



NG-CDF

National Government Constituencies Development Fund
Igembe South Constituency
P.O Box 98-60600
Maua
Tel: | Cell: 0723,257,187
Email: info@igembesouth.co.ke | Website: www.igembesouth.co.ke

NG-CDFC MEETING HELD ON 23TH SEPT 2021 AT THE CDF IGEMBE SOUTH OFFICE.

MEMBERS PRESENT.

- | | |
|----------------------|---|
| 1. HARRISON WACHIRA | - FUNDS ACCOUNTS MANAGER. |
| 2. LUCY MWIRABUA | - NG-CDFC- CHAIRPERSON |
| 3. NJILU K MORRIS | - PERSONAL ASSISTANT TO MEMBER OF NATIONAL ASSEMBLY |
| 4. ISAAC MUGAMBI | - CDFC SECRETARY |
| 5. PIUS KAIMNEYI | |
| 6. FRIDAH MWIKALI | |
| 7. HENRY KOBIA | |
| 8. SOLOMON MFUNDI | |
| 9. TABITHA MUKETHI | |
| 10. JENNIFER NKIROTE | |

AGENDA (S).

1. PRELIMINARIES.
2. EMPLOYEES REMUNERATION
3. APPROVAL OF PROPOSAL BUDGET FY 2021/2022
4. ANY OTHER BUSINESS
5. ADJOURNMENT

MIN 001/2021. PRELIMINARIES.

The meeting started with a word of prayer led by Henry Kobia. The Ng-Cdfc chairlady thanked the members for being punctual. She further encouraged them to keep the spirit so that we can continue extending and offering our good services to the people.

MIN. 002/2021: PAYMENT OF STAFF SALARIES.

The members discussed and unanimously approved the following staff remunerations schedule.

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1. Staff Salaries

Name	ID NO	Designation	D.O./R	BASIC PAY	House Allowance	Commuter Allowance	GRATUITY @ 31% OF Basic Pay	Gross Pay
JAMES THURANIRA	29667194	CDF Secretary	08/2021	41,750	6,000	4,000	12943	64693
DAVID MWENDA	23060436	Project Manager	08/2021	41,750	6,000	4,000	12943	64693
NAFTALLY MARIU	30536957	Account Assistant	08/2021	35,000	6,000	4,000	10850	55850
FRANCIS GITARI	22351919	CDF Driver	08/2021	29,950	4,000	4,000	9285	47235
JOSEPH KABERIA	10149141	Security Officer	08/2021	24,125	3,500	4,000	7479	39104
NSSF EMPLOYER CONTRIBUTION								5,400
Grand Sum								276975

2. Casual wages.

Members discussed and resolved to engage the following persons to undertake the stated tasks on casual basis.

NAME	DESIGNATION	ID NUMBER	NO. OF DAYS	RATE	AMOUNT
GRACE MWATHIMBA	Cleaner	27831458	22	500	11,000
MUTHOMI KIRUI	Daytime Security Officer	30446942	30	500	15,000
Total					26,000

3. Interns

Members discussed the issue of interns who are attached in the office from time to time as per the performance contract and resolved as follows:

- The student oftenly are financially strained due to their status as students.
- The environment is such that they commute as they report for the assigned duties.
- Members, therefore, resolved that all students under industrial attachment be entitled to a monthly stipend of Kshs. 6,000 which is final to cater for daily facilitation

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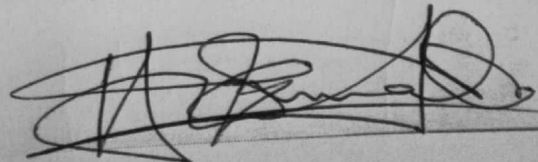
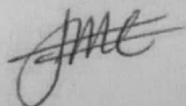
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MIN 003/2021: FY 2021/2022. APPROVAL OF PROPOSAL BUDGET.

Members discussed the Chairman Ward Report and resolved to prioritize the following projects for the 2020/2021 financial year.

NAME OF PROJECT	ACTIVITIES	AMOUNT ALLOCATED	STATUS
Employees Salaries	Payment of staff salaries @ Kshs 2,920,400 and gratuity @ Kshs 831,000	3,751,400.00	New
Employees NHIF	Payment of NHIF deductions	130,000.00	New
Employees NSSF	Payment of NSSF deductions	24,000.00	New
Committee Expenses	Payment of Committee sitting allowances, transport, conferences.	1,500,000.00	New
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, Air time, electricity, Rent, Bank charges, Postal charges and insurance costs.	2,819,932.00	New
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,612,666.00	New
Goods and Services	Purchase of fuel, printing, stationery, telephone, travel and subsistence, office tea, Air time, Electricity, Bank charges, Postal charges, Insurance costs.	1,000,000.00	New
NG-CDFC and PMC Capacity Building	Undertake Training of the NG-CDFC Staffs, PMCs and NG-CDFCs on NG-CDF Operations, Cross cutting Issues and Capacity Building activities	1,500,000.00	New
Emergency Reserve	Cater for any urgent and unforeseen activity in the constituency during the financial year	7,192,207.00	New
Bursary Tertiary Institutions	Payment of bursary to needy students in Tertiary Institutions	10,145,277.00	New
Bursary Secondary Schools	Payment of bursary to needy students in Secondary Schools	27,673,530.00	New
NG-CDF Social Security Programme	Paying NHIF for 250 venerable people in the society	1,500,000.00	New
Bursary vocational institutions	Training and issuance of driving licenses to 800 motorbike rider with an NTSA approved institution	4,800,000.00	New

Merzi



Amung'eti Primary School	Additional funds to cater for variations emanated during construction of a single storey 6 classrooms block as per the engineers final certificate of works.	2,094,013.00	on going
Nkaaria Kinyali Primary School	Complete construction of one classroom by plastering, flooring and painting	200,000.00	on going
Auki Day secondary school	Completion of one storied library block of 300 Square Metres by construction of a ramp	1,000,000.00	Ongoing
Riaki Day secondary school	Completion of a single storeyed Administration Block of 8 rooms and 3 wash rooms on the ground floor and 3 rooms on the first floor by constructing the superstructure walling, roofing, plastering, flooring, fixing windows and doors, painting and electrical installations .	14,000,000.00	Ongoing
Tiira Day secondary school	Completion of a classroom by roofing, plastering, flooring, painting and fixing windows and door.	500,000.00	on going
Auki Day Secondary School Bus	Additional funds for purchase of a 52 seater school bus. The bus is purchased on a one-off basis and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost	5,762,300.00	Ongoing
Maua Kenya Medical Training College	Construction to completion of a 500 persons capacity multipurpose hall (Kshs.15,000,000) and Construction of a 2km access road by heavy grading, drainage, rock excavation and crushing, compacting (Kshs.10,000,000)	25,000,000.00	New
Maua Chief's Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing
Kabuline Chief's Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing

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Sports Projects	Buying of team uniform (shirt, short and/or shoes) to boys sports team- Amwamba Fc, Kambene Fc, Riaki Fc, Kirindine Fc, Athi Fc, Kamburu Fc, Ncheme Fc, Muthiru Fc, Tiira Fc, Giiika Fc, Marega Fc, Ugoti Fc, Anchenge Fc, Antubochiu Fc, Luluma Fc, Kiegoi Fc, Itumi Fc, Kaibu Fc, Bebabeba Fc, Maua Shamah Fc, Kithetu Fc, Kathima Fc, Kilalai Fc, Gitura Fc, Elma Fc, Maua Eagles, Kambo Fc, Iriaruui Fc, Lakathi Fc, Kili Fc, Ikingo Fc, Kiuma Fc, Karurune Fc, Athiru Fc, Akui Fc, Amungeti Fc, Karumaru Fc, Ikuu Fc, Ntherone Fc, Thairu Fc, Athimba Fc, Kiguru Fc, Majirahi Fc, Kianda Fc, Nkiene Fc, Antuambui Fc, Auki Fc, Kaibu Fc, Mboone Fc and Kibilaku Fc At Kshs.20,000 each	1,000,000.00	New
Sports Projects	Organizing football and volleyball tournaments for men and women for the 51 registered teams in the constituency as mention above.	1,741,777.00	New
Karurune Primary School	Buying, delivering, planting and nurturing of 1,250 trees seedlings	200,000.00	New
Muthiru Primary School	Buying, delivering, planting and nurturing of 1,250 trees seedlings	200,000.00	New
Kathima Primary School	Buying, delivering, planting and nurturing of 1,250 trees seedlings	200,000.00	New
Kiegoi Primary School	Buying, delivering, planting and nurturing of 1,250 trees seedlings	200,000.00	New
Kiguru Primary School	Buying, delivering, planting and nurturing of 1,250 trees seedlings	200,000.00	New
Luluma Primary School	Levelling and planting grass to a 70m by 50m playground	1,741,777.00	New
Athiru Gaiti Primary School	Completion of a single storey 6 classrooms block by constructing the superstructure walling, roof slab, roofing, flooring, fixing windows and doors, painting and electrical installation.	12,000,000.00	Ongoing
Kathambi Primary School	Completion of 1 classroom by roofing, plastering, flooring, painting and fixing windows and door.	600,000.00	on going
Murumune Primary School	Purchase of 160 desks at sh 2,500 each	400,000.00	New
Antuambui Primary School	Purchase of 160 desks at sh 2,500 each	400,000.00	New

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Thaicu Assistant Chief's Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing
Itumi Assistant Chief's Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing
Antubakiru Assistant Chiefs Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing
Akachiu Chief's Office	Completion of a 4 roomed chiefs camp by roofing, plastering, flooring, electrical installation, fixing doors and windows and painting	1,000,000.00	Ongoing
		137,088,879.00	

MINUTES 004/2021: ANY OTHER BUSINESS.

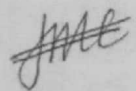
The members were grateful to the funds account manager for finding time and availing himself to finalize the proposal for submission.

The Ng -Cdfc Secretary also encouraged the members to continue working as a team so as to give the Incoming manager ample time as this could still help in developing our Constituency.

MIN 005/ 2021: ADJOURNMENT

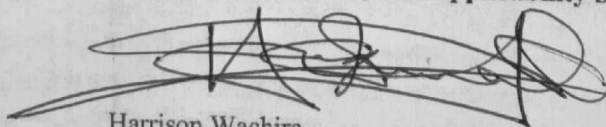
There being no any other business the meeting ended at 5:00Pm with a prayer led Tabitha Mukethi.

Minutes written and compiled by:




Isaac Mugambi
SECRETARY

Minutes checked for accuracy and applicability by:



Harrison Wachira
FUND ACCOUNT MANAGER

Minutes confirmed by


Lucy Mwirabua
CHAIRPERSON