



NG-CDF

National Government Constituencies Development Fund
Gilgil Constituency
P.O Box 524
GILGIL

Tel:..... | Cell:
Email: ngcdfgilgil@gmail.com | Website:.....0793283591

OUR REF: GIL- NGCDF/RLCTNVOL. 1/002

Date: 11TH JULY, 2023

The Chief Executive Officer

National Government CDF Board

P.O Box 46682-00100

Nairobi.

Dear Sir,

RE: Reallocation of Emergency Funds

The above subject refers;

Section 8 of the NGCDF Act provides five per centum of the fund for an urgent or unforeseen event. In the event the funds are not utilized the act states that after the close of the financial year, Emergency reserves should be reallocated to projects that fall within the National Government Functions.

The Gilgil NGCDF Committee in their meeting held on 10th July 2023, resolved to reallocate Ksh, 7,636,190 for financial year 2022- 2023 that was not utilized and Ksh. 166,000 for financial year 2021-2022 which was not utilized totaling to 7,802,190. The Funds are allocated as follows: -

	Emergency Reallocation		7,802,190.00
S/No.	Project name	Project Description	Amount
1	St. Patrick's primary school	Construction of Four Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
2	Oljorai Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
3	Thugunui Primary school	Construction of Four Door Toilet to completion for Girls - 1Door being for PLWD @ 500,000 and Construction of 2Doors Toilets for Teachers @ 300,000	800,000.00



NG-CDF

**National Government Constituencies Development Fund
Gilgil Constituency**

P.O Box 524
GILGIL

Tel:..... | Cell:

Email: ngcdfgilgil@gmail.com | Website:.....0793283591

4	Kongasis Primary School	Construction of Four Door Toilet with one door for PLWD to completion (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
5	Gitare Primary School	Construction of Three Doors Toilet to completion for Teachers - one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
6	Kikopey Primary School	Construction of Four Doors Boys Toilet to completion – one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
7	Kanyawa primary School	Construction of Four Doors Boys and Girls Toilet to completion- 1Door being for PLWD @ 500,000 each (Excavation, Foundation Walling, Roofing, tiling and Painting works)	1,000,000.00
8	Kasarani Police Station	Construction of Two Doors Toilet to completion for the Police - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	300,000.00
9	Gwa Shati Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
10	Nyondia Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
11	Cura Primary school	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
12	Mwega Primary School	Construction of Three Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00



NG-CDF

**National Government Constituencies Development Fund
Gilgil Constituency**

P.O Box 524
GILGIL

Tel:..... | Cell:

Email: ngcdfgilgil@gmail.com | Website:.....0793283591

13	Meli Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	502,190.00
14	Kigogo Primary School	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
15	Highway Primary School	Construction of Four Doors Boy Toilet with Urinal to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	600,000.00
TOTAL			7,802,190.00

Please find attached Minutes and Letters for approval.

Thanking you for your continued support.

Yours faithfully

Hawah N. Abdul
Ag. Fund Manager - Gilgil



National Government Constituencies Development Fund

FIRST SCHEDULE


(s. 30)

CONSTITUENCY PROJECTS SUBMISSION FORM

Constituency No **169** Constituency Name **GILGIL** Financial Year **2023/2024**

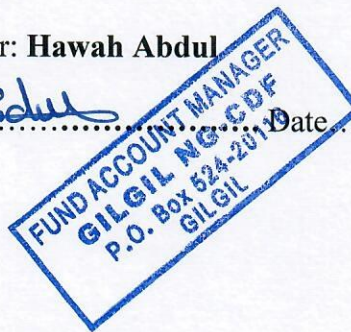
Serial	Name of Project	Amount Allocated
169/2630209	Education Projects	7,502,190.00
169/2640507	Security Projects	300,000.00
Total		7,802,190.00

Chairman NG CDF Committee: **Peter Chege**

Signature..........Date **11/07/2023**

Fund Account Manager: **Hawah Abdul**

Signature..........Date **11/07/2023**



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **169** Constituency Name **GILGIL** County **NAKURU**

Project Number **169/2640507**

Project Title **Security Projects**

Sector **Security**

Status of projects (tick one) New..... Extension..... On-going...

Rehabilitation

Brief statement on project status at time of submission

Projects to ensure proper Hygiene through construction of toilets for Police officers

Financial year **2023** 1st July To 30th June **2024**

Original Cost estimates, in Kshs. **300,000.00** dated...11th July 2023.....

Amount allocated last financial year **0.00**

Amount allocated this financial year **300,000.00**

Project Name	Project Number	Activity	Amount allocated
Kasarani Police Station	4-032-169-2640507-264-2023/2024-001	Construction of Two Doors Toilet to completion for Police - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	300,000.00
			300,000.00

Signature: 

Date: **11/07/2023**

Name...**Hawah Abdul**



Position: **AG. FAM**.....

National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **169** Constituency Name **GILGIL** County **NAKURU**

Project Number **169/2630204**

Project Title **Primary Education Projects**

Sector **Education**

Status of projects (tick one) New..... Extension..... On-going.....

Rehabilitation

Brief statement on project status at time of submission

To enhancing better learning conditions in the primary school's institutions by improving the toilets.

Financial year **2023** 1st July To **30th June 2024**

Original Cost estimates, in Kshs, **7,502,190.00** dated.....**11th July 2023**.....

Amount allocated last financial year **0.00**

Amount allocated this financial year **7,502,190.00**

Project Name	Project code	Activity	Original Status	Amount allocated
St. Patrick's primary school	4-032-169-2630205-104-2023/2024-1	Construction of Four Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Oljorai Primary school	4-032-169-2630205-104-2023/2024-2	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Thugunui Primary school	4-032-169-2630205-104-2023/2024-3	Construction of Four Door Toilet to completion for Girls - 1Door being for PLWD @ 500,000 and Construction of 2Doors Toilets for Teachers @ 300,000 (Excavation,	New Project	800,000.00

		Foundation Walling, Roofing, tiling and Painting works)		
Kongasis Primary School	4-032-169-2630205-104-2023/2024-4	Construction of Four Door Toilet with one door for PLWD to completion (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Gitare Primary School	4-032-169-2630205-104-2023/2024-5	Construction of Three Doors Toilet to completion for Teachers - one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	400,000.00
Kikopey Primary School	4-032-169-2630205-104-2023/2024-6	Construction of Four Doors Boys Toilet to completion – one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Kanyawa primary School	4-032-169-2630205-104-2023/2024-7	Construction of Four Doors Boys and Girls Toilet to completion- 1Door being for PLWD @ 500,000 each (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	1,000,000.00
Gwa Shati Primary school	4-032-169-2630205-104-2023/2024-8	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Nyondia Primary school	4-032-169-2630205-104-2023/2024-9	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	500,000.00
Cura Primary school	4-032-169-2630205-104-2023/2024-10	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation	New Project	400,000.00

		Walling, Roofing, tiling and Painting works)		
Mwega Primary School	4-032-169-2630205-104-2023/2024-11	Construction of Three Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	400,000.00
Meli Primary school	4-032-169-2630205-104-2023/2024-12	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	502,190.00
Kigogo Primary School	4-032-169-2630205-104-2023/2024-13	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	400,000.00
Highway Primary School	4-032-169-2630205-104-2023/2024-14	Construction of Four Doors Boy Toilet with Urinal to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	New Project	600,000.00
TOTAL				7,502,190.00

Signature:



Date:

11/07/2023

Name: ...**HAWAH ABDUL**.....

Position:**FAM**.....



**National Government Constituencies Development Fund
Gilgil Constituency**

P.O Box 524

GILGIL

Tel:.....0793283591

Email: cdfgilgil@ngcdf.go.ke Website: www.ngcdfgilgil.go.ke

MINUTES OF GILGIL NG-CDFC MEETING HELD ON 10TH JULY 2023 AT THE NG-CDF OFFICES:

- | | | |
|----------------------|---|--------------|
| 1. Peter Chege | - | CDF Chairman |
| 2. Hellen Macharia | - | Secretary |
| 3. Hawah Abdul | - | Ag. FAM |
| 4. Jane Wairimu | - | Member |
| 5. Josephat Gituanja | - | Member |
| 6. David Mwaura | - | Member |
| 7. Abraham Kanini | - | Member |
| 8. Hannah Njeri | - | Member |
| 9. James Leken | - | Member |
| 10. Rebecca Muturi | - | DCC |

Agenda;

1. Preliminaries
2. Confirmation of Previous Meeting Minutes
3. Matters Arising
4. Emergency Fund Re-allocation
5. Clarification on Re-submission (Gema Chief's Office)
6. Visit by the NG-CDF Board Legal Team
7. Internet Connection
8. AOB

GIL/NG-CDFC/MIN 89/2023 – PRELIMINARIES

The Chairman welcomed the members and the meeting started with a prayer by Abraham Kanini.

GIL/NG-CDFC/MIN 90/2023 – CONFIRMATION OF PREVIOUS MEETING MINUTES

The secretary read the minutes of the previous meeting that were confirmed to be a true record by Jane Mwaniki and seconded by Josphat Gituanja.

GIL/NG-CDFC/MIN 91/2023 – MATTERS ARISING

There were no matters arising therefore the chairman introduced the agenda of the meeting.

GIL/NG-CDFC/MIN 92/2023 – EMERGENCY FUND RE-ALLOCATION

The chairman informed members that the emergency fund allocation of Kshs.7,636,190.00 for the financial year 2022/2023 had not been used by the close of the financial year that ended on 30th June 2023. He Further informed members that there was also a balance of Ksh. 166,000 for financial year 2021-2022. The funds therefore needed to be re-allocated to other projects in line with the provisions of the act. The committee therefore agreed to have the funds reallocated to the following projects:

EMERGENCY FUND RE-ALLOCATION - 7,802,190.00

Emergency Reallocation			7,802,190.00
S/No.	Project name	Project Description	Amount
1	St. Patrick's primary school	Construction of Four Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
2	Oljorai Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
3	Thugunui Primary school	Construction of Four Door Toilet to completion for Girls - 1Door being for PLWD @ 500,000 and Construction of 2Doors Toilets for Teachers @ 300,000 (Excavation, Foundation Walling, Roofing, tiling and Painting works)	800,000.00
4	Kongasis Primary School	Construction of Four Door Toilet with one door for PLWD to completion (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
5	Gitare Primary School	Construction of Three Doors Toilet to completion for Teachers - one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
6	Kikohey Primary School	Construction of Four Doors Boys Toilet to completion – one door for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting	500,000.00

		works)	
7	Kanyawa primary School	Construction of Four Doors Boys and Girls Toilet to completion- 1Door being for PLWD @ 500,000 each (Excavation, Foundation Walling, Roofing, tiling and Painting works)	1,000,000.00
8	Kasarani Police Station	Construction of Two Doors Toilet to completion for the Police - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	300,000.00
9	Gwa Shati Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
10	Nyondia Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	500,000.00
11	Cura Primary school	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
12	Mwega Primary School	Construction of Three Doors Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
13	Meli Primary school	Construction of Four Door Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	502,190.00
14	Kigogo Primary School	Construction of Three Doors Girls Toilet to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	400,000.00
15	Highway Primary School	Construction of Four Doors Boy Toilet with Urinal to completion - 1Door being for PLWD (Excavation, Foundation Walling, Roofing, tiling and Painting works)	600,000.00
	TOTAL		7,802,190.00

GIL/NG-CDFC/MIN 93/2023 – CLARIFICATION ON RE-SUBMISSION (GEMA CHIEF’S OFFICE

The committee was informed that clarification had been sought regarding the purchase Gema Chief’s Office land. The project had been as included in the financial year 2022/2023 projects proposal but was pending approval by the NG-CDF Board. The committee was required to clarify on the individual costs adding to the total figure of Kshs. 1,800,000. The costs were split as follows;

Purchase of two plots measuring 50x100 feet, each at a cost of Kshs. 800,000 at a total cost of Kshs. 1,600,000.

Administrative costs (Land Transfer Fees and PMC costs) of Kshs. 200,000.

Project Name	Activity	Amount allocated
Gema Chiefs Office	Purchase of two plots measuring 50x 100 for construction of chief's office @ 800,000 each and administrative costs (Land Transfer fee and PMC Costs of @. 200,000)	1,800,000.00
		1,800,000.00

GIL/NG-CDFC/MIN 94/2023 – VISIT BY THE NG-CDF BOARD LEGAL TEAM

Members had a chance to discuss the visit by the NG-CDF Board legal team conducted on Friday 7th July 2023. The team was on routine management visit to check on compliance to the NG-CDF Act and regulations. During the visit, the team met committee members of the Gilgil NG-CDF and had a one-on-one engagement. Some of the key areas of discussion were on NG-CDF Act 2022 amendment, complains handling, bursary, asset management and the implementation of the service charter. The team also shared the best practices from other constituencies visited. They also highlighted the strong holds of Gilgil NG-CDF. The session was highly educative and interactive.

GIL/NG-CDFC/MIN 95/2023 –INTERNET CONNECTION

The Fund Account Manager reported to members that the Safaricom Internet was not reliable and that it has delayed office operations. The FAM said that they had sourced for another service provider by the name Fusion Internet Solutions who had given his quotation for the connections at a cost 15,200/=. After deliberations, members agreed to engage the service provider with immediate effect.

AOB

The meeting ended at 2.00pm with a word of prayer by Abraham Kanini.

Prepared by;

Hellen Macharia (Secretary) Date: 10/07/2023 Signature: 

Confirmed by;

Peter Chege (Chairman) Date: 10/07/2023 Signature: 