



NG-CDF BOARD

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND
KABONDO KASIPUL CONSTITUENCY

Rachuonyo East Sub County

P.O BOX 84-40223 Kadongo

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MINUTES OF KABONDO KASIPUL NG-CDF COMMITTEE MEETING
HELD ON 9TH JANUARY, 2023 AT THE NG-CDF OFFICE BOARD ROOM
AT 9.00 A.M.

MEMBERS PRESENT

Name	Designation
1. Mr. Elijah Ragot Othira	-Chairman
2. Ms. Monica Oketcha Amukoya	-Secretary
3. Ms. Eunice Irene Awuor	-Fund Account Manager
4. Mr. Job K.T Kemey	-Deputy County Commissioner
5. Mr. Doncarlos Agok	-Member
6. Ms. Carolyn Aoko Okoth	-Member
7. Mr. David Agwenge Ogonda	-Member
8. Mr. John Onyango Anyango	-Member
9. Ms. Elizabeth Adhiambo Ojwang	-Member
10. Mr. Meshak Okoth Mumi	-Member

Agenda

1. Preliminaries
2. Reading and Confirmation of the Previous Meeting Minutes
3. Matters arising
4. Preparation and Submission of Financial Year 2022/2023 Proposal Guidelines
5. NG-CDFC Open Public Forums for Projects Identification and Prioritisation in the 4 Wards
6. Summary of Ongoing Projects Report
7. Funding Plan of Partially Funded Projects
8. Financial Year 2022/2023 Budget Proposal Approval
9. Confirmation of Motor Vehicle and Motor Cycles Ownership
10. Adjournment

Vision: To be renowned Constituency in advocating for all round socio-economic development and sustainability



MINUTE -01/09/01/2023: PRELIMINARIES

The chairman called the meeting to order at exactly 9:00am. He then called upon Ms. Ms. Elizabeth Ojwang to lead members in opening prayers. He welcomed members to the meeting and thanked them for availing time out of their busy schedules to attend the meeting.

He noted that the main agenda of the meeting was to endorse the Financial Year 2022/2023 Budget Proposal that had been proposed by the constituents during the ward meetings held on 29th and 30th December, 2022.

MINUTE -02/09/01/2023: READING AND CONFIRMATION OF THE PREVIOUS MEETING MINUTES

The secretary read out the minutes of the previous meeting held on 28th December, 2022 and asked the members to keenly follow up and note areas in which matters would arise. After reading and analysis the minutes were proposed and seconded Ms. Carolyne Okoth and Mr. Doncarlos Agok respectively, as the true records of the previous proceedings.

MINUTE -03/09/01/2023: MATTERS ARISING

There were no matters arising from the minutes of the previous meeting, hence the chairman embarked on the day's agenda.

MINUTE -04/09/01/2023: PREPARATION AND SUBMISSION OF FINANCIAL YEAR 2022/2023 PROPOSAL GUIDELINES

The Fund Account Manager informed the meeting that the NG-CDF Board had allocated the constituency **Kshs. 138,215,033**, hence there was need to forward the budget proposal in time as per the guidelines issued in the circular reference number NG-CDFB/CEO/BOARD CIRCULARS Vol. II (033) dated 15th December 2022

She highlighted some of the guidelines as follows:

- **Basis of Identification of Project Proposals**
Section 27 (1) of the Act requires that, the chairperson of the Constituency Committee shall, within the first year of the commencement of a new Parliament and at least once every two years thereafter, convene open forum public meetings in every ward in the constituency to deliberate on development matters in the ward and in the constituency.
- **Eligible Projects under the Act**
- **Basis of Allocation of Funds to Projects**
- **Projects to be co-financed with other agencies**
- **Adherence to Statutory Ceilings**

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- **Office Administration** shall be up to a maximum of 6% of the total annual allocation for the constituency
 - **Monitoring and Evaluation** shall not exceed 3% shall be allocated for this purpose.
 - **Education Bursary** shall not exceed 35% of the total allocation of the constituency in that financial year.
 - **Sports Activities** shall not exceed 2% of the total allocation of the constituency in that financial year
 - **Environmental Activities** shall not exceed 2% of the total allocation of the constituency in that financial year.
 - **Constituency Oversight Committee** shall not exceed 1% of the total allocation of the constituency in that financial year.
- **Allocation of Funds for Preparation of Constituency Strategic Plan**
Shall not exceed Kshs. 2,000,000
 - **Implementation of High Impact & Best Practice Projects**
Committees shall prioritise the high impact & best practice projects state in the financial year 2022/2023 performance contract
 - **Completion of On-Going Projects before Embarking on New Ones**
Funding of Necessary Infrastructure to facilitate transition to Junior Secondary Schools
 - **Labelling/Branding of Constituency Projects**
 - **Project Proposal Submission**
 - **Timeline for Submission of Project Proposals**
NG-CDF Committees are required to submit their Project Proposals in the shortest time possible, and in any case not later than **13th January, 2023**.

MINUTE -05/09/01/2023: NG-CDFC OPEN PUBLIC FORUMS FOR PROJECTS IDENTIFICATION AND PRIORITISATION IN THE 4 WARDS

The Fund Account Manager tabled to the meeting the Open Public Forum for Project Identification and Prioritisation Report, which was in line with the provisions of part V, section 27(1) and Section 27(2) and (3) of the NG-CDF Act 2015 as amended in 2022.

Summary of Ward Meetings Projects

S/No.	Project Name	Project Activity	Sector	Ward
1.	God Agak Primary School	Renovation of 2 classrooms	Primary School	Kojwach
2.	Otel Primary School	Renovation of 2 classrooms	Primary School	Kojwach

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S/No.	Project Name	Project Activity	Sector	Ward
3.	Ringa Primary School	Renovation of 7 classrooms	Primary School	Kojwach
4.	Kojwach Primary School	Renovation of 8 classrooms	Primary School	Kojwach
5.	Kojwach High School	Construction of laboratory	Secondary School	Kojwach
6.	ACC Kasipul East Division	Construction of ACC office	Security	Kojwach
7.	Kojwach Primary School	Purchase & installation of 10M ³ water tank	Environment	Kojwach
8.	Oriwo Vocational ICT Hub	Establishment of fully equipped ICT Hub	ICT Hubs	Kojwach
9.	Nyabondo Primary School	Renovation of 2 classrooms	Primary School	Kakelo Kokwanyo
10.	Ogilo Primary School	Renovation of 2 classrooms	Primary School	Kakelo Kokwanyo
11.	Pany Komolo Primary School	Renovation of 8 classrooms	Primary School	Kakelo Kokwanyo
12.	Nyabondo Milimani Primary School	Completion of 2 classrooms	Primary School	Kakelo Kokwanyo
13.	Saramba Primary School	Renovation of 1 classroom	Primary School	Kakelo Kokwanyo
14.	Kakelo Primary School	Renovation of 7 classrooms & administration block	Primary School	Kakelo Kokwanyo
15.	Kokwanyo Mixed Secondary School	Completion administration block	Secondary School	Kakelo Kokwanyo
16.	Ogilo Secondary School	Completion of 1 classroom	Secondary School	Kakelo Kokwanyo
17.	Ober Mixed Primary School	Purchase & installation of 10M ³ water tank	Environment	Kakelo Kokwanyo
18.	God Ber Primary School	Purchase & installation of 10M ³ water tank	Environment	Kakelo Kokwanyo
19.	Komolo Primary School	Purchase & installation of 10M ³ water tank	Environment	Kakelo Kokwanyo
20.	Omiro Vocational ICT Hub	Establishment of fully equipped ICT Hub	ICT Hubs	Kakelo Kokwanyo

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S/No.	Project Name	Project Activity	Sector	Ward
21.	Ongoro Primary School	Construction of 1 classroom	Primary School	Kabondo West
22.	Kowidi Primary School	Renovation of 2 classrooms	Primary School	Kabondo West
23.	Masogo Primary School	Completion of Administration Block	Primary School	Kabondo West
24.	Chagere Primary School	Completion of 1 classroom	Primary School	Kabondo West
25.	Ponge Primary School	Completion of 1 classroom	Primary School	Kabondo West
26.	God Miaha Primary School	Renovation of 1 classroom	Primary School	Kabondo West
27.	Nyasore Primary School	Renovation of 8 classrooms and construction of 1 new classroom	Primary School	Kabondo West
28.	Orera Primary School	Construction of 2 classrooms from slab level	Primary School	Kabondo West
29.	Awuor Dimo Primary School	Renovation of 2 classrooms	Primary School	Kabondo West
30.	Kotienditi Primary School	Renovation of 8 classrooms	Primary School	Kabondo West
31.	Suna Primary School	Renovation of 1 classroom	Primary School	Kabondo West
32.	Kilusi Secondary School	Construction of laboratory	Secondary School	Kabondo West
33.	Owiro Secondary School	Completion of laboratory/library	Secondary School	Kabondo West
34.	Kandegwa Secondary School	Construction of laboratory	Secondary School	Kabondo West
35.	Got Rateng Secondary School	Completion of dormitory	Secondary School	Kabondo West
36.	Rachuonyo East DDC	Fencing of DCCs residence, Renovation and Purchase of water tank	Security	Kabondo West
37.	Adega Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo West
38.	God Miaha Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo West

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S/No.	Project Name	Project Activity	Sector	Ward
39.	Ongoro Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo West
40.	Nyarabi Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo West
41.	Ongujo Primary School	Renovation of 2 classrooms	Primary School	Kabondo East
42.	Omuga Primary School	Construction of administration block	Primary School	Kabondo East
43.	Kolweny Primary School	Renovation of 8 classrooms	Primary School	Kabondo East
44.	Nyandolo Primary School	Completion of 2 classrooms	Primary School	Kabondo East
45.	Pala Primary School	Renovation of 2 classrooms	Primary School	Kabondo East
46.	Oriang Primary School	Renovation of 22 classrooms	Primary School	Kabondo East
47.	Otondo Mixed Secondary School	Construction of 5 roomed administration block	Secondary School	Kabondo East
48.	Kolwa Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo East
49.	Nyamwaga Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo East
50.	Wangapala Primary School	Purchase & installation of 10M ³ water tank	Environment	Kabondo East
51.	Wang'chieng Chief's Camp ICT Hub	Establishment of fully equipped ICT Hub	ICT Hubs	Kabondo East

MINUTE -06/09/01/2023: SUMMARY OF ONGOING PROJECTS REPORT

The Fund Account Manger presented the summary of the ongoing projects as tabled under neath.

She mentioned that the projects must be incorporated in the current proposal for the financial year 2022/2023 in line with the provisions of the NG-CDF Act




Project Name	Approved Activities		Pending Activities	Original/ Estimated Cost/ Engineers Estimate (Kshs.)	Cumulative allocation to the project(Kshs.)		Balance to complete the project (Kshs.) (Contract sum less cumulative allocation)	Remarks
	Financial Years	Amount Allocated						
Nyabondo Milimani Primary School	Construction of 2 Classrooms-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, external plastering, tiling, glazing, fascia board and painting	Floor tiling and painting	2,500,000	2020/2021	2,000,000	500,000	Funds allocated in 2020/21 could not complete the project due to inflation in cost of materials	
Masogo Primary School	Construction of Administration Block-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, glazing, fascia board, fixing ceiling board and painting	Ceiling board installation, tiling & painting	1,250,000	2018/2019 2021/2022	400,000 400,000	450,000	Funds allocated in 2021/22 could not complete the project due to inflation in cost of materials	
Chagere Primary School	Construction of 1 Classroom-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, glazing, fascia board and painting	Floor tiling & painting	1,275,000	2018/2019 2021/2022	800,000 225,000	250,000	Funds allocated in 2021/22 could not complete the project due to inflation in cost of materials	
Ponge Primary School	Construction of 1 Classroom-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, external	Floor tiling, painting and electrical works	1,250,000	2018/2019 2021/2022	650,000 200,000	400,000	Funds allocated in 2021/22 could not complete the project due to	



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Project Name	Approved Activities		Pending Activities	Original/ Estimated Cost/ Engineers Estimate (Kshs.)	Cumulative allocation to the project(Kshs.)		Balance to complete the project (Kshs.) (Contract sum less cumulative allocation)	Remarks
					Financial Years	Amount Allocated		
Nyandolo Primary School	plastering, tiling, glazing, fascia board and painting Construction of 2 Classrooms-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, external plastering, tiling, glazing, fascia board and painting	Plastering, floor tiling, fittings and painting to completion	2,400,000	2021/2022	1,000,000	1,400,000	inflation in cost of materials Funds allocated in 2021/22 could not complete the project due to inflation in cost of materials	
Kokwanyo Mixed Secondary School	Construction of Administration Block-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, Ceiling board, external plastering, tiling, glazing, fascia board, fixing ceiling board and painting	Floor tiling & ceiling board	3,500,000	2018/2019 2019/2020 2020/2021 2021/2022	500,000 1,000,000 1,000,000 500,000	500,000	Funds allocated in 2020/21 could not complete the project due to inflation in cost of materials	
Ogilo Secondary School	Construction of 1 Classroom-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, glazing, fascia board and painting	Plastering, floor tiling, fittings and painting	1,500,000	2019/2020	800,000	700,000	Funds allocated in 2019/20 could not complete the project due to inflation in cost of materials	
Owiro Secondary	Construction of laboratory/Library-Foundation, walling, and painting	Ceiling board, external wall plastering, floor	5,000,000	2019/2020 2020/2021	1,250,000	1,500,000	Funds allocated in 2021/22 could not	



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Project Name	Approved Activities		Pending Activities	Original/ Estimated Cost/ Engineers Estimate (Kshs.)	Cumulative allocation to the project(Kshs.)		Balance to complete the project (Kshs.) (Contract sum less cumulative allocation)	Remarks
	Financial Years	Amount Allocated						
School	roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, painting, glazing, fascia board, library shelves, tables	tiling, glazing and painting			2021/2022	1,250,000 1,000,000		complete the project due to inflation in cost of materials
Kandegwa Secondary School	Construction of Science Laboratory-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, glazing, fascia board, fixing ceiling board and painting	Construction of verandah & painting	4,200,000		2017/2018 2018/2019 2019/2020 2020/2021	1,000,000 1,000,000 1,000,000 500,000	700,000	The project was not identified at the submission of 2020/21 ongoing report
Got Rateng Secondary School	Construction of 60 students capacity dormitory-Foundation, walling, roofing, flooring, fixing windows & doors, plastering, ceiling board, external plastering, tiling, glazing, fascia board, fixing ceiling board and painting	Wall plastering, fittings, floor tiling & painting	3,500,000		2019/2020	1,000,000	2,500,000	The project was not identified at the submission of 2020/21 ongoing report
Oriwo Vocational & ICT Hub	Construction & equipping of ICT Hub- Foundation, walling, roofing, windows & doors fixing, installation of	Renovation to completion of the hub: Installation of ceiling, floor tiling, painting	3,569,257		2018/2019 2020/2021 2021/2022	1,000,000 300,000 550,000	1,719,257	Funds allocated in 2021/22 could not complete the project due to



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Project Name	Approved Activities		Pending Activities	Original/ Estimated Cost/ Engineers Estimate (Kshs.)	Cumulative allocation to the project(Kshs.)		Balance to complete the project (Kshs.) (Contract sum less cumulative allocation)	Remarks
	Financial Years	Amount Allocated						
	ceiling, painting and work stations @550,000. Telcom Kenya equipment installation plus 13 laptops @1,169,257	& installation of 15 workstations @550,000. Installation of satellite antenna, router, digital access kit, 13 digital access kits, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories @1,169,257						inflation in cost of materials
Omira Vocational & ICT Hub	Construction & equipping of ICT Hub-Foundation, walling, roofing, windows & doors fixing, ceiling board and painting, Purchase of 15 laptops @585,800, Replacement of faulty equipment by Telcom 50,000, Purchase of 10,000 litres water tank, installation and guttering 240,000	Purchase of 15 digital access kits@585,800, Purchase of 10M3 water tank @90,000, construction of tank base @50,000, installation of gutters @65,000, down pipes and plumbing works at the fetching point @35,000	3,560,057	2017/2018 2018/2019 2021/2022	1,169,257 1,000,000 575,000	815,800	Funds allocated in 21/22 could not complete the project due to inflation in cost of materials	
Wang'chieng Chief's Camp ICT Hub	Construction & Equipping of ICT Hub-Foundation, walling, roofing, flooring, doors & fixing of windows.	Fencing of 0.25 acres using angle bars, barbed wire & mesh and gate installation to	3,719,257	2020/2021 2021/2022	400,000 700,000	2,619,257	Funds allocated in 21/22 could not complete the project due to	

Project Name	Approved Activities		Pending Activities	Original/ Estimated Cost/ Engineers Estimate (Kshs.)	Cumulative allocation to the project(Kshs.)		Balance to complete the project (Kshs.) (Contract sum less cumulative allocation)	Remarks
					Financial Years	Amount Allocated		
	<p>Fencing & Gate installation (450,000), Completion- Installation of Ceiling, installation of 15 workstations, purchase of 15 chairs and painting, 600,000, construction of toilet- 400,000, Telcom Kenya equipment installation plus 13 laptops @ 1,169,257,</p>		<p>completion @ Kshs.450,000, Renovation of the hub: windows reinforcement, installation of ceiling, installation of 15 workstations & painting @ Kshs.600,000. Construction of 3 doors pit latrines with 1 door catering for the PWDs with hand washing facility @ Kshs.400,000 Installation of satellite antenna, router, digital access kit, 13 digital access kits, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories @ Kshs.1,169,257</p>				inflation in cost of materials	

MINUTE -07/09/01/2023: FUNDING PLAN OF PARTIALLY FUNDED PROJECTS

The chairman noted that the under listed projects had been funded partially and the remaining balances shall be allocated in the next financial year 2023/2024

No.	Project Name	Project Activity	Original Cost	Amount Allocated (2022/23)
1.	Kilusi Secondary School	Construction of 60 students capacity laboratory to roof level	5,000,000	2,000,000
2.	Kojwach High School	Construction of 60 students capacity laboratory to roof level	5,000,000	2,000,000
3.	Otondo Mixed Secondary School	Construction of 5 roomed administration block to roof level	3,500,000	2,000,000

MINUTE -08/09/01/2023: FINANCIAL YEAR 2022/2023 BUDGET PROPOSAL APPROVAL

The NG-CDFC chairman tabled the priorities from the wards and members drew the Financial Year 2022/2023 Budget Proposal totaling to **Kshs. 138,215,033** as per the afore mentioned guidelines as presented under neath in table 2 and table 3

Table 2: Third Schedule

Serial No.	Name of Project	Amount Allocated (Kshs)
246/AP1	Administration / Recurrent	8,242,901
246/AP1	Constituency Oversight Committee	400,000
246/AP2	Project M & E and Capacity Building	4,146,450
246/2640200	Emergency Reserve	7,636,190
246/2640100	Bursary	37,362,399
246/2630204	Primary Schools Projects	53,300,000
246/2630205	Secondary Schools Projects	11,900,000
246/2640507	Security Projects	2,770,000
246/2640509	Sports Projects	2,662,779
246/2640510	Environmental Projects	2,640,000
246/2211310	Strategic Plan	2,000,000
246/2211311	ICT Hubs	5,154,314
TOTAL		138,215,033



Table 3: Fourth Schedule

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD								
PROJECT PROPOSALS FOR KABONDO KASIPUL NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND								
FINANCIAL YEAR 2022/2023								
S No.	Project Number	Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status	
	ADMINISTRATION AND RECURRENT EXPENDITURE							
	COMPENSATION OF EMPLOYEES							
	4-043-246-2110201-100-2022/2023-1	Contractual Employees Salaries	Payment of staff Basic salaries to 7 contractual employees <i>(Annex I)</i>	2,069,640		2,069,640	New	
	4-043-246-2110202-100-2022/2023-1	Casual Labour and Internship	Payment of staff Basic Wages to 1 intern <i>(Annex I)</i>					
	4-043-246-2110301-100-2022/2023-1	House Allowance	Payment of House allowances to NGCDFC staff to 7 contractual employees <i>(Annex I)</i>	286,800		286,800	New	
	4-043-246-2110314-100-2022/2023-1	Transport Allowance	Payment of Transport allowances to NGCDFC staff to 7 contractual employees <i>(Annex I)</i>	324,000		324,000	New	
	4-043-246-2110320-100-2022/2023-1	Leave Allowance	Payment of Leave allowances to NGCDFC staff to 7 contractual employees <i>(Annex I)</i>	27,000		27,000	New	
	4-043-246-2120201-100-2022/2023-4	Employer Contribution to NSSF	Employer contribution to NSSF to 7 contractual employees <i>(Annex I)</i>	90,720		90,720	New	
	4-043-246-2710102-100-2022/2023-2	Contractual Employees Gratuity	Payment of gratuity to NGCDFC staff to 7 contractual employees <i>(Annex I)</i>	641,604		641,604	New	
	USE OF GOODS AND SERVICES							
	4-043-246-2210101-100-2022/2023-3	Electricity	Payment of Electricity charges	60,000		60,000	New	

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4-043-246-2210102-100-2022/2023-3	Water & Sewerage Charges	Payment of Water & Sewerage Charges	18,000	18,000	New
4-043-246-2210201-100-2022/2023-3	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	48,000	48,000	New
4-043-246-2210202-100-2022/2023-3	Internet Connections	Payment of Internet Connections Expenses	74,801	74,801	New
4-043-246-2210203-100-2022/2023-3	Courier and Postal Services	Payment of Courier and Postal Services	150,000	150,000	New
4-043-246-2210301-100-2022/2023-3	Travel Costs (Airlines, Bus, Railway, Mileage Allowances, etc.)	Payment of Travel Costs (Annex 2)	80,000	80,000	New
4-043-246-2210302-100-2022/2023-3	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel (Annex 2)	200,000	200,000	New
4-043-246-2210303-100-2022/2023-3	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance (Annex 2)	60,000	60,000	New
4-043-246-2210502-100-2022/2023-3	Publishing and Printing Services	Payment of Publishing and Printing Services	30,000	30,000	New
4-043-246-2210503-100-2022/2023-3	Subscriptions to Newspapers, Magazines and Periodicals	Payment of Subscriptions to Newspapers, Magazines and Periodicals	32,000	32,000	New
4-043-246-2210504-100-2022/2023-3	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	50,000	50,000	New
4-043-246-2210604-100-2022/2023-3	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	280,000	280,000	New
4-043-246-2210802-100-2022/2023-3	Other Committee Expenses	Payment of Other committee expenses (Annex 3)	832,000	832,000	New
4-043-246-2210805-100-2022/2023-6	National Celebrations	Payment of National Celebrations	50,000	50,000	New
4-043-246-2210811-100-2022/2023-6	NGCDFC Allowance	Payment of NGCDFC allowances (Annex 3)	1,248,000	1,248,000	New

4-043-246-2210904-100-2022/2023-3	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance Land Rover GKB 068F	150,000		150,000	New
4-043-246-2211016-100-2022/2023-3	Purchase of Uniforms and Clothing - Staff	Purchase of Uniforms and Clothing - 7 Staff & 10 NG-CDFCs	50,000		50,000	New
4-043-246-2211101-100-2022/2023-3	General Office Supplies (Papers, Pencils, Forms, Small Office Equipment)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	200,336		200,336	New
4-043-246-2211102-100-2022/2023-3	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	200,000		200,000	New
4-043-246-2211103-100-2022/2023-3	Sanitary and Cleaning Materials, Supplies and Services	Payment of Sanitary and Cleaning Materials, Supplies and Services	50,000		50,000	New
4-043-246-2211201-100-2022/2023-3	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	400,000		400,000	New
4-043-246-2211301-100-2022/2023-3	Bank Service Commission and Charges	Payment of Bank service commission and charges	30,000		30,000	New
4-043-246-2220101-100-2022/2023-3	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - Motor Vehicle. Land Rover GKB 068F	250,000		250,000	New
4-043-246-2220202-100-2022/2023-3	Maintenance of Office Furniture and Equipment	Payment of Maintenance of Office Furniture and Equipment	120,000		120,000	New
4-043-246-2220205-100-2022/2023-3	Maintenance of NG-CDF Office	Payment of Maintenance of NG-CDF Office	20,000		20,000	New
Sub Total					8,242,901	
CONSTITUENCY OVERSIGHT COMMITTEE EXPENSES						
4-043-246-2210802-100-2022/2023-6	Committee Expenses	Payment of Constituency Oversight Committee sitting allowances, transport, conferences (Annex 4)	300,000	0	300,000	New

4-043-246-2210801-111-2022/2023-1	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	400,000		400,000	New
4-043-246-2210802-111-2022/2023-2	Other Committee Expenses	Payment of Other committee expenses (<i>Annex 5</i>)	624,000		624,000	New
4-043-246-2210303-111-2022/2023-2	NGCDFC Allowance	Payment of NGCDFC allowances (<i>Annex 5</i>)	1,248,000		1,248,000	New
4-043-246-2211101-111-2022/2023-1	General Office Supplies (Papers, Pencils, Forms, Small Office Equipment)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	100,000		100,000	New
4-043-246-2211102-111-2022/2023-1	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	50,000		50,000	New
4-043-246-2211201-111-2022/2023-1	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	130,000		130,000	New
Sub Total					4,146,451	
EMERGENCY RESERVE						
4-043-246-2640204-101-2022-2023-1	Emergency Projects	To cater for any unforeseen occurrences in the constituency during the financial year	7,636,190	0	7,636,190	New
Sub Total					7,636,190	
EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS						
4-043-246-2640101-103-2022/2023-1	Bursary - Secondary Schools	Fees payments for needy students in secondary schools	23,012,399		23,012,399	New
4-043-246-2640102-103-2022/2023-2	Bursary - Tertiary Institutions	Fees payments for needy students in tertiary institutions	12,500,000	0	12,500,000	New
4-043-246-2640106-103-2022/2023-3	Bursary - Special Schools	Fees payments for needy students in special schools	350,000		350,000	New
4-043-246-2710203-103-2022/2023-3	NG-CDFC Social Security Programme	Provision of annual medical insurance cover for 250 vulnerable families including Orphans and Vulnerable Children (OVCs), poor older persons, Persons with	1,500,000		1,500,000	New

SSRP

			Disabilities (PWDs) and destitute families in partnership with NHIF as shall be identified within the Constituency.					
	Sub Total						37,362,399	
	PRIMARY SCHOOLS PROJECTS							
	4-043-246-2630209-104-2022/2023-1	God Agak Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000			1,200,000	New
	4-043-246-2630209-104-2022/2023-2	Otel Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000			1,200,000	New
	4-043-246-2630209-104-2022/2023-3	Ringa Primary School	Renovation to completion of 7 classrooms: Plastering, roof replacement, floor tiling and painting	3,500,000			3,500,000	New
	4-043-246-2630209-104-2022/2023-4	Kojwach Primary School	Renovation to completion of 8 classrooms: Plastering, roof replacement, floor tiling, fittings and painting (Slanting topography)	5,000,000			5,000,000	New
	4-043-246-2630209-104-2022/2023-5	Nyabondo Milimani Primary School	Completion of 2 classrooms: Floor tiling and painting (Located in a hilly area)	2,500,000		2,000,000	500,000	Ongoing
	4-043-246-2630209-104-2022/2023-6	Nyabondo Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000			1,200,000	New
	4-043-246-2630209-104-2022/2023-7	Ogilo Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000			1,200,000	New

4-043-246-2630209-104-2022/2023-8	Pany Komolo Primary School	Renovation to completion of 5 classrooms: Plastering, roof replacement, floor tiling, fittings and painting to completion @ 2,800,000 and construction to completion of 1 new classroom @1,200,000	4,000,000.	4,000,000		4,000,000	New
4-043-246-2630209-104-2022/2023-9	Saramba Primary School	Renovation to completion of 1 classroom: Plastering, roof replacement, floor tiling and painting	500,000	500,000		500,000	New
4-043-246-2630209-104-2022/2023-10	Kakelo Primary School	Renovation to completion of 7 classrooms @3,500,000 & three roomed administration block @500,000: Plastering, roof replacement, floor tiling and painting	4,000,000	4,000,000		4,000,000	New
4-043-246-2630209-104-2022/2023-11	Ongoro Primary School	Construction to completion of 1 classroom	1,200,000	1,200,000		1,200,000	New
4-043-246-2630209-104-2022/2023-12	Kowidi Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000	1,200,000		1,200,000	New
4-043-246-2630209-104-2022/2023-13	Masogo Primary School	Completion of 4 roomed administration block: Ceiling board installation & painting	1,250,000	800,000		450,000	Ongoing
4-043-246-2630209-104-2022/2023-14	Chagere Primary School	Completion of 1 classroom: Floor tiling & painting (Black cotton soil)	1,275,000	1,025,000		250,000	Ongoing
4-043-246-2630209-104-2022/2023-15	Ponge Primary School	Completion of 1 classroom: Floor tiling, painting and electrical works	1,250,000	850,000		400,000	Ongoing
4-043-246-2630209-104-2022/2023-16	God Miaha Primary School	Renovation to completion of 1 classroom: Plastering, floor tiling, fittings and painting	400,000	400,000		400,000	New



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4-043-246-2630209-104-2022/2023-17	Nyasore Primary School	Renovation to completion of 8 classrooms: Plastering, roof replacement, floor tiling, fittings and painting @ 4,800,000 and construction to completion of 1 new classroom @ 1,200,000	6,000,000	6,000,000	New
4-043-246-2630209-104-2022/2023-18	Orera Primary School	Construction to completion of 2 classrooms from foundation level	1,500,000	1,500,000	New
4-043-246-2630209-104-2022/2023-19	Awuor Dimo Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000	1,200,000	New
4-043-246-2630209-104-2022/2023-20	Kotienditi Primary School	Renovation to completion of 8 classrooms: Plastering, roof replacement, floor tiling, fittings and painting (Slanting topography)	5,000,000	5,000,000	New
4-043-246-2630209-104-2022/2023-21	Suna Primary School	Renovation to completion of 1 classroom: Plastering, floor tiling, fittings and painting	500,000	500,000	New
4-043-246-2630209-104-2022/2023-22	Ongujo Primary School	Renovation to completion of 2 classrooms: Plastering, roof replacement, floor tiling, fittings and painting	1,200,000	1,200,000	New
4-043-246-2630209-104-2022/2023-23	Omuga Primary School	Construction to completion of 5 roomed administration block	1,800,000	1,800,000	New
4-043-246-2630209-104-2022/2023-24	Kolweny Primary School	Renovation to completion of 8 classrooms: Plastering, roof replacement, floor tiling, fittings and painting (Slanting topography)	5,500,000	5,500,000	New
4-043-246-2630209-104-2022/2023-25	Nyandolo Primary School	Completion of 2 classrooms: Plastering, floor tiling, fittings and painting to completion	2,400,000	1,000,000	Ongoing
4-043-246-2630209-104-2022/2023-26	Pala Primary School	Renovation to completion of 2 classrooms: Plastering, roof	1,200,000	1,200,000	New

			replacement, floor tiling, fittings and painting				
4-043-246-2630209-104-2022/2023-27	Oriang Primary School		Renovation to completion of 22 classrooms: Laying of terrazzo floors	1,800,000		1,800,000	New
Sub Total						53,300,000	
SECONDARY SCHOOLS PROJECTS							
4-043-246-2630210-104-2022/2023-1	Kojwach High School		Construction of 45 students capacity laboratory to roof level	5,000,000		2,000,000	New
4-043-246-2630210-104-2022/2023-2	Kokwanyo Mixed Secondary School		Completion of 5 roomed administration block: floor tiling & ceiling board	3,500,000	3,000,000	500,000	Ongoing
4-043-246-2630210-104-2022/2023-3	Ogilo Mixed Secondary School		Completion of 1 classroom: Plastering, floor tiling, fittings and painting	1,500,000	800,000	700,000	Ongoing
4-043-246-2630210-104-2022/2023-4	Kilusi Mixed Secondary School		Construction of 45 students capacity laboratory to roof level	5,000,000		2,000,000	New
4-043-246-2630210-104-2022/2023-5	Owiro Mixed Secondary School		Completion of 45 students capacity laboratory/library: Ceiling board, external wall plastering, floor tiling, glazing and painting	4,500,000	3,000,000	1,500,000	Ongoing
4-043-246-2630210-104-2022/2023-6	Kandegwa Mixed Secondary School		Completion of 45 students capacity laboratory: Construction of verandah & painting	4,700,000	4,000,000	700,000	Ongoing
4-043-246-2630210-104-2022/2023-7	Got Rateng Mixed Secondary School		Completion of 45 students capacity dormitory: Wall plastering, fittings, floor tiling & painting	3,500,000	1,000,000	2,500,000	Ongoing
4-043-246-2630210-104-2022/2023-8	Otondo Mixed Secondary School		Construction of 5 roomed administration block to roof level	3,500,000		2,000,000	New
Sub Total						11,900,000	

SECURITY PROJECTS						
4-043-246-2640507-113-2022/2023-1	Kasipul East ACC	Construction to completion of 3 roomed offices to completion	2,000,000		2,000,000	New
4-043-246-2640507-113-2022/2023-2	Rachuonyo East DDC	Fencing 0.5 acre Deputy County Commissioner's residence using angle bars & barbed wire and gate installation @ Kshs.300,000, Renovation of DCCs residence: Ceiling, floor tiling & painting @ Kshs.300,000, Purchase of 8M3 water tank @ Kshs.65,000, construction of tank base @ Kshs.25,000, installation of gutters & down pipes @ Kshs.50,000, construction of fetching point and plumbing works @ Kshs.30,000	770,000		770,000	New
Sub Total					2,770,000	
SPORTS PROJECTS						
4-043-246-2640509-112-2022/2023-1	Regional Sports Tournament	Facilitate regional sports tournament in partnership with other Constituencies within the Region.	350,000		350,000	New
4-043-246-2640509-112-2022/2023-2	Constituency Sports Tournament	Organize constituency sports tournament whereby the winning team will proceed to regional level	1,000,779		1,000,779	New
4-043-246-2640509-112-2022/2023-3	Sports Uniform	Purchase of sports uniform for 24 winning teams @ Kshs.1,152,000 and 48 balls to 24winning teams @ Kshs.160,000 from the ward level to constituency finals	1,312,000		1,312,000	New
Sub Total					2,662,779	



ENVIRONMENTAL PROJECTS					
4-043-246-2640510-110-2022/2023-1	Kojwach Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New
4-043-246-2640510-110-2022/2023-2	God Ber Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New
4-043-246-2640510-110-2022/2023-3	Komolo Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New
4-043-246-2640510-110-2022/2023-4	Adega Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New
4-043-246-2640510-110-2022/2023-5	God Miaha Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New
4-043-246-2640510-110-2022/2023-6	Ongoro Primary School	Purchase of 10M ³ water tank @ Kshs.90,000, construction of tank base @ Kshs.50,000, installation of gutters @ Kshs.65,000, down pipes and plumbing works at the fetching point @ Kshs.35,000	240,000	240,000	New



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OTHER PROJECTS							
4-043-246-2211310-108-2022-2023-1	Kabondo Kasipul NGCDF Strategic Plan	To facilitate in preparation, facts collection designing, typesetting and printing of Kasipul Constituency Strategic plan for the period between 2023-2027 (Annex 6)	2,000,000	0	2,000,000		New
Sub Total					2,000,000		
ICT HUBS							
4-043-246-2211311-108-2022/2023-1	Oriwo Vocational ICT Hub	Renovation to completion of the hub: Installation of ceiling, floor tiling, painting & installation of 15 workstations @550,000. Installation of satellite antenna, router, digital access kit, 13 digital access kits, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories @1,169,257	1,719,257		1,719,257		New
4-043-246-2211311-108-2022/2023-2	Omiro Vocational ICT Hub	Purchase of 15 digital access kits@585,800, Purchase of 10M3 water tank @90,000, construction of tank base @50,000, installation of gutters @65,000, down pipes and plumbing works at the fetching point @35,000	815,800		815,800		New
4-043-246-2211311-108-2022/2023-3	Wang'chieng Chief's Camp ICT Hub	Fencing of 0.25 acres using angle bars, barbed wire & mesh and gate installation to completion @ Kshs.450,000, Renovation of the hub: windows reinforcement, installation of ceiling, installation of 15 workstations & painting @	2,619,257		2,619,257		New



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Compensation of Employees: Annex 1

Description	Scale	Number	Rate	Total Amount pm	Total Amount pa
Contractual Employees					
Accounts Assistant	CSG 11	1	30,170	30,170	362,040
Clerk of Works	CSG 11	1	30,170	30,170	362,040
Information Communication Technology Assistant	CSG 12	1	24,580	24,580	294,960
Records Management Assistant	CSG 12	1	24,580	24,580	294,960
Secretary	CSG 12	1	24,580	24,580	294,960
Driver	CSG 13	1	21,500	21,500	258,000
Office Assistant	CSG 14	1	16,890	16,890	202,680
		7			2,069,640
Casual Labour and Internship					
		1	10,000	10,000	120,000
		1			120,000
House Allowance					
Accounts Assistant	CSG 11	1	4,200	4,200	50,400
Clerk of Works	CSG 11	1	4,200	4,200	50,400
Information Communication Technology Assistant	CSG 12	1	3,200	3,200	38,400
Records Management Assistant	CSG 12	1	3,200	3,200	38,400
Secretary	CSG 13	1	3,200	3,200	38,400
Driver	CSG 13	1	3,200	3,200	38,400
Office Assistant	CSG 14	1	2,700	2,700	32,400
		7			286,800
Transport Allowance					
Accounts Assistant	CSG 11	1	4,000	4,000	48,000
Clerk of Works	CSG 11	1	4,000	4,000	48,000
Information Communication Technology Assistant	CSG 12	1	4,000	4,000	48,000
Records Management Assistant	CSG 12	1	4,000	4,000	48,000
Secretary	CSG 13	1	4,000	4,000	48,000
Driver	CSG 13	1	4,000	4,000	48,000
Office Assistant	CSG 14	1	3,000	3,000	36,000
					324,000
Leave Allowance					
Accounts Assistant	CSG 11	1		4,000	4,000
Clerk of Works	CSG 11	1		4,000	4,000
Information Communication Technology Assistant	CSG 12	1		4,000	4,000

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Description	Scale	Number	Rate	Total Amount pm	Total Amount pa
Records Management Assistant	CSG 12	1		4,000	4,000
Secretary	CSG 13	1		4,000	4,000
Driver	CSG 13	1		4,000	4,000
Office Assistant	CSG 14	1		3,000	3,000
					27,000
Gratuity-Contractual Employees					
Accounts Assistant	CSG 11	1	9,353	9,353	112,236
Clerk of Works	CSG 11	1	9,353	9,353	112,236
Information Communication Technology Assistant	CSG 12	1	7,620	7,620	91,440
Records Management Assistant	CSG 12	1	7,620	7,620	91,440
Secretary	CSG 12	1	7,620	7,620	91,440
Driver	CSG 13	1	6,665	6,665	79,980
Office Assistant	CSG 14	1	5,236	5,236	62,832
					641,604
Employer Contribution to NSSF					
Accounts Assistant	CSG 11	1	1,080	1,080	12,960
Clerk of Works	CSG 11	1	1,080	1,080	12,960
Information Communication Technology Assistant	CSG 12	1	1,080	1,080	12,960
Records Management Assistant	CSG 12	1	1,080	1,080	12,960
Secretary	CSG 12	1	1,080	1,080	12,960
Driver	CSG 13	1	1,080	1,080	12,960
Office Assistant	CSG 14	1	1,080	1,080	12,960
					90,720

Domestic Travel and Subsistence & Other Transport Costs: Annex 2

Description	Persons	Number	Rate	Total Amount pm	Frequency	Total Amount pa
Travel Costs (Airlines, Bus, Railway, Mileage Allowances,	Persons	4	5,000	20,000	4 Times	80,000
Accommodation - Domestic Travel	Persons	10	10,000	100,000	2 Times	200,000
Daily Subsistence Allowance	Persons	8	2,500	20,000	3 Times	60,000
Sub Total						340,000

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Committee Expenses: Annex 3

Description	Persons	Number	Rate	Total Amount pm	Total Amount pa
Other Committee Expenses	Members	9	10,000	90,000	720,000
	Chair	1	14,000	14,000	112,000
NGCDFC Allowance	Members	9	10,000	90,000	1,080,000
	Chair	1	14,000	14,000	168,000
					2,080,000

Constituency Oversight Committee Expenses: Annex 4

Description	Scale	Number	Rate	Total Amount pm	Frequency	Total Amount pa
Committee Expenses						
COC Members Allowance	Members	5	5,000	25,000	12 Months	300,000
Fuel , Oil & Lubricants						
Refined Fuels and Lubricants for Transport						100,000
Sub Total						400,000

Monitoring Evaluation and Capacity Building: Annex 5

Description	Scale	Number	Rate	Total Amount pm	Frequency	Total Amount pa
Domestic Travel and Subsistence & Other Transport Costs						
Travel Costs (Airlines, Bus, Railway, Mileage Allowances, etc.)	Persons	10	5,000	50,000	5 Times	100,000
Accommodation - Domestic Travel	Persons	10	10,000	100,000	3 Times	100,000
Daily Subsistence Allowance	Persons	10	2,000	20,000	1 Times	20,000
Training Expenses						
Travel Allowance	Persons	10	5,000	50,000	4 Times	200,000
Remuneration of Instructors and Contract Based Training Services	Persons	4	8,000	32,000	5 Times	160,000
Committee Expenses						
Other Committee Expenses	Members	9	10,000	90,000	6 Times	540,000
	Chair	1	14,000	14,000	6 Times	70,000
NGCDFC Allowance	Members	9	10,000	90,000	12 Times	1,080,000
	Chair	1	14,000	14,000	12 Times	168,000

Strategic Plan: Annex 6

Vision: To be renowned Constituency in advocating for all round socio-economic development and sustainability



DAK

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Item	No. of Pax	No of Wards/Freq	Rate (Kshs)	Total
Refreshments and Facilitation for Stakeholders consultations	40	5	500	150,000
Technical and support team Facilitation & Logistics				100,000
Consultancy Fee				1,400,000
Refreshments and Facilitation Stakeholders Validation Forums	25	5	1000	100,000
Fact Sheet Data Collection				0
Printing of Final Document				100,000
Launching				150,000
Total				2,000,000

MINUTE -09/09/01/2023: CONFIRMATION OF MOTOR VEHICLE AND MOTOR CYCLES OWNERSHIP

The Fund Account Manager noted that the office had already acquired one motor vehicle whose registration number is GKB 068F and three motor cycles whose registration numbers are GKB 902Q, GKB 086S and GKB 087S respectively for field visits by office staff.

MINUTE -10/09/01/2023: ADJOURNMENT

Having exhausted the day's agenda the chairman called off the meeting at 17:08 pm and called upon Ms. Carolyne Aoko Okoth to lead members in closing prayers

Minutes taken by:



 Monica Oketcha
 NG-CDFC Secretary

Date... 9-1-2023

Minutes confirmed by:



 Elijah Othira
 NG-CDFC Chairman

Date... 9-1-2023