



NG-CDF

**National Government Constituencies Development Fund**

**Awendo Constituency.**

P.O Box 450

Sare Awendo

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**MINUTES OF AWENDO NG- CDFC MEETING HELD ON 16<sup>TH</sup> OCTOBER 2019 AT THE FUND MANAGERS OFFICE AS FROM 10.00 am**

**ATTENDANCE**

- |                             |              |
|-----------------------------|--------------|
| 1. GILBERT ODHIAMBO OMALA   | -CHAIRPERSON |
| 2. JANES AWITI.             | -EX OFFICIO  |
| 3. ALICE ACHIENG AMOLO      | -SECRETARY.  |
| 4. ROSE ATIENO OSELE        | -MEMBER      |
| 5. ALEX OKELO OGWARI        | -MEMBER      |
| 6. ANNE ONGWEK OCHIENG      | -MEMBER      |
| 7. JACOB ONYANGO JENGA      | -MEMBER.     |
| 8. AUGUSTINE WASONGA OCHOLA | -MEMBER      |
| 10. JULIUS TOO              | - MEMBER     |

**AGENDA.**

1. PRELIMINARIES.
2. PROJECTS/BUDGET PROPOSAL FOR THE YEAR 2019/2019.
3. PAYMENT
4. M&E
5. AOB.

**AWENDO NG-CDFC 1/16/10/2019. PRELIMINARIES.**

The meeting started with a word of prayer from Rose Osele after which the chairman welcomed all the members for their prompt attendance to the meeting. He thereafter urged all the members present to keep all the office issues secret. He encourages members to continue working for the people of Awendo. He asked fund manager to consult the NGCDFB to consider increasing NGDFC Allowances because the NG-CDF is having enough

CHAIRMAN Gilbert O. Omalla SIGNATURE [Signature] DATE 18/10/19  
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FAM Janes Awiti SIGNATURE [Signature] DATE 18/10/19

FUND MANAGER  
NG-CDF AWENDO  
P.O Box 450 40405 Sare  
Date:..... Sign:.....

Administration that can take care of NGCDFC allowances. Chairman in his remarks told members to ensure that they consider the areas that have not benefited at the same time consider completing the ongoing projects and to ensure that enough fund is given to a project to take that project to a usable stage.

### **AWENDO NG-CDFC 2/16/10/2019 PROJECT PROPOSAL**

Members were taken through the NG-CDF Act 2015 and NG-CDFB Circular Ref: -NG-CDFB/CEO/BORD.CIRCULARS/Vol11 (014) dated September 2019 concerning the preparation of the budget proposal to be submitted to the NG-CDF Board By Fund account Manager .They were informed that Proposals being developed for onward submission to the NG-CDFB will be accompanied by ward reports, strategic plan and shall be submitted to the NG-CDFB through NGCDFB information management system which is online.

The committee were informed that the NG-CDFB have allocated ksh 137,367,724.14 to be distributed to the project. Fund manager informed member of the committee that there was a commitment in the last financial year 2018/2019 that all ongoing projects must be completed in 2019/2020. Therefore the committee must first consider ongoing projects.

Members agreed and distributed ksh137, 367,724.11 to the following project as indicated in the table below.

Project Name	Project Code	Activity	Amount
Employees' Salaries	4-044-254-21100000-100-2019/2020-001	Payment of staff salaries and gratuity	3,150,000.00
Goods and Services	4-044-254-2210000-100-2019/2020-001	Office Rent, Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,150,000.00
NSSF	4-044-254-2120101-100-2019/2020-001	Payment of NSSF Deductions	350,000.00
NHIF	4-044-254-2120201-100-2019/2020-001	Payment of NHIF Deductions	240,000.00
Committee Expenses	4-044-254-2210802-100-2019/2020-001	Payment of Committee sitting allowances, transport, conferences	1,920,168.97

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 FAM [Signature] SIGNATURE [Signature] DATE 18/10/2019





Goods and Services	4-044-254-2110000-111-2019/2020-001	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	1,055,084.48
Committee Expenses	4-044-254-2210802-111-2019/2020-002	Payment of Committee sitting allowances, transport, conferences	750,000.00
NG-CDFC/PMC Capacity Building	4-044-254-2210700-111-2019/2020-003	Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	2,100,000.00
Emergency	4-044-254-2640200-101-2019/2020-001	To cater for any unforeseen occurrences in the constituency during the financial year	7,198,241.38
Constituency Sports Tournament	4-44-254-2640509-112-2019/2020-001	Organize constituency sports tournament whereby the winning teams will be awarded with balls, uniforms and trophies.	2,603,389.66
Environment	4-044-254-2640510-110-2019/2020-001	Purchase of three 10,000 liters water tanks (ksh 255,000.00). Construction of 3 tank bases (ksh 60,000.00). Piping and plumbing works (ksh 88,389.66) at Awendo NG-CDF office.	403,389.66
Bursary Secondary Schools	4-044-254-2640101-103-2019/2020-001	Payment of bursary to needy students	21,057,873.23
Bursary Tertiary Schools	4-044-254-2640102-103-2019/2020-002	Payment of bursary to needy students	16,401,445.74
Otacho primary school	4-044-254-2630204-104-2019/2020-001	Construction of 1 classroom	800,000.00
Nyanginja primary school	4-044-254-2630204-104-2019/2020-003	Completion of two classrooms (plastering, glazing and painting)	516,551.71
Nyangaya primary school	4-044-254-2630204-104-2019/2020-004	Completion of 4 classrooms (plastering and painting).	300,000.00

CHAIRMAN

SECRETARY

FAM

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FUND ACCOUNTS  
NG-CDF AWENDO  
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40405  
Date: \_\_\_\_\_

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Obama primary school	4-044-254-2630204-104-2019/2020-005	Renovation of 8 classrooms (Plastering, roofing and painting).	1,200,000.00
St Cecilia Olare primary school	4-044-254-2630204-104-2019/2020-006	Completion of 4 classrooms (Plastering and painting ksh 200,000) and construction of one classroom ksh 750,000.	950,000.00
Kokuro primary school	2630204-104-2019/2020-007	Renovation of 2 classrooms (painting and roofing)	400,000.00
Manyatta primary school	4-044-254-2630204-104-2019/2020-008	Construction of 1 classroom	800,000.00
Saka primary school	4-044-254-2630204-104-2019/2020-009	Completion of 3 classrooms (screeding, painting shuttering and plastering).	1,339,000.00
Sangla kagak primary school	4-044-254-2630204-104-2019/2020-010	Renovation of 2 classrooms (Flooring, Plastering, painting and roofing).	400,000.00
Kokore primary school	4-044-254-2630204-104-2019/2020-011	Renovation of 4 classrooms, (plastering roofing and painting).	700,000.00
Bondo kogelo primary school	4-044-254-2630204-104-2019/2020-012	Construction of admin block.	1,000,000
Bondo Otuchi primary	4-044-254-2630204-104-2019/2020-013	Renovation of 5 classrooms, plastering, roofing, flooring and painting.	900,000.00
Ranjira primary school	4-044-254-2630204-104-2019/2020-014	Renovation of 6 classrooms, (plastering roofing, Extension of verandah and painting).	1,000,000.00
Komolorume primary	4-044-254-2630204-104-2019/2020-015	Renovation of 3 classrooms, plastering roofing and painting.	500,000.00

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		(plastering roofing, Extension of verandah and painting painting).	
Kindu primary school	4-044-254-2630204-104-2019/2020-030	Completion of 1 classroom (Roofing, and painting)	250,000.00
Kwoyo primary	4-044-254-2630204-104-2019/2020-031	Renovation of 4 classrooms, (plastering, roofing and painting).	700,000.00
Bonde primary school	4-044-254-2630204-104-2019/2020-034	Construction of two classrooms	1,500,000
Ogwamrondo hill Secondary school	4-044-2630204-104-2019/2020-002	Equipping of water bore hole; Purchase of water pump Ksh.400,000, Purchase 5000 liters water tank and construction of water tower Ksh.450,000 Purchase of pipes and piping works Ksh.600,000..	1,500,000.00
St Timmons Rabondo Secondary school	4-044-2630204-104-2019/2020-003	Purchase of 51 seater school bus.	6,400,000.00
St Joseph Bongu mixed secondary school	4-044-2630204-104-2019/2020-004	Completion of admin block (Painting plastering and glazing).	700,000.00
Kamyawa Mixed secondary school	4-044-2630204-104-2019/2020-005	Construction of dining hall	1,000,000.00
Raywer mixed secondary school	4-044-2630204-104-2019/2020-006	Construction of 1 classroom	800,000.00
St Maurice Nyarombo sec school mixed sec school	4-044-2630204-104-2019/2020-007	Construction of 1 classroom	800,000.00
Rinya mixed sec school	4-044-2630204-104-2019/2020-008	Completion of 3 classrooms (Plastering painting glassing and screeding)	700,000.00

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		Glassing and plumbing )	
Obama AP camp	4-044-254-2640507-113-2019/2020-002	Construction of admin block.	1,000,000.00
Awendo chiefs camp	4-044-254-2640507-113-2019/2020-003	Completion of Awendo chiefs office (Plastering, painting, tilling plumbing and wiring).	1,400,000.00
South sakwa chief's camp	4-044-254-2640507-113-2019/2020-004	Completion of chief's office; roofing and painting	200,000.00
Rinya chiefs office	4-044-254-2640507-113-2019/2020-005	Construction of chief's office.	900,000.00
West sakwa chief camp	4-044-254-2640507-113-2019/2020-006	Construction of chief's office.	900,000.00
Lianda chiefs camp	4-044-254-2640507-113-2019/2020-007	Renovation of chief's office (Plastering, Painting and roofing)	400,000.00
Nyakuru chief camp	4-044-254-2640507-113-2019/2020-008	Construction of chief's office.	900,000.00
Awendo CDF Office.	4-044-254-3110202-108-2019/2020-001	Construction of a ramp	1,500,000.00
Awendo Sub County treasury	4-044-254-2640507-108-2019/2020-009	Renovation ( painting of roof, repair of worn out walls, brandering and painting) of sub county accountants office	282,578.96
TOTAL			137,367,724.14

Members discussed commitments made on 11<sup>th</sup> December 2018 and fulfilled the following projects as was in the commitments

PROJECT	ACTIVITIES	AMOUNT COMMITTED
Awendo DEOs office	Completion of administration block (painting, ceiling, tiling)	1,500,000
St Peters Kodeny Mixed sec school	Completion of 4 classrooms (Painting, plastering, screeding, shuttering and ceiling).	700,000
Nyangaya primary school	Completion of 4 classrooms (plastering and painting).	300,000
Nyanginja	Completion of two classrooms (plastering,	516,551.71

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primary school	glazing and painting)	
St Cecilia Olare Primary	Completion of 4 classrooms(Plastering and painting)	200,000
South Sakwa Chiefs Camp	Additional fund to roof office	200,000.00
Pee hill high school	Completion of dormitory (plastering, Painting and glassing)	800,000.32
Rinya Mixed secondary school	Completion of 3 classroom (Plastering painting glassing and screeding )	700,000.00
Saka primary school	Completion of 3 classrooms (screeding, painting shuttering and plastering).	1,339,000.00
St Joseph Bongu Se school	Completions of admin block (Painting plastering and glazing).	700,000.00
Awendo NG-CDF office	Construction of a ramp	1,500,000.00

### The committee however deferred

-Complete payment of NG-CDF Office building (ramp) to 2020/2021 financial year until valuation is complete as to the variation claim. In the budget of 2019/2020 they allocated ksh 1,500,000.00 to mitigate the situation in the event that the valuation is complete after the project proposal is approved by the NG-CDFB. They also instructed fund account manager to write to Awendo sub-county works officer to carryout valuation on building to ascertain the variation claims by the contractor and also for onward submission to NG-CDFB.

-Completion of Awendo Police Division Head office until court verdict on the land issue is determined. Court order to be forwarded to NG-CDFB.

It was noted that due to time variation, the following project which the committee committed to complete in 2019/2020 has been completed and are in use therefore no need for funding them in 2019/2020 financial year.

1. Rinya primary school- Completion of 5 classrooms (Plastering and painting).
2. Sare primary school- Completion of 4 classrooms (Plastering and painting).
3. Pee hill high school- purchase of 51 seater bus.
4. Lwanda Kokuro primary school- Completion of 3 classrooms (Painting plastering, screeding and shuttering).

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The committee approved the decision to attach letters and photos of the completed project.

A members raised a concern on the standard rate of constructing a classroom but he was told that the rate in Awendo is ranging between ksh 700,000.00- ksh 950,000.00 but cannot be standardized since construction depends on soil structure, Topography, distance from the market Centre and also the structure itself etc. This could extend to construction of dormitory, laboratory and Library. The committee therefore agreed and approved the submission of budget proposal as a bove for the financial year 2019/2020.

#### **AWENDO NG-CDFC 3/16/10/2019 PAYMENT.**

The committee deliberated on the payment and approved the payment of the following.

- Pending Committee allowances.
- Payment of ksh 250,000.00 to Gilly security and investigation services for fuel used.
- Budget and pay ksh 120,000.00 to facilitate Monitoring and evaluation activities.
- Payment of ksh 150,000.00 under emergency to Gebetenah Company ltd for constructing four door pit latrine this being part payment, Contractor has been committed to a maximum of ksh 150,000 however the remaining ksh 150,000 shall be paid once the project is complete.
- Committee discussed the need to developed and train Mr Denis Ochieng Okumu who is the records management officer. The committee through Fund account manager had contacted NGCDFB for a one week training of the said staff at the NGCDFB. The committee therefore approved DSA of ksh 40,800 to facilitate the office. The officer will start training from 27<sup>th</sup> October 2019 to 2<sup>nd</sup> November 2019.

#### **AWENDO NG-CDFC 4/16/10/2019 MONITORING AND EVALUATION**

The committee discussed M&E and resolved that the ten committee members will attend the M&E function on 24<sup>th</sup> and 25 October 2019.

#### **AWENDO NG-CDFC 5/16/10/2019 ADJOURNMENT.**

There being no any other business to be discussed, the meeting adjourned at around 2:00 PM with a word of prayer from Anne Ochieng and the next committee meeting was scheduled to take place after two weeks.

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SECRETARY	<i>Alice Achieng Amelo</i>	SIGNATURE	<i>[Signature]</i>	DATE	<i>18/10/2019</i>
FAM	<i>Jane Anithi Mwangi</i>	SIGNATURE	<i>[Signature]</i>	DATE	<i>18/10/2019</i>