



National Government Constituencies Development Fund  
Board

Khwisero Constituency  
P. o. Box 124 - 50135  
KHWISERO, KENYA  
Tel: +254 722269298

Email: cdfkhwisero@ngcdf.go.ke/Website: www.ngcdf.go.ke

MINUTES OF THE KHWISERO NG-CDFC COMMITTEE MEETING HELD ON  
08/11/2024 AT 11.00 AM IN THE FAM'S OFFICE

Members present

1. Mr. Daniel S. Sumba	Chairperson
2. Mr. Conrad E. Lukania	Secretary
3. Mrs. Rose Ombewa	Member
4. Mr. Geoffrey A. Ayuku	Member
5. Mrs. Christine Agiso	Member
6. Ms. Abgael Okwako	Member
7. Mr. Roberts H. Mayienga	Member
8. Mr. Stephen T. Ombwenya	Member
9. Mr. Bernard S. Misiko	FAM
10. Mr. Jackson O. Oloo	DCC

In attendance

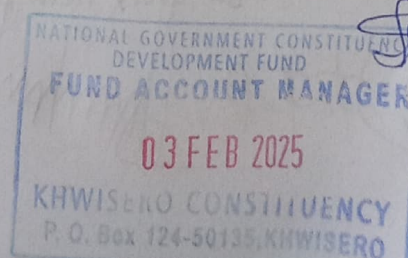
1. Mr. Paul Okoth Onono	NSCA
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Agenda

- 1.) Preliminaries
- 2.) Reading and Confirmation of the Previous Minutes.
- 3.) Matters arising from the previous minutes
- 4.) Approval of Field Visits Report for October 2024
- 5.) Budget Proposals 2024/2025 FY
- 6.) A.O.B

Min 01/08/11/2024: Preliminaries.

The meeting was called to order at 11.10 a.m. A word of prayer was given by the Fund Account Manager. The Chairman welcomed all the members to the meeting and thanked them for coming. He urged the committee members to always keep time whenever they have been called for a meeting. He reminded members that meetings shall still go on





even if we do not have funds to facilitate them. All pending bills shall be paid once funds are received under 2024/2025 financial year.

**Min 02/08/11/2024: Reading and Confirmation of the Previous Minutes.**

The minutes of the previous meeting was read through by the secretary of the NG CDFC. They were proposed by Mr. Roberts Mayienga and seconded by Mrs. Christine Agiso as a true record of what was discussed in the previous meeting.

**Min 03/08/11/2024: Matters Arising from the Previous Minutes.**

The Fund Account Manager confirmed that all the payments had been done to the respective PMCs as approved in the previous meeting.

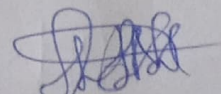
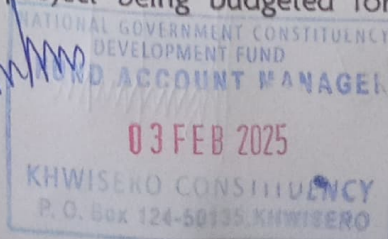
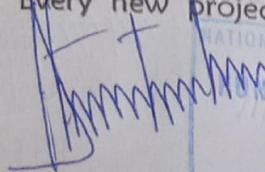
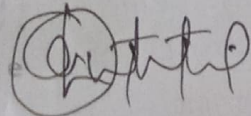
The NG-CDFC Chairman informed members that the PMC for Lwanda Dudi Secondary School had settled on Ayot Construction Limited to do the pending terrazzo works so that the project is complete and put to use.

**Min 04/08/11/2024: Approval of Field Visits Report for October 2024**

FAM informed members that field visits report for October, 2024 was ready. The members went through the report.

The following were emerging issues and recommendations:

1. It was important to maintain increase in funding to projects. Costing of the projects should be increased due to prevailing circumstances. This would enhance quality work.
2. The NG-CDF Board has to improve on the rate at which funds are disbursed to constituencies. This had caused delays in project implementation, which spill to the next financial year causing unnecessary audit queries as well as delayed project implementation.
3. The committee shall always ensure that all completed projects are handed over to the constituents for use. This is one way of publicizing NG-CDF projects to the constituents as everything is done openly. Though it was noted that handing over is being done correctly.
4. Before any allocation for renovation is done by the NG-CDF Committee, the Public Works officer/clerk of works should visit the site, assess the works and come up with a cost for such works.
5. Labeling of our projects should be maintained and done as per the new NG-CDF Board requirements - name of Constituency, Name of project, Activity, Financial year, the Financier and official logo considering the colors. This should be maintained for transparency and due to different sources of funding.
6. Furnishing - it is important that NG-CDF Committee allocates funds for furnishing the new buildings. Every new project being budgeted for should include an





additional allocation for furnishing/equipping e.g. Science Laboratory should have new stools and the necessary chemicals.

**7. Additional costing on projects especially for terrazzo floors.**

The report was approved as a true reflection of the projects status during the field visits as at 31<sup>st</sup> October, 2024. The chairman thanked M&E members who worked tirelessly to ensure that all approved and funded projects are monitored from time to time.

It was noted that most of the storey buildings were at completion level by 31<sup>st</sup> October 2024 except Lwanda Dudi Secondary school. Other ongoing storey buildings include: Shirotsa Primary, St. Dennis Munjiti Primary and Ebukwala Primary School. The three were funded for the first time under 2023/2024 financial year. They expect second allocation in the 2024/2025 financial year budget. For JSS schools, those at finishing level include: Ebushibungo, Eshikhungula, Dudi Township and Ibinda Primary & JSS schools, in which the NG-CDF Committee is funding Single Science Laboratories. All have been fully funded in one financial year.

**Min 05/08/11/2024: Budget Proposals 2024/2025 FY**

With reference to a circular *Ref: NG-CDFB/CEO/NG-CDF CIRCULARS/VOL III (001)*, dated 22<sup>nd</sup> October, 2024 from the Board (including Constituencies allocation table) showing official allocation per constituency for 2024/2025 financial year, the FAM confirmed that the constituency had been allocated **Ksh.170,469,856.74**.

It was noted that the committee raised no A-In-A during the ended financial year. Currently, the first 75% of the allocation to the NG-CDF Board is shared equally among the 290 Constituencies. The remaining 25% is then shared among the 290 Constituencies based on the number of Wards. He informed members that in the Amended NG-CDF Act 2023, the formula for sharing NG-CDF had been changed. Khwisero had been allocated a lower amount due to its fewer wards - 4 (the higher the wards the higher the amount). As per the circular, committees have been given up to 6<sup>th</sup> December 2024 to have submitted the budget proposals, but the earlier it is done the better.

- a) **Public Participation:** As per the NG-CDF Act 2015 (amended 2023); proposals collected from the wards shall be used for two financial years. We conducted the exercise from 22<sup>nd</sup> to 24<sup>th</sup> October, 2024. The collected projects proposals shall be utilized 2024/2025 and 2025/2026 financial year budgets.

After lengthy deliberations, the committee reviewed all ongoing projects and resolved to give priority to ongoing projects i.e. pending bills before introduction of new ones. The members settled on the following proposals for funding in this current financial year, 2024/2025:

S/NO.	PROPOSED PROJECT	WARD
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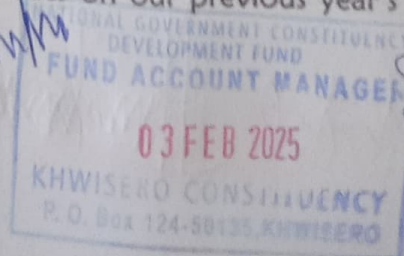
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1	Khwisero Primary School	Kisa North
2	Emwiru Mixed Secondary School	Kisa North
3	Mwihila Boys' High School	Kisa North
4	Emaholia Mixed Secondary School	Kisa North
5	Khwisero Law Courts	Kisa North
6	Khwisero Digital Hub	Kisa North
7	Ekambuli Primary School	Kisa Central
8	Ebukwala Primary School	Kisa Central
9	Mundoli ACK Girls' Secondary School	Kisa Central
10	Namasoli Secondary School	Kisa Central
11	Khwisero Girls' Secondary School	Kisa Central
12	Shiongo Secondary School	Kisa Central
13	Ibinda Primary School	Kisa Central
14	Assistant Chief's Office Mulwanda	Kisa Central
15	Assistant Chief's Office Shirali	Kisa Central
16	Ebukanga Primary School	Kisa Central
17	St. Stephen's Mulwanda Secondary School	Kisa Central
18	Shirotsa Primary School	Kisa West
19	Lwanda Dudi Secondary School	Kisa West
20	Assistant Chief's Office Ikomero	Kisa West
21	Elukanji Primary & JSS School	Kisa North
22	Munjeche Primary & JSS School	Kisa West
23	Munjiti Primary School	Kisa East
24	Emalindi Mixed Secondary School	Kisa East
25	Emalindi Girls' Secondary School	Kisa East

The Fund Account Manager advised the committee to be guided by the following:

- ✓ Ongoing projects to be given priority before new ones are allocated funds
- ✓ Fairness in distribution of resources across the four wards
- ✓ Ensure enough funds are allocated to a project so that they take not more than three financial years to complete
- ✓ Since CBC grade seven pupils are domiciled in the Primary schools, NG-CDF is required to support infrastructural projects - additional classrooms and Science Laboratories as basic requirements.
- ✓ Procurement of NGCDF Vehicle or Motorbike is allowed. We are allowed to budget for a new vehicle since the Board was aware of our old stalled vehicle, whose donation documents to Khwisero Technical & Vocational College were received.
- ✓ Clearance of outstanding issues with regard to previous financial year's projects' proposals - we have no pending issues on our previous year's budget proposals.





All our projects proposals under 2023/2024 financial year were approved and funded.

- ✓ Labeling/branding costs of our projects should be included in our project costs and be factored in the BoQs.
- ✓ Adherence to Statutory ceilings - cannot budget beyond the allocated amount as per the circular.
- ✓ Take into consideration any savings from PMC accounts and specify what the fund will be used for.
- ✓ Timeline for submission of budget proposals must be adhered to. Late submissions disadvantage the constituents apart from inconveniencing the Board during approvals. As per the official circular, the latest date is 6<sup>th</sup> November 2024. Otherwise early submission is better.

**b) Ongoing Projects:**

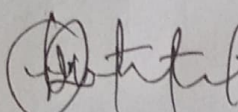
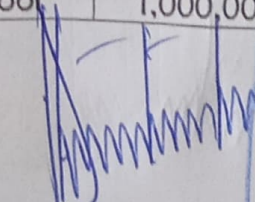

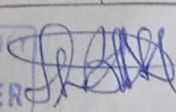
The FAM confirmed to the members that it's always a requirement from the Board that before budgeting commences, a report on the ongoing projects has to be submitted first. This report assists the Board to tell whether we have such projects since it is a requirement as per NG-CDF Act 2015 (amended 2023), that all ongoing projects shall take precedent during budgeting. All ongoing projects shall be allocated sufficient funds before new ones can be started.

As per the status of our projects, the ongoing ones, which are listed below have been allocated their balances to complete under this financial year 2024/2025 as follows:

S/NO	Project	Initial Funding 2022/2023	Current allocation 2023/24	Financial Plan under 2024/2025	Total Cost (Ksh.)
1	Khwisero Primary School	3,000,000	4,325,809	11,107,293	18,433,102
2	Ekambuli Primary School	3,000,000	4, 274,191	10,949,739	18,177,350
3	Mwihila Boys' High School	4,000,000	4,000,000	4,000,000	12,000,000
		<b>TOTAL</b>	<b>8,325,809</b>	<b>25,400,000</b>	

Other ongoing projects are:

S/NO	Project	2023/2024	2024/25	2025/26	Total
1	Munjiti Primary School	3,000,000	7,000,000	10,000,000	20,000,000
2	Ebukwala Primary School	3,000,000	7,000,000	10,000,000	20,000,000
3	Shirotsa Primary School	3,000,000	7,000,000	10,000,000	20,000,000
4	Emaholia Mixed Secondary School	2,000,000	1,500,000	0	3,500,000
5	Ebukanga Primary School	1,000,000	100,000	0	1,100,000



6	Assistant Chief's Office Mulwanda	1,000,000	300,000	0	1,300,000
7	Assistant Chief's Office Shirali	1,000,000	300,000	0	1,300,000
8	Assistant Chief's Office Ikomero	1,000,000	300,000	0	1,300,000
		15,000,000	23,500,000	30,000,000	

c) Variations: As a way of improving on quality of our projects, the NG-CDF Committee recommended to convert screed/cemented floor to terrazzo in our storey blocks. These are extra works not in the initial BoQs. This will solve continued audit query on poorly done floors.

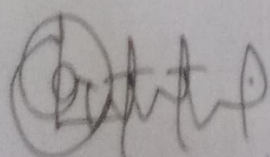
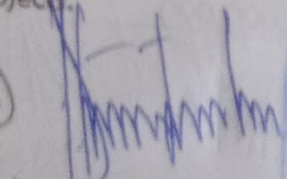
Listed below are the storey block projects, which should be added funds to do extra works:

S/NO	Project	Extra Cost (Ksh.)
1	Mundoli Girls' Secondary School	1,400,000
2	Namasoli Secondary School	1,200,000
3	Emalindi Girls' Secondary School	1,600,000
4	Emwiru Mixed Secondary School	1,200,000
5	Luanda Dudi Secondary School	1,200,000
6	Khwisero Girls' Secondary School	1,700,000
7	Shiongo Secondary School	1,700,000
	<b>Total cost</b>	<b>10,000,000</b>

**Note:**

It was noted that as a way of implementing audit recommendations on floor challenges, we factor in our budget proposals (2024/2025 fy). Therefore, it was unanimously agreed that terrazzo flooring to be done in all the seven (7) storey buildings listed above. This is because the same had not been captured in the initial Bills of Quantities/Contract.

It is important for the committee to know that the NG-CDF Act 2015 allows us to fund mega projects continuously for not more than three (3) financial years. We therefore have a duty to ensure in our budget proposals, we give preference to ongoing ones before we factor in new projects.

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**d) New Projects - Storey Blocks:**

One new school project (Elukanji Primary School) is being allocated the first funds under this 2024/2025 financial year. The NG-CDFC's financing plan shall be as follows:

S/NO	Project	Initial Funding 2024/2025	2 <sup>nd</sup> Year allocation 2025/26	3 <sup>rd</sup> Year allocation 2026/2027	Total Cost (Ksh.)
1	Elukanji Primary & JSS School	4,000,000	8,000,000	8,000,000	20,000,000
		4,000,000	8,000,000	8,000,000	20,000,000

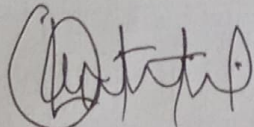
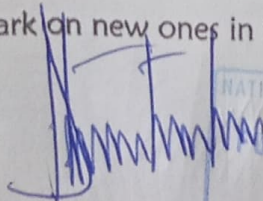
Elukanji Primary & JSS School shall be funded continuously for not more than three financial years as per the NG-CDF Act 2015, amended 2023 i.e. 2024/2025, 2025/2026 and 2026/2027 fy.

**SUMMARY OF PROJECTS PER WARD AS PROPOSED IN THE CODE LIST**

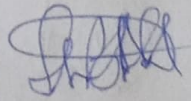
Serial Number	Ward	No. of Projects
1	KISA CENTRAL	11
2	KISA EAST	3
3	KISA WEST	4
4	KISA NORTH	7
<b>TOTAL</b>	<b>4</b>	<b>25</b>

The FAM was mandated by the committee to move with speed and submit our budget proposals as soon as possible. There is a checklist to be adhered to as the budget proposals are forwarded to the NG-CDF Board. These include: approved Bills of Quantities, drawings, Variation reports for construction works from Public Works Officer; Land Valuation Reports, Land Search and copy of title deed for purchase of land. Others are: Signed Public Participation Wards Report, NG-CDF Committee Minutes etc. It is important to note that the distribution per ward is as a result of many ongoing projects, which are being completed. Kisa East Ward had 5 projects in the last financial year, which were funded to completion. Currently, all projects allocated funds are ongoing except one school which is getting a new storey block as a result of challenges with classrooms. From the next financial year, we shall commence new ones.

We could not allocate funds for new JSS schools since most of our projects have been ongoing and are being completed this financial year. The communication from Ministry of Education (MOE) came late after we had submitted our project proposals. The committee commits to embark on new ones in the next financial year.

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e) Digital Hub

In the amended NG-CDF Act 2023, the committee is allowed to allocate *not more than 3%* of the constituency's annual allocation. Such funds may be utilized on recurrent utility cost and maintenance of Constituency ICT Hub. The Constituency has one ICT Hub only.

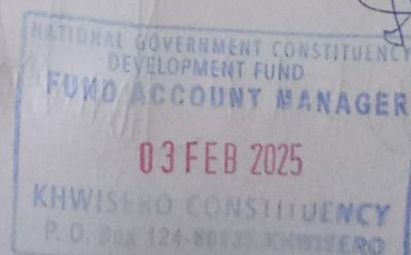
Initially, Moi University supplied 13 Laptops under Ministry of ICT arrangement. All the laptops are no longer working. This means the digital hub is not fully operational. As per the latest circular on budget proposals 2024/2025 financial year, the committee has an existing building, which may be improved to serve as a digital hub. The building has a ramp for accessibility. In the last financial year (2023/2024), we allocated funds for wiring the hub. It was the committee's decision that we complete most of the mega projects under this 2024/2025 financial year then allocate funds in the next financial year to put up another Digital hub.

f) **Climate Change Mitigation activities:** The NG-CDF Act 2015, amended 2023 allows the committee to allocate not more than 5% of constituency annual allocation to cater for Afforestation, Reforestation, grassroots sensitization and tree seedling production as per the fourth schedule of the constitution. It was the committee's view that since we have many mega projects, we complete them first. Climate change funding shall commence in the next financial year, 2025/2026.

g) Status of Audit Report on Non-operational/ Non-optimally utilized Schools

The Committee was reminded that several months ago, an audit was done by officers from the NG-CDF Board. Three schools had been captured to have issues. The schools were: Emung'abo Secondary, Emuruba Secondary and Andola Eshinaka Primary. The committee reviewed the audit status and it was confirmed as follows:

- i) Andola Eshinaka Primary School - The school is registered with the Ministry and currently operational. It is up to Grade II currently.
- ii) Emaholia Mixed Secondary School - The school is operational. It has KCSE candidates this year, 2024. Enrolment has gone up.
- iii) Emuruba Secondary School - It has been registered with the Ministry. It is operational. Currently Form Ones have been admitted.
- iv) Emung'abo Secondary School - The school is not yet registered. The students who had enrolled earlier, left to other schools because of non-registration with the Ministry. Currently, the Sub County Director of Education is working on the registration.





h) **Savings from PMC Accounts:** Before closure of 2023/2024 financial year, the committee approved transfer of PMC bank balances for complete & handed over projects and closure of such accounts. Some PMC accounts were closed by 30<sup>th</sup> June, 2024. The amount realized was Ksh.223, 537. The committee resolved that the savings be utilized under bursary for Secondary Schools during 2024/2025 financial year. This implies that apart from the normal allocation for bursary, the savings shall also be utilized on payment of bursary to needy students in Secondary schools.

Having considered the above mentioned guiding principles and wards report from the public, the committee came up with the budget proposals for 2024/2025 financial year as follows:

S/No.	Project Number	Project Name	Project Activity	Amount Allocated	Current Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE</b>					
1	4-037-208-2210302-100-2024/2025-1	Accommodation - Domestic Travel	Payment of accommodation on domestic travel. (See attached excel sheet)	600,000	New
2	4-037-208-2210504-100-2024/2025-2	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	200,000	New
3	4-037-208-2211301-100-2024/2025-3	Bank service commission and charges	Payment of Bank service commission and charges	70,000	New
4	4-037-208-2110201-100-2024/2025-4	Contractual employees	Payment of 10 NG-CDFC staff Basic salaries. (See attached excel sheet)	2,873,260	New
5	4-037-208-2210801-100-2024/2025-5	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	200,000	New
6	4-037-208-2210203-100-2024/2025-6	Courier and Postal Services	Payment of Courier and Postal Services	60,000	New
7	4-037-208-2210303-100-2024/2025-7	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance. (See attached excel sheet)	400,000	New

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8	4-037-208-2210101-100-2024/2025-8	Electricity	Payment of Electricity charges	150,000	New
9	4-037-208-2211016-100-9	Purchase of Uniforms & Clothing - NGCDFC and Staff	Purchase of Uniforms and Clothing for NG-CDFC Office	300,000	New
10	4-037-208-2211101-100-2024/2025-10	General Office Supplies (papers, pencils, forms, small office equipment etc.)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	455,485	New
11	4-037-208-2211102-100-2024/2025-11	Supply of Computer accessories	Purchase of Computer accessories	200,000	New
12	4-037-208-2710102-100-2024/2025-12	Gratuity-contractual employees	Payment of gratuity to 10 NG-CDFC staff. (See attached excel sheet)	888,719	New
13	4-037-208-2210604-100-2024/2025-13	Hire of Transport	Payment of Hire of Transport	200,000	New
14	4-037-208-2110301-100-2024/2025-14	House allowance	Payment of House allowances to 10 NG-CDFC staff. (See attached excel sheet)	325,000	New
15	4-037-208-2110301-100-2024/2025-15	Housing Levy	Employer contribution to Housing Levy	52,195	New
16	4-037-208-2110314-100-2024/2025-16	Commuter allowance	Payment of transport allowances to 10 NG-CDFC staff. (See attached excel sheet)	286,000	New
17	4-037-208-2210910-100-2024/2025-17	Medical Insurance - NHIF	Payment of Medical Insurance to 10 NG-CDFC staff	95,732	New
18	4-037-208-2210811-100-2024/2025-18	NG-CDFC allowance	Payment of NG-CDFC allowance charges. See attached excel sheet	1,490,000	New
19	4-037-208-2120101-100-2024/2025-19	NSSF	Employer contribution to NSSF. (See attached excel sheet)	206,102	New

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20	4-037-208-2210502-100-2024/2025-20	Publishing and Printing Services	Payment of Publishing and Printing Services	450,000	New
21	4-037-208-2210201-100-2024/2025-21	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses (See attached excel sheet)	325,000	New
22	4-037-208-2210301-100-2024/2025-22	Travel Costs (airlines, bus, railway, etc.)	Payment of Transport Expenses (See attached excel sheet)	300,000	New
23	4-037-208-2210102-100-2024/2025-23	Water & sewerage charges	Payment of Water & sewerage charges	50,000	New
24	4-037-208-2220202-100-2024/2025-24	Purchase of Office Furniture & Equipment	Payment of Office Furniture and Equipment	50,000	New
<b>MONITORING, EVALUATION AND CAPACITY BUILDING</b>					
1	4-037-208-2210801-111-2024/2025-1	Catering Services: Food and Drinks	Payment of catering Services : Food and Drinks	600,000	New
2	4-037-208-2211101-111-2024/2025-2	General Office Supplies (papers, pencils, forms, small office equipment etc.)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	1,000,000	New
3	4-037-208-2210604-111-2024/2025-3	Hire of Transport	Payment of Hire of Transport. (See attached excel sheet)	400,000	New
4	4-037-208-2210704-111-2024/2025-4	Hire of Training Facilities and Equipment	Hire of Training Facilities and Equipment (NG-CDFC, employees of the NG-CDF Committee, Project Management Committees & National Government officers training).	150,000	New

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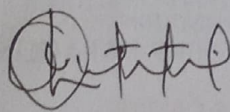
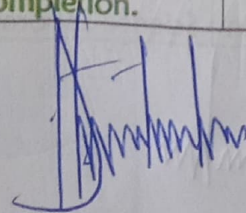


5	4-037-208-2210703-111-2024/2025-5	Production and Printing of Training Materials	Payment of Production and Printing of Training Materials (NG-CDFC, employees of the NG-CDF Committee, Project Management Committees & National Government officers training)	100,000	New
6	4-037-208-2210702-111-2024/2025-6	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services (NG-CDFC, employees of the NG-CDF Committee, Project Management Committees & National Government officers training)	200,000	New
7	4-037-208-2210701-111-2024/2025-7	Travel Allowance on training. See attached excel sheet	Payment of Travel Allowance of NG-CDFC, National Government officers and PMC (NG-CDFC, employees of the NG-CDF Committee, Project Management Committees & National Government officers training)	400,000	New
8	4-037-208-2210802-111-2024/2025-8	Other committee expenses	Payment of Other committee expenses (See attached excel sheet)	1,500,000	New
<b>EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS</b>					
1	4-037-208-2640101-103-2024/2025-1	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	55,413,235	4,350,000 New
2	4-037-208-2640102-103-2024/2025-2	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	10,000,000	New

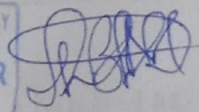
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3	4-037-208-2640106-103-2024/2025-3	Bursary Special Institutions	Payment of bursary to needy students in special Institutions	500,000	New
EMERGENCY RESERVE					65,913,235
1	4-037-208-2640200-101-2024/2025-1	Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	8,972,097	New
PRIMARY SCHOOL PROJECTS					8,972,097
1	4-037-208-2630209-104-2024/2025-1	Khwisero Primary School (Junior Secondary School)  The project was initiated in 2022/23FY and has so far been allocated Kshs.7.3M. This allocation will be adequate for project completion.	Additional funds for the completion of construction of a single storey block comprising of 6no. Classrooms with a ramp: - 1st floor walling, roofing, fixing of doors & windows, ceiling works, electrical works, mechanical works, finishes, paving slab, painting and labeling.	11,107,293	Ongoing
2	4-037-208-2630209-104-2024/2025-2	Ekambuli Primary School (Junior Secondary School)  The project was initiated in 2022/23FY and has so far been allocated Kshs.7.2M. This allocation will be adequate for project completion.	Additional funds for the completion of construction of a single storey block comprising of 6no. Classrooms with a ramp: - 1st floor walling, roofing, doors & windows, ceiling works, electrical works, mechanical works, finishes, paving slab, painting and labeling.	10,949,739	Ongoing

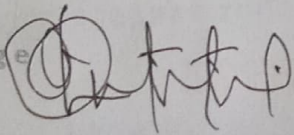
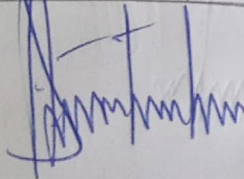
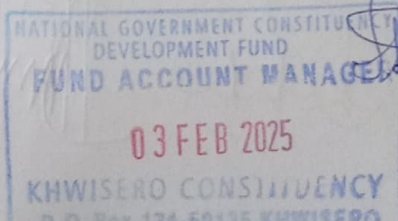
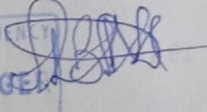



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3	4-037-208-2630209-104-2024/2025-3	<p>Munjiti Primary School (Junior Secondary School)</p> <p>The project was initiated in 2023/24 FY and has so far been allocated Kshs.3M. The Committee has further committed to fund the project to completion as follow: 25/26FY – 10M</p>	<p>Additional funds for the construction of a single storey tuition block comprising of 5no.classrooms, a 45 students capacity Science Laboratory with a ramp: - Ground floor Slab, Erection of ground floor Columns, Walling and casting of suspended floor Slab.</p>	7,000,000	Ongoing
4	4-037-208-2630209-104-2023/2024-4	<p>Ebukwala Primary School (Junior Secondary School)</p> <p>The project was initiated in 2023/24 FY and has so far been allocated Kshs.3M. The Committee has further committed to fund the project to completion as follow: 25/26FY – 10M</p>	<p>Additional funds for the construction of a single storey tuition block comprising of 5no.classrooms, a 45 students capacity Science Laboratory with a ramp: - Ground floor Slab, Erection of ground floor Columns, Walling and casting of suspended floor Slab. The classrooms will accommodate grade 9 students as they are the senior-most in the school.</p>	7,000,000	Ongoing
5	4-037-208-2630209-104-2024/2025-5	<p>Shirotsa Primary School (Junior Secondary School)</p> <p>The project was initiated in</p>	<p>Additional funds for the construction of a single storey tuition block comprising of 5no.classrooms, a 45 students capacity Science Laboratory with</p>	7,000,000	Ongoing



		<p>2023/24 FY and has so far been allocated Kshs.3M. The Committee has further committed to fund the project to completion as follow: 25/26FY - 10M</p>	<p>a ramp: - Ground floor Slab, Erection of ground floor Columns, Walling and casting of suspended floor Slab.</p>		
6	4-037-208-2630209-104-2024/2025-6	<p>Ebukanga Primary School (Junior Secondary School)</p> <p>The site of construction is on swampy grounds hence the additional funds. The NG-CDFC has submitted a BoQ to support the same.</p>	<p>Additional funds for completion of one classroom: glazing, Painting, and laying of pavement ramps. This is a classroom to accommodate grade 9 students.</p>	100,000	Ongoing
7	4-037-208-2630209-104-2024/2024-6	<p>Munjeche Primary School</p> <p><b>NG-CDFC to submit a Land search report, a copy of the title deed and a land valuation report.</b></p>	<p>One off purchase of one acre of Land at Kshs.850,000 and Title Deed Processing fee Ksh.150,000</p>	1,000,000	New

  
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8	4-037-208-2630209-104-2024/2025-7	<p>Elukanji Primary School</p> <p>The NG-CDFC has submitted certified drawings and a BoQ from Kakamega public works office estimating the project cost at Kshs.21,000,000. The Committee has further committed to fund the project to completion as follow: 25/26FY - 8M 26/27FY - 8M</p>	<p>Construction of a single storey tuition block comprising of 5no.classrooms and a 45 student's capacity science Laboratory up to ground floor slab: Site clearance, excavation works, foundation works and laying of ground floor slab. This is the 1<sup>st</sup> allocation to the school project. It shall be funded in three years as incicated.</p>	4,000,000	New
<b>SECONDARY SCHOOL PROJECTS</b>					
1	4-037-208-2630210-104-2024/2025-1	<p>Mundoli Girls' Secondary School</p> <p>The building was funded and constructed to completion by Khwisero NG-CDFC. The initial contract did not factor in terrazzo flooring hence budgeting for it as a new project in this financial year.</p>	<p>Terrazzo flooring in a single storey block comprising of one classroom/ 5 Administration offices (Principal's office, Deputy principal's office, Director of Studies' office, Secretary's &amp; Accounts offices), a staffroom, one classroom, a 60 students capacity library &amp; a 40 students capacity computer Lab.</p>	1,400,000	48,157,032 New

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2	4-037-208-2630210-104-2024/2025-2	Namasoli Secondary School  As above	Terrazzo flooring in a single storey block comprising of one classroom/ 5 Administration offices (Principal, Deputy Principal, Director of Studies, Secretary & Accounts), a staffroom, a 60 students capacity library & a 40 students capacity computer Lab.	1,200,000	New
3	4-037-208-2630210-104-2024/2025-3	Emalindi Girls' Secondary School  As above	Terrazzo flooring in a single storey block comprising of 4no. classrooms/ 5 Administration offices (Principal, Deputy Principal, Director of Studies, Secretary & Accounts) and a staffroom	1,600,000	New
4	4-037-208-2630210-104-2024/2025-4	Emwiru Mixed Secondary School  As above	Terrazzo flooring in a single storey block comprising of 6 No. classrooms	1,200,000	New
5	4-037-208-2630210-104-2024/2025-5	Luanda Dudi Secondary School  As above	Terrazzo flooring in a single storey block comprising of a 60 students capacity library & two 40 students capacity computer Laboratories.	1,200,000	New

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6	4-037-208-2630210-104-2024/2025-6	<p>Khwisero Girls' Secondary School</p> <p>As above</p>	<p>Terrazzo flooring in a single storey block comprising of one classroom/ 5 Administration offices (Principal, Deputy Principal, Director of Studies, Secretary &amp; Accounts), a staffroom, a 60 students capacity library &amp; a 40 students capacity computer Lab.</p>	1,700,000	New
7	4-037-208-2630210-104-2024/2025-7	<p>Shiongo Secondary School</p> <p>As above</p>	<p>Terrazzo flooring in a single storey block comprising of 4No. classrooms/ 5 Administration offices (Principal, Deputy Principal, Director of Studies, Secretary &amp; Accounts) and a staffroom</p>	1,700,000	New
8	4-037-208-2630210-104-2024/2025-8	<p>Mwihila Boys' High School</p> <p>The project was initiated in 2-22/23FY and has so far been allocated 8M. This allocation will be adequate for its completion.</p>	<p>Additional funds for completion of multi-Purpose Hall of 400 capacity with 2no.Changing rooms, serving area, Store, Cateress office, Dish washing area, 2no.door Toilet and 2no.door shower rooms - Wall finishes, floor finishes, mechanical works, painting, ramps and labeling. It caters for pwd.</p>	4,000,000	Ongoing

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13	4-037-208-2630210-104-2024/2025-9	Emaholia Mixed Secondary School  The project was initiated in 23/24FY and has so far been allocated 2M. This allocation will be adequate for its completion.	Additional funds for completion of a Single Science Laboratory of 45 capacity comprising of main Laboratory, Preparation Room & Lab Technician's Room - Wall finishes, windows & doors, glazing, floor finishes, fascia board, worktops, gas system, plumbing works, electricity, soak pit, pavement slab, painting and labeling.	1,500,000	Ongoing
14	4-037-208-2630210-104-2024/2025-11	Emalindi Mixed Secondary School	Construction to completion of 1no.classroom.	1,000,000	New
15	4-037-208-2630210-104-2024/2025-12	Stephen's Mulwanda Secondary School  The Committee has submitted a quotation from Isuzu stating the price of the bus as Kshs.10.95M	One off purchase of a 52 seater Semi-Luxury Isuzu FTR 90P School Bus	10,950,000	New
<b>SECURITY PROJECTS</b>					<b>27,450,000</b>
1	4-037-208-2640507-113-2024-2025-1	Assistant Chief's Office, Mulwanda	Additional funds for completion of an Administration block comprising of 3 rooms - (Assistant chief, Secretary & Boardroom): terrazzo flooring, fixing of windows & doors and painting.	300,000	Ongoing
2	4-037-208-2640507-113-2024-2025-2	Assistant Chief's Office, Ikomero	Additional funds for completion of an Administration block comprising of 3 rooms - (Assistant chief, Secretary &	300,000	Ongoing



			Boardroom) - terrazzo flooring, fixing of windows & doors and painting.		
3	4-037-208-2640507-113-2024-2025-3	Assistant Chief's Office, Shirali	Additional funds for completion of an Administration block comprising of 3 rooms - (Assistant chief, Secretary & Boardroom) - terrazzo flooring, fixing of windows & doors and painting.	300,000	Ongoing
4	4-037-208-2640507-113-2024-2025-4	Khwisero Law Courts  <b>NG-CDFC to submit a request letter from the registrar of the judiciary requesting for the renovation works. The Committee to also submit certified costs of the project.</b>	Renovation of Khwisero Law Courts: Reroofing, Walling, Fixing of Windows and Doors, Construction of two cells, Magistrate's preparation room, Prosecutor's room, Registry and Exhibit store.	4,500,000	New
	<b>TOTAL ALLOCATION</b>			<b>170,469,857</b>	

Min 06/08/11/2024: A.O.B

- The NG-CDFC Chairman reminded members that they must know what is going on in our projects at all times for proper management.
- The NGCDF Committee members should be sitting in PMC meetings as ex-officio members. However, they should not influence what goes on in the Project Management Committees.
- The Fund Account Manager advised members not to leak information on the proposed budget to the public until the budget is approved.

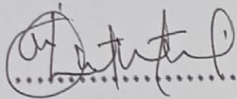
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- We shall be expecting a circular from the NG-CDF Board on nomination of NG-CDF Committee members since the term of present committee members is almost ending (end of November, 2024 for Khwisero plus many others).

There being no other business Mrs. Rose Ombewa proposed the adjournment of the meeting at 1.25pm. She was seconded by Mrs. Christine Agiso. Closing prayer was given by Mr. Roberts Mayienga.

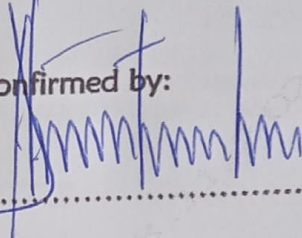
Compiled by:



Secretary (NG-CDFC)



Confirmed by:



Chairman (NG-CDFC)

