

APUOCHE PRIMARY SCHOOL

P.O.BOX 153 - 40302

NDHIWA

11<sup>TH</sup> OCTOBER, 2022



TO

CDF MANAGER,

NDHIWA CONSTITUENCY,

P.O.BOX 1 - 40302,

NDHIWA.

*[Handwritten signature]*

*VC covered*

*11/10/2022*

Dear Sir/ Madam,

**RE: REQUEST OF TREE SEEDLINGS**

The administration and Board of Management of Apuoche Primary School do hereby request for tree seedlings to plant during the March/ April rains. The school has 8 acres of land. The school is committed in managing and sustaining the project  
Thanks for your anticipated cooperation.

Yours faithfully,

Lawrence Otwori

H/Teacher

BOM Secretary



*Forwarded for action*

*[Handwritten signature]*

*HT*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY RANEN MIKUMU  
PRIMARY SCHOOL

P.O BOX 210- 40302 NDHIWA

TO:

Date 27/10/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS FOR RANEN MIKUMU PRIMARY SCHOOL**

The above matter refers. The Ranen mikumu primary school community hereby request your office to supply the school with tree seedlings for the improvement of environment for the compound.

The school has 8 acres piece of land but 3 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound We commit ourselves in sustaining the planted trees as well as managing them  
Thanks for your continued support.

Yours faithfully

Headteacher

Ranen mikumu primary school

*Handwritten signature*  
28/10/2022



# KAMENYA PRIMARY SCHOOL

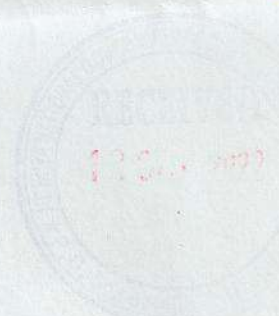
P.O. BOX 23,  
PALA - SARE

Our Ref: CDF - NDHWA - 2022.

Your Ref: .....

Date 11-10-2022

C.D.F MANAGER  
NDHWA CONTIBUTORY  
P.O. BOX 78  
NDHWA.



*[Signature]*

13/10/2022

Dear Sir

RE - REQUEST FOR SEEDLINGS FOR PLANTING  
IN THE SCHOOL COMPOUND.

The BOM of Kamenya Primary school wish to request your office to help/assist them with seedlings to forest the school. The school has 14Ha and only 1.5Ha has been occupied. We request you to supply us with 5000 seedlings to improve the environment.

We thank you in advance for accepting our humble request.

Thanks in advance for your assistance.

*[Signature]*

Tom O. Mboho  
BOM - Secretary  
0723535801.





**ALOUR PRIMARY SCHOOL.**

**P.O BOX 268 RONGO**

**7/11/2022**

**TO THE MANAGER**

**NG-CDF**

**NDHIWA CONSTITUENCY**

**BOX ..... 61-40302.**

**NDHIWA**

*Dear Sir,*

**RE: REQUEST FOR FUNDS FOR SEEDLINGS**

This is to humbly request your office for funding seedlings to expand the school trees coverage.

We are looking forward for your positive response.

The school management has fully committed itself in managing and sustaining the planted trees

**Yours faithfully**

**HEADTECHER/ BOM SECRETARY**

.....



*Handwritten signature*



*07 11 2022*

*received*

*7/11/22*

*Handwritten signature*





MINISTRY OF EDUCATION

MARIRI PRIMARY SCHOOL

P.O.BOX 40302

NDHIWA

TO:

THE MANAGER CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

*D. M. M. M.*  
*15/11/22*



**RE: REQUEST FOR TREE SEEDLINGS**

The school has an area of 7 acres, we are interested in planting trees within and around the school compound to give the school a face lift and have environment managed. The school will manage the project and sustain it to ensure the planted trees thrives. Thanks in advance as we look forward to receiving your positive response

Head Teacher on behalf of Mariri Community wishes you well in management

Yours in service

Head Teacher

*D. M. M. M.*  
15 - NOVEMBER - 2022  
Mariri primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY ANGIYA PRIMARY  
SCHOOL

P.O BOX 310-40404 RONGO

TO:

Date 25 /7/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

*Handwritten signature*  
*25/7/22*



**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers,

The Angiya primary school within N.kabuoch ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 9.5 acres. The school has enough water and is committed in sustaining and managing the trees  
Thanks for your continued support

Yours faithfully

*Handwritten signature of Headteacher*

Headteacher

Angiya primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY KOGUTA PRIMARY  
SCHOOL

P.O BOX 40302 NDHIWA

TO:

Date 5/10/22

THE MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,



*M. M. M.*  
07/10/22.

**RE: REQUEST FOR TREE SEEDLINGS FOR KAGURIA PRIMARY SCHOOL**

The above matter refers, The koguta primary school community hereby request your office to supply the school with tree seedlings .

The school has 5acres piece of land but 2acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
We will manage the trees and sustain them as the school has got enough water  
Thanks in advance

Yours faithfully

Headteacher

Koguta primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY KAGURIA PRIMARY  
SCHOOL

P.O BOX 40302 NDHIWA

TO:

THE MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA


Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS FOR KAGURIA PRIMARY SCHOOL**

The above matter refers. The Kaguria primary school community hereby request your office to supply the school with tree seedlings .

The school has 5 acres piece of land an we are interested in planting trees within school and around the school compound  
The school will fully take the responsibility of managing and sustaining the planted trees  
Thanks in advance

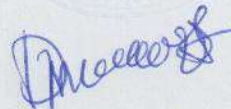
Yours faithfully

 21/10/2022

Headteacher

Kaguria primary school



  
24/10/2022



**ADEK PRIMARY SCHOOL**

**P.O BOX 99**

**NDHIWA.**

10/11/2022

TO

NDHIWA C.D.F

P.O BOX 61

NDHIWA

Dear Sir/Madam



*Received  
11/11/22*

**RE: REQUISITION FOR TREE SEEDLINGS**

The above school located in Riana Division is hereby requesting for tree seedlings. The school hecarage is approximately 7 hectares and has got enough space for a tree planting project which can in turn upgrade the environment and be an income generating activity to the school. The school will ensure good management and sustainability of the project to ensure that they grow well  
Thanks in advance.

Yours faithfully

ADEK PRIMARY SCHOOL  
P. O. Box 99-40302, NDHIWA.

Olga Ojowi

Date: 10/11/22 Sign: *[Signature]*



**DUNGA PRIMARY SCHOOL  
P.O BOX 201-40302  
HOMABAY**

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TO THE FUND ACCOUNTS MANAGER

NG-CDF NDHIWA

P.O BOX 61-40302

Date 10/11/2022

NDHIWA

Dear sir,

RE: REQUISITION FOR TREE SEEDLINGS

The above school is located in kologi ward kobodo division is hereby requesting for the tree seedlings .the school hecterage is appricomately 4 ha.and has got enough space for atree planting project which can inturn upgrade the environment and be an income generating to the school

We fully promise to manage the trees and sustain them. the school has enough water too

Thanks in advance

Yours faithfully

*Millicent*

Millicent oluoch

Sec Dunga primary school



*Millicent Oluoch*

*10/11/22*

DUNGA PRIMARY SCHOOL  
P.O. BOX 201- 40300,  
HOMA BAY.  
DATE *10/11/2022*





**MINISTRY OF EDUCATION**  
**MAGINA PRIMARY SCHOOL**  
**P.O.BOX 28**  
**ROODI-KOPANY**  
**HOMA-BAY**

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TO:

THE MANAGER CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,



**RE: REQUEST FOR SEEDLINGS IF ANY**

The school has an area of 7 acres, we are interested in planting trees within and around the school compound to give the school a face lift and have environment managed. Managing and sustaining the planted trees will be our full responsibility as Magina fraternity. Thanks in advance as we look forward to receiving your positive response.

Head Teacher on behalf of Magina Community wishes you well in management.

Yours in service

Samwel Okello

Head Teacher

Magina Primary School

0721792178

*Samwel Okello*  
*14/11/2022*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY PALA BOYA PRIMARY  
SCHOOL

P.O BOX 40302 NDHIWA

TO:

THE MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS FOR PALA BOYA PRIMARY SCHOOL**

The above matter refers. The Pala boya primary school community hereby request your office to supply the school with tree seedlings .

The school has 5acres piece of land an we are interested in planting trees within school and around the school compound we are committing ourselves in managing the said trees so as to ensure that they will thrive  
Thanks in advance

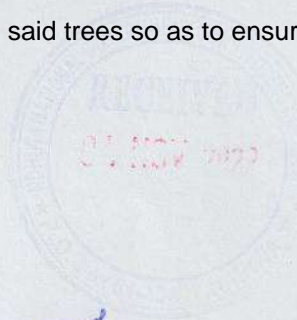
Yours faithfully

31/11/2022

Headteacher

Pala primary school

4/11/2022







MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OGINGO PRIMARY  
SCHOOL

P.O BOX 15-40404 RONGO

TO:

Date 1 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

*Desalegn  
4/11/22*



**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers..

The Ogingo primary school within S.kabuoch ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 5.5 acres.

The school has adequate water and we are committing ourselves in sustaining the project  
Thanks for your continued support

Yours faithfully

Headteacher

Ogango primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY NDIRA KOKOTH  
PRIMARY SCHOOL

P.O BOX 20-40302 NDHIWA

TO:

Date 15 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Ndira kokoth primary school within N.kabuoch ward Ndiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school.

The school has 4.5acres piece of land but 1.5 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound

**we also commit ourselves that we will manage the trees well and sustain them**

Thanks for your continued support

Yours faithfully

Headteacher

Ndira kokoth primary school



18/11/22

*Amethi*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY ONGAKO PRIMARY  
SCHOOL

P.O BOX 150-40302 NDHIWA

TO:

Date 15 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers..

*18/11/22*

The Ongako primary school within N.kabuoch ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 6.5 acres.

The school will manage the trees and sustain them once they are planted  
Thanks for your continued support

Yours faithfully

Headteacher

Ongako primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OGANGO PRIMARY  
SCHOOL

P.O BOX 22-40404 RONGO

TO:

Date 1 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Ogango primary school within S.kabuoch ward Ndiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 4.5 acres.

The school is committed in managing and sustaining the project

Thanks for your continued support

Yours faithfully

Headteacher

Ogango primary school



*Handwritten signature*  
7/11/22





MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY

LIGODHO PRIMARY SCHOOL

P.O BOX 116-40302-NDHIWA



*Received*  
*Mr. Komeny Eliakim*  
*18/11/2022*

TO,

THE NDHIWA NG. CDF OFFICE

BOX.....40302,

NDHIWA.

Dear Sir/Madam,

**RE: TREE SEEDLINGS TO SCHOOL**

The above matter refers. The Ligodho Primary School Community hereby request your office supply the school with tree seedlings.

The school has promised to ensure management and the sustainability of the trees

The school lies on a 4 hacre piece of land but the 2 hacres piece is lying fallow.

Thanks in advance

Yours Faithfully,

**MR. KOMENY ELIAKIM**

**HEADTEACHER**

**DATE: 18/11/2022**

**LIGODHO PRIMARY**

**BOX 116 NDHIWA**

**DATE 18/11/2022**





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY KONGO PRIMARY  
SCHOOL

P.O BOX 30-40302 NDHIWA

TO:

Date 15 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers..

The Kongo primary school within N.kabuoch ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school.

The school has 6.5acres piece of land but 2.5 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound

We will manage and sustain the project. the school has adequate water and is fenced

Thanks for your continued support

Yours faithfully

Headteacher

Kongo primary school



*Handwritten signature*

*Received  
18/11/22*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OPANGA PRIMARY  
SCHOOL

P.O BOX -40302 NDHIWA

TO:

Date 8 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Opanga primary school within Kwabwai ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school.

The school has 4.5acres piece of land but 1.5 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
The school is committed in sustaining and managing the projects. there is enough water too  
Thanks for your continued support

Yours faithfully

Headteacher

Opanga primary school



*Received  
10/11/22*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY JABAGRE PRIMARY  
SCHOOL

P.O BOX 350-40302 NDHIWA

TO:

Date 25 /7/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

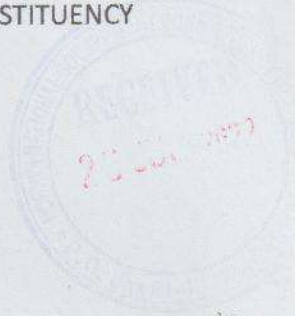
The above matter refers.

The Jabagre primary school within N.kabuoch ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 10.5 acres. We commit ourselves in managing and sustaining the trees  
Thanks for your continued support

Yours faithfully

Headteacher

Jabagre primary school



*Received*  
*25/7/22*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY RUGA PRIMARY  
SCHOOL

P.O BOX 15-40302 NDHIWA

TO:

Date 14 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.,

The Ruga primary school within Kwabwai ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school.

The school has 4.5acres piece of land but 1.5 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
Managing and sustaining the trees is our commitment

Thanks for your continued support

Yours faithfully

Headteacher

Ruga primary school



*D. Mwangi*  
15/11/22

*received*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY BUCHE PRIMARY  
SCHOOL

P.O BOX 190-40302 NDHIWA

TO:

Date 23 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS TO IMPROVE ENVIRONMENT**

The above matter refers.

The Buche primary school within Kologi ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 7.5 acres.

We have enough water and we therefore, commit to manage and sustain the planted trees

Thanks for your continued support

Yours faithfully

Headteacher

Buche primary school

Records Manager  
20/11/22





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY KAMASI PRIMARY  
SCHOOL

P.O BOX 230-40302 NDHIWA

TO:

Date 24 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Kamasi primary school within Kanyadoto ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 7.5 acres. Management of the trees as well as sustainability is our commitment to your honorable office  
Thanks for your continued support

Yours faithfully

Headteacher

Kamasi primary school

Received  
M...  
24/11/22







MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY WANJAWA PRIMARY  
SCHOOL

P.O BOX 170-40302 NDHIWA

TO:

Date 24 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Wanjawa primary school within Kanyadoto ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 4.8 acres.

We assure your office of good management and sustainability to the planted trees

Thanks for your continued support

Yours faithfully

Headteacher

Wanjawa primary school



*Received*  
*24/11/22*





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OCHOL PRIMARY  
SCHOOL

P.O BOX 80-40302 NDHIWA

TO:

Date 23 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Ochol primary school within Kologi ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 7.5 acres.

The management is committed in sustaining and managing the project  
Thanks for your continued support

Yours faithfully

Headteacher

Ochol primary school

Stamp: NG-CDF NDHIWA CONSTITUENCY  
Handwritten signature: Drotte

Handwritten note: received 24/11/22





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY GOYO PRIMARY  
SCHOOL

P.O BOX 230-40302 HOMABAY

TO:

Date 23 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS TO IMPROVE ENVIRONMENT**

The above matter refers.

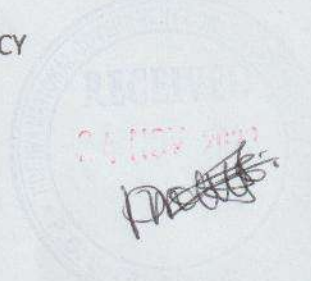
The Goyo primary school within Kologi ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 7.5 acres. we will manage and sustain the trees once they are planted to ensure they thrive  
Thanks for your continued support

Yours faithfully

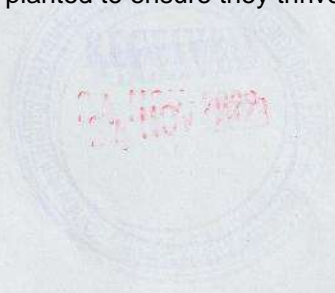
*Atieno*

Headteacher

Goyop primary school



*Received  
23/11/22*







MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY GOYO PRIMARY  
SCHOOL

P.O BOX 230-40302 HOMABAY

TO:

Date 23 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS TO IMPROVE ENVIRONMENT**

The above matter refers.

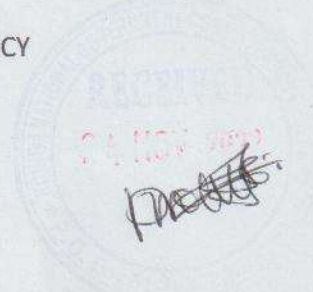
The Goyo primary school within Kologi ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school and the school has 7.5 acres. The school is committed in managing and sustaining the project  
Thanks for your continued support

Yours faithfully

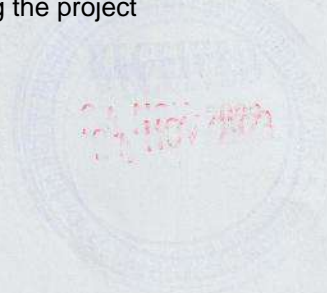
*Atthud.*

Headteacher

Goyop primary school



*Received  
24/11/22*







MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY SIBUOCHE PRIMARY SCHOOL

P.O BOX 350 -40302 NDHIWA

TO:

Date 7 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers..

*Donette 8/11/22*

The Sibuoche primary school within Kwabwai ward Ndhiwa sub county and community hereby wish request your office to supply the school with tree seedlings for the improvement of environment for the school compound.

The school has 9.5acres piece of land but 3.5acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
If given the seedlings, we commit ourselves in managing and sustaining them  
Thanks for your continued support

Yours faithfully

  
Headteacher

Sibuoche primary school





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY SIBUOCHE PRIMARY  
SCHOOL

P.O BOX 350 -40302 NDHIWA

TO:

Date 7 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Sibuoche primary school within Kwabwai ward Ndhiwa sub county and community hereby wish request your office to supply the school with tree seedlings for the improvement of environment for the school compound.

The school has 9.5acres piece of land but 3.5acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound

The school will manage and sustain the planted trees

Thanks for your continued support

Yours faithfully



Headteacher

Sibuoche primary school



*Imet* 8/11/22





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OJODE NYASOSED I  
PRIMARY SCHOOL

P.O BOX 110 40302 NDHIWA

TO:

Date 1 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS FOR OJODE NYASOSED I PRIMARY SCHOOL**

The above matter refers. The Ojode nyasosed i primary school within Ndhiwa sub county and community hereby request your office to supply the school with tree seedlings for the improvement of environment for the compound.

The school has 3acres piece of land but 1acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
We assure your good office that we will manage and sustain the trees well  
Thanks for your continued support

Yours faithfully

  
Headteacher

Ojode nyasosed i primary school

*Document*  
*3/11/22*







MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY OSANI PRIMARY  
SCHOOL

P.O BOX 233- 40302 NDHIWA

TO:

Date 20/10/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS FOR OSANI PRIMARY SCHOOL**

The above matter refers. The Osani primary school community hereby request your office to supply the school with tree seedlings .

The school has 5acres piece of land but 2acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound  
The school will manage and sustain the project  
Thanks in advance

Yours faithfully

Headteacher

Osani primary school



21/10/2022





MINISTRY OF EDUCATION ,SCIENCE AND TECHNOLOGY WAYARA PRIMARY  
SCHOOL

P.O BOX -40302 NDHIWA

TO:

Date 8 /11/22

THE FUND ACCOUNTS MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

**RE: REQUEST FOR TREE SEEDLINGS**

The above matter refers.

The Wayara primary school within Kwabwai ward Ndhiwa sub county and community hereby wish to request your good office to supply the school with tree seedlings for the improvement of environment for the school.

The school has 4.5acres piece of land but 1.5 acres piece of land is lying fallow and we are interested in planting trees within school and around the school compound

We will sustain and manage the trees please.

Thanks for your continued support

Yours faithfully

Headteacher

Wayara primary school

*Handwritten signature*  
11/11/22







MINISTRY OF EDUCATION  
NYARONGI PRIMARY SCHOOL  
P.O.BOX 40302  
NDHIWA

TO:

THE MANAGER NG-CDF NDHIWA CONSTITUENCY

P.O.BOX 61-40302

NDHIWA

Dear Sir,

*Director.*  
*24/11/2022.*

**RE: REQUEST FOR TREE SEEDLINGS FOR NYARONGI PRIMARY SCHOOL**

The above matter refers

The school has an area of 5 acres, we are interested in planting trees within and around the school compound to give the school a face lift and have environment managed.

Thanks in advance as we look forward to receiving your positive response  
We will manage the trees and sustain them. the school has enough water  
Head Teacher on behalf of Nyarongi Community wishes you well in management

Yours faithfully

*21/11/2022*

Nyarongi primary school





ANNEX 07

NGCDFC Minutes on Proposed Disposal for Office Vehicles.





National Government Constituencies Development Fund Board  
Ndhiwa Constituency  
P.O Box 61 -40302.  
Ndhiwa, Kenya.  
Cell: +254 720531036  
Email: ngcdfndhiwa@ngcdf.go.ke /Website: www.cdf.go.ke

## NG-CDF BOARD

### MINUTES OF NDHIWA NG-CDFC MEETING HELD ON 23/01/2023 AT THE NG-CDF OFFICE BOARDROOM AT 9:15AM

#### MEMBERS PRESENT

- |                            |   |                            |
|----------------------------|---|----------------------------|
| 1. Joseph Allal Ondeng'e   | - | Chairman                   |
| 2. Maurice Onacho Oyoko    | - | Secretary                  |
| 3. Ahamed Somo             | - | Deputy County Commissioner |
| 4. Michael Odit Onyango    | - | FAM ,Ex-officio Member     |
| 5. Charles Odhiambo        | - | Member                     |
| 6. Sophia Achieng Obungu   | - | Member                     |
| 7. George Otieno Nyangwara | - | Member                     |
| 8. Beatrice Kapoka         | - | Member                     |
| 9. Pauline Akech Obossy    | - | Member                     |
| 10. Beanox Owaga Ojimbi    | - | Member                     |

#### AGENDA

1. Preliminaries
  - a. Prayers
  - b. Welcoming remarks from the Chairs
2. Reading and confirmation of previous minutes
3. Matters arising
4. Projects proposal financial year 2022/2023
5. Disposal of Office Vehicles
6. Adjournment

#### MIN 1/NG-CDFC/23/01/2023: PRELIMINARIES AND PRAYERS

The chair called the meeting to order at 9:20am and requested Sophia Obungu to offer a word of prayer. The Chairman welcomed all members and thanked them for attending the meeting.

#### MIN 2/NG-CDFC/23/01/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES

The Secretary took the members through the Minutes of the previous meeting which were confirmed to be the true copy of the deliberations by Beatrice Kapoka and seconded by Beanox Ojimbi.

#### MIN 3/NG-CDFC/23/01/2023: MATTERS ARISING

There were no matters arising from the previous Minutes.

Name  
**Chairman**

Signature.....

Date 26/01/23.....

Page 1 of 2

Name  
**Secretary**

Signature.....

Date 26/01/2023.....



**MIN 5/NG-CDFC/23/01/2023: PROJECTS PROPOSAL FINANCIAL YEAR 2022/2023**

The Fund Account Manager informed the members that the project proposal for Financial Year 2022/2023 had been keyed in in the NG-CDF MIS awaiting submission to the NGCDF Board. He further elaborated to them that the submission process was pending due to the following;

- i. Bill of Quantities for some Proposed Renovations and Constructions.
- ii. Pro-forma Invoice for the Purchase of School Bus
- iii. Ndhiwa NGCDFC Process of Disposal
- iv. Request letters from Schools for Environmental Activities/Laboratory Equipments

Members after a lengthy discussion resolve to have the documents required by the Board be obtained, submitted to hasten the success of the submission in the NGCDF-MIS.

**MIN 6/NGCDFC23/01/2023: DISPOSAL OF OFFICE VEHICLES**

The Chairman informed the members that the office vehicles were old and were expensive to maintain and that is why they had allocated adequate fund for the purchase of a new vehicle. He further highlighted to them that the Board requires the NGDFC to initiate the process of Disposal of the two NG-CDF Vehicles of Registration No. GKA191X and GKA 735N. Members after a lengthy discussion resolve to have the following vehicles;


- 1. GKA 191X be donated to Mālela Health Centre
- 2. GKA 735N be donated to Mirogi Boys Secondary School


The Fund Account Manager was mandated to write to the County Mechanical Engineer for the Inspection of the two vehicles and to provide all the necessary requirements for the inspection and disposal processes.

**MIN 6/NGCDFC/23/01/2023: ADJOURNMENT**

There being no other business, the meeting adjourned at 4:13 pm with a word of prayer by Mr. George Otieno Nyangwara.

Prepared and Confirmed as true proceedings of the meeting by:

Secretary:.....  


Chairman:.....  


28/01/2023

Name <b>Chairman</b>	Signature.....	Date.....	Page 2 of 2
Name <b>Secretary</b>	Signature.....	Date.....	



Office Copy



NG-CDF BOARD

National Government Constituencies Development Fund Board  
Ndhiwa Constituency  
P.O Box 61 -40302  
Ndhiwa, Kenya  
Cell: +254 720531036  
Email: cdfndhiwa@ngcdf.go.ke / Website: www.cdf.go.ke

REF: NDHIWA/NGCDF/MECH/20

Date: 23/01/2023.

The County Mechanical Engineer,  
Homa Bay County.

Dear Sir,

**RE: NDHIWA NG-CDF INSPECTION REPORT FOR GKA 191X AND GKA 735N**

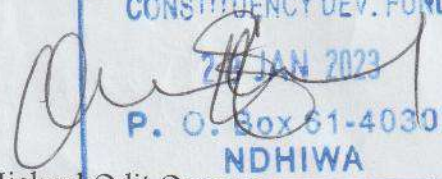
The above subject matter refers;

The Ndhiwa NG-CDF is requesting your Office to urgently schedule for an inspection of Two Vehicles which is within the Ndhiwa Constituency Office.

Your quick response to this matter will be highly appreciated.

Thank you for your continued support.

Yours faithfully,

  
NDHIWA NATIONAL GOVERNMENT  
CONSTITUENCY DEV. FUND  
24 JAN 2023  
P. O. Box 61-40302  
NDHIWA

Michael Odit Onyango  
Fund Account Manager  
**NG-CDF NDHIWA CONSTITTUENCY**





**MINISTRY OF TRANSPORT, INFRASTRUCTURE, HOUSING & URBAN DEV.  
STATE DEPARTMENT OF INFRASTRUCTURE**

Mechanical & Transport Division  
P. O. Box 550-40300  
**HOMA-BAY**

**Ref:** HB/MTD/36/VOL.IV (132)

24<sup>th</sup> January, 2023

Fund Account Manager  
NG-CDF Ndhiwa Constituency  
P. O. Box 610-30302  
**NDHIWA**

**RE: INSPECTION OF GK A191X AND GK A735N**

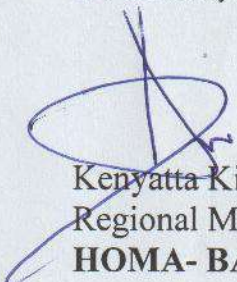
Your letter Ref. No. NDHIWA NGCDF/MECH/20 dated 23<sup>RD</sup> January, 2023 refers.

The inspection will be done once you have paid KShs. 5,200.00 (Five Thousand Two Hundred only) inspection fee to Mechanical and Transport Fund in any KCB branch Account No. 1102590339 and present a pay-in-slip to our office.

The inspection may be carried out either in our office in Homa- Bay or at your office in Ndhiwa.

If it is done in Ndhiwa you will have to pay lunch allowance to the officer involved and provide transport.

We are ready any working time.

  
Kenyatta Kimori  
Regional Mechanical Engineer  
**HOMA- BAY**