**MINUTES OF KAJIADO NORTH NG-CDF COMMITTEE MEETING HELD ON 22ND JUNE, 2023 AT THE BOARDROOM- NGONG AT 9:00AM.**

**Members Present**

1. Elizabeth Njuguna NG-CDFC Chairman
2. Warren Njire - NG-CDFC Secretary
3. Mary Mumbi - Member
4. Tabitha Kibue -Member
5. David Lepasha - Member
6. Amina Edin -Member
7. Robert Sungura -Member
8. Keziah Muriithi -FAM

AGENDA

1. Preliminaries
2. Reading and Confirmation of the previous minutes
3. Additional funding for 2022/2023-15M
4. Transfer of funds to PMC accounts
5. Staff training at Sai Rock Hotel
6. Staff Contracts
7. Change of project activity-Kiserian mixed day secondary school
8. M&E activity for the COC
9. Requests in the office
10. Taxation
11. Closure of financial year
12. AOB

**MIN: 01/NG-CDF KJDN 22/06/2023: PRELIMINARIES**

The days’ business was called to order by the chairperson who said a prayer at 9.10am

**MIN: 02/NG-CDF KJDN 22/06/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the meeting held on the 29th of May 2023 were read out by the secretary and proposed by Robert Sungura and seconded by David Lepasha as a true record of the day’s proceedings

**MIN: 03/NG-CDF KJDN 22/06/2023: ADDITIONAL FUNDING FOR F/Y 2022-2023**

The Fund Account Manager informed members that they have received additional

AIE as follows

* **AIE NO. B 207513– Kshs, 15,000,000**

Members agreed to utilize the AIE’s for the following activities, giving priority to the ongoing projects. They also agreed to fund all the security projects involving purchase of furniture and installation of electricity so that the offices can be put to use as they were all complete. The oustanding administration and recurrent expenditure and M&E votes were agreed to be funded as well.

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| **S/No** | **CODE** | **ACTIVITY** | **Amount(Ksh)** |
| **1** | 4-0034-183-2630209-263-2022-2023-1 | Kerarapon Primary School | 184,000.00 |
| **2** | 4-0034-183-2640507-113-2022-2023-5 | Kerarapon Chiefs Camp | 33,972.00 |
| **3** | 4-0034-183-2630210-263-2022-2023-1 | Empakase Secondary School | 461, 970.00 |
| **4** | 4-0034-183-2630209-263-2022-2023-2 | Olkeri Primary School | 478,028.00 |
| **5** | 4-0034-183-2630210-263-2022-2023-2 | Enoomatasiani Mixed Day Secondary School-ongoing project | 455,717.00 |
| **6** | 4-0034-183-2640507-113-2022-2023-2 | Kiserian Police Station | 420,000.00 |
| **7** | 4-0034-183-2640507-113-2022-2023-3 | Mosoi Range Chiefs Camp | 250,000.00 |
| **8** | 4-0034-183-2640507-113-2022-2023-4 | Ngong Chiefs Camp | 250,000.00 |
| **9** | 4-0034-183-2640510-110-2022-2023-12 | Kiserian Mixed Day Secondary School | 430,000.00 |
| **10** | 4-0034-183-2630210-263-2022-2023-5 | Enoomatasiani Mixed Day Secondary School – purchase of 100lockers and chairs | 500,000.00 |
| **11** | 4-0034-183-2630209-263-2022-2023-9 | Ngong Township Primary School | 2,211,030.28 |
| **12** | 4-0034-183-3110202-108-2022-2023-1 | Kajiado North NG-CDF Office | 1,350,000.00 |
| **13** | 4-0034-183-3110202-108-2022-2023 | NGCDF Office-purchase of office furniture | 800,000.00 |
| **14** | 4-034-183-2640200-101-2022-2023-1 | Emergency | 1,869,491.00 |
| **15** | 4-034-183-2110201-100-2022-2023-5 | Contractual Employees | 400,000.00 |
| **16** | 4-034-183-2110314-100-2022-2023-38 | Transport Allowance NGCDF staff | 180,000.00 |
| **17** | 4-034-183-2210320-100-2022-2023-19 | Leave Allowance | 43,000.00 |
| **18** | 4-047-278-2640102-103-2022-2023-2 | Bursary Tertiary | 900,000.00 |
| **20** | 4-034-183-2210302-100-2022-2023-1 | Accommodation - Domestic Travel | 189,000.00 |
| **21** | 4-034-183-2211301-100-2022-2023-3 | Bank service commission and charges | 50,000.00 |
| **22** | 4-034-183-2210203-100-2022-2023-8 | Courier and Postal Services | 95,000.00 |
| **23** | 4-034-183-2210101-100-2022-2023-10 | Payment of Electricity charges | 5000.00 |
| **24** | 4-034-183-2210704-100-2022-2023-14 | Hire of Training Facilities and Equipment | 50,000.00 |
| **25** | 4-034-183-2210604-100-2022-2023-15 | Hire of Transport | 2,000.00 |
| **26** | 4-034-183-2211101-100-2022-2023-11 | General Office Supplies | 53,362.00 |
| **27** | 4-034-183-2710102-100-2022-2023-12 | Gratuity-contractual employees | 185,802.72 |
| **29** | 4-034-183-2210202-100-2022-2023-18 | Payment of Internet Connections | 27,000.00 |
| **30** | 4-034-183-2220202-100-2022-2023-22 | Maintenance of Office Furniture and Equipment | 105,000.00 |
| **31** | 4-034-183-2110314-100-2022-2023-38 | transport allowances | 180,000.00 |
| **32** | 4-034-183-2220205-100-2022-2023-21 | Maintenance of Building and Stations -Non Residential | 50,000.00 |
| **33** | 4-034-183-2211102-100-2022-2023-35 | Suppliers and Accessories for Computers and Printers | 254,000.00 |
| **34** | 4-034-183-2210811-100-2022-2023-23 | NGCDFC allowance | 48,000.00 |
| **35** | 4-034-183-2211103-100-2022-2023-33 | Sanitary and Cleaning Materials Suppliers and Services | 80,000.00 |
| **36** | 4-034-183-2210102-100-2022-2023-13 | Water & sewerage charges | 12,000.00 |
| **37** | 4-034-183-2210710-111-2022-2023-1 | Accommodation Allowance | 300,000.00 |
| **38** | 4-034-183-2210302-111-2022-2023-2 | Accommodation - Domestic Travel | 220,000.00 |
| **39** | 4-034-183-2210801-111-2022-2023-3 | Catering Services Accommodation, Gifts, Food and Drinks | 64,000.00 |
| **40** | 4-034-183-2211101-111-2022-2023-5 | General Office Supplies (papers, pencils, forms, small office equipment etc) | 2,628.00 |
| **41** | 4-034-183-2211102-111-2022-2023-4 | Suppliers and Accessories for Computers and Printers | 100,000.00 |
| **42** | 4-034-183-2210811-111-2022-2023-8 | NGCDFC allowance | 390,000.00 |
| **43** | 4-034-183-2210802-111-2022-2023-9 | Other committee expenses | 120,000.00 |
| **44** | 4-034-183-2210702-111-2022-2023-10 | Remuneration of Instructors and Contract Based Training Services | 200,000.00 |
| **45** | 4-034-183-2210502-111-2022-2023-12 | Publishing and Printing Services | 50,000.00 |
| **46** | 4-034-183-2210704-111-2022-2023-6 | Hire of Training Facilities and Equipment | 300,000.00 |
| **47** | 4-034-183-2210201-111-2022-2023-14 | Payment of Telephone expenses | 30,000.00 |
|  | **COC** |  |  |
| **1** | **4-0034-183-2210802-114-2022-2023-26** | Constituency Oversight Committee Allowances | 300,000.00 |
| **2** | 4-034-183-2211201-111-2022-2023-114 | Refined Fuels and Lubricants for Transport | 150,000.00 |
| **3** | 4-034-183-2210303-111-2022-2023-114 | Daily Subsistences Allowance | 75,000.00 |
| **4** | 4-034-183-2210401-111-2022-2023-114 | Travel Costs | 100,000.00 |
| **5** | 4-034-183-2211302-111-2022-2023-114 | Accommodation - Domestic Travel | 125,000.00 |
| **6** | 4-034-183-2210504-114-2022-2023-3 | Advertising, Awareness and Publicity Campaigns | 50,000 |
|  | **TOTAL** |  | **15,000,000.00** |

**MIN: 04/NG-CDF KJDN 22/06/2023: TRANSFER OF FUNDS TO PMC ACCOUNTS.**

Since the AIE had been received and the money was available the committee agreed to transfer the available amounts of money to the PMC accounts, of the institutions listed below.

They also agreed that procurement for the projects should kick off in earnest once the technical officers had resumed from a training.

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| **INSTITUTION** | **ACTIVITY** | **Amount(Ksh)** |
| Kerarapon Primary School | Completion of 2No. with 8No. columns | 184,000.00 |
| Kerarapon Chiefs Camp | Payment and Application of power from KPLC | 33,972.00 |
| Empakase Secondary School | Additional foundation for completion of three classes | 461, 970.00 |
| Olkeri Primary School | Additional funds for renovation of five classes | 478,028.00 |
| Enoomatasiani Mixed Day Secondary School-ongoing project | Completion of three classes and ramp | 455,717.00 |
| Kiserian Police Station | Purchase and supply of office furniture | 420,000.00 |
| Mosoi Range Chiefs Camp | Purchase and supply of office furniture | 250,000.00 |
| Ngong Chiefs Camp | Purchase and supply of office furniture | 250,000.00 |
| Kiserian Mixed Day Secondary School | Purchase of 2water tanks 10,000L and 2water tank base | 430,000.00 |
| Enoomatasiani Mixed Day Secondary School – purchase of 100lockers and chairs | Purchase and supply of 100 lockers and chairs | 500,000.00 |
| Ngong Township Primary School | Renovation of 12No. classrooms | 2,211,030.28 |

**MIN: 05/NG-CDF KJDN 22/06/2023: STAFF TRAINING AT SAI ROCK BEACH HOTEL MOMBASA.**

The Nairobi Region of the NGCDF Board had organised a training for the technical staff and technical officers in the sub county in Mombasa from the 25th June 2023 to the 1st of July 2023, the members were informed. The training would involve the technical staff i.e. the assistant accountant, the clerk of works and the record management officer. The public works officer, the sub county accountant and supplies chain officer were also going to be part of the training.

It was explained that the constituencies of the region were sharing a cost Ksh 54,842/- to facilitate the region secretariat and the facilitators of the training.

Each constituency would pay day conference charges for its staff and also facilitate them with daily subsistence and transport allowances for the days they will be on training.

The committee approved the following budget.

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| --- | --- | --- | --- | --- | --- |
| NO | **ITEM** | **No. of People** | **No. of Days** | **Rate** | **Total** |
| 1. | DSA for NGCDFC Staff  DSA for Procurement Officer  DSA for Technical staff and FAM | 3  1  3 | 6  6  6 | 6,300  6,300  11,200 | 113,400  37,800  201,600 |
| 2. | Transport Allowances | 6 | 2 | 5,000 | 60,000 |
| 3. | Day conferencing | 7 | 5 | 5,000 | 175,000 |
| 4. | Trainers (Shared Cost) |  |  |  | 54, 842 |
|  | **TOTAL** |  |  |  | **642,642** |

**MIN: 06/NG-CDF KJDN 22/06/2023: STAFF CONTRACTS**

The committee was informed that the contracts for two staff the assistant accountant Moses Nyamu and the secretary Annette Sinafa were coming to an end in the coming month. The two employees had expressed their desire to have their contract renewed so that they would continue working with the Kajiado North NGCDF. The members discussed their contribution to the running of the office affairs and agreed that they had been of utmost importance. Due to the amount of office work and engagement required during the closure of a financial year, it was agreed that the committee would offer an extra three (3) months to Moses Nyamu the account assistant. The committee resolved to have the positions advertised in three months’ time and the employees would be encouraged to reapply for their positions for the renewal of their contracts for another three-year period.

**MIN: 07/NG-CDF KJDN 22/06/2023: CHANGE OF PROJECT ACTIVITY-KISERIAN MIXED DAY SECONDARY SCHOOL**

The school had proposed water harvesting during prioritisation of projects. However, a donor had since donated tanks and they had enough storage now. The school requested that the activity be changed to the contraction of walk ways, as described.

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| **NAME OF PROJECT** | **ACTIVITY** | **NEW PROJECT ACTIVITY** | **AMOUNT** |
| **Kiserian Mixed Day Secondary School** | Purchase of 2 – 10,000litres water tanks at 180,000, construction of 2 concrete tank bases at Ksh 200,000 and installation of gutters along 3 No classrooms at Ksh. 50,000 | Construction of open walkways for 180 linear meters distance. | Ksh. 430,000 |

The committee agreed to grant the school the request and change the activity so they therefore tasked the fund account manager to request for the necessary changes with the NGCDF Board.

**MIN 08/NG-CDF-KJDN 29/05/23 MONITORING AND EVALUATION FOR CONSTITUENCY OVERSIGHT COMMITTEE**

The members were informed that the COC had requested to finish up with the exercise in Ngong ward, Nkaimurunya ward and parts of Rongai ward where they had not managed to cover in the exercise they had carried out earlier in the month.

The committee approved a three days’ activity and came up with a budget for the same.

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| **NO** | **ACTIVITY** | **NO. OF MEMBERS** | **NO OF DAYS** | **RATE** | **AMOUNT** |
| 1 | Allowances | 5 Members | 3 | 5,000 | 75,000 |
| 2 | Transport | - | 3 | 5,000 | 15,000 |
| 3 | Lunch | - | 3 | 3,000 | 9,000 |
|  |  |  |  |  |  |
| **TOTAL** |  |  |  |  | **99,000** |

**MIN: 09/NG-CDF KJDN 22/06/2023: REQUESTS IN THE OFFICE**

It was brought to the attention of the committee that the office had received requests from schools and parents requesting the Kajiado North NGCDF to fund projects as described.

* **Olkeri Primary School**

The school had made a request to be considered for the construction of a 12 doors boys toilet block and urinal and 15 doors girls toilet block.

The facility in the school has cracked floors, filled up and have asbestos roof which is posing a risk to the learners.

The members agreed tasked the ward representative and the chairperson to assess the situation in the school and report in the next committee meeting.

* **Enoomatasiani Girls Secondary School**

The school made a request for the construction of a 24 door toilet block siting the following reasons.

1. The school has a population of 1480 students a growth of 1058 since 2018 constraining the available facilities.
2. The available facility has a very bad odour that is making the adjacent school Enoomatasiani mixed secondary unconducive for learning.
3. The school has a high number of girls contacting urinary tract infection due to the condition of the facility.
4. The public health office of Kajiado North had given the school a notice of relocating the said facility to make it conducive for both schools.

Members agreed to make this one of the priority projects in the next financial year since it was a project requiring a substantial amount of money to undertake.

* **Bursary complaints and requests**

The office had been receiving many visits from students and parents seeking bursary funding. The cases were mostly from very needy students who solely depended on well-wishers for their school needs. The issue was discussed at length case by case and the remaining vote of secondary bursary and tertiary bursary was decided to be awarded. Various amounts were awarded depending on the severity of the cases, with some students getting their full balances cleared. This is because despite some of them getting bursary they were still out of school due to fee balance, rendering bursary issued to them earlier not useful to these students. The following students were approved for the same.

It was also agreed that the remaining colleges should be issued with the available bursary.

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| **BURSARY BENEFICIARIES - SECONDARY SCHOOLS** | | | |
|  | **NAME** | **SCHOOL** | **AMOUNT** |
| **1** | ANDREW GITAU KAMWETI | KERARAPON SECONDARY SCHOOL | 5,000 |
| **2** | BLESSING WAENI OMBOGA | VYULYA GIRLS HIGH SCHOOL | 10,000 |
| **3** | JENNIFER WANGUI MAINA | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 20,000 |
| **4** | PRECIOUS WANJIRU | LORETO KIAMBU GIRLS HIGH SCHOOL | 25,000 |
| **5** | MICHAEL OKOTH OMONDI | KANGA HIGH SCHOOL | 10,000 |
| **6** | JAMES HALAWA | ST CHARLES LWANGA | 5,000 |
| **7** | PAUL KIMANZI | NKAIMURUNYA SECONDARY SCHOOL | 20,000 |
| **8** | RUEBER OKETCH | EMBULBUL SECONDARY SCHOOL | 15,000 |
| **9** | SARAH SYOKAU | ENOOMATASIANI GIRLS SECONDARY SCHOOL | 5,000 |
| **10** | GLORIA AWINO | OLOOLUA SECONDARY SCHOOL | 15,000 |
| **11** | GEORGE MODET | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 15,000 |
| **12** | MERCY NELIMA | PCEA KIMUKA GIRLS SECONDARY SCHOOL | 40,000 |
| **13** | RUTHMINDO KIITI | PCEA NGONG HILLS SECONDARY SCHOOL | 5,000 |
| **14** | GEORGE OKOTH MOMANYI | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **15** | DICKSON SAKWA | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 5,000 |
| **16** | SELINE NYANGAI | P.C.E.A ENOOMATASIAN MIXED DAY SECONDARY SCHOOL | 5,000 |
| **17** | VALARY ANINDO | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **18** | VENESSA KAMONYA | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **19** | LINUS OMUSE OSURA | P.C.E.A ENOOMATASIAN MIXED DAY SECONDARY SCHOOL | 5,000 |
| **20** | PETER NJUGUNA MAINA | NJAMBINI BOYS HIGH SCHOOL | 5,000 |
| **21** | JOSEPHAT LUMALA | NAMUNYWEDA MIXED DAY SECONDARY SCHOOL | 5,000 |
| **22** | AMUOMO OTIENO MANON | ST MARYS MAGINA GIRLS SECONDARY SCHOOL | 5,000 |
| **23** | MARK KARIUKI | ERETETI SECONDARY SCHOOL | 5,000 |
| **24** | FELICIA WANJALA | OLOOLAISER HIGH SCHOOL | 5,000 |
| **25** | ALVIN BULIMU WANJALA | NDURURUNO SECONDARY SCHOOL | 5,000 |
| **26** | BRANDON NYAGAKA | MATRIX ALGEBRA EDUCATIONAL CENTRE | 5,000 |
| **27** | BYAN NYAKWEMA | ST PETER NYAKEMICHA SECONDARY SCHOOL | 5,000 |
| **28** | WAINANA HENRY THUO | GATUNGURU BOYS HIGH SCHOOL | 5,000 |
| **29** | SHEDDY KARIMU RIMA | IKUU GIRLS HIGH SCHOOL | 5,000 |
| **30** | IMMANUEL WACHIRA MUGEREKI | KATHIANI BOYS HIGH SCHOOL | 5,000 |
| **31** | STANLY KAMAU NDARWA | DON BOSCO BOYS | 5,000 |
| **32** | RODHA MWIKALI MUIYA | AIC MUTALANI MIXED SECONDARY SCHOOL | 5,000 |
| **33** | PENUEL MUSA OSIEMO | KIAGE TUMAINI BOYS HIGH SCHOOL | 5,000 |
| **34** | VIONA MWENDE | KIMANA GIRLS SECONDARY SCHOOL | 5,000 |
| **35** | VICTOR KINUTHIA | OLOOLAISER HIGH SCHOOL | 5,000 |
| **36** | COLLINS KAMAU NJUGUNA | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **37** | PATIENCE WANJIRU NJOKI | NKAIMURUNYA SECONDARY SCHOOL | 5,000 |
| **38** | PAMELA ACHIENG | KAMASENGERE MIXED SECONDARY SCHOOL | 5,000 |
| **39** | CHRISTIAN GITHINJI GIKONYO | NJIIRI SCHOOL | 5,000 |
| **40** | NJUGUNA PETER MAINA | NJABINI BOYS HIGH SCHOOL | 5,000 |
| **41** | STELLA WANJIRU | BUTERE GIRLS | 5,000 |
| **42** | ABIGAEL NAISULA | P.C.E.A NGONG HILLS SECONDARY SCHOOL | 10,000 |
| **43** | BENSON MUCHIRI GACHAU | KIJABE BOYS HIGH SCHOOL | 5,000 |
| **44** | LINCENT ONYANGO | ST MARKS KISERIAN MIXED DAY SECONDARY SCHOOL | 10,000 |
| **45** | JACKSON SHONKON | NAMELOK SECONDARY SCHOOL | 5,000 |
| **46** | LEMIJA KOITUMET | NAMELOK SECONDARY SCHOOL | 5,000 |
| **47** | BRIAN SARUNI MELITA | IKISONKO BOYS SECONDARY SCHOOL | 5,000 |
| **48** | ELISHA BENJAMIN LEMAYIAN | OLOITOKITOK BOYS SECONDARY SCHOOL | 5,000 |
| **49** | IRENE RESON MEMUSI | ST CLARE SECONDARY SCHOOL | 5,000 |
| **50** | JENNIFER NDINDA | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **51** | SULEIKAH MAALIM IBRAHIM | ENOOMATASIANI GIRLS SECONDARY SCHOOL | 5,000 |
| **52** | TAMAR NAMUYAK PAITA | ENOOMATASIANI GIRLS SECONDARY SCHOOL | 5,000 |
| **53** | FREDRICK GATHOGO WAMBUI | ST MARKS KISERIAN MIXED DAY SECONDARY SCHOOL | 5,000 |
| **54** | ABDIAZIZ ABDIRIZAK | OLE KASASI MIXED DAY SECONDARY SCHOOL | 5,000 |
| **55** | WAMWANDU MWADIME MBOCHO | DR. AGGREY HIGH SCHOOL | 5,000 |
| **56** | WAMWANDU WILFRED NDEGWA | ST MARYS HIGH SCHOOL | 5,000 |
| **57** | BRIAN KIPKOECH | NAIROBI SCHOOL | 5,000 |
| **58** | WAMBUI MOSES NDUNGU | KANGEMA HIGH SCHOOL | 5,000 |
| **59** | ALEX KAMAU | MAGNET HIGH SCHOOL | 5,000 |
| **60** | SOINTA ANN RISLANOI | NALEPO TAEGONG SECONDARY SCHOOL | 5,000 |
| **61** | EVANS TOYIANKA MPOYO | OLOOLAISER HIGH SCHOOL | 5,000 |
| **62** | ALPHIN KINYUA MWANGI | KIANYAGA HIGH SCHOOL | 10,000 |
| **63** | TABITHA GATHONI MBURU | PCEA ONGATA BOOTH GIRLS | 20,000 |
| **64** | TIMOTHY MUCHEMI GIKARIA | OLE KASASI MIXED DAY SECONDARY SCHOOL | 10,000 |
| **65** | FRANCIS LEBO | KAAGA BOYS HIGH SCHOOL | 5,000 |
| **66** | ELIZABETH NDUTA MUIGAI | KAMBAA GIRLS HIGH SCHOOL | 5,000 |
| **67** | LINDSEY MIDEGA KANGU | PCEA P.C.E.A ENOOMATASIAN MIXED DAY SECONDARY SCHOOL | 20,000 |
| **68** | SUSAN MUKAMI | EDMUND RICE EDUCATIONAL CENTRE | 5,000 |
| **69** | BLESSING WAMAITHA KIMEU | ST ANGELAS GIRLS HIGH SCHOOL | 5,000 |
| **70** | CECILIA NJOKI NJUGUNA | OLOOLUA SECONDARY SCHOOL | 10,000 |
| **71** | HANNAH NJERI | ENOOMATASIAN GIRLS SECONDARY SCHOOL | 10,000 |
| **72** | JOYOUS WANELL JUMA | KIRITI GIRLS SECONDARY SCHOOL | 10,000 |
| **73** | PETER NJUGUNA NJOROGE | KERARAPON SECONDARY SCHOOL | 10,000 |
| **74** | NGECHU MOSES MAINA | P.C.E.A ENOOMATASIAN MIXED DAY SECONDARY SCHOOL | 10,000 |
| **75** | NJUGUNA CHRISTOPHER GICHUHI | NAKEEL BOYS HIGH SCHOOL | 10,000 |
| **76** | GICHANE BRIAN WAWERU | MITABONI BOYS HIGH SCHOOL | 10,000 |
| **77** | TIFFANY RHODA OGAKE | AIC SENGANI SCHOOL | 5,000 |
| **78** | HENRY KIILU MUSYIMI | KANGUNDO HIGH SCHOOL | 5,000 |
| **79** | ALICE MUTHOKI THOMA | OLEKASASI MIXED DAY SECONDARY SCHOOL | 5,000 |
| **80** | STEPHEN WANDERA | MACHAKOS SCHOOL | 5,000 |
| **81** | STEPHENSON KAGAI NDUNGU | NAIROBI SCHOOL | 5,000 |
| **82** | FAITH BWARI MOTARI | KATHIANI GIRLS SECONDARY SCHOOL | 5,000 |
| **83** | YVONNE KWAMBOKA | RIAMBASE DEB SECONDARY SCHOOL | 5,000 |
| **84** | BENEDICT ONCHANA | RIOKINDO BOYS HIGH SCHOOL | 5,000 |
| **85** | BRAMWEL OBORA | HOBUNAKA BOYS HIGH SCHOOL | 5,000 |
| **86** | WHITNEY OMONDI | OGANDE GIRLS HIGH SCHOOL | 5,000 |
| **87** | PATIENCE NYAMBURA KIMANI | MUTUNGURU SECONDARY SCHOOL | 10,000 |
| **88** | DAN KIRAGU | NANYUKI HIGH SCHOOL | 10,000 |
| **89** | NANCY KEMUNTO KERUBO | PCEA UPPER MATASIA SECONDARY SCHOOL | 5,000 |
| **90** | JOYCE WANJIKU MAINA | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **91** | AGATHA MULANDI | ST MARYS GIRLS SECONDARY SCHOOL | 20,000 |
| **92** | STACY WANJIKU KAGICHU | NGIRIAMBU GIRLS SECONDARY SCHOOL | 5,000 |
| **93** | KAMAU SAMUEL WAWERU | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **94** | EMMANUEL GACHIRA NDUNGU | KIMUNYU HIGH SCHOOL | 5,000 |
| **95** | STACY WAIRIMU NDUNGU | MUNGARIA SECONDARY SCHOOL | 5,000 |
| **96** | STELLA MUGURE | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 5,000 |
| **97** | JANE WANGARI | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 10,000 |
| **98** | ESTHER LAURA | NKAIMURUNYA SECONDARY SCHOOL | 20,000 |
| **99** | SAFARI KISAULU | ENTONET SECONDARY SCHOOL | 5,000 |
| **100** | NYABUTI LEWIS MACHOKA | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 5,000 |
| **101** | BROLIN ONSONGO | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 5,000 |
| **102** | LEWIS JONES MUTETHIA | P.C.E.A ENOOMATASIAN MIXED DAY SECONDARY SCHOOL | 10,000 |
| **103** | FIDEL OTIENO ODUOR | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 10,000 |
| **104** | FAITH NUNGARI WAINAINA | NKAIMURUNYA SECONDARY SCHOOL | 25,000 |
| **105** | JANET MUKAMI | OLOOLUA SECONDARY SCHOOL | 5,000 |
| **106** | NICOLE NYAGOHA LIGONDO | KAPLONG GIRLS HIGH SCHOOL | 5,000 |
| **107** | ALICE NJERI WAWERU | SENIOR CHIEF KOINANGE | 5,000 |
| **108** | JOY HOPE | KANGUBIRI GIRLS HIGH SCHOOL | 5,000 |
| **109** | SHEKINA MMBOGA MBOYA | THE SCRED HEART MUKUMU GIRLS HIGH SCHOOL | 5,000 |
| **110** | ISMAEL OSAMO OYIEYO | OLKERI SECONDARY SCHOOL | 5,000 |
| **111** | MARY MUGO | ORIONE COMMUNITY TRAINING CENTRE | 5,000 |
| **112** | MARY MONGINA | ORIONE COMMUNITY TRAINING CENTRE | 5,000 |
| **113** | GIFT NYAMBURA | ORIONE COMMUNITY TRAINING CENTRE | 5,000 |
| **114** | ANITA RUGURU | NAARO HIGH SCHOOL | 20,000 |
| **115** | JAMES MUTEMBEI | GITHUMU HIGH SCHOOL | 20,000 |
| **116** | ELVIS MUTIE | IGADENE BOYS SECONDARY SCHOOL | 10,000 |
| **117** | BRIAN OTIENO OTIENO | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 20,000 |
| **118** | MBANCEY GAKII | THUURA MIXED DAY SECONDARY SCHOOL | 10,000 |
| **119** | OTIENO DOREEN ACHIENG | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 10,000 |
| **120** | JEMIMA MELISA | OLOOLUA SECONDARY SCHOOL | 15,000 |
| **121** | MWIHAKI LUCY | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 10,000 |
| **122** | ESTHER WAMBUI MBURU | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 15,000 |
| **123** | TIFFANY SAMANTHA | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 5,000 |
| **124** | TERESIAH MUMBI | CATHOLIC DIOCESE NGONG TOWNSHIP SECONDARY SCHOOL | 10,000 |
| **125** | SHEILA NASIMU | ST PETERS BUMALA B SECONDARY SCHOOL | 15,000 |
| **126** | ARISON JANE WAMBUI | FURAHA GIRLS HIGH SCHOOL | 35,000 |
| **127** | ALEDARIUS OMARI | KISERIAN JUNIOR SEMINARY SCHOOL | 25,000 |
| **125** | ESTHER NAKHWANA | ST PETERS BUMALA B SECONDARY SCHOOL | 15,000 |
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**BURSARY BENEFICIARIES – TERTIARY INSTITUTIONS**

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| --- | --- | --- | --- |
|  | JOSEPH MWANGI NJENGA | UNIVERSITY OF NAIROBI | 15,000 |
|  | JOHNSON SARUNI | CATHOLIC UNIVERSITY | 20,000 |
|  | JENIFFER ANYANGO | KENYA INDUSTRIAL TRAINING COLLEGE | 20,000 |
|  | MARY WAMBUI | WILDLIFE RESEARCH AND TRAINING INSTITUTE | 7,000 |
|  | SAMUEL KARIUKI KAMAU | EQUIP AFRICA INSTITUTE NAIROBI CAMPUS | 7,000 |
|  | COLLINS MAWIRA NJERU | DON BOSCO TECHNICAL INSTITUTE | 10,000 |
|  | JANET ANYONA | KASNEB | 7,000 |
|  | OBITA NYAKIENYA WISLEY | PS LIVESTOCK | 10,000 |
|  | MURITHI IVY MURUGI | EGERTON UNIVERSITY | 10,000 |
|  | FRANKLINE NYAKENYAYA MICHOMA | KENYA INSTITUTE OF PROFESSIONAL STUDIES | 7,000 |
|  | NATIONI RENATE NASHA | EMURUA DIKIR TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | KENNEDY WAMBUA | THIKA TECHNICAL TRAINING COLLEGE | 7,000 |
|  | JESICCA MASINZA | PC KINYANJUI TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | MAXWEL OTIENO GEORGE | PS LIVESTOCK | 10,000 |
|  | CHRISTINE DIANA WAMBUI | VICODEC TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | SIRONKA LENKONA NKUKUU | KISERIAN COLLEGE OF ACCOUNTANCY | 10,000 |
|  | ABDI HAKIM MUHAMED | CATHOLIC UNIVERSITY | 10,000 |
|  | MUCHIRI MARY NYAMBURA | MICHUKI TECHNICAL INSTITUTE | 7,000 |
|  | ANDREW MUGAMBI | KASNEB | 7,000 |
|  | JARSO DENGE | TECHNICAL UNIVERSITY OF KENYA | 7,000 |
|  | MUCHIRI JEREMIA NJUGUNA | KARATINA UNIVERSITY | 10,000 |
|  | PAULINE WANJIKU NJERI | RIFT VALLEY TECHNICAL TRAINING INSTITUTE | 10,000 |
|  | PENINA KANAMPA KAYIAA | EAST AFRICA INSTITUTE OF DEVELOPMENT ST | 7,000 |
|  | ASHLEY OUMA | VICODEC TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | SIMON NGIGE KANGASHA | THIKA TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | PHILIP MUHIA | KASNEB | 7,000 |
|  | KENNEDY MWANGI | KMTC | 7,000 |
|  | SALOME WANGUI NJUGUNA | THE COOPERATIVE UNIVERSITY OF KENYA | 10,000 |
|  | MALABA WEKESA HARON | THOGOTO TEACHERS TRAINING | 7,000 |
|  | YUSUF OSANDO OKIRO | KISERIAN COLLEGE OF ACCOUNTANCY | 10,000 |
|  | JOHN PANAI SERETU | UNIVERSITY OF NAIROBI | 10,000 |
|  | PAULINE NDUTA MWANGI | AFRICA NAZARENE UNIVERSITY | 10,000 |
|  | NANKAH ARTHUR MBUNGUA | AFRICA DIGITAL MEDIA INSTITUTE | 10,000 |
|  | BRANISLAV KITIPA TOIMASI | GRESTA UNIVERSITY | 10,000 |
|  | SAMUEL TENTEMO | KENYA INSTITUTE OF PROFESSIONAL STUDIES | 10,000 |
|  | JOHNSON SARUNI | CATHOLIC UNIVERSITY | 20,000 |
|  | JOSEPH MWANGI NJENGA | UNIVERSITY OF NAIROBI | 15,000 |
|  | VICTOR KINYANJUI NGIGI | UNITED STATES INTERNATIONAL UNIVERSITY OF AFRICA | 10,000 |
|  | PHILIP KOIMBI | KASNEB | 7,000 |
|  | RODNEY NJOROGE | TECHNICAL UNIVERSITY OF KENYA | 10,000 |
|  | DANIEL NYUTU | KMTC | 7,000 |
|  | LEAH SYOMBUA MUKONYO | THE COOPERATIVE UNIVERSITY OF KENYA | 10,000 |
|  | LUCY MUTHONI WANGARI | KISERIAN COLLEGE OF ACCOUNTANCY | 10,000 |
|  | NJUGUNA RACHEL NJAMBI | PS LIVESTOCK | 10,000 |
|  | SARAH WAITHEKA KIMANI | KISERIAN COLLEGE OF ACCOUNTANCY | 10,000 |
|  | JUMA FELIX VICTOR | CHUKA UNIVERSITY | 10,000 |
|  | MARK KINOTI | JKUAT | 10,000 |
|  | MARY WANJIRU | KENYATTA UNIVERSITY | 10,000 |
|  | ANTHONY WAWERU | EMBU UNIVERSITY | 10,000 |
|  | NAOMI WAMBUI NYAWIRA | THE CATHOLIC UNIVERSITY OF EASTERN AFRICA | 10,000 |
|  | ANGELA NYOKABI | BARAKA JOY EDUCATION CENTER | 7,000 |
|  | JANE ATIENO | KISERIAN COLLEGE OF ACCOUNTANCY | 7,000 |
|  | WAGURA THOGORI LEAH | PS LIVESTOCK | 10,000 |
|  | MERCY MANJUKI URIO | KENYATTA UNIVERSITY | 10,000 |
|  | PHILIP KOSGEI | UNIVERSITY OF NAIROBI | 10,000 |
|  | JARED OGUTU ONTOBO | PS LIVESTOCK | 10,000 |
|  | FRANCIS WACHIRA KURIA | THE COOPERATIVE UNIVERSITY OF KENYA | 10,000 |
|  | EUGINE HENRY KAMAU | TECHNICAL UNIVERSITY OF MOMBASA | 7,000 |
|  | WYCLIFFE KINGI WAWERU | EMBU COLLEGE | 7,000 |
|  | ESTHER BEN | PC KINYANJUI TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | PHILIP ADHIAMBO | KISERIAN COLLEGE OF ACCOUNTANCY | 7,000 |
|  | SAMUEL KYATU | MILELE AFRICA INSTITUTE OF DEVELOPMENT AND TECHNOLOGY | 7,000 |
|  | WILFRED MATANGI OBITA | PS LIVESTOCK | 10,000 |
|  | TUMAINI PETER | TAITA TAVETA UNIVERSITY | 10,000 |
|  | JENIFFER ANYANGO | KENYA INDUSTRIAL TRAINING COLLEGE | 20,000 |
|  | JOHN KINYUA | KASNEB | 7,000 |
|  | GODBLESS NGANGA KARANJA | ST. PAUL'S UNIVERSITY | 10,000 |
|  | ATIENO MERCY PRISCILLA | BUMBE TECHNICAL TRAINING INSTITUTE | 7,000 |
|  | EUNICE KIRIGO | PETTANS DRIVING SCHOOL | 10,000 |
|  | SALLY WAMUCII | JKUAT | 10,000 |
|  | PATRICIA AKINYI SANYA | JKUAT | 10,000 |
|  | BENSON KIMATHI MUTETHIA | KARUMO TECHNICAL | 10,000 |
|  | SYLVIA BOCHABERI OKEMWA | KIRIRI WOMENS UNIVERSITY | 10,000 |
|  | HANNAH NJERI | NYANDARUA POLYTECHNIC | 10,000 |
|  | ANTHONY MUHIA | KISERIAN COLLEGE OF ACCOUNTANCY | 7,000 |
|  | KEVIN KARIUKI | SUMMIT INSTITUTE OF PROFESSIONALS | 10,000 |
|  | LUCY NJERU | KIPS COLLEGE | 10,000 |
|  | BIRGEN GAUDENZIA | KENYATTA UNIVERSITY | 10,000 |
|  | MARYLYN CHEMURGOR | UNIVERSITY OF NAIROBI | 10,000 |
|  | CHARITY LASOI | MOUNT KENYA UNIVERSITY | 10,000 |
|  | MARTHA NYOKABI KINUTHIA | KENYATTA UNIVERSITY | 10,000 |
|  | SALLY WAMUCII NGUGI | JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY | 10,000 |
|  | VERINICA KWAMBOKA MAKORI | MT. KENYA UNIVERSITY | 10,000 |
|  | LUCKY NAINI RAIS | THE CATHOLIC UNIVERSITY OF EASTERN AFRICA | 10,000 |

**MIN: 10/NG-CDF KJDN 22/06/2023: KRA TAX REQUIREMENT**

Members were informed that the KRA had made it a requirement to tax their sitting allowances and any other allowance the members drew from the fund as secondary employees of the constituency.

The fund manager convinced the members that being an accounting officer, she was mandated to act as an agent of the KRA, and therefore she needed to comply to the new regulations. She informed the members that their tax obligation is 30% of their sitting allowance.

They agreed with the issue and allowed the fund manager to start subjecting their allowances to taxation in subsequent meetings and activities.

**MIN: 11/NG-CDF KJDN 22/06/2023: CLOSURE OF FINANCIAL YEAR**

It was brought to the attention of the members that the financial year was coming to a close and the office was going to be busy with reporting and preparing of financial statements. They offered to give a helping hand if and when there was need to do so, to ensure the constituency was compliant with the end of financial year activities.

**MIN: 12/NG-CDF KJDN 22/06/2023: AOB**

Having attended to all the business of the day, the meeting closed with a prayer said by Keziah Muriithi at 12.36 noon.

**PREPARED BY**

Secretary…………………………………………………………………….

Signature……………………………………………………….

Date………………………………………………………….

**CONFIRMED BY**

Chairperson……………………………………………………………

Signature……………………………………………

Date………………………………………….