

**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND MARAKWET EAST  
NG-CDFC MEETING HELD ON 20/8/2020 AT CHESOI NG-CDFC BOARDROOM AT 10.00AM**

**MEMBERS PRESENT**

1. NOAH KIPTOO –CHAIRMAN
2. EDWIN SIELE –FUND ACCOUNT MANAGER
3. SIMON OSUMBA –DCC
4. JOSEPH CHEBII –OVERSIGHT COM
5. MONICAH KOMEN -MEMBER
6. ROBERT CHEMWATIB –OVERSIGHT COM
7. EMILLY KIMOSOP –MEMBER
8. JULIUS CHESIR –MEMBER
9. BETWEL BITOK –MEMBER
10. BEATRICE KAINO –MEMBER
11. DORIS KITUM –OVERSIGHT COMM
12. NEHEMIAH CHERUIYOT –MEMBER
13. DOMINIC KIPKOSGEI –MEMBER

**IN ATTENDANCE**

1. ISMAEL KURUI

**AGENDA**

1. Prayer
2. Chairman remarks
3. Reading and confirmation of previous minutes
4. Matter arising
5. Ward reports.
6. Re-allocation.
7. Employment of staff
8. Monitoring and evaluation.
9. Approval of project proposals for 2020/2021
10. Adoption of sub-committee reports.
11. Covid-19 intervention measures.
12. Annual work plan (M & E) procurement plan 2020/2021.
13. A.O.B

**MIN 1-20/8/2020 PRAYER**

The meeting commenced at 11.45 am by a word of prayer led by Mr. Robert Chemwatib.

**MIN 2-20/8/2020 CHAIRMAN REMARKS.**

He welcomed the committee and oversight committee as well for doing a lot of work by visiting the funded projects.

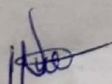
**MIN 3-20/8/2020 READING AND CONFIRMATION OF PREVIOUS MINUTES.**

The minutes was read by the secretary and which was proposed to be the true minutes of the previous meeting by Bethwel Bitok and seconded by Beatrice Kaino.

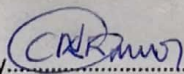
**MIN 4-20/8/2020 MATTER ARISING.**

The command Centre mudslide incident was corrected to be Sambalat primary school not at liter as earlier indicated. The meeting to resolve the issue of ACC office at Murkutwo went on as planned. The project has not started.

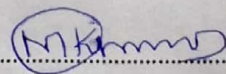
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Secretary.....



Member.....



The committee discussed over the issue of Kamelei security camp. The KFS has not co-operated to have those buildings be constructed in the forest. The community within that area wanted the multi-agency camp be scrapped and instead a GSU camp be constructed outside the forest by purchasing a piece of land. The DCC informed the members that it wouldn't be possible to scrap the multi-agency camp because GSU may not be there permanently in that station. The DCC had also approached Mr. Musyoka who is in charge of KFS ecosystem in Elgeyo Marakwet County over the same issue of constructing those offices in the forest. Mr. Musyoka agreed that the NG-CDF committee representatives visit him in his office currently at Eldoret. The committee decided to go and meet him on Thursday 27/8/2020. Those required to go to meet Mr. Musyoka include the PMC representatives, area chief, assistant chief, ACC and the NG-CDF team.

#### MIN 5-20/8/2020 WARD REPORTS

##### Endo ward

- Sambalat primary was given ksh 1.5m to construct 2 classrooms, the school used machine cut stones and classes has been roofed. Fence is complete.
  - Sebero primary was given ksh 700,000 to construct 1 classroom
  - Kreel primary received money for environment it is complete.
  - Kerio valley secondary received 5.4 m. the tender was cancelled because the budget for the building was too high and it is required to be reduced to be between 11-12 million from 20 million to match NG-CDF budgetary allocation.
  - Chesawach primary completion of 6 classrooms the following activities were undertaken plaster, doors, windows and painting.
  - Tot ACC office is complete.
  - Liter girls have secured 15 acres of land to establish the school afresh after being swept by mudslides. The area MP proposed that NYS be awarded contract to construct those classes.
  - Kapkondot secondary school was roofed with steel, fixing of windows and doors is ongoing.
  - Boroko primary is complete what is remaining is labeling.
  - Kapkobil primary is also complete what is remaining is verandah which is not complete but the beds are quality and up to standard.
  - Ngenyireel primary the work is going on well.
- The ACC Chesongoch office has not started.

##### Sambirir ward.

- Kipyebos primary dormitory is complete except labeling.
- Kapkeny primary has been painted and labelled.
- St. Mary's Mon at completion stage.
- Mogil secondary bus is ready awaiting to be delivered to school and handed over any time soon.
- For Kilangata primary, the construction of 3 classrooms was done, the school has ksh 200,000 for completion of the three classes.
- Korion primary school is going on well by now.
- Kipsimbo, Mureto and Tuteurung are the school which received funding recently. Those schools are on tendering processes and the work never went on nicely because of heavy rains which hindered transportation.

##### Embobut ward.

- Kapchebau girl's sec school teacher's quarters is ongoing.
- Mkeno primary is on tendering.
- Chawis primary school was funded for 2 classrooms but they have started with one.

Chairman sign..... Secretary..... Member.....

- Maron primary have received funding for environment of ksh 50,000.
- Wewo chief's office is complete without fence and toilet.
- Katilit primary school received ksh 700,000 for one class and there is still consultation from ministry.
- Report that the area within Cheptany is not safe despite some projects in the area which have received funding has declared unfit for human habitation because of the huge cracks.
- Kipchumwa police camp has not started and the DCC to advice on what to do.
- Korou assistant chief's office has reached roofing stage.
- St. Michael secondary school is now complete except labeling.

**Kapyego ward.**

- Cheptobot primary received ksh 50,000 for environment and they have planted.
- Kapchelaga primary received 1.8m for the dorm and it has been roofed.
- Kamasia sec. is on painting by now.
- Kaptich chief's office not complete and they have received funding for toilet and they have started digging.
- Kaptich girl's lab is almost complete and the work is going on nicely.
- Tebe primary waiting for funds to complete the 3 classrooms.
- Kalya primary has 3 classrooms to be completed and materials already on site.
- Kapyego primary has money for one classroom and they have started construction.
- Juvenile cell is complete.

**OVERSIGHT COMMITTEE**

The P.A commented the good work going on within the schools. The Kenya power issue by now has a lot of complaints because most areas still require the services.

The members of oversight committee also thanked the NG-CDFC for commendable job they are doing within the constituency. The committee also pledged to join hands together to enhance the development of our people.

**MIN 6-20/8/2020 REALLOCATION OF FUNDS**

The committee were informed that NG-CDF had allocated funds to liter girls which were to be used to equip the library with the furniture before the destruction by the mudslide which occurred. The same funds 1.4 m required to be re-allocated to different activity. The committee decided to re-allocate the funds to purchase desks for the same school.

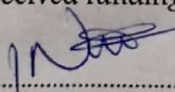
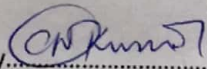
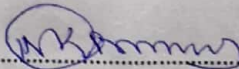
S/NO	Project name	FY	Original activity	Original amount allocated	Re-allocated to	Amount to be re-allocated	New project activity
1	Liter girls secondary school	2019/2020	Purchase and installation of 60 shelves, 60 chairs and 40 tables for a library	1,400,000	Liter secondary school	1,400,000	Purchase and delivery of 350 student's desk each at ksh 4,000
2	Chesongoch Assistant County Commissioner's office	2017/2018	Foundation, walling, roofing of ACC's office containing 4offices	3,000,000	Murkutwa security camp	3,000,000	Foundation, walling, roofing of Murkutwa security camp administration office containing 4offices

**MIN 7-20/8/2020 EMPLOYMENT OF STAFF.**

The fund manager informed the members that the employment of staff which had been earlier approved by the committee for advertisement still requires to be done later because of lack of funds by now. The committee agreed to suspend the employment till funds are received from the board.

**MIN 8-20/8/2020 MONITORING AND EVALUATION.**

The committee discussed over the activity and they approved the activity to take place because many projects have received funding hence monitoring is necessary. The budget and work plan for the

Chairman sign.....  Secretary.....  Member..... 

above monitoring and evaluation to be carried out by the CDFC was earlier approved in the meeting of 15-07-2020 under minute number MIN 7/15/7/2020 MONITORING AND EVALUATION

**MIN 9-20/8/2020 PROJECT PROPOSALS FOR 2020/2021.**

The FAM reported to the member the annual constituency allocation table was released by the board under circular number NG-CDFB/CEO/BOARD CIRCULARS/Vol. II (024) on 10<sup>th</sup> August 2020 instructing NG-CDFC's to fast track the process of submitting their constituency project proposal before 30<sup>th</sup> September 2020. The project proposals has reached it's time for submission. Members deliberated on the agenda and came up with list of projects to be funded in the financial year 2020/2021 as per the ward report and strategic plan. The ward representatives submitted their reports to the secretary of the committee as required of them. The committee also discussed over the issue of Tot KMTC which is to be started during this financial year. The project is for the whole constituency and therefore it will affect all money going to every ward. Proposed project proposal was as follows;

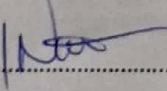
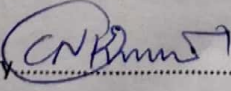
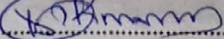
	NAME OF THE PROJECT	PROJECT ACTIVITY	ORIGINAL COST ESTIMATE	CUMMULATIV E ALLOCATION	AMOUNT ALLOCATED	CURREN T STATUS
A	<b>ADMINISTRATION</b>					
1	Employee salaries	Payment of staff salaries and gratuity	2,830,000.00		2,830,000.00	new
2	Goods and services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea.	1,188,386.62		1,188,386.62	new
3	Committee expenses	Payment of committee sitting allowances	2,836,057.35		2,836,057.35	new
			<b>6,854,443.97</b>		<b>6,854,443.97</b>	
B	<b>MONITORING AND EVALUATION</b>					
1	Goods and services	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence	650,000.00		650,000.00	new
2	Committee expenses	Payment of committee monitoring and evaluation allowances, transport and conferences	1,600,000.00		1,600,000.00	new
3	NG-CDFC/PMC capacity building	Undertake training of the PMC's/CDFC's on CDF related issues	1,862,666.38		1,862,666.38	new
			<b>4,112,666.38</b>		<b>4,112,666.38</b>	

Chairman sign..... Secretary..... Member.....

C	EMERGENCY	To cater for any unforeseen occurrences the constituency within the financial year	7,192,206.90		7,192,206.90	new
D	BURSARY AND MOCKS					
1	Bursary secondary schools	Payment of bursary to needy students in secondary schools	10,000,000.00		10,000,000.00	new
2	Bursary tertiary schools	Payment of bursary to needy students in tertiary institutions	2,629,562.06		2,629,562.06	new
			12,629,562.06		12,629,562.06	
E	ENVIRONMENT					
1	Kipsimbo primary school	Purchase and planting of 1,000 cyprus tree seedlings	50,000.00		50,000.00	new
2	St Michael primary school	Purchase and planting of 1,000 cyprus tree seedlings	50,000.00		50,000.00	new
3	Chechan primary school	Purchase and planting of 500 mango tree seedlings	50,000.00		50,000.00	new
4	Kaptobendo primary school	Purchase and planting of 1,000 cyprus tree seedlings	50,000.00		50,000.00	new
			200,000.00		200,000.00	
F	SPORTS					
1	Tebe primary school	Purchase of sport equipment including 3 balls at Kshs.10,500, one unit games kits set at Kshs.12,000, 2 discuss at Kshs.6,000, one javelin at Kshs.3,000, 3 first aid kit box at Kshs.10,500, 2 netballs Kshs.6,000 and one net ball ring at Kshs.2,000	50,000.00		50,000.00	new
2	Ratia primary school	Purchase of sport equipment including 3 balls at Kshs.10,500, one unit games kits set at Kshs.12,000, 2 discuss at Kshs.6,000,	50,000.00		50,000.00	new

Chairman sign.....  Secretary  Member 

		one javelin at Kshs.3,000, 3 first aid kit box at Kshs.10,500, 2 netballs Kshs.6,000 and one net ball ring at Kshs.2,000				
3	Meuno primary school	Purchase of sport equipment including 3 balls at Kshs.10,500, one unit games kits set at Kshs.12,000, 2 discuss at Kshs.6,000, one javelin at Kshs.3,000, 3 first aid kit box at Kshs.10,500, 2 netballs Kshs.6,000 and one net ball ring at Kshs.2,000	50,000.00		50,000.00	new
4	Tot primary school	Purchase of sport equipment including 3 balls at Kshs.10,500, one unit games kits set at Kshs.12,000, 2 discuss at Kshs.6,000, one javelin at Kshs.3,000, 3 first aid kit box at Kshs.10,500, 2 netballs Kshs.6,000 and one net ball ring at Kshs.2,000	50,000.00		50,000.00	new
			200,000.00		200,000.00	
<b>G SECURITY</b>						
1	Koibirir chiefs office	Construction 3 door pit latrine to completion at ksh 200,000 and completion of 6 roomed chief's office; tiling, painting, and ceiling board at ksh 500,000	2,400,000.00	1,700,000.00	700,000.00	New/ongoing
2	Ketut chiefs office	Fencing of chiefs camp compound 420 meters using metallic posts and chain link	700,000.00		700,000.00	New

Chairman sign.....  Secretary  Member 

3	Korou assistant chiefs office	Additional funds towards Plaster, flooring, painting, wiring, window glasses of 3 roomed assistant chiefs office	1,700,000.00	1,000,000.00	700,000.00	ongoing
4	Marich assistant chiefs office	Construction of 3 roomed assistant chiefs office to roofing	1,700,000.00		1,000,000.00	new
			3,100,000.00		3,100,000.00	
<b>H EDUCATION PRIMARY SCHOOL</b>						
1	Kararia primary school	Additional funds towards walling, roofing, doors and windows of 120 student capacity dormitory The committee commits to complete the project in 2021/2022	4,500,000.00	1,500,000.00	1,000,000.00	ongoing
2	Kapero primary school	Construction of one classroom to completion	700,000.00		700,000.00	New
3	Tenderwa primary school	Renovation of 1 classroom; fixing of windows and doors, plastering, flooring painting to completion	300,000		300,000.00	New
4	Barberi primary school	Completion of one class; plastering, flooring and painting to completion	1,100,000.00	700,000.00	400,000.00	Ongoing
5	Embomir primary school	construction of 130 student capacity dormitory to roof level	4,500,000.00		1,500,000.00	new
6	Sambalat primary school	Renovation of two classrooms; plastering, flooring and painting	400,000.00		400,000.00	New
7	Tot primary school	Additional funds for construction of seven roomed administration block to completion; plastering, painting,	4,000,000.00	2,000,000.00	1,000,000.00	Ongoing

Chairman sign..... Secretary..... Member.....

		tiling, fixing of windows and doors The committee commits to complete the project in 2021/2022				
8	Kapchelaga primary school	Completion of 120 student capacity dormitory; painting, tiles, fixing window glasses	4,400,000.00	3,400,000.00	1,000,000.00	ongoing
9	Chesongoch primary school	Additional funds for plastering, doors, windows, flooring and wiring of 120 student capacity dormitory to completion	4,497,682.00	3,400,000.00	1,000,000.00	ongoing
10	Ngenyireel primary school	Construction of three classrooms to completion	3,000,000.00		3,000,000.00	Ongoing
11	Nyirar primary school	Renovation of 2 classes; re-roofing, plaster, windows, doors, flooring of 2 classes to completion	500,000.00		500,000.00	new
12	Metipsoo primary school	Renovation of 2 classes; re-roofing, plaster, windows, doors, flooring of 2 classes to completion	500,000.00		500,000.00	new
13	Chesoi primary school	Renovation of 4 classes; re-roofing, plastering, flooring, window glasses of 4 classes to completion	800,000.00		800,000.00	new
14	Tirap primary school	Completion of 1 classroom; roofing, fixing windows and door, plastering and flooring	800,000.00	500,000.00	300,000.00	ongoing
15	Kimitel primary school	Construction of 1 new class to completion	700,000.00		700,000.00	new
16	Tuturung primary school	Completion of two classrooms; plastering, flooring,	1,500,000.00	1,200,000.00	300,000.00	ongoing

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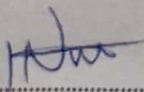
Secretary.....

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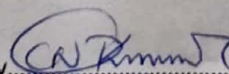


		fixing windows and doors and painting				
17	Endiwa primary school	Renovation of 3classroom to completion; plaster, flooring, windows, doors and painting of 3classes	700,000.00		700,000.00	new
18	Maron primary school	Renovation of 2classrooms; Plastering, flooring,painting to completion	500,000.00		500,000.00	new
19	Chesetan primary school	Renovation of 3classrooms to completion; re-roofing,flooring,plaster, windows,verandah	600,000.00		600,000.00	new
20	Mogil primary school	Renovation of 4classrooms; renovation re-roofing,plaster,painting ,flooring verandah to completion	800,000.00		800,000.00	new
21	Meuno primary school	Construction of 5 single units staff houses to completion	1,500,000.00		1,500,000.00	new
			17,500,000.00		17,500,000.00	new
I	<b>EDUCATION SECONDARY SCHOOL</b>					
1	Tot day secondary school	One off purchase of 51 seater school bus The allocation will ensure one-off purchase. The school management shall enter into contract with the supplier according to prevailing government contract.	7,000,000.00		7,000,000.00	new
2	Kamasia secondary school	One off purchase of 51 seater school bus The allocation will ensure one-off purchase.	7,000,000.00		7,000,000.00	new

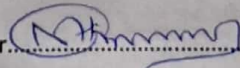
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Secretary.....



Member.....



		The school management shall enter into contract with the supplier according to prevailing government contract.				
3	Kipkaner secondary school	One off purchase of 51 seater school bus  The allocation will ensure one-off purchase. The school management shall enter into contract with the supplier according to prevailing government contract.	7,000,000.00		7,000,000.00	new
4	Chesewew secondary school	Additional funds towards roofing, plaster, floor, windows and doors of dormitory of 120 student capacity	4,000,000.00	3,000,000.00	1,000,000.00	ongoing
5	Kapkuto secondary school	Renovation of 2 classrooms to completion; re-roofing, plaster, flooring, windows and doors	500,000.00		500,000.00	new
6	St Mary Mon secondary school	Renovation of 3 classrooms; Re-roofing, plastering, flooring, painting to completion	800,000.00		800,000.00	new
7	Lukuget day secondary school	Additional funds for roofing, plastering, flooring, fixing doors and windows of dormitory of 100 student capacity	4,500,000.00	1,500,000.00	1,000,000.00	ongoing
8	Kerio valley secondary school	Additional funds for construction of two storey administration block 20 rooms including toilets; roofing, walling,	12,000,000.00	5,400,000.00	6,000,000.00	ongoing

Chairman sign.....  Secretary  Member 

		fixing windows and doors and flooring				
9	Sambirir girls secondary school	Completion of two storey 320 students capacity dormitory started by PTA; plastering, painting, fixing doors and windows and flooring  PTA has utilized Kshs.18 million towards the project	25,000,000.00		5,000,000.00	new
			35,300,000.00		35,300,000.00	
J	<b>TERTIARY INSTITUTIONS</b>					
1	Kerio Valley KMTC CAMPUS	Construction of one storey tuition block comprising of 8 lecture halls measuring 872M <sup>2</sup> each and 20 toilets to completion at Kshs.25,290,090 and one storey administration block comprising of 20 offices and 14 toilets to plaster level at Kshs.24,709,910	50,000,000		50,000,000.00	new
					137,088,879.31	

#### MIN 10-20/8/0202 ADOPTION OF SUB-COMMITTEE REPORT

There were various sub-committees who sat down for various activities which took place. The committee adopted those reports from the various sub-committees. They include tender sub-committee report on various FMC projects advertised in the standard newspaper of Thursday 30<sup>th</sup> June 2020 and bursary/conflict M & E reports on bursary/conflicts. The members adopted all reports as tabled by respective chairs of the sub-committees.

#### MIN 11-20/8/2020 COVID-19 INTERVENTION MEASURES.

The committee also still emphasized the measures issued by the ministry of health still to be followed to curb the spread of the disease. The measures were followed nicely because various place have hand washing points strategically located in all public places. Let us continue assisting our people where necessary.

#### MIN 12-20/8/2020 ANNUAL WORK PLAN (M & E) Procurement plan 2020/2021

Chairman sign..... Secretary..... Member.....

The planning for the above activities was done and required to be adhered to for proper implementation.

The annual work plan and procurement plan for various NG-CDFC activities for the financial year 2020/2021 was drawn and members approved and outlined for implementation. The work plans are attached.

#### NG-CDFC WORK PLAN 2020/2021

S/NO	ACTIVITY	DATE	REMARKS
1	Capacity building staff/NG-CDFC	5/8/2020 to 10/8/2020	Improve management skills
2	PMC capacity building	2/2/2021 to 12/2/2021	Improve management project skills
3	NG-CDFC capacity building	8/3/2021 to 14/3/2021	Improve on monitoring and evaluation skills
4	NG-CDFC bench marking exercise	January 2021	Exchange of skills and best practices

#### CAPACITY BUILDING AND TRAINING FOR NG-CDFC/STAFF/PMC IN 2020/2021.

The above activities will be undertaken as follows:

1. The capacity building for staff and NG-CDFC will be done in October as dates indicated as from 7-12-2020 to 13-12-2020.
2. PMC trainings will be done in February 2-2-2021 to 12-02-2021 and it will be done for every ward.
3. And in March 2021 capacity building will be done for NG-CDFC on 8-3-2021 to 14-3-2021.
4. NG-CDFC and staff benchmarking in the month of January 2021.

#### MONTHLY NG-CDFC MEETINGS.

#### NG-CDFC MEETING TILL JUNE 2021.

S/NO	MONTH	1 <sup>ST</sup> MEETING	2 <sup>ND</sup> MEETING
1	AUGUST	-	20/08/2020
2	SEPTEMBER	2/09/2020	24/09/2020
3	OCTOBER	7/10/2020	22/10/2020
4	NOVEMBER	11/11/2020	24/11/2020
5	DECEMBER	2/12/2021	23/12/2020
6	JANUARY	6/01/2021	20/01/2021
7	FEBRUARY	27/01/2021	25/02/2021
8	MARCH	03/03/2021	25/03/2021
9	APRIL	14/04/2021	28/04/2021
10	MAY	05/05/2021	19/05/2021
11	JUNE	9/06/2021	22/06/2021

#### PROGRAMME FOR NG-CDFC/DEPARTMENTAL HEADS MONITORING/EVALUATION FOR ACTIVITIES.

1. During September 2020 monitoring will take place between 7-18/09/2020.
  - a) Kapyego ward 7-8/09/2020
  - b) Embobut ward 9-10/09/2020
  - c) Endo ward 15-17/09/2020.
  - d) Sambirir ward 22-21/09/2020.
2. In May monitoring and evaluation will be done between 27<sup>th</sup> of April to 13<sup>th</sup> of May 2021

Chairman sign..... Secretary..... Member.....

3. May monitoring will be done between 3-12/05/2021.

**PUBLIC PARTICIPATION MEETINGS FOR 2020/2021.**

1. Public participation on project prioritization for 2022/2021 activities will be done between 28<sup>th</sup> -30<sup>th</sup> of June 2021.
2. Bursary disbursement will be done in 7<sup>th</sup>-22<sup>nd</sup> January, 2020.
3. Bursary disbursement will rolled out in August 9<sup>th</sup> to 20<sup>th</sup> September 2021.

**MIN 13-20/8/2020 A.O.B**

- 1) The DCC informed the members that there is a team who will come to the sub-county to come and talk to teenage girls and on 28<sup>th</sup> of this month the team will visit as follows;

Kapyego will be done at St. Augustine secondary.

Sambirir will be done at Sambirir Girls field.

Lower Sambirir at Chesetan.

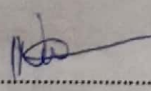
So the committee to pass on and be also be among the planners.

- 2) There was also a report from the driver that the vehicle also needed to be taken for service. He also requested for allowance for work done.

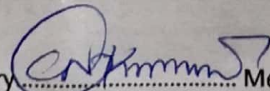
- 3) Segut dispensary. The funds allocated to the facility has stayed for a long time because there was no land to construct it. The county government donated ksh 500,000 to purchase a land to construct the facility. By now there is good progress for the same.

Adjournment of the meeting was done after there was no any other business to be discussed by a word of prayer which was done by Mr. Bethwel Bitok at 10 minutes to 4 pm.

Chairman sign.....



Secretary.....



Member.....

