | Electricity | 2210101-100-2023-2024-7 | Payment of Electricity charges | 50,000.00 | New |
|  | Water and sewerage charges | 2210102-100-2023-2024-8 | Payment of Water and sewerage charges | 20,000.00 | New |
|  | Telephone, Telex, Facsmile and Mobile phone services | 2210201-100-2023-2024-9 | Payment of Telephone Expenses | 200,000.00 | New |
|  | Internet Connections | 2210202-100-2023-2024-10 | Payment of Internet Connections | 120,000.00 | New |
|  | Accommodation- Domestic Travel | 2210302-100-2023-2024-13 | Payment of Accommodation on Domestic Travel | 350,000.00 | New |
|  | Publishing and printing Services | 2210502-100-2023-2024-14 | Payment of Publishing and printing Services | 80,000.00 | New |
|  | Catering Services(receptions), accommodation, Gifts , Foods and Drinks | 2210801-100-2023-2024-16 | Payment of Catering Services(receptions), accommodation, Gifts , Foods and Drinks | 250,000.00 | New |
|  | NGCDFC allowance | 2210811-100-2023-2024-17 | Payment of NG- CDFC allowance- 9 members  (**Annex IX** | 1,056,000.00 | New |
|  | Supplies and Accessories for Computers and printers | 2211102-100-2023-2024-19 | Purchase of Supplies and Accessories for Computers and printers | 55,373.00 | New |
|  | Bank services commission and charges | 2211301-100-2023-2024-22 | Payment of Bank services commission and charges | 40,000.00 | New |
|  | Contracted Guards and cleaning services | 11305-100-2023-2024-23 | Payment of Contracted Guards and cleaning services | 216,000.00 | New |
|  | NSSF | 2120101-100-2023-2024-25 | Payment of NSSF to NGCDFC Staff- 12 staffs(**Annex house allowance vi)** | 300,960.00 | New |
|  | Other Committee expenses | 2210802-100-2023-2024-27 | Payment of Other Committee expenses- Tent hiring, Hall hiring, Airtime, Foods and Drinks | 250,000.00 | New |
|  | Extraneous allowance | 2110315-100-2023-2024-28 | Payment of Extraneous allowance to NGCDFC Staff- 12 staffs(**Annex house allowance V)** | 193,906.80 | New |
|  | Purchase of computers | 3111000-100-2023-2024-29 | 3 Laptops (HP Probook 450 G8, Core i7, 11th Gen, 8Gb RAM, 512GB SSD, 15.6" Screen). | 500,000.00 | New |
|  | Housing Levy | 2110301-100-2023-2024-30 | Housing Levy (**Annex xv)** | 45,163.00 | New |
|  | Bursary Secondary Schools | 2640101-100-2023-2024-2 | Payment of bursary to needy students in Secondary schools | 23,900,000.00 | New |
|  | Emergency | 2640200-100-2023-2024-1 | To cater for any unforeseen occurrences in the constituency during the financial year falling under NG-CDF and National Government projects. | 4,500,000.00 | New |
|  | Travel Costs (airlines, bus, railway, mileage allowance etc | 2210301-100-2023-2024-12 | Payment of Transport Expenses | 200,000.00 | New |
|  | Hire Of transport | 2210604-100-2023-2024-15 | Payment of Hire of Transport | 340,000.00 | New |
|  | General Office supplies (papers, pencils, forms small office equipment etc | 2211101-100-2023-2024-18 | Purchase of General Office supplies (papers, pencils, forms small office equipment. | 900,000.00 | New |
|  | Sanitary and Cleaning Materials ,supplies and services | 2211103-100-2023-2024-20 | Purchase of Sanitary and Cleaning Materials ,supplies and services | 50,000.00 | New |
|  | Other Fuels (wood, Charcoal, cooking Gas etc.) | 2211204-100-2023-2024-21 | Payments of Other Fuels (wood, Charcoal, cooking Gas etc.) | 25,000.00 | New |
|  | Maintenance of office Furniture and Equipment | 2220202-100-2023-2024-24 | Maintenance of office Furniture and Equipment | 420,000.00 | New |
|  | Bursary Tertiary Schools | 2640102-100-2023-2024-1 | Payment of bursary to needy students in Tertiary institutions. | 3,000,000.00 | New |
|  | Bursary Secondary Schools | 2640101-100-2023-2024-2 | Payment of bursary to needy students in Secondary schools | 9,000,000.00 | New |
|  | **50,000,000.00** | | | |  |

**PROJECTS AWAITING FUNDING FOR FY 2022-2023**

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| **S/ NO** | **NAME OF PROJECT** | **CODE** | | **ACTIVITIES** | | **AMOUNT ALLOCATED (Kshs)** | | **STATUS** |
|  | Gratuity-contractual employees | | 2710102-100-2023-2024-6 | | Payment of Gratuity to NGCDFC Staff- 12 staffs(**Annex VII)** | | 896,479.08 | New |
|  | Electricity | | 2210101-100-2023-2024-7 | | Payment of Electricity charges | | 70,000.00 | New |
|  | Water and sewerage charges | | 2210102-100-2023-2024-8 | | Payment of Water and sewerage charges | | 30,000.00 | New |
|  | Courier and postal Services | | 2210203-100-2023-2024-11 | | Payment of Courier and postal Services | | 200,000.00 | New |
|  | NGCDFC allowance | | 2210811-100-2023-2024-17 | | Payment of NG- CDFC allowance- 9 members  (**Annex IX** | | 42,000.00 | New |
|  | General Office supplies (papers, pencils, forms small office equipment etc | | 2211101-100-2023-2024-18 | | Purchase of General Office supplies (papers, pencils, forms small office equipment. | | 142,137.24 | New |
|  | Supplies and Accessories for Computers and printers | | 2211102-100-2023-2024-19 | | Purchase of Supplies and Accessories for Computers and printers | | .98 | New |
|  | Bank services commission and charges | | 2211301-100-2023-2024-22 | | Payment of Bank services commission and charges | | 50,000.00 | New |
|  | Housing Levy | | 2110301-100-2023-2024-30 | | Housing Levy (**Annex xv)** | | 17,716.76 | New |
|  | Bursary Tertiary Schools | | 2640102-100-2023-2024-1 | | Payment of bursary to needy students in Tertiary institutions. | | 6,448,615.35 | New |
|  | Bursary Secondary Schools | | 2640101-100-2023-2024-2 | | Payment of bursary to needy students in Secondary schools | | 22,100,000.00 | New |
|  | Emergency | | 2640200-100-2023-2024-1 | | To cater for any unforeseen occurrences in the constituency during the financial year falling under NG-CDF and National Government projects. | | 5,191,047.00 | New |
|  | **35,187,996.41** | | | | | | |  |

**MIN 005-03- 2023-2024: ADDITIONAL APPROVED CODELIST FOR FY 2023/2024**

The chair requested the manager to take members through the 2nd approved code list. The manager tabled to members a circular Ref: **NG-CDF BOARD/ NAKURU TOWN WEST VOL.3/27 for** additional code list, it was noted that during FY 2023/2024 the proposal budget was kshs. 195,481,134.00.

The code list submitted was approved of kshs.110,293,137.59 as per the attached approved proposal for FY 2023/2024.

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| **Code:175 Constituency: NAKURU TOWN WEST Financial Year: 2023-2024** | | | | | |
| **S/NO** | **PROJECT CODE** | **NAME OF PROJECT** | **ACTIVITIES** | **AMOUNT ALLOCATED (Kshs)** | **STATUS** |
|  | **ADDITIONAL BURSARY** | | |  |  |
| 1 | 4-0032-175-2640101-1 03-2023-2024-2 | Bursary Secondary Schools | Additional bursary to needy students in secondary schools. | 5,024,167.03 | Ongoing |
|  | **CLIMATE CHANGE AND MITIGATION ACTIVITIES** | | |  |  |
| 2 | 4-0032-175-2640510-1 10-2023-2024-4 | Moi Primary School | Purchase and planting of 200 indigenous, exotic and fruit tree seedlings and other expenses (fencing for protection and labelling) to help in conservation of the environment. | 82,778.02 | New |
|  | **MONITORING, EVALUATION AND CAPACITY BUILDING.** | | |  |  |
| 3 | 4-0032-175-2210201-1 11-2023-2024-1 | Telephone, Telex, Faxsmile and Mobile phone services | Payment of telephone expenses | 150,000.00 | New |
| 4 | 4-0032-175-2210303-1 11-2023-2024-2 | Daily Subsistance Allowance | Payment Daily Subsistence Allowances for NG-CDFC staffs, FAM, D.A. | 260,000.00 | New |
| 5 | 4-0032-175-2210502-1 11-2023-2024-3 | Publishing and printing services | Payment for publishing and printing services | 200,167.03 | New |
| 6 | 4-0032-175-2210604-1 11-2023-2024-4 | Hire of Transport | Payment for hire of transport | 200,000.00 | New |
| 7 | 4-0032-175-2210702-111-2023-2024-5 | Remuneration of instructors and other contract Based training services | Payment for remuneration of instructors and other contract Based training services | 250,000.00 | New |
| 8 | 4-0032-175-2210703-1 11-2023-2024-7 | Production and printing of training materials | Payment for production and printing of training materials | 100,000.00 | New |
| 9 | 4-0032-175-2210704-1 11-2023-2024-8 | Hire of training facilities and equipment | Payment for hire of training facilities and equipment | 150,000.00 | New |
| 10 | 4-0032-175-2210801-1 11-2023-2024-10 | Catering Services (receptions), accommodation, gifts , foods and drinks | Payment for catering services (receptions), accommodation, gifts , foods and drinks | 400,000.00 | New |
| 11 | 4-0032-175-2210811-1 11-2023-2024-11 | NG-CDFC allowance | Payment of NG-CDFC allowances for 9 members | 2,100,000.00 | New |
| 12 | 4-0032-175-2211016-1 11-2023-2024-13 | Purchase of Uniforms and clothing | Purchase of uniforms and clothing for 20 members of both staff and NG-CDFCs. | 114,000.00 | New |
| 13 | 4-0032-175-2211101-1 11-2023-2024-14 | General office supplies (papers, pencils, forms small office equipment) | Payment for general office supplies (papers, pencils, forms small office equipment) | 750,000.00 | New |
| 14 | 4-0032-175-2210802-1 11-2023-2024-15 | Other Committee Expenses | Payment of other committee expenses | 500,000.00 | New |
| 15 | 4-0032-175-2210000-1 11-2023-2024-16 | Detergent/Fumigation | Payment for detergents/fumigation | 350,000.00 | New |
|  | **PRIMARY SCHOOL PROJECTS** | | |  |  |
| 16 | 4-0032-175-2630209-2 63-2023-2024-1 | Nakuru West Primary School | Renovation to completion of 6 classrooms: Re-roofing works, replacement of timber doors to metal doors, floor tile works, ceiling works, plastering works, fixing of window panes and grills, electrical works, painting works, exterior keying and project branding at Kshs.4,820,000 and installation of gutters and down pipes at Kshs.65,800, purchase two -5,000 litres water tanks at Kshs.100,000 and water tank base at Kshs.114,200. | 5,100,000.00 | New |
| 17 | 4-0032-175-2630209-2 63-2023-2024-2 | Muslim Primary School | Renovation to completion of 5 classrooms: Re-roofing works, plastering works, floor tile works, fixing window panes, painting works, replacement of timber doors to metal doors, electrical works and project branding at Kshs.4,050,000 and installation of gutters and down pipes at Kshs.40,000, purchase of one 5,000 litres water tank at Kshs.50,000 and water tank base at Kshs.60,000 | 4,200,000.00 | New |
| 18 | 4-0032-175-2630209-263-2023-2024-3 | Koinange Primary School | Construction to completion of 12 doors septic girls toilet block with one chamber to cater for Persons with Disabilities and labeling. | 1,520,954.45 | New |
| 19 | 4-0032-175-2630209-2 63-2023-2024-4 | Koinange Primary School | Renovation to completion of 3 classrooms: Re-roofing works, floor tile works, fixing window panes, painting works, electrical works, project branding, ceiling works and replacement of timber doors to metal doors at Kshs.2,560,000 and Installation of gutters and down pipe at Kshs.30,000, purchase of one 5,000 litres water tank at Kshs.50,000, water tank base at Kshs.60,000 | 2,700,000.00 | New |
| 20 | 4-0032-175-2630209-263-2023-2024-6 | Prisons Primary School | Renovation to completion of 6 classrooms;Re-roofing works, Flooring tile works, fixing window panes, painting works, ceiling works, arresting of wall cracks, electrical works and project branding at Kshs.4,877,767 and Installation of gutters and down pipes at Kshs.70,000, purchase of two 5,000 litres water tanks at Kshs.100,000, water tank base at Kshs.120,000 | 5,157,767.00 | New |
| 21 | 4-0032-175-2630209-2 63-2023-2024-8 | Eileen Ngochoch Primary School | Renovation to completion of 8 classrooms: Re-roofing works, ceiling works, painting works, fixing window panes, arresting of wall cracks, floor tile works, electrical works, project branding at Ksh. 6,210,000, installation of Gutters and down pipes at Ksh. 70,000, purchase of two -5,000 litres water tanks at Kshs.100,000, and water tanks base at Kshs.120,000 | 6,500,000.00 | New |
| 22 | 4-0032-175-2630209-263-2023-2024-9 | Barut Primary School | Renovation to completion 6 classrooms;Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of wooden doors to metal doors, exterior wall keying at Kshs.4,820,000, Installation of gutters and down pipes at Kshs.60,000, purchase of two- 5,000 litres water tanks at Kshs.100,000 and water tank base at Kshs.120,000 | 5,100,000.00 | New |
| 23 | 4-0032-175-2630209-2 63-2023-2024-10 | Kibowen Komen Primary School | Renovation to completion of 8 classrooms; Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of wooden doors to metal doors at Kshs.5,810,000, Installation of gutters and down pipes at Kshs.70,000, purchase of two- 5,000 litres water tanks at Kshs.100,000, and water tanks base at Kshs.120,000 | 6,100,000.00 | New |
| 24 | 4-0032-175-2630209-263-2023-2024-11 | Park View Primary School | Renovation to completion 7 classrooms:Re-roofing works, plastering works, ceiling works, painting works, fixing window panes and grills, floor tile works, electrical works, project branding, replacement of wooden doors to metal doors at Kshs.5,520,000, installation of gutters and down pipes at Kshs.60,000, purchase of two- 5,000 litres water tanks at Kshs.100,000 and water tank base at Kshs.120,000 | 5,800,000.00 | New |
| 25 | 4-0032-175-2630209-263-2023-2024-12 | Uhuru Primary School | Renovation of 7 classrooms to completion;Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of wooden doors to metal doors Kshs.5,520,000, Installation of gutters and down pipes at Kshs.60,000, purchase of two- 5,000 litres water tanks at Kshs.100,000 and water tank base at Kshs.120,000 | 5,800,000.00 | New |
|  | **JSS PROJECTS UNDER NG-CDF** | | |  |  |
| 26 | 4-0032-175-2630209-263-2023-2024-13 | Moi Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipes at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000, purchase of 80 lockers (40 each classroom) at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
| 27 | 4-0032-175-2630209-2 63-2023-2024-14 | Mama Ngina Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000 , Purchase 80 lockers (40 each classroom)at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
| 28 | 4-0032-175-2630209-263-2023-2024-15 | Heshima Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000 , Purchase 80 lockers (40 each classroom)at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
| 29 | 4-0032-175-2630209-2 63-2023-2024-16 | Koinange Primary School | Construction to completion and 1 Junior Secondary School classroom at Kshs.1,143,466, installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000, purchase 40 lockers at Kshs.180,000 and electrical instalation works at Kshs.60,000. | 1,523,466.00 | New |
| 30 | 4-0032-175-2630209-263-2023-2024-17 | Mwariki Primary School | Co-funded JSS Classrooms with MoE: Furnishing of 1 classroom with 29 lockers at Kshs.129,767, installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000 and construction of water tank base at Kshs.60,000, Purchase 80 lockers (40 each classroom) at Kshs.360,000 and electrical installation works at Kshs.120,000. | 749,767.00 | New |
| 31 | 4-0032-175-2630209-2 63-2023-2024-18 | Milimani Primary School | Construction to completion of 10 doors septic boys toilet block with urinal and 2 chambers catering for Persons with Disabilities. | 1,200,000.00 | New |
| 32 | 4-0032-175-2630209-2 63-2023-2024-19 | Ingobor Primary School | Construction to completion of 10 doors septic girls toilet block with 2 chambers to catering for Persons with Disabilities. | 1,200,000.00 | New |
|  | **JSS PROJECTS UNDER MINISTRY OF EDUCATION.** | | |  |  |
| 33 | 4-0032-175-2630209-2 63-2023-2024-20 | Mwariki Primary School | **Co-funded JSS Classrooms**: Construction to completion of 2 Junior Secondary School (JSS) classrooms at Kshs. 2,043,733 and furnishing of with 51 lockers at Kshs. 299,500. | 2,273,233.00 | New |
| 34 | 4-0032-175-2630209-2 63-2023-2024-21 | Kaptembwo Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000 , purchase of 80 lockers (40 each classroom)at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
| 35 | 4-0032-175-2630209-263-2023-2024-22 | Nakuru West Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000 , purchase of 80 lockers (40 each classroom)at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
| 36 | 4-0032-175-2630209-263-2023-2024-23 | Muslim Primary School | Construction to completion of 2 Junior Secondary school classrooms at Kshs.2,403,000, Installation of gutters and down pipe at Kshs.30,000, purchase of one- 5,000 litres water tank at Kshs.50,000, construction of water tank base at Kshs.60,000 , purchase of 80 lockers (40 each classroom) at Kshs.360,000 and electrical instalation works at Kshs.120,000 | 3,023,000.00 | New |
|  | **SECONDARY SCHOOL PROJECT** | | |  |  |
| 37 | 4-0032-175-2630210-2 63-2023-2024-1 | Kelelwet Secondary School | Construction to completion of 10 doors girls abolition block and labeling comprising of 5 doors Water Closet (WC), 4 doors Showers (SHW) and 1 chamber for Persons with Disabilities. | 1,200,000.00 | New |
|  | **NG-CDF OFFICE** | | |  |  |
| 38 | 4-0032-175-3111002-3 10-2023-2024-1 | NG-CDFC Office Equipment | Purchase of office equipment: multifunctional copier printer (KYOCERA 3510i, 3 in one, -Print, copy and scan) Mono color (Black) at Kshs.270,000 and desktop computer (Hp 290g4, Core i7/ 1Tb, TFT 22) at Kshs.230,000 | 500,000.00 | New |
| 39 | 4-0032-175-3110202-1 08-2023-2024-1 | Nakuru Town West NG-CDFC Office | Phase II: construction to completion of Phase II (second floor and third floor) of a 3 storey NG-CDFC Office comprising of 33 offices (2nd floor comprises of 1 records office, 1 departmental office, 1 general office, 1 records office, 1 accounts office, 1 procurement office, 1 store, 1 board room, 1 secretary office, 1 executive office, 1 urinal, 5 water closets, 3rd floor comprises of 6 departmental offices, 1 multipurpose hall, 1 urinal and 3 water closets). | 24,898,838.06 | Ongoing |
|  | **TOTAL** |  |  | **110,293,137.59** |  |
|  |  |  |  |  |  |

**MIN 006 -03- 2023-2024: EMERGENCY REPORT**

***( i )Koinange Primary School***

The chair tabled the Emergency requests from ***Koinange Primary School & Barut Primary School.***

The secretary took the reports separately. It was noted that the incident at Koinange Primary School happened on 19th February 2024 at 11: 45 a.m and the head teacher reported the matter and a member of committee member, Engineer, staff, the Manager and the office of the Area member of parliament visited the site. It was noted that two classrooms roofs were completely damaged as per the report forwarded. It was noted that after accessing the damage the members present noted that the project was earmarked for the renovation and was earlier budgeted. It was reported that the students were evacuated to other classes where there is so much congestion.

It was also noted that rain seasons was approaching and the urgency was priority while doing the classrooms.

Members deliberated on the project and noted that this project cannot be funded by emergency fund since it was budgeted in FY 2023/2024 for the renovations, the members noted that the project proposal was approved and renovation of three (3) classroom for koinange primary was approved.

Members approved the Renovation of three classrooms as earlier proposed during FY 2023/2024 proposal.

The manager was requested to initiate the process of payment of the funds for renovation to the PMC with urgency and ensure the renovation is done within the shortest time possible. It was noted that the manager to adhere to the procurement and financial act.

***(ii) Barut Primary School***

The secretary read through the emergency request for the repair of five (5) classrooms at Barut Primary School.

It was noted that few members visited the school after the report by the head teacher about the occurrence of the emergency, where it was reported that strong winds blew off and destroyed three roofs of classrooms and the other two were also weakened as per the report of the chair and members who visited the site.

Members noted that the report was reported on 11th March, 2024 at the office and members visited the seen. After deliberation members noted that the classrooms affected were not factored in for face-lifting / renovation during the current year. Members deliberated on the issue and they proposed to fund the project as per the report of the public works engineer.

The engineer had estimated the project to be funded at 4,870,000 as per the bills of quantities. Members deliberated on the issue of funds. The chair asked the fund manager to table the fund available for the rehabilitation /renovation of the five (5) classrooms on the emergency kitty funds.

It was reported that the funds available to fund the project is Kshs. 4,353,220.00

**MIN 007 -03- 2023-2024: 3RD TRANCHE PRIORITIZATION OF AIE NO: 226176**

The manager tabled **AIE NO: 226176** of Kshs. thirty million (30,000,000.00) to members. It was noted that the funds 3rd tranche has been disbursed from the NG-CDF Board to Nakuru Town West Ng-Cd main account at Family Bank Account No: 018000049795.

Members went through the above list of projects awaiting prioritization and approval for payment, after deliberation members agreed to prioritize the following projects for payment purposes.

***PRIORITIZED PROJECTS FOR FUNDING BY AIE NO: B 226176 OF KSHS. 30,000.000.00***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/ NO** | **NAME OF PROJECT** | **CODE** | **ACTIVITIES** | **AMOUNT ALLOCATED (Kshs)** | **STATUS** |
|  | Water and sewerage charges | 2210102-100-2023-2024-8 | Payment of Water and sewerage charges | 30,000.00 | New |
|  | Courier and postal Services | 2210203-100-2023-2024-11 | Payment of Courier and postal Services | 200,000.00 | New |
|  | NGCDFC allowance | 2210811-100-2023-2024-17 | Payment of NG- CDFC allowance- 9 members  (**Annex IX** | 42,000.00 | New |
|  | General Office supplies (papers, pencils, forms small office equipment etc | 2211101-100-2023-2024-18 | Purchase of General Office supplies (papers, pencils, forms small office equipment. | 142,137.24 | New |
|  | Supplies and Accessories for Computers and printers | 2211102-100-2023-2024-19 | Purchase of Supplies and Accessories for Computers and printers | .98 | New |
|  | Bank services commission and charges | 2211301-100-2023-2024-22 | Payment of Bank services commission and charges | 50,000.00 | New |
|  | Housing Levy | 2110301-100-2023-2024-30 | Housing Levy (**Annex xv)** | 17,716.76 | New |
|  | Emergency | 2640200-100-2023-2024-1 | To cater for any unforeseen occurrences in the constituency during the financial year falling under NG-CDF and National Government projects. | 5,191,047.00 | New |
|  | Nakuru West Primary School | 4-0032-175-2630209-2 63-2023-2024-1 | Renovation to completion of 6 classrooms: Re-roofing works, replacement of timber doors to metal doors, floor tile works, ceiling works, plastering works, fixing of window panes and grills, electrical works, painting works, exterior keying and project branding at Kshs.4,820,000 and installation of gutters and down pipes at Kshs.65,800, purchase two -5,000 litres water tanks at Kshs.100,000 and water tank base at Kshs.114,200. | 5,100,000.00 | New |
|  | Muslim Primary School | 4-0032-175-2630209-2 63-2023-2024-2 | Renovation to completion of 5 classrooms: Re-roofing works, plastering works, floor tile works, fixing window panes, painting works, replacement of timber doors to metal doors, electrical works and project branding at Kshs.4,050,000 and installation of gutters and down pipes at Kshs.40,000, purchase of one 5,000 litres water tank at Kshs.50,000 and water tank base at Kshs.60,000 | 4,200,000.00 | New |
|  | Koinange Primary School | 4-0032-175-2630209-2 63-2023-2024-3 | Construction to completion of 12 doors septic girls toilet block with one chamber to cater for Persons with Disabilities and labeling. | 1,520,954.45 | New |
|  | Koinange Primary School | 4-0032-175-2630209-2 63-2023-2024-4 | Renovation to completion of 3 classrooms: Re-roofing works, floor tile works, fixing window panes, painting works, electrical works, project branding, ceiling works and replacement of timber doors to metal doors at Kshs.2,560,000 and Installation of gutters and down pipe at Kshs.30,000, purchase of one 5,000 litres water tank at Kshs.50,000, water tank base at Kshs.60,000 | 2,700,000.00 | New |
|  | Nakuru Town West NG-CDFC Office 4 | -0032-175-3110202-1 08-2023-2024-1 | Phase II: construction to completion of Phase II (second floor and third floor) of a 3 storey NG-CDFC Office comprising of 33 offices (2nd floor comprises of 1 records office, 1 departmental office, 1 general office, 1 records office, 1 accounts office, 1 procurement office, 1 store, 1 board room, 1 secretary office, 1 executive office, 1 urinal, 5 water closets, 3rd floor comprises of 6 departmental offices, 1 multipurpose hall, 1 urinal and 3 water closets). | 6,066,976.54 | Ongoing |
|  | Telephone, Telex, Faxsmile and Mobile phone services | 4-0032-175-2210201-1 11-2023-2024-1 | Payment of telephone expenses | 75,000.00 | New |
|  | Daily Subsistance Allowance | 4-0032-175-2210303-1 11-2023-2024-2 | Payment Daily Subsistence Allowances for NG-CDFC staffs, FAM, D.A. | 100,000.00 | New |
|  | Publishing and printing services | 4-0032-175-2210502-1 11-2023-2024-3 | Payment for publishing and printing services | 200,167.03 | New |
|  | Hire of Transport | 4-0032-175-2210604-1 11-2023-2024-4 | Payment for hire of transport | 200,000.00 | New |
|  | Remuneration of instructors and other contract Based training services | 4-0032-175-2210702-111-2023-2024-5 | Payment for remuneration of instructors and other contract Based training services | 250,000.00 | New |
|  | Production and printing of training materials | 4-0032-175-2210703-1 11-2023-2024-7 | Payment for production and printing of training materials | 100,000.00 | New |
|  | Hire of training facilities and equipment | 4-0032-175-2210704-1 11-2023-2024-8 | Payment for hire of training facilities and equipment | 150,000.00 | New |
|  | Catering Services (receptions), accommodation, gifts , foods and drinks | 4-0032-175-2210801-1 11-2023-2024-10 | Payment for catering services (receptions), accommodation, gifts , foods and drinks | 200,000.00 | New |
|  | NG-CDFC allowance | 4-0032-175-2210811-1 11-2023-2024-11 | Payment of NG-CDFC allowances for 9 members | 1,800,000.00 | New |
|  | Purchase of Uniforms and clothing | 4-0032-175-2211016-1 11-2023-2024-13 | Purchase of uniforms and clothing for 20 members of both staff and NG-CDFCs. | 114,000.00 | New |
|  | General office supplies (papers, pencils, forms small office equipment) | 4-0032-175-2211101-1 11-2023-2024-14 | Payment for general office supplies (papers, pencils, forms small office equipment) | 600,000.00 | New |
|  | Other Committee Expenses | 4-0032-175-2210802-1 11-2023-2024-15 | Payment of other committee expenses | 250,000.00 | New |
|  | Detergent / Fumigation | 4-0032-175-2210000-1 11-2023-2024-16 | Payment for detergents/fumigation | 200,000.00 | New |
|  | 4-0032-175-3111002-3 10-2023-2024-1 | NG-CDFC Office Equipment | Purchase of office equipment: multifunctional copier printer (KYOCERA 3510i, 3 in one, -Print, copy and scan) Mono color (Black) at Kshs.270,000 and desktop computer (Hp 290g4, Core i7/ 1Tb, TFT 22) at Kshs.230,000 | 500,000.00 | New |
|  | **30,000,000.00** | | | |  |

**MIN 008-03- 2023-2024: REPORT ON OFFICE CONSTRUCTION**

The chair tabled the report on progress of NG-CDFC office construction. Members went through the report and deliberated on the progress since they had visited the site and the progress was very impressive and the ongoing constructions works was appealing members approved the report. An invoice No: 676 of kshs.5,860,650 (five million eight hundred sixty thousand six hundred fifty shillings only) from Mukolab Supplies Limited was tabled to members by the chair for deliberation of payment. Members deliberated on the invoice for the request of payment and unanimously approved the payment to the contractor as per the engineers report. Members requested the manager to fasten the payment process for the project to be completed on time.

**MIN 008 -03- 2023-2024: REPLACEMENT OF ERRONEOUSLY SPELT CHEQUES**

The manager table list of cheques which were written erroneously and needed replacement of the cheques.

The report was table for stale cheques which needed replacement to the various students

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/NO** | **CHEQUE NO** | **AMOUNT** | **REASON FOR REPLACEMENT** | **BENEFICIARY** |
| 1. | 16474 | 10,000.00 | The cheque was erroneously written as **Nyandarua High School** Instead of **Nyahuru High School** | Same Beneficiary: -  John Waruru Adm No: 10932 |
| 2. | 16469 | 10,000.00 | The cheque was erroneously written as **Ragenyo Girls Sec School** Instead of **OLM Ragenyo Girls Sec School** | Same Beneficiary: -  Judith K. Gutu Adm No: 5542 |
| 3. | 16467 | 10,000.00 | The cheque was erroneously written as **Musongori Sec Sch**  Instead of **Mwongori High School** | Same Beneficiary: -  Joshua Momanyi Adm No: 5650 |
| 4. | 15995 | 15,000.00 | The cheque was erroneously written to **Kianyanya High School** Instead of **Kianyaga High School** | Beneficiary Njoki Derrick Njoroge Adm No: 14166 |
| 5. | 15379 | 6,000.00 | The cheque was erroneously written  as **Kiamaini Secondary School** the correct name is **Kiamaina Secondary School** | Beneficiary Mungai Kesia Index No: – 27536209023 Joseph Njuguna Index No: 2753809058 |
| 6. | 16011 | 20,000.00 | The cheque beneficiaries were transferred from **Mama Ngina Kenyatta Sec Sch**  To **Morop Secondary School** | Same Beneficiaries  Roy Kiprotich Adm 6651  Joy Jemunge Adm 6692 |
| 5. | 15882 | 10,000.00 | The cheque beneficiaries were changed school from **St joseph’s Boys High School Langa Langa Sec Sch** | Same Beneficiaries.  Mbiu Isaac Adm No- 27511225024 |
| 6. | 16169 | 10,000.00 | The cheque beneficiaries changed school from **Cardinal Otunga High School Langa Langa Sec Sch** | Same Beneficiaries.  Darius Orango Adm No- 27511225059 |
| 7. | 15176  15359  15364  15120 | 3,000.00  3,000.00  3,000.00  3,000.00 | The cheque beneficiaries erroneously appeared twice and there was another needy student from **Magoma secondary School** | Beneficiaries.  Virginia Cherotich  Adm No:- 2209 |
| 8. | 15454 | 10,000.00 | The cheque was erroneously written  as **Jomo Kenyatta Mahiga** the correct name is **Kenyatta High School Mahiga** | Same Beneficiaries.  David Kireru Adm No- 8210317019 |
| 10. | 15143 | 10,000.00 | The cheque was erroneously written  as **AIC Laboret Boys** the correct name is **A.I.C Laboret Boys High School** | Same Beneficiaries.  Meshack Kiplangat Adm No- 27506101322 |
| 11 | 15457 | 15,000.00 | The cheque was erroneously written  as **Kabarnet High School** the correct name is **Kabarnet School for the Deaf Blind Children** | Same Beneficiaries.  Juluis Manga Adm No- 27506101322 |
| 12 | 15873 | 15,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Kaplong Boys High School** | Beneficiary.  Oduor Edrian Adm No- 275061054 |
| 13. | 16360 | 20,000.00 | The cheque was erroneously written  as **Cardinal Otunga High School - Masocho** the correct name is **Cardinal Otunga High School - Mosocho** | Beneficiary.  Lewis Kingori Kiriago Adm No- 11444 |
| 14. | 15936 | 20,000.00 | The cheque was erroneously written  as **St Charles Lwanga Ichuni Girls High Sch** the correct name is **St Charles Lwanga Nyansabakwa Sec Sch** | Beneficiary.  Jeremiah Matenyo Nyaribo Adm No- 1211 |
| 15. | 16195 | 15,000.00 | The cheque beneficiary changed school from **St Mangu High School to St Teresa’s Itete Secondary School** | Beneficiary.  Derrick Onyango Adm No- 4178 |
| 16 | 16362 | 20,000.00 | The cheque was erroneously written  as **Our Lady of Mercy Kangeyo Girls** the correct name is **Our Lady of Mercy Rangenyo Girls Secondary School** | Beneficiary.  Onchiri Michell Kwamboka Adm No- 27506136021 |
| 17. | 14905 | 20,000.00 | The cheque is postdated another one to be drawn for **Agoro Sare** | Beneficiary.  Omondi Byrone Adm No- 27506103041 |
| 18. | 16060 | 10,000.00 | The cheque was erroneously written  as **AIC Girls Sec School- Kissup** the correct name is **AIC Morop Girls Secondary School** | Beneficiary.  Ann Nyaboke Abere Adm No- 27552305029 |
| 19. | 16091 | 6,000.00 | The cheque was erroneously written  as **Mercy Girls High School** the correct name is **Mercy Njeri Secondary School** | Beneficiary.  Wamalwa Patrick Wanjala Adm No- 27552302077 |
| 20. | 15367 | 3,000.00 | The cheque was erroneously written  as **Hema Secondary School** the correct name is **Mema Secondary School** | Beneficiary.  Daniel Karaba Adm No- 27506114562 |
| 21. | 15354 | 6,000.00 | The cheque was erroneously written  as **Arwings Secondary School** the correct name is **Argwings Kodhek Mixed Secondary School** | Beneficiary.  Eunice Orwaro Adm No- 42749170006 & Christine Achieng Adm No:- 42749141003 |
| 22. | 15567 | 10,000.00 | The cheque beneficiary changed school from **Moi Minariet** to **Njoro Boys High School** | Beneficiary.  Samson Kiplangat Adm No-13595 |
| 23. | 15322 | 20,000.00 | The cheque is postdated another one to be drawn for **Kirobon Boys High School** | Beneficiary.  Samwel Mikaye Adm No- 2147 |
| 24. | 16069 | 15,000.00 | The cheque was erroneously written  as **Kiranywa Boys High School** the correct name is **Kivaywa Boys High School** | Beneficiary.Barasa Elvis Makokha  Adm No- 37634331087 |
| 25. | 15448 | 10,000.00 | The cheque was erroneously written  Scribbled correct name is **Itibo Girls Secondary School** | Beneficiary.Joan Moraa  Adm No- 43728103109 |
| 26 | 16312 | 20,000.00 | The cheque dated was erroneously tampered with, hence leading to chq dishonored  **Precious Future Vocational Training** | Beneficiary.Gift Omosa  Adm No- |
| 27. | 15398 | 21,000.00 | The cheque to be split into two: -  **Nakuru Central Secondary School@ Kshs. 9,000**  **Moi Sorget Secondary School @ kshs. 12,000** | Beneficiaries: -  **Nakuru Central Secondary School**   1. Elizabeth Onderi-27511213175 2. David Kamau- 27511109001 3. Morgan Rasto-27506122087   **Moi Sorget Secondary School**  Benson Kigera- 27506109069 |
| 28 | 15518 | 10,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Maranda high school** | Beneficiary.Victor David Oduor  Adm No-14706 |
| 29. | 16316 | 15,000.00 | The cheque to be replaced to Nakuru High School the beneficiary of this cheque was replaced with another boy beneficiary who erroneously appeared in chq No:- 15588 | Beneficiary.Francis Nyachio Mongare  Adm No-27501032053 |
| 30. | 15524 | 10,000.00 | The cheque was erroneously written  As **Mama Ngina Mosocho** the correct name is **Mama Ngina Kenyatta Secondary School** | Beneficiary. : Sylviah Kemunto Mayaka  Adm No- 11647304 |
| 31. | 15649 | 245,000.00 | The cheque was misplaced another one to be drawn for **St Maria Veronica** | Same Beneficiaries twenty two students |
| 32. | 15713 | 335,000.00 | The cheque was misplaced another one to be drawn for **Jomo Kenyatta Boys High School** | Same Beneficiaries twenty seven students |
| 33. | 15163 | 105,000.00 | The cheque was misplaced another one to be drawn for **Bahati PCEA Sec School** | Same Beneficiaries Nine students |
| 34. | 15507 | 25,000.00 | The cheque was misplaced another one to be drawn for **Lusengeli Secondary School** | Same Beneficiaries  Kedogo Eugene adm – 27506158027  Chrispine Aguewa |
| 35. | 15688 | 10,000.00 | The cheque was misplaced another one to be drawn for **Sironga Girls** | Same Beneficiaries  Valerian Kwamboka adm – 27552308016 |
| 36. | 14949 | 304,000.00 | The cheque is post dated another one to be drawn for Jomo Kenyatta Girls High School | Same Beneficiaries |
| 37. | 16100 | 15,000.00 | The cheque was erroneously written  As **Manyenya SDA High School** the correct name is **Menyenya SDA High School** | Same Beneficiaries  Dickline Kwamboka Mongare adm – 43728238013 |
| 38. | 15718 | 10,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **St Kizito Nyansiongo boys High School** | Beneficiary  Javan Magat Nyagaka adm – 12929 |
| 39. | 14884 | 21,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Chuka Girls High School** | Beneficiary  Gya Nanjala Sagala adm – 6501 |
| 40. | 16177 | 15,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **St Maria Veronica** | Beneficiary  Precious AGema adm – 12542 |
| 41. | 15563 | 15,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Jomo kenyatta Girls High School** | Beneficiary  Nancy Njoki Wanjugu adm – 23255 |
| 42. | 15501 | 15,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Utumishi High School** | Beneficiary  Zachary Muraya adm – 6442 |
| 43. | 14984 | 23,000.00 | The student got funds from other well-wishers, the cheque to be replaced to **Miti Mingi Secondary School** | Beneficiary  Lewis Munene adm – 3335 |
| 44. | 16148 | 25,000.00 | The student got funds from other well-wishers, the cheque to be replaced to   1. **Molo Academy @10,00** 2. **Vyulya Girls Secondary Sch @15,000** | Beneficiaries: -  **Molo Academy**  Harrison Menja Adm- 3611  **Vyula Girls Sec Sch**  Hillary Nyokabi Gicharia Adm - 8215 |
| 45. | 16218 | 10,000.00 | Double application award to **Sacred Heart Girls Mukumu** | Beneficiary  Ochieng Valentine Njeri adm – 27511104069 |
| 46. | 16052 | 10,000.00 | The Cheque date was erroneously written as 23/01/2023 the cheque to be replaced to **Naivasha Girls High School** | Beneficiary  Orinda Shania adm – 7996 |
| 47. | 15487 | 25,000.00 | The cheque was erroneously written  As **Kebigirigo high school** the correct name is **Kebirigo High School** | Beneficiary  Nyamoi Joshua adm – 27506108062 – 15,000  Job Nyambati – 43782680510- 10,000 |

Members deliberated on the report and unanimously adopted the reports that were tabled.

The chair tabled the report on Inspection and Acceptance of office goods, catering and other committee expenses as follows: -

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **ITEM** | **AMOUNT (ksh)** | **CONSUMER** |
| 11/03/2024 | Lunch | 5,350 | office |
| 8/03/2024 | Catering/ Shopping | 935 | office |
| 15/03/2024 | Catering / Shopping | 4,904 | office |
| 5/05/2023 | Office catering | 3084 | office |
| 01/03/ 2024 | office | 5,670 | office |
| 28/02/2024 | Catering / office | 5,092 | office |
|  | **TOTAL** | **25,035** |  |

***(ii)Payment of Committee Expenses***

***Goods & services Acc No:-2210802-100-2023-2024-27***

|  |  |  |  |
| --- | --- | --- | --- |
| DATE | ITEM | AMOUNT (ksh) | CONSUMER |
| 11/03/2024 | Office Curtely | 13,207 | office |
| 11/03/2024 | Consumer Unit | 8,000 | office |
| 13/03/2024 | Various Parcels | 1,123 | office |
| 09/02/2024 | Airtime / Bundles | 9,000 | office |
| 05/04/2024 | Padlock | 250 | office |
|  | **TOTAL** | **31,580** |  |

Members unanimously adopt the report, the report was proposed by Faith Kisali and seconded by Kevin Odongo.

**MIN 009 -03- 2023-2024: OFFICE REPORT**

The manager tabled the following monthly reports for the month of February 2024

1. Gross payment report
2. Variance Report
3. Monthly Expenditure return
4. Monthly Bank Reconciliation Statements (BRS)
5. PMC Bank Reconciliation
6. Fund Receipt from board

Member went through the report as was tabled to them and adopt the reports for submission to head office.

It was also reported that the following Imprest was requested on 27th of February, 2024 for running of office operations.

Admin Accommodation Domestic Travel 2 night out – 28,000.00

Admin NG-CDFC allowance 1 NG-CDFC Meetings– 47,000.00

Payment of other committee expenses - 50,000.00

Payment of catering Services - 25,000.00

TOTAL = 150,000.00

Members deliberated on the above budget and adopt for the running of office operations.

The manager tabled to members a circular Ref: NG-CDF/NAKURU/NAKURU TOWN WEST VOL 3 (31) for authority to open a deposit bank account. Members appreciate the board and unanimously agreed the deposit bank account to opened at Family Bank Nakuru Branch.

**MIN 009/03/2023-2024: REALLOCATION OF FUNDS**

The chair tabled a request for reallocation as follows: -

Bursary Tertiary of Kshs. 7,000,000. It was noted that members had agreed to fund the bursary tertiary Kshs. 9,448,615.35 during project proposal and Bursary secondary was allocated 60,024,167.03. It was later noted that the applicants for bursary secondary surprised the allocated amount hence the need to reallocated bursary tertiary funds of Kshs. 7,000,000 to Bursary Secondary to cater for needy students in secondary school.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PROJECT NO.** | **PROJECT TITLE** | **AMOUNT ALLOCATED ( KSH)** |  | **PROJECT TITLE** | **PROJECT NO.** | **Project ACTIVITY** | **AMOUNT** |
| **FROM** | 4-032-175-2640102-103-2023/2024-1 | Bursary Tertiary School | 7,000,000.00 | **TO** | Bursary Secondary | 4-032-175-2640101-103-2023/2024-2 | Payment of bursary to needy students in secondary schools | 7,000,000.00 |
|  | **TOTAL** |  |  |  |  |  |  | **7,000,000.00** |

Members deliberated on the proposal of reallocation of bursary tertiary and approved the reallocation to payment of bursary for needy students in secondary school unanimously. The chairman requested the manager to start the reallocation process at the NG-CDF Board for approval purposes to ensure the project is implemented.

**MIN 010 -03- 2023-2024: A.O.B**

There being no other business the meeting ended at 12:05 pm With a word of prayer from Mr. Sengera.