

National Government Constituencies Development Fund Board

Gatanga Constituency

P.O Box 63-01000

THIKA

Tel; Phone;0714884675

Email: cdf Gatanga@ngcdf.go.ke/Website:www.cdfgatanga.com

**GATANGA NG-CDFC MEETING HELD ON 10TH JANUARY 2023 AT MABANDA BOARDROOM
AT NG - CDF OFFICE**

MEMBERS PRESENT

1. James Ngugi	Chairman
2. Lucy M. Njiru	Secretary
3. Philip Karanja	Member
4. Consolata Wangechi	Member
5. Joseph Muiruri	Member
6. Rose Muthoni	Member
7. Simon Njuguna	Member
8. Joseph Munyao	Member
9. Damaris Kimondo	Deputy County Commissioner (Gatanga)
10. Dinah Wanja	Fund Account Manager
11. Angela Makau	Deputy County Commissioner (Ithanga)

AGENDA

1. Confirmation of Previous Meeting Minutes
2. NG-CDF projects prioritization per ward
3. NG-CDF Projects Proposal for Financial Year 2022/2023
4. Missing ongoing projects
5. A.I.E NO. 185055
6. A.O.B.

IN: 01/01/2023: CONFIRMATION OF PREVIOUS MEETING MINUTES

The meeting was started with the word of prayer from Mr. Philip Karanja, the Chairman welcomed all members and thanked them for being punctual and he urged members to contribute to the meeting agendas. The secretary read through the minutes of the previous meeting. The minutes were confirmed to be true copy of the deliberations proposed by Joseph Muiruri and seconded by Joseph Njoroge.

Chairman thanked the committee members for all the support they had given the office during ward participation and encouraged them to continue with the same spirit. He took them through the ward report according to the program they had done in the notice

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DATE	TIME	WARD	VENUE
Wednesday 3-01-2023	10.00am 1.00pm	Mugumo-ini Kihumbu-ini	Gatunyu PCEA hall Kihumbu-ini DO's office
Thursday 5-01-2023	10.00am 1.00pm 3.00pm	Miubiri Kakuzi Ithanga	DO's office Greystone Ngatho Pry school DCC office- Ithanga
Friday 6-01-2023	10.00am 1.00pm 3.00pm	Gatanga Kariara Kigoro	Mabanda CDF hall Gatura pry school Kigoro dairy

MIN: 02/01/2023: SUMMARY OF PROJECTS DISTRIBUTION PER WARD.

The chairman read to the committee all the prioritized projects from the five wards, after lengthy discussions the committee agreed to fund the following projects in each ward:

1. Mugumoini ward

S/No	Project Name	Project Activity	Amount
1.	Gatunyu primary school	Renovation to completion of 3 no classrooms to completion; (Key-pointing, painting, re-flooring and roof painting)	1,200,000.00
2.	Kigio primary school	Renovation to completion of 3 no classrooms to completion (Key-pointing, painting, re-flooring , new windows and roof painting)	1,200,000.00
3.	Gakurari primary school	Renovation to completion of administration blocks to completion; (Key-pointing, painting, re-flooring and roof painting)	1,000,000.00
4.	Gatunyu primary school	Renovation to completion of 3 no classrooms to completion; (Key-pointing, painting, re-flooring and roof painting)	1,200,000.00

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2. Kakuzimitumbiri

S/No	Project Name	Project Activity	Amount
1.	Mt olive primary school	Renovation to completion of 5 no classrooms to completion (Key-pointing, painting, floor finishes and roof painting, electrical installation works)	1,500,000.00
2.	Mwanawikio primary school	Renovation to completion of 3 no classrooms to completion (Key-pointing, painting, floor finishes and roof painting, electrical installation works)	1,000,000.00
3.	Kinyangi assistant chief office	construction to completion three roomed administration block at 1,200,000 and three door ablution block with one chamber being for persons with Disability at ksh 300,000	1,500,000.00
4.	Muti assistant chief office	Renovation to completion administration block at Kshs 500,000	750,000.00

3. Kariara

S/No	Project Name	Project Activity	Amount
1.	Kanunga Primary School	Renovation to completion of 8 number classrooms by removing of asbestos and putting up new iron sheets	2,400,000.00
2.	Karangii secondary	Construction to completion of eight door ablution block with two chamber for Person	1,000,000

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2. Kakuzimitumbiri

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2.	Mwanawikio primary school	Renovation to completion of 3 no classrooms to completion (Key-pointing, painting, floor finishes and roof painting, electrical installation works)	1,000,000.00
3.	Kinyangi assistant chief office	construction to completion three roomed administration block at 1,200,000 and three door ablution block with one chamber being for persons with Disability at ksh 300,000	1,500,000.00
4.	Muti assistant chief office	Renovation to completion administration block at Kshs 500,000	750,000.00

3. Kariara

S/No	Project Name	Project Activity	Amount
1.	Kanunga Primary School	Renovation to completion of 8 number classrooms by removing of asbestos and putting up new iron sheets	2,400,000.00
2.	Karangi secondary	Construction to completion of eight door ablution block with two chamber for Person	1,000,000

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	school	With Disability	
3.	Mwagu primary school	Finishing of three classrooms that foundation works had been started by parents association this walling roofing plastering putting up windows and doors	1,000,000.00

4. Gatanga

S/No	Project Name	Project Activity	Amount
1.	Gathuthu primary school	Renovation to completion of 6 no classrooms to completion (Key-pointing, painting, floor finishes and roof painting, electrical installation works)	2,000,000.00
2.	Gatanga primary School	construction of one classroom to completion	1,200,000.00
3.	Gatanga chiefs office	Construction to completion of a three room administration block	1,500,000.00

5.Kihumbuini

S/No	Project Name	Project Activity	Amount
1.	Thuita assistant chief office	Construction to completion of a three room administration block	1,500,000.00
2.	Kihumbuini primary school	Renovation to completion of 3no classrooms to completion (plastering, key-pointing, roof paint, and re-flooring)	1,200,000.00
3.	MbariyaRugapprimary school	Renovation to completion of 3 no classrooms to completion (plastering, key-pointing, roof paint, and re-flooring)	1,000,000.00
4.	Kiamwathi Secondary	Purchase of equipment of 100 capacity	1,000,000.00

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	School	laboratory	
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5. Ithanga

S/No	Project Name	Project Activity	Amount
1.	Kyaume secondary school	Construction to completion of a four room administration block	1,500,000.00
2.	Thungururu primary school	Renovation to completion of administration block :Plastering, key-pointing, roof paint, and re-flooring)	800,000.00
3.	Kanduri primary school	Fencing of school compound half an acre using treated wooden poles and chain link fencing	500,000.00
4.	IthangaAcc office	Renovation to completion administration block at a cost of Kshs 500,000 and construction three ablution block with 1 chamber of Person With Disability at ksh 500,000.00	1,000,000.00

MIN: 03/01/2023: PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2022/2023

The Chairperson briefed members that the committee is required to submit project proposals for the financial year 2022/2023 in time to get funds, the fund account manager told members that the NG- CDF Committee is supposed to submit projects proposals to the NG - CDF Board as per the guidelines of the National Government projects.

The Fund Account Manager informed members that the constituency had been allocated a total of Kshs.151,960,174The Fund account manager briefed members on the guidelines for project proposal presentation and also informed members on the eligible projects. The manager

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informed members that all devolved functions are no longer eligible under the new NG-CDF act.

The Fund Account Manager informed members that the constituency did not have any ongoing projects as per the Project Implementation Status report. The report was tabled and the members agreed to fund completely new projects.

After lengthy deliberations the NG- CDF committee agreed on the following projects to be funded in the Financial Year 2022 – 2023 in all the four wards in the Constituency.

ADMINISTRATION AND RECURRENT EXPENDITURE (6%)	Project Name	Project Activity	Original Cost
	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	500,000.00
	Bank service commission and charges	Payment of Bank service commission and charges	200,000.00
	Contractual employees	Payment of staff Basic salaries of 8 staff	1,838,800.00
	Courier and Postal Services	Payment of Courier and Postal Services	144,000.00
	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	200,000.00

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	Electricity	Payment of Electricity charges	40,000.00
	General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment	500,000.00
	Gratuity-contractual employees	Payment of gratuity to NGCDFC staff	860,000.00
	Internet Connections	Payment of Internet Connections	60,000.00
	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - NGCDFC Motor Vehicles	180,000.00
	Maintenance of Office Furniture and Equipment	Payment of Maintenance of Office Furniture and Equipment	120,000.00
	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance	150,000.00
	NGCDFC allowance	Payment of NGCDFC allowance charges	2,000,000.00
	NSSF	Employer contribution to NSSF	33,600.00
	Other committee expenses	Payment of Other committee expenses	311,210.44

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	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	700,000.00
	Sanitary and Cleaning Materials, Supplies and Services	Purchase of Sanitary and Cleaning Materials, Supplies and Services	800,000.00
	Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	100,000.00
	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	50,000.00
	Water & sewerage charges	Payment of Water & sewerage charges	30,000.00
MONITORING, EVALUATION AND CAPACITY BUILDING (3%)			
	Accommodation Allowance	Payment of Accommodation Allowance of NGCDFC, National Government officers and PMC (NG-CDFC AND STAFF TRAINING)	1,350,000.00

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	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	200,000.00
	NGCDFC allowance	Payment of NGCDFC allowance	2,000,000.00
	Other committee expenses	Payment of Other committee expenses	368,805.22
	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	300,000.00
	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services(PMC,NGCDFC AND STAFF training)	300,000.00
	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	40,000.00
CONSTITUENCY OVERSIGHT COMMITTEE EXPENSES (1%)			
	Sitting Allowance	Payment of sitting allowances for 5 COC members for 2 meetings monthly each at Kshs.5,000	600,000.00
	Monitoring & Evaluation	Payment of Daily Subsistence Allowance for 5 COC members for 5	150,000.00

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	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	200,000.00
	NGCDFC allowance	Payment of NGCDFC allowance	2,000,000.00
	Other committee expenses	Payment of Other committee expenses	368,805.22
	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	300,000.00
	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services(PMC,NGCDFC AND STAFF training)	300,000.00
	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	40,000.00
CONSTITUENCY OVERSIGHT COMMITTEE EXPENSES (1%)			
	Sitting Allowance	Payment of sitting allowances for 5 COC members for 2 meetings monthly each at Kshs.5,000	600,000.00
	Monitoring & Evaluation	Payment of Daily Subsistence Allowance for 5 COC members for 5	150,000.00

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	Allowance	days each at Kshs.5,000.00	
	Hire of training facilities	Hire of training facilities for 5 COC members	35,000.00
	Payment of catering services	Payment of catering for 5 COC members	15,000.00
EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS (RECOMMENDED 35%)			
	Bursary Secondary Schools	Payment of Bursary to needy students boarding schools	38,000,000.00
	Bursary to tertiary Institutions	Payment of Bursary to needy students in tertiary institutions	10,000,000.00
	Bursary Vocational Training Schools	Payment of Bursary to needy students in Driving Schools and certifications	5,186,061
EMERGENCY RESERVE			
	Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	7,636,190.00
ENVIRONMENTAL PROJECTS (2%)			

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	Gathuthu primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
	Thare primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
	Githambia primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
	Thuita primary school	purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00

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	Kyaume primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
	Ngelelya primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
	Iembeni secondary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267 Kshs.3,267Kshs.3,267	253,267.00
	Iembeni primary school	Purchase, installation of two (5,000L)water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00

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Wonges



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	Gakurari primary school	Purchase, installation of two (5,000L) water tank Kshs.150,000, construction of two bases Kshs.100,000 and putting up gutters at a cost of Kshs.3,267	253,267.00
SPORT PROJECT (2%)			
	Sports activities	Purchase sports equipment at 1,000,000 Carry out Constituency Football Sports tournament within the constituency at a cost of Kshs.1,739,203.48 and participating in regional sports KShs. 300,000	3,039,203.48
PRIMARY SCHOOL PROJECTS			
	Gatunyu primary school	Renovation to completion of 3 no classrooms : Key-pointing, painting, re-flooring and roof painting flooring and roof painting)	1,200,000.00
	Kigio primary school	Renovation to completion of 3 no classrooms to completion:Key-pointing, painting, re-flooring , new windows and roof painting)	1,200,000.00

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	Gakurari primary school	Renovation to completion of administration blocks to completion: key-pointing, painting, re-flooring and roof painting)	1,000,000.00
	Makongo primary school	Renovation to completion of 3no classrooms :key-pointing, painting, floor finishes roof painting and replacement of iron sheets	1,000,000.00
	Mt olive primary school	Renovation to completion of 5 no classrooms :key-pointing, painting, floor finishes and roof painting, electrical installation works	1,500,000.00
	Mwanawikio primary school	Renovation to completion of 3 no classrooms key-pointing, painting, floor finishes and roof painting, electrical installation works	1,000,000.00
	Kanunga Primary School	Renovation to completion of 5 no classrooms by removing asbestos and putting up new iron sheets	2,400,000.00
	Mwagu primary school	Finishing of three classrooms that foundation works had been started by parents association, activities to be done include :Walling, roofing ,plastering installation of windows and doors	1,000,000.00

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	Gathuthu primary school	Renovation to completion of 6 no classrooms :Key-pointing, painting, floor finishes and roof painting, electrical installation works	2,000,000.00
	Gatanga primary School	Construction of one classroom to completion	1,200,000.00
	Kihumbuini primary school	Renovation to completion of 3no classrooms : Plastering, key-pointing, roof paint, and re-flooring	1,200,000.00
	MbariyaRugaprimar y school	Renovation to completion of 3 no classrooms : Plastering, key-pointing, roof paint, and re-flooring)	1,000,000.00
	Thungururu primary school	Renovation to completion of administration block :Plastering, key-pointing, roof paint, and re-flooring)	800,000.00
	Greystone primary school	Construction to completion of six door ablution block with urinal and one chamber for Person With Disabilities at a cost of Kshs800,000f:Fencing of half an acre and putting up gate at a cost of	1,700,000.00

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		Kshs700,000 and purchase of furniture at a cost of 200,000	
	Kanduri primary school	Fencing of school compound half an acre using treated wooden poles and chain link fencing	500,000.00
SECONDARY SCHOOL PROJECTS			
	St Teresa secondary school	Completion of 100 capacity twin laboratory: Finishing on working tables gas chambers, extractions and plastering and installation of windows and doors	2,000,000.00
	Chomo mixed secondary school	Completion of 100 capacity twin laboratory: Finishing on working tables gas chambers, extractions and plastering and installation of windows and doors	1,500,000.00
	Ndakaini secondary school	Completion of 100 capacity twin laboratory: Finishing on working tables gas chambers, extractions and plastering and installation of windows and doors	1,500,000.00

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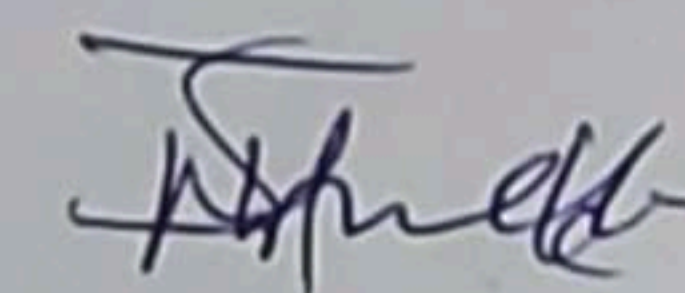
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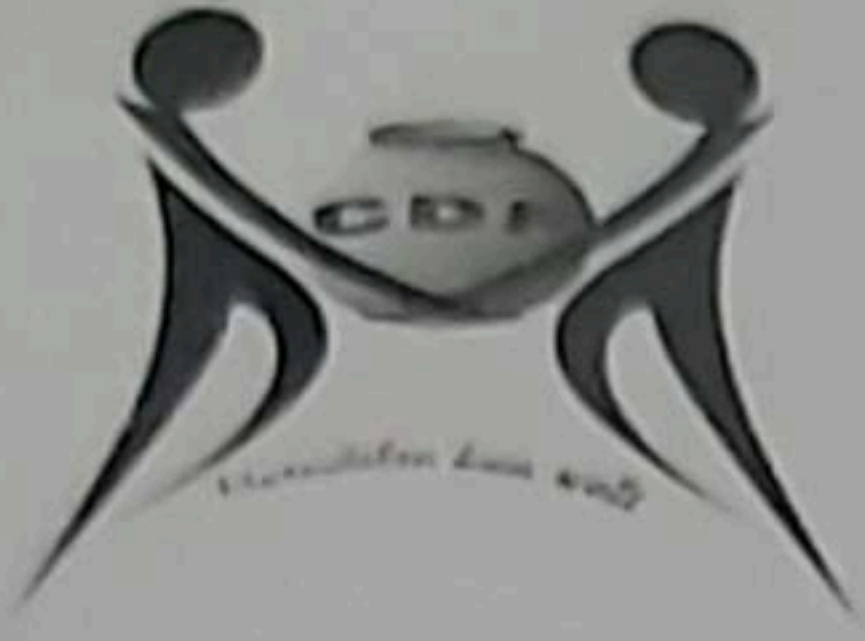
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	Karangi secondary school	Construction to completion of eight door ablution block with two chamber for Person With Disabilities	1,000,000
	Kiamwathi Secondary School	Purchase of equipment of 100 capacity laboratory.	1,000,000.00
	Kyaume secondary school	Construction to completion of a four room administration block	1,500,000.00
SECURITY PROJECTS			
	Gatanga chiefs office	Construction to completion of a three room administration block	1,500,000.00
	Thuita assistant chief office	Construction to completion of a four room administration block	1,500,000.00
	Kinyangi assistant chief office	Construction to completion three roomed administration block at KShs.1,200,000 and three door ablution block with one chamber being for persons with Disabilities at ksh 300,000 300,000	1,500,000.00

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	Ithangaacc office	Renovation to completion of administration block at a cost of Kshs 500,000 and construction three ablution block with 1 chamber of Person With Disabilities at ksh 500,000.00	1,000,000.00
	Kwamukundi assistant chief Office	Purchase of 2 tables at costs of ksh 80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00
	Mugumoassistant chief office	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of 70,000	250,000.00
	Muti assistant chief office	Renovation to completion administration block at Kshs 500,000 Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	750,000.00
	Mukurwe chief office	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00

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	Nyaga assistant chief	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00
	Kihumbuini police station	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00
	Kiganjo assistant chief	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00
	Gatura police station	Purchase of 2 tables at costs of kshs.80,000 and purchase of 15 seats at cost of Kshs.100,000 and two cabinet at cost of Kshs.70,000	250,000.00
OTHER PROJECT			
	Strategic Plan	To facilitate in preparation, facts collection designing, typesetting and printing of Gatanga NG- CDF Strategic plan for the period between 2023-2027	2,000,000.00
	Feeding program	To facilitate feeding programs in primary schools	33,383,099.86

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	NG-CDF Office Ithanga	Renovation to completion of administration block :Plastering, partitioning, roof paint, replacement of ceiling and re-flooring	759,801.00
	Nanga Police post	Construction of 4 roomed offices, 3 no cells , i.e substructure and superstructure works	2,700,000.00
	Gatanga Youth Empowerment Centre	Chainlink fencing with concrete poles (500m) Kshs, 800,000 and renovation of 200 persons capacity sealer hall to completion ; plastering, wall painting and roof painting and floor finishes Kshs. 200,000 And construction of 6 door pit latrine with 2 persons living with Disability Units To Completion Kshs 750,000	5,550,000.00
TOTAL ALLOCATION			151,960,173.48

The committee members requested the Fund Account Manager to do the necessary documentation for project proposal approval by NG-CDF board.

The Fund account manager explained to the committee that feeding program is not allowable by the law unless we concentrate on doing kitchen in those schools however the committee

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National Government Constituencies Development Fund Board

Gatanga Constituency

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requested to have the proposal since they felt it would have an impact especially lower Gatanga since children are dropping out of school due to hunger since the area is semi-arid

The committee also requested the Area Member of Parliament to follow up with the board for fast approval of the projects.

MIN 04/01/2023 JOB ADVERTSMENT

Chairman recognised the need to have new staff since some position had not been filled. They tasked the fund manager to do the advertisement soonest possible to ensure efficient running of office. Below are the positions and agreed qualifications

1	ACCOUNTANT	<ul style="list-style-type: none">• DEGREE HOLDER IN BACHELOR OF COMMERCE (Finance option) OR ANY OTHER RELEVANT DEGREE• CPA PART 2• VALID GOOD CONDUCT• PROOF OF EXPERIENCE
2	DRIVER	<ul style="list-style-type: none">• TECHNICAL COURSE, MECHANICAL ENGINEERING (AN ADDED ADVANTAGE)• VALID DRIVING LICENCE• KCSE CERTIFICATE• VALID GOOD CONDUCT• RESIDENT OF GATANGA CONSTITUENCY• PROOF OF EXPERIENCE
3	SUPPORT STAFF	<ul style="list-style-type: none">• BASIC SECONDARY EDUCATION• VERSATILE WITH ENGLISH LANGUAGE• RESIDENT OF GATANGA CONSTITUENCY• VALID GOOD CONDUCT

MIN 05/01/2023.MISSING ONGOING PROJECT

Chairman noted missing ongoing project that is Nanga police and Youth Empowerment Centre and emphasised due to lack of funds since all the funds has been utilised by the feeding program. He emphasised that from the decision the board will make on feeding program then they will have enough funds to allocate



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MIN 05/01/2023.A.I.E NO. B185055

The Fund Manager informed the members that she has received the A.I.E No. 185055 attached with the code list and tabulated as below;

- Administration Kshs 2,000,000.00
- Bursary Kshs 5,000,000.00

MIN 06/01/2023 A.O.B.

Committee members agreed on the following;

1. Committee sitting allowance for the three days meeting of. Fund account manager confirmed that cheque had been taken to the bank
2. The Fund Account manager to be paid night out allowances for the days he will travel to Nairobi head office while submitting monthly returns and projects proposal to the NG - CDF Board.
3. The committee through the chair agreed to have handover done soonest before disbursement of more funds
4. The committee agreed to buy T shirts and Shirts for the staff and NG-CDFC members. Each one T shirt and one shirt. The same to be paid as per the invoice, LPO, delivery note and receipts.
5. Office stationery and other office expenses to be paid as per the receipts and invoices e.g. Toners, printing papers.

There being no other business the meeting ended with a word of prayer from Mr. Philip Karanja

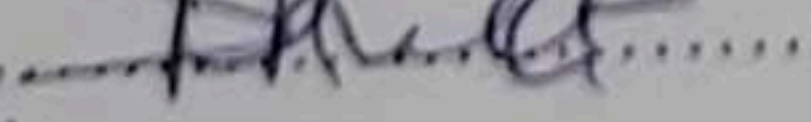
Minutes Compiled by;
The NG-CDFC Secretary
Mrs. Lucy Njiru

Signature.....

Date.....

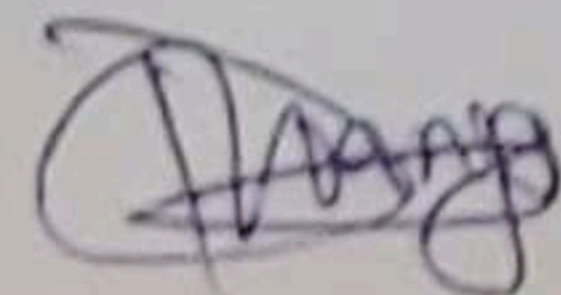
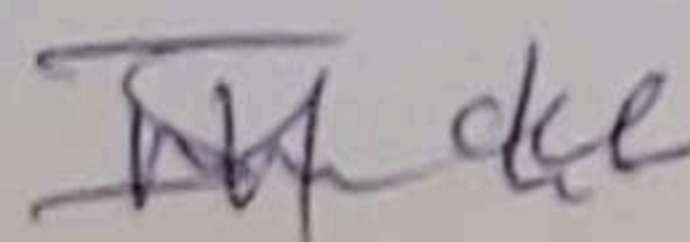
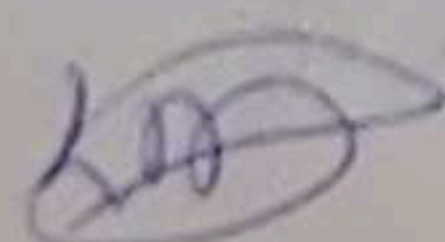
Minutes Confirmed by;

The NG-CDFC Chairman
Mr. James Ngugi

Signature..... 

Date... 20/1/2023

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ANNEX.

Contractual Employees' – Annex 1

Description	Rate	Number of Months	Total amount (PA)
Secretary	39,265.00	12	471,180
Clerk of works	33,000.00	12	396,000
Driver	27,830.00	12	333,960
Clerk	21,780.00	12	261,360
Cleaner	17,545.00	12	210,540
Security	15,730.00	12	188,750
Messenger	15,000.00	12	180,000
TOTAL	170,150	12 Months	2,041,790

**Gratuity
Annex 2**

Description	Rate	Number of Months	Total amount (PA)
Secretary	12,172	12	146,064
Clerk of works	10,230	12	122,760
Driver	8,627	12	103,524
Clerk	6,752	12	81,024
Cleaner	5,439	12	65,268
Security	4,876	12	58,512
Messenger	4,650	12	55,800
TOTAL	56,746	12 Months	632.952

Gratuity

NG – CDFC Allowances (Administration – Annex 3)

Description	Rate	No. of meetings per month	Amount	Total Amount (PA)
8 Members	5,000.00	2	10,000.00	960,000.00
1 Member	7,000.00	2	14,000.00	168,000.00
			TOTAL	1,128,000.00

NG – CDFC Allowances (Monitoring & Evaluation – Annex 4)

Vision: Equitable social-economic development countrywide

(Handwritten initials and signature)



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NG – CDFC Allowances (Monitoring & Evaluation – Annex 4)

(Handwritten signatures and initials)



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Description	Rate	No. of meetings per month	Quarters	Total Amount (PA)
5 Members	5,000.00	6	4	1,080,000.00
1 Member	7,000.00	6	4	168,000.00
1 driver	2,500.00	6	4	60,000.00
1 Clerk of works	3,000.00	6	4	72,000.00
				1,380,000.00

NG – CDPC Allowances (Accommodation – Annex 5)

Description	Rate	No. of days	Amount	Total Amount (PA)
10 Members	5,000.00	6	5,000.00	300,000.00
			TOTAL	300,000.00

Budget for COC Members – Annex 6

Description	Members	Rate	No. of meetings per month	Total Amount (PA)
Sitting Allowance	5 Members	5,000.00	2	600,000.00
Monitoring & Evaluation Allowance	5 Members	5,000.00	6	150,000.00
Hire of training facilities				35,000.00
Payment of catering services				15,000.00
Total				800,000.00

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