



**National Government Constituencies Development Fund**

**Sabatia Constituency**

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**MINUTES OF SABATIA NG-CDF COMMITTEE MEETING HELD ON 30<sup>TH</sup> SEPTEMBER, 2021**  
**AT SABATIA NG-CDF BOARDROOM**

**MEMBERS PRESENT**

**DESIGNATION**

- |                            |           |
|----------------------------|-----------|
| 1. Mr. John Sabwa Sagala   | Chairman  |
| 2. Mr. Ephraim Gallo       | Secretary |
| 3. Mr. Tom Gimonge         | FAM       |
| 4. Mrs. Mary Wanjiru       | DCC       |
| 5. Mrs. Serah Muhalia Litu | Member    |
| 6. Mrs. Nancy Salano       | Member    |
| 7. Miss. Nelly Imali       | Member    |
| 8. Mr. Eston Kiguhi Avisa  | Member    |
| 9. Miss. Mary Goretti      | Member    |

**AGENDA**

1. Opening Prayer and Preliminaries.
2. Introduction.
3. Address by the DCC / A/C Chairman
4. Project Proposals for 2021/2022
5. Sabatia NG-CDF commitments on ongoing projects
6. A.O.B.

**MIN 1/30/09/2021 -OPENING PRAYER AND PRELIMINARIES**

- The meeting started at 10.25a.m. with a word of prayer from Mary Gorreti Mmoji.

### **MIN 2/30/09/2021 –ADDRESS BY THE DCC / CHAIRMAN**

- The DCC thanked Sabatia NG-CDF for considering security projects like construction of the chiefs' offices and police stations
- He further thanked the fund manager for facilitating the ward forums and making sure the public health regulations are adhered to.
- The Chairman thanked members for participating fully in the ward forums and making sure needy institutions have been identified for funding.

### **MIN 3/30/09/2021–PROJECT PROPOSALS FOR FY 2021/2022**

- The Committee was informed that the Financial Allocation for the FY 2021/2022 is Kshs. 137,088,879.00
- Members also agreed to construct a modern power house at the NG-CDF office.
- The Committee approved the projects proposals for the financial year 2021/2022 to be submitted as follows:

<b>Name of Project</b>	<b>Activity</b>	<b>Amount (Ksh)</b>	<b>Status</b>
<b>ADMINISTRATION/ RECURRENT</b>			
Employees Salaries	Payment of staff salaries	1,350,000.00	Ongoing
Employees Gratuity	Payment of staff gratuity	1,002,895.59	Ongoing
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	1,531,401.85	Ongoing
NSSF	Payment of NSSF Deductions	217,103.09	Ongoing
NHIF	Payment of NHIF Deductions	239,856.20	Ongoing
Committee Expenses	Payment of committee sitting allowances, transport, conferences	3,863,655.27	Ongoing
		<b>8,204,912.00</b>	
<b>MONITORING &amp; EVALUATION/ CAPACITY BUILDING</b>			
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	800,000.00	Ongoing

Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,300,000.00	Ongoing
CDFC/PMC Capacity Building	Undertake Training of the PMCs/ NGCDFCs on NG CDF Related issues	1,000,000.00	Ongoing
		<b>4,100,000.00</b>	
<b>EMERGENCY</b>			
EMERGENCY	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,207.00	Ongoing
		<b>7,192,207.00</b>	
<b>SPORTS &amp; CULTURE</b>			
Sports	To carry out a Constituency sports tournament where the winning teams will be awarded with balls, uniforms and trophies wehre facilitation of the tournament @ Kshs. 1,000,000 and purchase of balls, uniforms, trophies and equipments @ Kshs. 1,207,760	2,207,760.00	Ongoing
		<b>2,207,760.00</b>	
<b>SABATIA NG-CDF OFFICE</b>			
Sabatia NG-CDF Office	Construction of generator house by laying foundation, walling, roofing, tiling, painting, fitting doors and windows to completion	2,000,000.00	New
		<b>2,000,000.00</b>	
<b>BURSARY</b>			
Bursary Secondary Schools	Cater for bursary for needy and bright students in secondary schools	7,400,000.00	Ongoing

Bursary Tertiary Schools	Cater for bursary for needy and bright students in tertiary schools	6,450,000.00	Ongoing
Bursary Special Schools	Cater for bursary for needy and bright students in special schools and institutions	1,000,000.00	Ongoing
		<b>14,850,000.00</b>	
<b>TRANSFERS TO PRIMARY SCHOOLS</b>			
Maganyi Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Mwilitsa Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Itegero Primary School.	Renovation of 3 classrooms by roofing, plastering flooring and painting to completion	1,000,000.00	New
Chatamilu Primary School.	Renovation of 4 classrooms by flooring and painting to completion	700,000.00	New
Chamakanga Special School	Completion of a dining hall housing 100 students by Plastering, painting, fitting doors and windows, ceiling, flooring and labeling	1,500,000.00	Ongoing
Wasundi Primary School.	Purchase of 2 acres of land inclusive of processing title deed for school expansion	2,500,000.00	New
Mululu Primary School.	Construction of a dormitory housing 70 students by laying foundation, walling and roofing to completion	2,000,000.00	New
Mudete Primary School.	Renovation of 3 classrooms by roofing, plastering, flooring, fixing of windows and painting to completion	1,200,000.00	New
Walodeya Primary School	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Chavakali Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Endeli Primary School	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Hamadira Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New

Digula Primary School	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Inyali Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Mutambi Primary School	Renovation of 3 classrooms by roofing, plastering, flooring, fixing of windows and painting to completion	1,200,000.00	New
Mulundu Primary School	Renovation of 4 classrooms by roofing, plastering, flooring, fixing of windows and painting to completion	1,600,000.00	New
Mulele Primary School	Renovation of 3 classrooms by roofing, plastering, flooring, fixing of windows and painting to completion	1,200,000.00	New
Keveye Primary School	Renovation of 3 classrooms by roofing, plastering, flooring, fixing of windows and painting to completion	1,200,000.00	New
Lusaala Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Madegwa Special School.	Purchase of 1.5 acres of land inclusive of processing title deed	1,500,000.00	New
Selelwe Primary School	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Mago Primary School.	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
Sabatia Primary School	Renovation of 2 classrooms by roofing, plastering, flooring and painting to completion	800,000.00	New
		<b>25,200,000.00</b>	
<b>TRANSFERS TO SECONDARY SCHOOLS</b>			

Ikobero Secondary School..	Completion of 3-bedroomed Principal's house by plastering, fitting window panes, painting, facia board and septik tank. Sabatia NG-CDF was constructing 2-houses separately for the Principal and Deputy principal at a cost of Kshs. 2.5 million and 1.5 million respectively. The Deputy principal's house is complete and in use while the Principal's is in progress to completion	1,000,000.00	Ongoing
Kapsambo Secondary School	Completion of a single science laboratory housing 70 students by ceiling., electrical and plumbing works	1,500,000.00	Ongoing
St. Marks Secondary School Chavogere	Completion of a dormitory accommodating 100 students by roofing, plastering, flooring, fitting doors, windows, ceiling and painting. Sabatia NG-CDF had allocated the project Kshs. 1,500,000 in the financial year 2019-2020. A balance of Kshs. 4,700,000 has been allocated in the current financial year for project completion	4,700,000.00	Ongoing
Busali Union Secondary School..	Renovation of the school multi-purpose hall accommodating 500 students by raising roof, terazo fitting, fitting of steel doors and windows to completion.	1,500,000.00	New
Viyalo Secondary School	Construction of ablution block with 12-doors to completion. 2-doors will accommodate PWDs	2,000,000.00	New
Evojo PAG Secondary School.	Completion of a science laboratory housing 70 students by ceiling, electrical and plumbing works.	1,000,000.00	Ongoing
Chamakanga Secondary School	Ongoing construction of a science laboratory housing 70 students by walling and roofing. The balance for project completion of Ksh. 1,500,000 will be allocated in the financial year 2022/2023	1,500,000.00	Ongoing
Bukulunya Secondary School.	Construction of 2 classrooms to completion	2,000,000.00	New
Kisangula Secondary School.	Completion of a library accommodating 300 students by ceiling, painting and electrical works	1,234,000.00	Ongoing

Chandumba Secondary School..	Construction of 2-floor storied building housing twin science laboratories at the 1st floor and 2No. Classrooms at the 2nd floor by laying foundation and raising columns	2,300,000.00	New
Ivona Secondary School	Renovation of 2No. Classrooms by raising lintel, re-roofing, flooring, plastering, painting, fitting steel doors, fixing of windows and windows to completion.	1,000,000.00	New
Kegondi Secondary School.	Purchase of 2 acres of land inclusive of processing title deed.	2,000,000.00	New
Gahumbwa Secondary School.	Completion of a dormitory accommodating 150 students by ceiling, electrical and plumbing works	1,500,000.00	Ongoing
Gaigedi Secondary School..	Completion of 3-floor storied building housing 6 classrooms and an administration office comprising of 3 offices and staffroom by walling, plastering, flooring, fitting doors and windows. Sabatia NG-CDF was to do 2nd and 3rd floor at a cost of 5,800,000 while BOM was to do 1st floor. 1st floor is complete.	2,000,000.00	Ongoing
Jemovo Secondary School	Construction of an administration block consisting of Principal's office, deputy principal's office, accounts office, secretary office and staffroom accommodating 20 teachers foundation, walling and roofing.	2,000,000.00	New
Nabwani Secondary School.	Completion of an administration block consisting of Principal's office, deputy principal's office, accounts office, secretary office and staffroom accommodating 20 teachers by ceiling, painting, electrical and plumbing works	1,500,000.00	Ongoing
		<b>28,734,000.00</b>	
<b>TRANSFERS TO TERTIARY INSTITUTION</b>			
Kenya Medical Training College - Vihiga..	Additional funds for construction of 3-storied building housing 6No. Classrooms, administration offices and a laboratory by roofing, walling, plastering, painting, electrical and plumbing works to completion	25,000,000.00	Ongoing
		<b>25,000,000.00</b>	

<b>ENVIRONMENT</b>			
Chavogere Primary School	Construction of 10-door exhaustible pit latrine to completion, 2-doors to accommodate PWDs.	1,200,000.00	New
Chugi Primary School	Construction of 10-door exhaustible pit latrine to completion, 2-doors to accommodate PWDs.	1,200,000.00	New
		<b>2,400,000.00</b>	
<b>SECURITY</b>			
Kedoli Assistant Chiefs Office	Construction of an Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office by laying foundation, walling and roofing.	1,000,000.00	New
Budaywa Assistant Chiefs Office.	Construction of an Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office by laying foundation, walling and roofing	1,000,000.00	New
Evojo Assistant Chiefs Office.	Completion of an Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office by plastering, painting, flooring and electrical works	700,000.00	Ongoing
Izava North Chiefs Office.	Complete renovation of 4-roomed chief's office by ceiling, fitting window glasses, electrical and plumbing works. The project had been allocated Kshs. 1,000,000.00 towards flooring, plastering, fitting doors and windows and painting	700,000.00	Ongoing
Mukingi Assistant Chiefs Office.	Completion of Assistant Chief's office accommodating assistant chief's office, boardroom and secretary's office by plastering, painting, flooring and electrical works.	500,000.00	Ongoing
Kivagala Assistant Chiefs Office.	Completion of Assistant Chief's office accommodating assistant chief's office, boardroom and secretary's office by plastering, painting, flooring and electrical works	500,000.00	Ongoing



Wodanga Chiefs Office.	Renovation of Chief's office accommodating Chief's office, Secretary's office and 2-roomed police office by plastering, flooring, re-roofing and painting to completion	1,300,000.00	New
Lusengeli Assistant Chiefs Office.	Completion of Assistant Chief's office accommodating assistant chief's office, boardroom and secretary's office by plastering, painting, flooring and electrical works	500,000.00	Ongoing
Solongo Assistant Chiefs Office.	Completion of Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office by plastering, painting, flooring and electrical works	500,000.00	Ongoing
Chavakali Police Station..	Construction of a police administration block housing Officer Commanding Station office, report office, crime office and suspect holding room by laying foundation, walling, roofing, plastering, electrical works, plumbing works, fitting doors and windows.	6,000,000.00	Ongoing
Kilingili Police Station	Completion of 6 units doubled roomed police houses by roofing, plastering, flooring, painting, ceiling, fitting doors and windows. The police station is operational.	4,500,000.00	Ongoing
		<b>17,200,000.00</b>	

**GRAND TOTAL**

**137,088,879.00**

#### **MIN. 4/30/09/2021 – SABATIA NG-CDF COMMITMENTS ON ONGOING PROJECTS**

- ❖ The committee agreed allocate final funds to all ongoing projects that had taken over three financial years.
- ❖ The following projects had been allocated as below: -
  - a) **St. Chavogere Secondary School** - Construction of a dormitory accommodating 100 students. The contract sum for the project is Kshs. 6,200,000. Sabatia NG-CDF has allocated the project Kshs. 1,500,000 in the financial year 2019-2020. A balance of Kshs. 4,700,000 has been allocated in the current financial year for project completion. Members noted that the project had been erroneously omitted from the list of ongoing projects. The fund manager was requested to include it.

- b) **Chamakanga Secondary School** - Construction of a single laboratory. The contract sum for the project is Kshs. 4,500,000. Sabatia NG-CDF allocated Kshs. 1,500,000 during the financial year 2019-2020. The committee has allocated Kshs. 1,500,000 in the financial year 2021-2022. A balance of kshs. 1,500,000 will be allocated in the financial year 2022-2023.
- c) **Bukulunya Secondary School** - Construction of 3No. Classrooms on a 2-floor storied building. The contract sum for the project is Kshs. 6 million. The committee has allocated Kshs. 2 million in the financial year 2021-2022. A balance of Kshs. 4 million will be allocated in the financial years 2022-2023 and 2023-2024.
- d) **Chandumba Secondary School** - Construction of 2-floor storied building housing twin science laboratories at the 1st floor and 2No. Classrooms. The contract sum for the project is Kshs. 8.2 million. Sabatia NG-CDF has allocated Kshs. 1.5 million in the financial year 2021-2022. A balance of Kshs. 7 million will be allocated in the financial years 2022-2023 and 2023-2024.
- e) **Jemovo Secondary School** - Construction of an administration block. The contract sum for the project is kshs. 4.2 million. The committee has allocated Kshs. 2 million in the financial year 2021-2022. A balance of Kshs. 2.2 million will be allocated in the financial years 2022-2023.
- f) **Chavakali Police Station** - Construction of a police station. The contract sum for the project is 11.2 million. Sabatia NG-CDFC allocated Kshs. 1.5 million in the financial year 2020-2021 and Kshs. 6 million in the financial year 2021-2022. A balance of Kshs. 3.7 million will be allocated in the financial year 2022-2023.
- g) **Kedoli Assistant Chiefs Office** - Construction of an Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office. The contract sum for the project is kshs. 1,700,000. Sabatia NGCDFC has allocated Kshs. 1 million in the current financial year. A balance of Kshs. 700,000 will be allocated in the financial year 2022-2023 for the project completion.
- h) **Budaywa Assistant Chiefs Office** - Construction of an Assistant Chief's office accommodating Assistant chief's office, boardroom and secretary's office. The contract sum for the project is kshs. 1,700,000. Sabatia NGCDFC has allocated Kshs. 1 million in the current financial year. A balance of Kshs. 700,000 will be allocated in the financial year 2022-2023 for the project completion.
- i) **Kenya Medical Training College – Vihiga** - Construction of 3-storied building housing 6No. Classrooms, administration offices and a laboratory. The contract sum is 50 million. Sabatia NG-CDF Committee had allocated Kshs. 20 million in the financial year 2020-2021 and 25 million in the financial year 2021-2022. A balance of Kshs. 5 million will be allocated in the financial year 2022-2023.
- j) **Igunga Girls High School** - Construction of science laboratory. The contract sum was erroneously captured as Kshs. 5,290,044 while the actual contract sum as per the BQ from the public works is Kshs. 3 million. Sabatia NG-CDF committee will submit a copy of the BQ for your perusal.
- k) **Moi Gilrs High School – Vokoli** - Construction of 3-storeyed building housing classrooms and administration offices. The contract sum for the project was Kshs. 235 million. Sabatia NG-

CDF committee had allocated Kshs. 210 million leaving a balance of Kshs. 25 million. The NG-CDF board – Nairobi with Sabatia NG-CDF committee had an agreement to have the last funding for this project in the financial year 2020-2021. The building was to be scaled down thus the funds for the financial year 2020-2021 was to complete the project. Members agreed to remove the project from the ongoing projects.

Members also noted that Gaigedi Secondary School was almost complete. The project was co-funded by Sabatia NG-CDF and BOM where Sabatia NG-CDF was to do 2nd and 3rd floor at a cost of 5,800,000 while BOM was to do 1st floor. Members agreed to allocate the balance of kshs. 2 million to complete the project.

They further resolved that the following project was erroneously captured in the previous ongoing report and should therefore be removed from the list since they are complete Chatamilu Primary School renovation of classrooms

#### **MIN. 5/30/09/2021 – A.O.B**

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- ❖ Members advised to continue sanitizing and using masks in all avenues until the lapse of the disease.

There being no any other business, the meeting was adjourned with a word of prayer from Margaret Masaya

Full Names of NG-CDFC Chairman..... JOHN SABWA  
Signature..... [Signature]  
Date..... 30/09/2021  
Full Names of NG-CDFC Secretary..... EPHRAIM GALLO  
Signature..... [Signature]  
Date..... 30-9-21

