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| CDF logo 4 MsWord  **NG-CDF BOARD** | **National Government Constituencies Development Fund Board**  EMURUA DIKIRR CONSTITUENCY  DEPUTY COUNTY COMMISSIONER’S OFFICE  P.O Box 119-00000  Chebunyo, Kenya  **Tel:** 020-2230015/9, 2230027, 2230032 | **Cell**: 0723 896 642  **Email**: [emuruadikirrcdf@cdf.go.ke](mailto:emuruadikirrcdf@cdf.go.ke) | **Website:** [www.cdf.go.ke](http://www.cdf.go.ke) |

**MINUTES OF THE EMURUA DIKIRR NG-CDFC INAUGURAL MEETING HELD ON 24TH JANUARY 2018 IN THE DCC TRANS MARA EAST BOARDROOM**

Present

1. Samwel Kipsiele Towett Chairman
2. Mohammed D Maow DCC Trans Mara East/Member
3. Moses Karakacha Fund Account Manager/Ex officio
4. Wesley Kiplangat Bii Member
5. Tonui Caroline Chelangat Secretary
6. Caren Chebii Member
7. Richard Kipkoske A. Cheruiyot Member
8. Yahchanan Kipkurgat Cholio Member
9. Lilian Cherotich Member

**IN ATTENDANCE**

1. Julius Langat constituency manager

**MINUTE 01/1/2018: PRELIMINARIES AND COMMUNICATION FROM THE CHAIRMAN**

The chairman confirmed quorum and called the meeting to order at 10.35 am and word of prayer was said by Tonui Caroline Chelangat.

**MINUTE 02/1/2018: CONSIDER AGENDA FOR THE MEETING**

The agenda of the meeting was agreed as below as per the notice of the meeting

1. preliminaries
2. Consider budget proposal financial year 2017-2018
3. Consider payment for preliminary works on constituency office construction

**MINUTE 03/1/2018: CONSIDER BUDGET PROPOSAL FY 2017-2018**

The committee finalized the budget process for the financial year 2017-2018 after review of the ward priorities and projects that cut across the constituency and summarized budget proposal as presented below. Priority was given to completion of ongoing projects and board directive on establishment of ICT hubs.

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| **PROJECT NAME** | **GFS CODE/PROJECT NUMBER** | **PROJECT ACTIVITIES** | **KSHS** | **STATUS** |
| **OFFICE ADMINISTRATION** |  |  |  |  |
| Employee salaries and gratuity | 4-033-178-2110000-100-2017/2018-001 | Pay Employee salaries and gratuity | 2,038,620.00 | On going |
| Goods and services | 4-033-178-2110000-100-2017/2018-002 | purchase of goods and services | 2,000,000.00 | On going |
| Committee expenses and allowances | 4-033-178-2210802-100-2017/2018-003 | Payment of committee expenses and allowances | 1,100,000.00 | On going |
| NSSF | 4-033-178-2120101-100-2017/2018-001 | Payment of NSSF Employer contributions | 30,000.00 | On going |
| NHIF | 4-033-178-2120101-100-2017/2018-002 | Payment of NHIF Employer contributions | 40,000.00 | On going |
| **MONITORING & EVALUATION** |  |  |  |  |
| Committee expenses and allowances | 4-033-178-2210802-111-2017/18-001 | Payment of committee expenses & allowances | 600,000.00 | On going |
| PMCs & CDFC training and capacity building | 4-033-178-2210802-111-2017/18-002 | Payments and facilitation for PMCs & CDFC training & capacity building | 1,350,000.00 | On going |
| Goods and services | 4-033-178-2210802-111-2017/18-003 | purchase of goods and services | 644,310.70 | On going |
| **SPORTS** |  |  |  |  |
| Constituency soccer tournament | 4-033-178-2640509-112-2017/18-001 | Fund constituency soccer tournament in the four wards (purchase balls and uniforms for the teams representing each ward) and fund logistics for the event | 1,000,000.00 | New |
| Constituency athletics championship | 4-033-178-2640509-112-2017/18-002 | Fund constituency athletics championship in the four wards ( purchase sports equipment and wear for the championship) and fund logistics for the event | 736,421.40 | New |
| Environmental activities | 4-033-178-2640510-110-2017/2018-001 | purchase and install 10,000 litres water tanks in secondary schools for rain water harvesting at cost of kshs 300,000 per school (Kisiara sec school, Kibisorwet sec school, Lelechonik sec school, Kabolecho girls sec school, Ilkerin girls sec school) | 1,500,000.00 | New |
| **BURSARY & SOCIAL SECURITY** |  |  |  |  |
| Bursary(secondary schools) | 4-033-178-2640101-103-2017/2018-001 | Pay fees for needy students in secondary schools | 9,000,000.00 | On going |
| Bursary (tertiary) | 4-033-178-2640101-103-2017/2018-002 | Pay fees for needy students in tertiary institutions | 11,500,000.00 | On going |
| **EMERGENCY** |  |  |  |  |
| Emergency | 4-033-178-2640200-101-2017/2018-001 | meet any emergency needs in the constituency | 4,568,965.52 | New |
| Constituency office construction | 4-033-178-3110202-108-2017/2018-001 | cider posts fence of chain link on barbed wire and steel gate erection | 2,025,000.00 | New |
| Constituency office construction | 4-033-178-3110202-108-2017/2018-002 | Purchase approx. 0.5 acres of land for expansion of constituency office compound | 700,000.00 | New |
| constituency strategic plan | 4-033-178-2211310-108-2017/2018-001 | Fund preparation of constituency strategic plan for the period 2017-2022 | 3,500,000.00 | New |
| **PRIMARY SCHOOLS** |  |  |  |  |
| Changina Primary School | 4-033-178-2630204-104-2017/2018-001 | Laying the floor, Fixing doors and windows plaster and painting of two classrooms | 700,000.00 | On going |
| Chebitoik Primary school | 4-033-178-2630204-104-2017/2018-002 | Fix doors & windows, plastering, making key, painting and fixing fascia board of one classroom | 300,000.00 | On going |
| Chebonei Primary School | 4-033-178-2630204-104-2017/2018-003 | Completion of plaster and painting of one classroom | 300,000.00 | On going |
| Chebungei Primary School | 4-033-178-2630204-104-2017/2018-004 | Fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Chekebit primary school | 4-033-178-2630204-104-2017/2018-005 | construction of one new classroom | 700,000.00 | New |
| Chemamit Primary School | 4-033-178-2630204-104-2017/2018-006 | plastering and painting of one classroom | 300,000.00 | On going |
| Chemurin Primary School | 4-033-178-2630204-104-2017/2018-007 | Fixing doors and windows plaster and painting of one classroom | 150,000.00 | On going |
| Chemurin Primary School | 4-033-178-2630204-104-2017/2018-008 | Purchase one acre land for school expansion | 200,000.00 | New |
| Chepkeigei primary school | 4-033-178-2630204-104-2017/2018-009 | construction of one new classroom | 700,000.00 | New |
| Chepkisa primary school | 4-033-178-2630204-104-2017/2018-010 | construction of one new classroom | 700,000.00 | New |
| Chepngaina Primary School | 4-033-178-2630204-104-2017/2018-011 | Fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Chesongori primary school | 4-033-178-2630204-104-2017/2018-012 | construction of one new classroom | 700,000.00 | New |
| Chilani Primary School | 4-033-178-2630204-104-2017/2018-013 | Completion of plaster and painting of one classroom | 100,000.00 | On going |
| Corner Oluoch Primary School | 4-033-178-2630204-104-2017/2018-014 | Fixing doors and windows plaster and painting of one classroom | 300,000.00 | On going |
| Emurua Dikirr Hearing Impaired school | 4-033-178-2630204-104-2017/2018-015 | Painting of one classrooms | 100,000.00 | On going |
| Emurua Dikirr Primary School | 4-033-178-2630204-104-2017/2018-016 | Painting and fixing fascia board of one classroom | 100,000.00 | On going |
| Kabolecho Primary School | 4-033-178-2630204-104-2017/2018-017 | plastering, Painting and fixing fascia board of one classroom | 100,000.00 | On going |
| Kamaget Primary School | 4-033-178-2630204-104-2017/2018-018 | Laying floor, Plastering, Painting, Fixing doors and windows of two classrooms | 800,000.00 | On going |
| Kamasieton Primary School | 4-033-178-2630204-104-2017/2018-019 | Plaster and Painting of one classroom | 200,000.00 | On going |
| Kapkwen Primary School | 4-033-178-2630204-104-2017/2018-020 | Plaster and Painting of one classroom | 100,000.00 | On going |
| Kaplebelit primary school | 4-033-178-2630204-104-2017/2018-021 | construction of one new classroom | 700,000.00 | New |
| Kaptololo Primary School | 4-033-178-2630204-104-2017/2018-022 | Completion of plaster and painting of one classroom | 200,000.00 | On going |
| Kaptorokwo primary school | 4-033-178-2630204-104-2017/2018-023 | construction of one new classroom | 700,000.00 | New |
| Ketendeita primary school | 4-033-178-2630204-104-2017/2018-024 | construction of one new classroom | 700,000.00 | New |
| Kibailuk Primary School | 4-033-178-2630204-104-2017/2018-025 | laying the floor, fixing doors & windows, plastering and painting of two classrooms | 900,000.00 | On going |
| Kilindani primary school | 4-033-178-2630204-104-2017/2018-026 | construction of one new classroom | 700,000.00 | New |
| Kimugul primary school | 4-033-178-2630204-104-2017/2018-027 | Purchase one acre land for school expansion | 200,000.00 | New |
| Kipkandulit primary School | 4-033-178-2630204-104-2017/2018-028 | Painting and fixing fascia board of one classroom | 100,000.00 | On going |
| Kiptenden Primary School | 4-033-178-2630204-104-2017/2018-029 | fixing doors and windows plaster and painting of one classroom | 300,000.00 | On going |
| Kipwailuk Primary School | 4-033-178-2630204-104-2017/2018-030 | fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Kirgam Primary School | 4-033-178-2630204-104-2017/2018-031 | fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Kitait Primary School | 4-033-178-2630204-104-2017/2018-032 | laying the floor, fixing doors & windows, plastering and painting of two classrooms | 800,000.00 | On going |
| Koisagat Primary School | 4-033-178-2630204-104-2017/2018-033 | Casting slab, fixing door, window, plastering and painting of one classroom | 300,000.00 | On going |
| Koisagat Primary School | 4-033-178-2630204-104-2017/2018-034 | fixing door and window, Casting slab plaster and painting of two classrooms | 800,000.00 | On going |
| Koita primary school | 4-033-178-2630204-104-2017/2018-035 | Purchase one acre land for school expansion | 200,000.00 | New |
| Korosiot Primary School | 4-033-178-2630204-104-2017/2018-036 | Casting slab, fixing doors & windows, plastering and painting of two classrooms | 800,000.00 | On going |
| Kulonok Primary School | 4-033-178-2630204-104-2017/2018-037 | Fixing doors and windows plaster and painting of one classroom | 300,000.00 | On going |
| Kuresiet Primary School | 4-033-178-2630204-104-2017/2018-038 | Fix fascia board and Painting of one classroom | 100,000.00 | On going |
| Lelechonik Primary School | 4-033-178-2630204-104-2017/2018-039 | Laying the floor, Fixing doors and windows plaster and painting of two classrooms | 700,000.00 | On going |
| Reberwet Primary School | 4-033-178-2630204-104-2017/2018-040 | laying floor, fixing door and windows, plastering and painting of two classrooms | 700,000.00 | On going |
| Rwandanat Primary School | 4-033-178-2630204-104-2017/2018-041 | Laying the floor, Fixing doors and windows plaster and painting of two classrooms | 800,000.00 | On going |
| Rwandanat Primary School | 4-033-178-2630204-104-2017/2018-042 | Purchase one acre land for school expansion | 200,000.00 | New |
| Saunosuek Primary School | 4-033-178-2630204-104-2017/2018-043 | Fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Soimingin primary school | 4-033-178-2630204-104-2017/2018-044 | construction of one new classroom | 700,000.00 | new |
| Tachasis Primary School | 4-033-178-2630204-104-2017/2018-045 | Laying floor, Plastering, Painting, Fixing doors and windows of two classrooms | 700,000.00 | On going |
| Torochasis primary school | 4-033-178-2630204-104-2017/2018-046 | Purchase one acre land for school expansion | 200,000.00 | New |
| Torochet primary school | 4-033-178-2630204-104-2017/2018-047 | construction of one new classroom | 700,000.00 | New |
| Tuiyobey primary school | 4-033-178-2630204-104-2017/2018-048 | Fixing doors and windows plaster and painting of one classroom | 200,000.00 | On going |
| Tumnda Primary School | 4-033-178-2630204-104-2017/2018-049 | plastering and painting of one classroom | 200,000.00 | On going |
| **SECONDARY SCHOOLS** |  |  |  |  |
| Chebulu Secondary School | 4-033-178-2630205-104-2017/2018-001 | Plumbing works and painting of laboratory | 1,400,000.00 | On going |
| Cheramgoi Secondary School | 4-033-178-2630205-104-2017/2018-002 | Painting two classrooms | 100,000.00 | On going |
| Cheramgoi Secondary School | 4-033-178-2630205-104-2017/2018-003 | construction of one new science laboratory | 2,000,000.00 | New |
| Chepkoiyet secondary School | 4-033-178-2630204-104-2017/2018-004 | Fixing doors and windows plaster, painting and roofing of dormitory | 1,200,000.00 | On going |
| Cheramgoi Secondary School | 4-033-178-2630205-104-2017/2018-005 | construction of 4 door pit latrines | 300,000.00 | New |
| Chesma high school | 4-033-178-2630205-104-2017/2018-006 | Plastering and painting of laboratory | 250,000.00 | On going |
| Ilkerin Girl Secondary School | 4-033-178-2630205-104-2017/2018-007 | Plumbing Works on laboratory | 400,000.00 | On going |
| Ilkerin Girl Secondary School | 4-033-178-2630205-104-2017/2018-008 | construction of 4 door pit latrines | 300,000.00 | New |
| Kibisorwet secondary school | 4-033-178-2630205-104-2017/2018-009 | construction of one new classroom | 700,000.00 | New |
| kisiara secondary school | 4-033-178-2630205-104-2017/2018-010 | construction of 4 door pit latrines | 300,000.00 | New |
| Kuresiet Secondary School | 4-033-178-2630205-104-2017/2018-011 | Fixing doors and windows plaster and painting of two classrooms | 600,000.00 | On going |
| lelagoin Secondary School | 4-033-178-2630205-104-2017/2018-012 | Plumbing works and painting of laboratory | 1,200,000.00 | On going |
| lelagoin Secondary School | 4-033-178-2630205-104-2017/2018-013 | construction of 4 door pit latrines | 300,000.00 | New |
| Mokondo Secondary school | 4-033-178-2630205-104-2017/2018-014 | Hand backing hard-core, blinding, casting slab, fixing door, windows finishes i.e. plaster and painting of dining hall | 1,500,000.00 | On going |
| **TERTIARY INSTITUTIONS** |  |  |  |  |
| Kurongurik kmtc project | 4-033-178-2630206-104-2017/2018-001 | construction of new 300 capacity student hostel | 8,000,000 | New |
| Kurongurik kmtc project | 4-033-178-2630206-104-2017/2018-002 | Purchase 2 acres of land for facility expansion | 800,000 | New |
|  |  |  |  |  |
| **ICT** |  |  |  |  |
| Constituency Innovation Hubs | 4-033-178-2211311-108-2017/2018-001 | Co-funding of establishment of 4 constituency innovation hubs with Ministry of ICT | 4,677,027.20 | New |
| **TOTAL** |  |  | **86,810,344.82** |  |

The members approved the budget proposal as above for submission and funding.

**MINUTE 04/1/2018: AOB**

The committee considered the claim for preliminary works for office construction and approved payment based on the work completion certificate for kshs 1,505,000 one million five hundred and five thousand only to Joluka construction limited.

**MINUTE 05/1/2018: AOB**

The Fund Manager informed members that sitting allowances shall be paid when funds are available. There being no other business the meeting adjourned at 2.35 PM