

**NOTICE OF THE ORDINARY MEETING OF THE BOMET EAST NG-CDFC TO BE HELD ON
MONDAY 15th JANUARY 2024, AT NGCDF LONGISA OFFICE, AT 10:30 AM.**

1. Opening prayer;
2. Present;
3. Apologies and leave of absence;
4. Declaration of interest;
5. Confirmation of previous minutes;
6. 2023-2024 Proposal/Budget estimates
7. Infrastructure development for junior secondary schools
8. Meeting closed



**MINUTES OF THE ORDINARY MEETING OF THE BOMET EAST CONSTITUENCY
DEVELOPMENT FUND COMMITTEE (CDFC) HELD ON MONDAY 15th JANUARY, 2024, AT
NGCDF OFFICE LONGISAAT 10:30AM.**

MIN 1/1/23/24 OPENING PRAYERS

The Chairman called the meeting to order at 11:30 am, since all Committee Members were present thereat, and invited Mr. Ronald Korir to offer a word of prayer.

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MIN 2 /1/23/24 MEMBERS PRESENT

1. Victor Langat	Chair
2. Ronald Korir	Member
3. Mary Sigilai	Member
4. Paul Tarus	Member
5. Diana Chelangat	Member
6. Joyce Chelangat	PWDS
7. Mercy Cherotich	Member
8. Reuben Ratemo	DCC

In attendance

Tom Mboya Sub-County Director of Education

MIN3/1/23/24 DECLARATION OF INTEREST

The chairman invited members to declare any interests that they might have in relation to the business to be transacted at the meeting. No declarations of interests were declared by the members.

MIN 4/1/23/24 CONFIRMATION OF PREVIOUS MINUTES

The secretary read the minutes of the previous meeting, Mr. Ronald Korir and Mrs. Joyce Chelangat proposed and seconded the minutes respectively

MIN5/1/23/24 PROJECT PROPOSAL FY 23-24

The FAM informed the members that the four ward reports are ready and the board requires each constituency to prepare proposals for the allocation of Ksh 175,361,810. The FAM further tabled a board circular dated 4th January 2024 on realignment of constituencies project proposals for FY 23/24 with NG-CDF (Amendment) Act 2023. The members went through the Circular and the various ward reports and after lengthy deliberations, the members approved the following projects as per ward reports conducted FY 22-23.

MIN6/1/23/24 INFRASTRUCTURE DEVELOPMENT FOR JUNIOR SECONDARY SCHOOLS

Following ngcdf board circular dated 16th October 2023 on the above matter , the Bomet East NGCDFC together with the Bomet East Sub-County Director of Education deliberated on the matter and agreed to priorities the following projects for funding in the FY 2023-2024 as follows

NG-CDF Funded projects

1. Murwongoi Primary and junior secondary School (construction of classroom to completion at Ksh 1,200,000)



2. Koita Primary and junior secondary School (Construction to completion of six door pit latrine with one chamber to cater for persons living with disability Ksh 600,000)
3. Mulot primary and junior secondary school (Renovation to completion of 2no classroom to completion; painting, tiling , replacement of doors and window panes and roof painting at Ksh 443,233)
4. Bukunye primary and junior secondary school (construction of 2. No classroom to completion at Ksh 2,400,000)
5. Mangoita primary and Junior secondary school (Renovation to completion of 6no classrooms; painting, tiling , replacement of doors and window panes and replacement of old iron sheets at Kshs.3,200,000 and construction of one classroom to completion at Kshs.1,200,000 at Ksh 4,400,000)
6. Chemomul Primary and junior secondary School (Renovation to completion of 8no classrooms; painting, tiling , replacement of doors and window panes and roof painting at Ksh 5,000,000)
7. Kalyet Primary and junior secondary School, Kshs.1,200,000- Construction to completion of one classroom

Totals 15,243,233

Ministry of Education funded projects

1. Tangut primary and junior sec school (construction of classroom to completion with tiles at Ksh 1,276,658)
2. Taachasis primary and junior sec school (construction of classroom to completion with tile at Ksh 1,276,658)
3. Kinyose primary and junior sec school (construction of classroom to completion with tile at Ksh 1,276,658)
4. Changchego primary and junior sec school(construction of classroom to completion with tile at Ksh 1,276,658)
5. Kipkoligo primary and junior sec school (construction of classroom to completion with tile at Ksh 1,276,658)
6. Kiptulwa primary and junior sec school(construction of classroom to completion with tile at Ksh 1,276,658)
7. Kiptobit primary and junior sec school(construction of classroom to completion with tile at Ksh 1,276,657)
8. Chelemei primary and junior sec school(construction of classroom to completion with tile at Ksh 1,276,657)
9. Kapcheluch primary and junior sec school classroom(construction of classroom to completion with tile at Ksh 1,276,657)
10. Tiroto primary and junior sec school (construction of classroom to completion with tiles at Ksh 1,276,657)
11. Irwaga primary and junior sec school (construction of classroom to completion with tiles at Ksh 1,276,657)

Totals 14,043,233

CDFC budget for the todays meeting

S/NO.	DESCRIPTION	NO.OF DAYS		NO. OF PAX	@	AMOIUNT
1	NG-CDFC Allowances	1		8	5000	40,000
2	Chair Allowance			1	7000	7,000
	Refreshments					10,000
						57,000

Moved by: Mr Ronald Korir
Seconded by: Mrs. Diana Chelangat
THAT: Fifty-Seven thousand Kenya Shillings be utilized towards the above CDFC expenditures.

Meeting Close

There being no further business to transact at this time, it was voted to adjourn the meeting.

DATE OF NEXT MEETING

Will be communicated by the chair.

It is hereby certified by the undersigned that the foregoing resolutions were duly passed by the Bomet East NG-CDF Committee, and that the resolutions are in full force and effect.



Mr Victor Langat



Ronald Korir

S/No	Project Name	Activities	Original Cost Estimate	Cumulative Allocation	Amount Allocated	Project Status
	ADMINISTRATION AND RECURRENT EXPENDTURE					
1	Contractual Employees' Basic Salaries	Payment of basic salaries for 10 staff	2,788,320		2,788,320.00	New
2	Staff Gratuity	Payment staff gratuity for 10 staff	864,379		864,379.00	New
3	NSSF	Payment of NSSF employer deductions	129,600		129,600.00	New
4	Casual labor and Internship	Payment of staff Basic Wages	360,000		360,000.00	New
5	Staff Leave Allowance	Payment of leave allowance for 10 staff	40,000		40,000.00	New
6	Staff House Allowance	Payment of house allowance for 10 staff	360,000		360,000.00	New
7	Housing Levy	Payment of employer contribution of housing levy for 6 staff	51,425		51,425.00	New
8	Electricity charges	Payment of Electricity charges	60,000		60,000.00	New
9	Water & sewerage charges	Payment of Water & sewerage charges	24,000		24,000.00	New
10	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	100,000		100,000.00	New
11	Internet Connections	Payment of Internet Connections	60,000		60,000.00	New
12	Courier and Postal Services	Payment of Courier and Postal Services	211,330		211,330.00	New
13	Travel Costs (Airlines, Bus, Railway, Mileage Allowances, etc.)	Payment of Travel Costs	100,000	-	100,000.00	New
14	Accommodation - Domestic Travel	Payment of accommodation on domestic travel	100,000		100,000.00	New
15	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	915,000		915,000.00	New
16	Publishing and Printing Services	Payment of Publishing and Printing Services	150,000		150,000.00	New
17	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	150,000		150,000.00	New

S/No	Project Name	Activities	Original Cost Estimate	Cumulative Allocation	Amount Allocated	Project Status
18	Sundry Items (taxi)	Payment of sundry items (airport transfer, taxi, expenses)	70,000		70,000.00	New
19	Travel Allowance on training	Payment of Travel Allowance	300,000		300,000.00	New
20	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	122,330		122,330.00	New
21	Supplies and Accessories for Computers and Printers	Purchase of Supplies and Accessories for Computers and Printers	150,000		150,000.00	New
22	NGCDFC allowance	Payment of NGCDFC allowance charges	1,128,000		1,128,000.00	New
23	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance	140,000		140,000.00	New
24	Purchase of Uniforms and Clothing – Staff	Purchase of Uniforms and Clothing for NGCDFC Office	150,000		150,000.00	New
25	General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	300,000		300,000.00	New
26	Sanitary and Cleaning Materials, Supplies and Services	Purchase of Sanitary and Cleaning Materials, Supplies and Services	100,000		100,000.00	New
27	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	500,000		500,000.00	New
28	Other Fuels (wood, charcoal, cooking gas)	Payment of other fuels (wood, charcoal, cooking gas expenses)	50,000		50,000.00	New
29	Bank service commission and charges	Payment of Bank service commission and charges	65,324		65,324.00	New
30	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - NGCDFC Motor Vehicles	350,000		350,000.00	New
31	Other committee expenses	Payment of Other committee expenses	632,000		632,000.00	New
					10,521,708	

MONITORING, EVALUATION AND CAPACITY BUILDING						
32	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	100,000		100,000.00	New
33	Internet Connections	Payment of Internet Connections	50,000		50,000.00	New
34	Travel Costs (airlines, bus, railway, mileage allowances.)	Payment of Transport Expenses	100,000		100,000.00	New
35	Accommodation - Domestic Travel	Payment of accommodation on domestic travel	450,000		450,000.00	New
36	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance for Fund Account Manager, Sub County Accountant and Deputy County Commissioner	450,000		450,000.00	New
37	Sundry Items	Payment of Tele sundry items (airport tax, taxis expenses)	61,939		61,939.00	New
38	Publishing and Printing Services	Payment of Publishing and Printing Services	150,000		150,000.00	New
39	Hire of Transport	Payment of Hire of Transport	250,000		250,000.00	New
40	Travel Allowance on training	Payment of Travel Allowance of NGCDFC, National Government officers and PMC (procurement, financial management, project management and other cross cutting issues)	750,000		750,000.00	New
41	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services (procurement, financial management, project management and other cross cutting issues)	300,000		300,000.00	New

42	Production and Printing of Training Materials	Payment of Production and Printing of Training Materials (procurement, financial management, project management and other cross cutting issues)	100,000		100,000.00	New
43	Hire of Training Facilities and Equipment	Payment for hire of training facilities and equipment (procurement, financial management, project management and other cross cutting issues)	300,000		300,000.00	New
44	Accommodation Allowance	Payment of Accommodation Allowance of NGCDFC, National Government officers and PMC (procurement, financial management, project management and other cross cutting issues)	500,000		500,000.00	New
45	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	150,000		150,000.00	New
46	NG-CDFC allowance	Payment of NG-CDFC allowance during M&E	1,000,000		1,000,000.00	New
47	General Office Supplies (papers, pencils, forms, small office equipment)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	100,000		100,000.00	New
48	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	448,915		448,915.00	New
					5,260,854	
	EMERGENCY					
51	Emergency	To cater for unforeseen occurrences in the	9,229,569		9,229,569.00	New

		constituency during the financial year				
BURSARY AND SOCIAL SECURITY PROGRAMME						
52	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	9,791,974.70		9,791,974.70	New
53	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	36,450,000		36,450,000.00	New
54	Bursary Special Schools	Payment of bursary to needy students in special schools	1,507,236		1,507,236.00	New
NG-CDF OFFICE						
55	Bomet East NG-CDF motor Vehicle	Additional funds for the purchase of NG-CDF motor vehicle (Toyota landcruizer,HZJ76R-RKMRS,4X4,10 SEATER station wagon-with accessories ,Japan)	14,832,236	4,832,236	4,832,236	Ongoing
					52,581,446.7	
CLIMATE CHANGE AND MITIGATION ACTIVITIES						
56	Kaiyet Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
57	Kamoyo Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
58	Chepkolon secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
59	Kiptobit Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
60	Sonogut Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
61	Saoset Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
62	Kiromwok Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New

63	Bukacha Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
64	Motoimet Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
65	Chemaner acc office	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
66	Longisa day secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
67	Emityot Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
68	Kipyosit Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
69	Chelemei girls secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
70	Ndubai secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
71	Kaptimdui primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
72	Lelkatet Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
73	Sigowet secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
74	Murwongoi Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
75	Longisa primary Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
76	Kongotik Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New

77	Tegat Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
78	Makenji Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
79	Kiplabotwa Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
80	Kiptulwa Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
81	Mulot girls secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
82	Kalyet secondary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
83	Kapcheluch Primary School	Purchase, delivery and planting of 1,000 trees at Kshs.50 each	50,000.00		50,000.00	New
					1,400,000	
	TERTIARY INSTITUTION ICT HUBS					
85	Merigi Technical Training Institute ICT hub	Construction of an ict hub to completion	3,800,000		3,800,000	New
104	Kipreres chief's office ICT hub	Construction to completion of an ict hub	3,800,000		3,800,000	New
110	Chemaner Vocational Training Centre	Construction to completion of an ict hub	3,800,000		3,800,000	New
111	Tegat Vocational Training Centre	Construction to completion of an ict hub	3,800,000		3,800,000	New
	PRIMARY SCHOOLS PROJECTS					
86	Kipkurion Primary School	Renovation to completion of 7no classrooms; painting, tiling , replacement of doors and window panes and replacement of old iron sheets	5,000,000		5,000,000.00	New

87	Boreiwek Primary School	Renovation to completion of 4no classroom; painting, tiling , replacement of doors and window panes and roof painting	1,200,000		1,200,000.00	New
88	Saoset Primary School	Renovation to completion of 8 classrooms: Painting, tiling, replacement of doors, window panes and old iron sheets	5,000,000		5,000,000.00	New
89	Sonogut Primary School	Construction to completion of two classroom at Kshs.2,400,000 and construction of 2 units pit latrine of 6 doors each with two chambers to cater for persons living with disability at kshs.1,300,000	3,700,000		3,700,000.00	New
90	Kaptimtui Primary School	Renovation to completion of 3no classrooms; painting, tiling , replacement of doors and window panes and roof painting at Kshs.1,200,000 and construction to completion of 3 classroom to completion at Kshs.3,600,000	4,800,000		4,800,000	New
92	Kibisoronik Primary School	Construction to completion of one classroom	1,200,000		1,200,000.00	New
93	Ndabibi Primary School	Renovation to completion of 3no classroom; painting, tiling , replacement of doors and window panes and roof painting	1,200,000		1,200,000.00	New
94	Kiplabotwa Primary School	Renovation to completion of 3no classroom; painting, tiling , replacement of doors and window panes and roof painting	1,200,000		1,200,000.00	New

95	Siwot Primary School	Renovation to completion of 8no classroom; painting, tiling , replacement of doors and window panes and replace old iron sheets	5,000,000		5,000,000.00	New
98	Kiptobit primary school	Construction to completion of six door pit latrine with one chamber to cater for persons living with disability	650,000		650,000.00	New
99	Torogonik Primary School	Construction to completion of six door pit latrine with one chamber to cater for persons living with disability	650,000		650,000.00	New
100	Central Primary School	Construction to completion of one classroom	1,200,000		1,200,000.00	New
101	Emityot Primary School	Renovation to completion of 3no classroom to completion; painting, tiling , replacement of doors and window panes and roof painting	1,200,000		1,200,000.00	New
102	Korara Primary School	Construction to completion of four classroom	4,800,000		4,800,000.00	New
103	Magenji Primary School	Construction to completion of four classroom	4,800,000		4,800,000.00	New
106	Kakimirai Primary School	Renovation to completion of 8no classroom; painting, tiling , replacement of doors and window panes and replace old iron sheets	5,000,000		5,000,000.00	New
108	Mugei Primary School	Construction to completion of six door pit latrine with one chamber to cater for persons living with disability	650,000		650,000.00	New
112	Motoimet Primary School	Construction to completion of six door pit latrine with one chamber to	724,999.3		724,999.3	New

		cater for persons living with disability				
114	Belgut Primary School	Construction to completion of six door pit latrine with one chamber to cater for persons living with disability	650,000		650,000.00	New
					63,824,999.3	
JSS PROJECTS UNDER NG~CDF						
84	Murwongoi Primary and junior secondary School	Construction to completion of one classroom	1,200,000		1,200,000.00	New
96	Koita primary and junior sec school	Construction to completion of six door pit latrine with one chamber to cater for persons living with disability	600,000		600,000.00	New
97	Mulot primary and junior secondary school	Renovation to completion of 2no classroom to completion; painting, tiling , replacement of doors and window panes and roof painting	443,233		443,233	New
105	Bukunye primary and junior secondary school	Construction to completion of two classroom	2,400,000		2,400,000.00	New
109	Chemomul Primary and junior secondary School	Renovation to completion of 8no classrooms; painting, tiling , replacement of doors and window panes and roof painting	5,000,000		5,000,000.00	New
107	Mangoita primary and Junior secondary school	Renovation to completion of 6no classrooms; painting, tiling , replacement of doors and window panes and replacement of old iron sheets at Kshs.3,200,000 and construction of one classroom to	4,400,000		4,400,000.00	New

		completion at Kshs.1,200,000				
91	Kalyet Primary and junior secondary School	Construction to completion of one classroom	1,200,000		1,200,000.00	New
					15,243,233	
	SECONDARY SCHOOLS PROJECTS					
115	Sigowet Secondary School	Renovation to completion of 4no classroom; painting, tiling , replacement of doors and window panes and roof painting	1,200,000		1,200,000.00	New
116	Chelemei Girls Secondary School	Construction to completion of 150 student's capacity dormitory	3,700,000		3,700,000.00	New
117	Murany Secondary School	Construction to completion of one classroom	1,200,000		1,200,000.00	New
118	Revision books	supply of books to all school.	3,000,000		3,000,000	New
					9,100,000	
	TERTIARY INSTITUTION					
119	Bomet Kenya Medical Training College	Construction to completion of 4 no classroom at Ksh 1,200,000	4,800,000		4,800,000.00	New
	SECUTIRY PROJECTS					New
120	Police Units Critical Infrastructure Protection Unit (CIPU) (Existing)	Renovation to completion of 5no residential room; painting, replacement of doors and window panes and replacement of old iron sheet	600,000		600,000.00	New
121	Chemaner Police Station (Existing)	Renovation to completion 4 roomed police station , painting, tiling ,replace doors and concreting of cell soffit	800,000		800,000.00	New
122	Kiromwok Police Station (Existing)	Construction to completion of four rooms office	2,000,000		2,000,000.00	New

					3,400,000	
TOTAL NG-CDF ALLOCATION					175,361,810.00	
JSS PROJECTS UNDER MINISTRY OF EDUCATION						
Tangut Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Taachasis Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Kinyose Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Changchego Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Kipkoligo Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Kiptulwa Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,658			1,276,658	New
Kiptobit Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,657			1,276,657	New
Chelemei Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,657			1,276,657	New
Kapcheluch Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,657			1,276,657	New
Tiroto Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,657			1,276,657	New
Irwaga Primary and Junior Secondary School	Construction to completion of one classroom finished with tiles.	1,276,657			1,276,657	New
					14,043,233	
					189,405,043.00	

GRAND TOTAL					
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ANNEXES

1. Breakdown for Staff Salaries and Wages and NSSF employer contribution

Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	NSS per year
Assistant Accountant	CSG 11	1	30,170.00	30,170	362,040	12,960
Clerk of Works/Works Assistant	CSG 11	1	30,170.00	30,170	362,040	12,960
Projects Clerk	CSG 13	1	21,500.00	21,500	258,000	12,960
Information Communication Technology Assistant	CSG 12	1	24,580.00	24,580	294,960	12,960
Records Management Assistant	CSG 12	1	24,580.00	24,580	294,960	12,960
Administrative Assistant/ Secretary	CSG 12	1	24,580.00	24,580	294,960	12,960
Front Office/ Receptionist	CSG 13	1	21,500.00	21,500	258,000	12,960
Driver	CSG 13	1	21,500.00	21,500	258,000	12,960
Office Assistant	CSG 14	1	16,890.00	16,890	202,680	12,960
Security Officers	CSG 14	1	16,890.00	16,890	202,680	12,960
				232,360	2,788,320	129,600
Casual employees and Interns		3	10,000	30,000	360,000	

2. Breakdown on Staff Gratuity

Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
Assistant Accountant	CSG 11	1	9,352.70	9,352.70	112,232.40

Clerk of Works/Works Assistant	CSG 11	1	9,352.70	9,352.70	112,232.40
Projects Clerk	CSG 13	1	6,665.00	6,665.00	79,980.00
Information Communication Technology Assistant	CSG 12	1	7,619.80	7,619.80	91,437.60
Records Management Assistant	CSG 12	1	7,619.80	7,619.80	91,437.60
Administrative Assistant/Secretary	CSG 12	1	7,619.80	7,619.80	91,437.60
Front Office/ Receptionist	CSG 13	1	6,665.00	6,665.00	79,980.00
Driver	CSG 13	1	6,665.00	6,665.00	79,980.00
Office Assistant	CSG 14	1	5,235.90	5,235.90	62,830.80
Security Officers	CSG 14	1	5,235.90	5,235.90	62,830.80
		10			864,379.20

3. Breakdown for House Allowances and Transport Allowances

Description	Scale	Number	House Allowance		Leave Allowance
			Rate per month (Kshs.)	Total Amount (Pa)	Rate p.a (Kshs.)
Assistant Accountant	CSG 11	1	3,000	36,000	4,000
Clerk of Works/Works Assistant	CSG 11	1	3,000	36,000	4,000
Projects Clerk	CSG 13	1	3,000	36,000	4,000
Information Communication Technology Assistant	CSG 12	1	3,000	36,000	4,000
Records Management Assistant	CSG 12	1	3,000	36,000	4,000
Administrative Assistant/Secretary	CSG 12	1	3,000	36,000	4,000
Front Office/ Receptionist	CSG 13	1	3,000	36,000	4,000
Driver	CSG 13	1	3,000	36,000	4,000
Office Assistant	CSG 14	1	3,000	36,000	4,000
Security Officers	CSG 14	1	3,000	36,000	4,000
		10		360,000	40,000

4. Breakdown for Housing levy

Description	Scale	Number	Total Annual Gross Salary	Housing Levy (Employer Contribution)
Assistant Accountant	CSG 11	1	426,040	6,391
Clerk of Works/Works Assistant	CSG 11	1	426,040	6,391
Projects Clerk	CSG 13	1	322,000	4,830

Description	Scale	Number	Total Annual Gross Salary	Housing Levy (Employer Contribution)
Information Communication Technology Assistant	CSG 12	1	358,960	5,384
Records Management Assistant	CSG 12	1	358,960	5,384
Administrative Assistant/ Secretary	CSG 12	1	358,960	5,384
Front Office/ Receptionist	CSG 13	1	322,000	4,830
Driver	CSG 13	1	322,000	4,830
Office Assistant	CSG 14	1	266,680	4,000
Security Officers	CSG 14	1	266,680	4,000
Total			3,428,320	51,425

5. Travelling and Accommodation

Items	No. of persons	No of days	Rate	Amount
Daily Subsistence Allowance				
Travel costs				
Daily Subsistence allowance for members	8	15	5,000	600,000
Daily Subsistence allowance for chairperson	1	15	7,000	105,000
Daily Subsistence allowance for FAM	1	15	14,000	210,000
				915,000
Sundry Items (taxis)				70,000
Total				985,000

6. NG-CDF Committee Expenses

Items	No. of persons	No Meetings	Rate	Amount
Allowance for members	8	24	5,000	960,000
Allowance for chairperson	1	24	7,000	168,000
Total				1,128,000

Other committee expenses	No.	Days	Rate	Total

Preparation of Bill of Quantities and Designs, valuation reports				150,000
NG-CDFC Transport allowance	9	24	1,500	324,000.00
Payment of any other unforeseen expenses related to the NG-CDF Committee operations				158,300
Total				632,300

7. Breakdown for M&E

M&E ~ Breakdown	No.	Rate	Days	Total
Travel Allowance on training	150	2,500	2	750,000
Accommodation Allowance	15	5,000	6	450,000
Daily Subsistence	15	5,000	6	450,000
NG-CDFC Allowance during M&E	10	5,000	20	1,000,000


