



National Government Constituencies Development Fund Board
Samburu West Constituency
P.O. Box 450 - 20600
MARALAL
Cell: 0720 907 270
Email: samburuwestcdf@gmail.com | Website: www.ngcdf.go.ke

**SAMBURU WEST NG-CDFC MEETING HELD ON 11th AND 14th DECEMBER 2020 AT
SAMBURU WEST NG- CDF OFFICE**

MEMBERS PRESENT:

- | | | |
|-----------------------|---|----------------------------|
| 1. ISAIAH LETUNTA | – | CHAIRPERSON |
| 2. VIOLET LELEKONG | – | SECRETARY |
| 3. ISAAK HASSAN ADAN | – | FUND ACCOUNT MANAGER |
| 4. JOHN OTIENO | – | DEPUTY COUNTY COMMISSIONER |
| 5. SCHOLASTICA APEIYO | – | MEMBER |
| 6. DOUGLAS LEBOIYARE | – | MEMBER |
| 7. ESSAU LENEMIRIA | – | MEMBER |
| 8. IRENE LENAIYARA | – | MEMBER |
| 9. TEDDY LEKEREIYO | – | MEMBER |
| 10. SIMON LEMARIMBE | – | MEMBER |

AGENDA

1. Confirmation of Previous Meeting Minutes
2. CDF Projects Proposal for Financial Year 2020/2021
3. Staff Salary Status
4. A.O.B

MIN 01/12/2020: CONFIRMATION OF PREVIOUS MEETING MINUTES

The meeting was started with the word of prayer from Simon Marimbe, the Chairperson welcomed all members and thanked them for being punctual and he urged members to

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Isiah - Chair
Violet - Secretary



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 held by Violet Lelekong who was seconded by Scolastica Apeyo.

MIN 02/12/2020: CDF PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2020/2021

The Chairperson briefed members that the committee is required to submit project proposals for the financial year 2020/2021 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.137,092,879.31. The Fund account manager briefed members on the guidelines for project proposal presentation he also informed members on the eligible projects. The manager 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 have a number of Ongoing projects as per the Project Implementation Status report. The report was tabled and the members agreed to give the ongoing projects first priority.

The committee members were informed that there were a number of projects for the FY 2017/2018 which were not implemented due to over expenditure in bursary vote as per the NG-CDF Board internal auditors report. The Auditors recommended that all the projects not implemented due to over expenditure in bursary vote to be implemented fully this financial year. The following were the projects not implemented in the FY 2017/2018 which the committee agreed to finance in the FY 2020/2021: -

1. NG-CDF Office – extension of NG-CDFC Office on the sideways and additional 4 offices – Kshs 4,800,000.
2. NG-CDF vehicle – purchase of constituency vehicle – Kshs 6,200,000.
3. Constituency Innovation Hubs – installation of satellite constituency innovation hubs at Maralal, Loosuk, Kisima and Suguta each @ Kshs 1,169,256.80 – Kshs 4,677,027.20.
4. Kisima Girls High School – construction of library shelves – Kshs 1,000,000

The committee agreed to put all the 4 projects in the 2020/2021 project proposal.

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J. Lelekong - Chair
Violet Lelekong - Secretary



The committee was also informed that there were some projects for 2017/2018 financial year which were implemented in the FYs 2018/2019 and 2019/2020. The projects include: -

1. Lesidai primary school – 1 classroom – implemented in FY 2019/2020
2. Lmisigiyoi primary school – Dormitory - implemented in FY 2019/2020
3. Loikas primary school – staff houses – implemented in FY 2018/2019
4. Lolgese primary school – 1 classroom – implemented in FY 2019/2020
5. Loiting primary school – 1 classroom – implemented in FYs 2018/2019 and 2019/2020
6. Ladala primary school – 1 classroom – implemented in FYs 2018/2019 and 2019/2020
7. Samburu mixed secondary school – laboratory – implemented in FYs 2018/2019 and 2019/2020

All the above projects were in the internal auditors report for FYs 2017/2018 and 2018/2019 but they were implemented in subsequent financial years.

After lengthy discussions the committee agreed on the following projects for the 2020/2021 FY budget. All the projects not implemented in the FY 2017/2018 are included and the Ongoing projects given priority.

The following projects were agreed upon by the committee: -

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Isidai - Chair
Wote - Secretary



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Project Name	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Employees Salaries	4,050,792.00		Payment of staff salaries and gratuity	4,050,792.00	New
Goods and Services	2,158,778.00		Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,158,778.00	New
NSSF	81,600.00		Payment of NSSF Deductions	81,600.00	New
NHIF	134,400.00		Payment of NHIF Deductions	134,400.00	New
Committee Expenses	1,799,762.76		Payment of Committee sitting allowances, transport, conferences	1,799,762.76	New
Goods and Services	1,025,796.16		Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	1,025,796.16	New
Committee Expenses	1,880,000.00		Payment of Committee sitting allowances, transport, conferences	1,880,000.00	New
CDFC/PMC Capacity Building	1,049,880.38		Undertake Training of the PMCs/CDFCs on CDF Related issues	1,049,880.38	New
Emergency	7,192,206.90		To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	New

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Isaiah - Clerk
~~Isaiah~~ - Secretary



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Sports	2,741,777.59	Buying of sports equipment i.e uniforms and balls for 100 teams within the constituency each @ Kshs 27,417.78 1. Francos FC 2. Muramur FC 3. Supa Lions 4. Allstars fc 5. Bendera FC 6. Nailepu FC 7. Nabore Fc 8. Aguthi FC 9. Choices fc 10. Millmani Fc 11. Starlight FC 12. Ranganu FC 13. Nontoto Fc 14. Ladala Fc 15. Nkejuemuny fc 16. Sere Fc 17. Golden Arrows Fc 18. Boca Junior fc 19. Lemisigiyo fc 20. Seketet fc 21. Sawan Fc 22. Loiting Fc 23. Ngano Fc 24. Lemarae Fc 25. Ntole Fc	2,741,777.59	New
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Environment	2,741,777.59	<p>To Buy And Plant Tree Seedlings In The Following 26 Learning Institutions Each @ Kshs.105,52.98 :</p> <ol style="list-style-type: none"> 1. Shabaa Primary 2. Tamiyoi Primary 3. Samburu Mixed, 4. Ngari Primary 5. Ngari Mixed 6. Ledero Mixed 7. Ledero Primary 8. Morijoi Primary 9. Mwangaza Mixed 10. Imutaro Primary 11. Lporos Primary 12. Milmani Primary 13. St. Marys Primary 14. Maralal High School 15. Nomoito Primary 16. Ikuroto Primary 17. Muslim Primary 18. DEB Maralal Primary 19. Siambu Primary 20. Lemisigiyo Primary 21. Loiragai Primary 22. Pura Primary 23. Lkiloriti Primary 24. Loltulelei Primary 25. Logorate Primary 26. Nkutoto Elepere. 	2,741,777.59
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Isiah - Chair S.W
Isiah - Secretary S.W



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Bursary Secondary Schools	19,010,912.80		Payment of bursary to needy students in secondary schools	19,010,912.80	New
Bursary Secondary School	4,000.00		Payment for bursary to needy student in secondary school	4,000.00	NEW
Bursary Tertiary Schools	15,261,307.93		Payment of bursary to needy students in tertiary institutions	15,261,307.93	New
Primary School Projects					
Lkloririthi Primary School	1,300,000.00		Construction of teachers' quarters to completion comprising of 2 rooms	1,300,000.00	New
Nenker Pus Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000	New
Kisima Girls High School	1,000,000.00		Construction of library shelves to completion	1,000,000.00	New
Lpetpet Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Ngambo Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Mugur Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
NG-CDF Office	4,800,000.00		Extension of NG-CDF office on the sideways by construction of 4 additional offices	4,800,000.00	New
Lodokejek Primary School	2,000,000.00		Construction of 70 capacity dormitory to completion	2,000,000.00	New
Sura Adoru Primary School	700,000.00		Construction of 2 door latrines and 2 bathrooms to completion	700,000.00	New

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2nd Sec - Secretary S.W



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Ng-Cdf Office Vehicle	6,200,000.00		Purchase of constituency office vehicle (landruiser)	6,200,000.00	NEW
Nomotio Primary School	2,300,000.00		Renovation of 8 classrooms i.e. flooring, plastering, fixing doors and windows	2,300,000.00	New
Maralal Primary School	2,200,000.00		Construction of 100 capacity dormitory to lintel level	1,200,000.00	New
St.Marys Primary School	1,200,000.00		Construction d/h teacher's office comprising of 2 rooms to completion	1,200,000.00	New
Seneiya Special School	1,700,000.00		Construction of 6 door latrines to completion	1,700,000.00	New
Constituency Innovation Hubs	4,677,027.20		Construction Of 4 Ict Hubs at Maralal, Loosuk, Kisima And Suguta Each @ Kshs.1,169,256.80	4,677,027.20	NEW
Ngano Primary School	1,200,000.00		Construction Of 1 Classroom to Completion	1,200,000.00	New
Lemisigiyo Primary School	2,500,000.00	500,000.00	Completion Of 6 Acres of School Compound Fencing with Concrete Poles, Barbed Wire And Chain Link	2,000,000.00	Ongoing
Lolgese Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Nkutoto Elepere Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Loturo Primary School	700,000.00		Construction of 4 door pit latrines to completion	700,000.00	New
Loshoo Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Ldaranja Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New

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Lolnisiyio Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Loisukutan Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Lorosoit Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Yare Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Ang'ata Rongai Primary School	625,000.00		Purchase of 100 desks each @ kshs.6250	625,000.00	New
St Pauls Primary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Logorate Primary School	625,000		Purchase Of 100 Desks Each @ Kshs.6250	625,000	New
Kelele Primary Sch	1,500,000.00		Fencing of 3 acres of school compound with concrete poles, barbed wire and chain link	1,500,000.00	New
Ichoro Lelera Primary School	332,860.00		School borehole repair i.e. replacement of submersible pump grundfos and grundfos cu200 controller	332,860.00	New
Secondary Schools Projects					
Kisima Girls High School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Malaso Mixed Sec School	3,500,000.00	2,200,000.00	Completion of 40 student's capacity laboratory i.e plastering, flooring, fixing doors and windows, plumbing works and gas system	1,300,000.00	Ongoing

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Kirisia Boys Sec School	4,800,000.00	1,000,000.00	Completion of multipurpose hall of capacity 480 students	3,800,000.00	On-Going
Milimani Mixed Sec School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Tsc Director's Office Latrines	700,000.00		Construction of 4 door latrines to completion	700,000.00	New
Mwangaza Muslim Secondary School	1,200,000.00		Construction of 1 classroom to completion	1,200,000.00	New
Security Projects					
Lodokejek Ap Camp	700,000.00		Construction of 2 door latrines and 2 door bathrooms to completion	700,000.00	New
Kisima Police Station	1,500,000.00		Fencing of the police station 3 acres compound with concrete poles, barbed wire and chain link	1,500,000.00	New
Suguta Chiefs Office	1,500,000.00		Construction of chiefs' office to completion comprising of 3 rooms	1,500,000.00	New
Suguta Police Station	2,300,000		Construction of 4 door latrine to completion (kshs 700,000) and fencing of 3 acres of police compound with concrete poles, barbed wire and chain link (kshs 1,500,000)	2,300,000	New
Logorate Chiefs Office	1,500,000.00		Construction of chiefs' office to completion comprising of 3 rooms	1,500,000.00	New
Chiefs Office Kirisia	700,000.00		Construction Of 4 Door Latrine To Completion	700,000.00	New
Maralal Assist Chief Office	700,000.00		Construction Of 4 Door Latrine To Completion	700,000.00	New

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Sirata Thi	10,000,000.00	Completion Of Lecture Halls Plastering, Flooring, Electrical Works, Painting, Plumbing Works And Fixing Of Doors And Windows	10,000,000.00	New
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137,092,879.31

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The committee members requested the Fund Account Manager to do the necessary documentation for project proposal approval by NG-CDF board. The committee also requested the Area Member of Parliament to follow up with the board for fast approval of the projects.

MIN 03/12/2020: STAFF SALARY STATUS

The committee members were informed that the contract for all the staff members is ending at the end of February 2021. The Committee agreed to employ less staff once their contract elapses as the office was over staffed having 17 staff members.

The committee agreed to advertise for the positions as per the circular on employment from the NG-CDF Board.

The manager tabled the salary for staff as follows:

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Isahab - Chair S.W
~~Isahab~~ - secretary S.W



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NAME	DESIGNATION	GROSS SALARY	NSSF	NSSF EMPLOYERS CONTRIBUTION	NHIF	PAYE	TOTAL DEDUCTION	NET SALARY
Vincent Odhiambo	ICT Data Clerk	35823	200	200	950	1,611.30	2761.3	33061.7
Ouru								
Jemima Lekishorunongi	Support Staff	15000	200	200	600	0.00	800.00	14,200.00
Naingasha Ntarasin	Support Staff	13000	200	200	500	0.00	700	12300
Benjamin Lengapiani	Clerical officer	30692	200	200	900	841.65	1941.65	28750.35
Andrew Leakono	Account Assistant	31323	200	200	900	936.30	2036.3	29286.7
Lesilele Ragan	Driver	18192	200	200	600	0.00	800	17392
Felix Kaunda Lenamparasio	Records Management officer	30692	200	200	900	841.65	1941.65	28750.35
Halima Hassan Maalim	Records Management officer	17692	200	200	600	0.00	800	16892
Joseph Kariuki Mwangi	Assistant Clerical officer	17692	200	200	600	0.00	800	16892
Ltukurush Lenemeitei	Assistant Clerical officer	13692	200	200	500	0.00	700	12992
Margaret Lekamario	Clerical officer	15000	200	200	600	0.00	800.00	14200
Lmambion Loipokopeny	Assistant Clerical officer	17692	200	200	600	0.00	800	16892

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Julius Imalaso Lechoe	Clerk	15,000	200	200	600	0.00	800.00	14,200.00
Teresia Erote	Support Staff	13,692	200	200	500	0.00	700	12992
Jonathan Lesimale	Messenger	13,692	200	200	500	0.00	700	12,992
Benson Lekisima	General Duties	13,692	200	200	500	0.00	700	12992
Lasi Letiwa		25000	200	200	850	0.00	1050	23950
TOTALS		337566	3400	3400	11200	4,230.90	18830.9	318,735.10

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~~Isiah~~ - Secretary S.W



MIN 04/12/2020 A.O.B.

Committee members agreed on the following;

1. Committee sitting allowance for the 2 days meeting of Kshs.94,000.00 to be paid.
2. The CDFC Chairman, Fund Account Manager and the District Accountant to be paid 4 days allowances for attending performance contract and IPSAS training in Eldoret the amount is Kshs.68,000.00
3. 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.
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. The committee agreed to go for M and E for 8 days to monitor and evaluate the on-going projects and hand over the complete projects. The committee agreed on the exercise budget of Kshs.420,000.00 the same to be charged from M and E vote head.
6. Office stationery and other office expenses to be paid as per the receipts and invoices.

There being no other business the meeting ended with a word of prayer from Essau Lenemiria.

Minutes Compiled by; Minutes Confirmed by;

The Secretary

The Chairperson

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

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

Date.....*14/12/2020*.....

Date.....*14/12/2020*.....