



ALEGO USONGA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND
NG-CDF OFFICE COMPLEX - GROUND FLOOR ALONG RABANGO ROAD

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MINUTES OF THE ALEGO USONGA NG-CDFC MEETING HELD ON 4TH OCTOBER 2019
AT NG-CDF BOARDROOM

<u>MEMBERS PRESENT</u>		<u>DESIGNATION</u>
1. Nicholas Sumba	-	Chairman
2. Caroline Aloo	-	Secretary
3. Philip Odida	-	FAM
4. Peter Omala	-	Member
5. Charles Oriwa	-	Member
6. Walter Oludhe	-	Member
7. Nicholas Ongulo	-	Member
8. Pamela Adhiambo	-	Member
9. Carren Adhiambo	-	Member
10. K. Sawe	-	DCC

AGENDA

1. Preliminaries
2. Confirmation of Previous Minutes
3. Replacement of a Committee Member
4. Approval of 2019/2020 Budget proposals
5. Alego Usonga Strategic plan
6. NG-CDF Committee payments
7. A.O.B
8. Adjournment

MIN/AUNGCDF:4/10/2019(I): PRELIMINARIES

The meeting was called to order by the Chairman who requested Mr. Nicholas Ongulo to lead in opening prayer at 9.30a.m.

The Chairman made his opening remarks then requested the secretary to take members through the records of the previous meeting.

MIN/AUNGCDF:4/10/2019(II): CONFIRMATION OF PREVIOUS MINUTES

The previous minutes were read, confirmed and seconded by Mr. Walter Koludhe and Mr. Charles Oriwa respectively as the true records.

MIN/AUNGCDF:4/10/2019(III): REPLACEMENT OF A COMMITTEE MEMBER

Following the demise of Emmanuel Okoth Odhiambo of ID NO.28474839, there was recruitment of a new NG-CDFC member by the name Nicholas Ongulo of ID NO.22626453 who is to replace Charles Onyango Oriwa a Co-opted member and therefore Charles is to be gazetted as Alego Usonga NG-CDF Committee member.

MIN/AUNGCDF:4/10/2019(IV): APPROVAL OF 2019/2020 BUDGET PROPOSALS.

The Fund Manager informed the committee that the office had received a circular from the NGCDF Board Ref: NG-CDFB/CEO/BOARD Circulars Vol. II(014) dated 24th September, 2019 on preparation and online submission of Constituency project proposal for 2019/20 financial year.

The Chairman explained to the committee the need to read and understand the circular for FY 2019/2020 on budget estimates.

He went further and read to them budget estimates as tabulated below:

➤ Administration	-	Kshs.	8,242,063.45
➤ Emergency	-	Kshs.	7,198,241.38
➤ Sports	-	Kshs.	2,747,354.48
➤ Environment	-	Kshs.	2,747,354.48
➤ Monitoring & Evaluation	-	Kshs.	4,121,031.72
➤ Bursary	-	Kshs.	48,078,703.45
➤ Projects	-	<u>Kshs.</u>	<u>64,232,975.17</u>
Total		<u>Kshs.</u>	<u>137,367,724.14</u>

The Chairman informed members on the percentage allocation for each ward after deducting Ksh.3,667,421 for the On-going projects as follows;

S/N	WARD	PERCENTAGE ALLOCATION	AMOUNT(KSHS)
1	South East Alego	23% of 60,565,554.17	13,930,077.42
2	West Alego	20% of 60,565,554.17	12,113,110.83
3	North Alego	16.7% of 60,565,554.17	10,114,447.50
4	Township	16.7% of 60,565,554.17	10,114,447.50
5	Central Alego	13.5% of 60,565,554.17	8,176,349.80
6	Usonga	10% of 60,565,554.17	6,056,555.40

After the above percentages had been tabled and discussed, the committee came into a consensus and agreed to fund the following projects for the 2019/2020 financial year.

Project Name	Project activity	Amount	Current Status
Administration			
Employees' salaries	Payment of staff salaries and gratuity	3,500,000.00	Ongoing
Goods and services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea.	1,542,063.45	Ongoing
N.S.S.F	Payment of NSSF deductions	100,000.00	Ongoing
N.H.I.F	Payment of NHIF deductions	100,000.00	
Committee expenses	Payment of committee sitting allowance, transport, conference facilities	3,000,000.00	Ongoing

Emergency			
Emergency	Supporting of urgent, unforeseen and un expected occurrences	7,198,241.38	Ongoing
Sports			
Sports constituency tournament	To facilitate Constituency Sports tournament whereby the winning teams will be awarded with trophies, balls and uniforms.	1,900,000.00	Ongoing
Environment			
Mur Malanga Pri School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Ndisi Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Uwasi Secondary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Umala primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Kochieng primary school	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Goro Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Nyambare Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Lwala Kaor Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Agage Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Rapogi Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Aduwa Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Obambo Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Agoro Tula Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Ulafu Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Umala Usula Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Aluny Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
St William Gendro Sec Sch	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Obambo Mixed Sec School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Sirinde primary school	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Bar-Kodhiambo Prim School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Matera Primary School	Purchase and planting of tree seedlings.	99,000.00	Ongoing

Karapul Sec School	Purchase and planting of tree seedlings.	99,000.00	Ongoing
Nyandheho Primary School	Purchase and planting of tree seedlings.	69,354.48	Ongoing
Siaya AP Line	Construction of 4No. pit latrines	500,000.00	New
Monitoring & Evaluation			
Goods and services	Purchase of fuel, repairs and maintenance, printing stationery, airtime, travel and subsistence.	1,121,031.72	Ongoing
Committee expenses	Payment of committee sitting allowances, transport, conferences	1,500,000.00	Ongoing
NG-CDFC/PMC Capacity Building	Undertake training of the PMCs & NG-CDFCs on NGCDF related issues	1,500,000.00	Ongoing
Bursary			
Bursary secondary school	Provision of bursary awards to needy students in secondary education institutions	26,000,000.00	Ongoing
Bursary Tertiary institutions	Provision of bursary awards to needy students in tertiary institutions	14,816,397.01	Ongoing
Bursary special schools	Provision of bursary awards to needy students in special schools.	5,000,000.00	Ongoing
PRIMARY SCHOOL PROJECTS			
Sirinde primary school	Additional funds for renovation of 2no. Classrooms and 3No. Rooms office (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing and 3No. access ramps)	754,000.00	Ongoing
Nyalgunga primary school	Additional funds for fencing of school compound 700 metres (Barbed wire, chain link, concrete poles) and gate installation.	232,000.00	Ongoing
Manyala primary school	Additional funds for construction of administration block (Floor screeding, Plastering, painting, ceiling board & tiling)	1,508,000.00	Ongoing
Rakuom primary school	Additional funds for renovation of 2no. Classrooms (Re-roofing, ring beam, floor re-screeding, fixing of doors & windows, paving slabs and wall finishing)	812,000.00	Ongoing
Sidok Primary School	Additional funds for renovation of 2no. Classrooms and office (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing and 3No. access ramps)	465,000.00	Ongoing
Rakuom primary school	Additional funds for floor finishing, plastering to walls and painting of 2No. Classrooms	310,600.00	Ongoing

Ndai primary school	Additional funds for completion 1No. Classroom. (Plastering and painting)	232,000.00	Ongoing
Kubar Primary School	Additional funds for completion 1No. Classroom. (Plastering and painting)	232,000.00	Ongoing
Nyadhi primary school	Construction of one (1No.) classroom	1,000,000.00	New
Nyagwela primary school	Construction of one (1No.) classroom	1,000,000.00	New
Kalenyjuok primary school	Construction of one (1No.) classroom	1,000,000.00	New
Gombe komolo primary school	Construction of one (1No.) classroom	1,000,000.00	New
Oseno Komolo Primary School	Fencing of school compound 578.1 metres (Barbed wire, chain link, concrete poles) and gate installation.	1,156,200.00	New
Agoro Tula Primary School	Fencing of school compound 498.98 metres (Barbed wire, chain link, concrete poles) and gate installation.	997,940.00	New
Udamayi primary	Construction of one (1No.) classroom	1,200,000.00	New
Karapul primary school	Construction of 1 storey building made up of 16 classrooms and office.	15,000,000.00	New
Nyandiwa primary school	Renovation of two (2No.) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing)	1,114,447.00	New
Pap Gori primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing, 2No. access ramp)	1,100,000.00	New
Nyangoma primary school	Construction of four (4No.) number classrooms	4,000,000.00	New
Kirindo primary school	Renovation of four (4) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing doors & windows, paving slabs and wall finishing)	2,102,610.00	New
Mugane primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & door, paving slabs and wall finishing)	1,000,000.00	New
Rapogi primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing)	1,000,000.00	New
Una primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing, paving slabs)	1,070,970.00	New

Mahola primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing doors & windows, paving slabs and wall finishing)	1,000,000.00	New
Nyasita primary school	Renovation of three (3) number classrooms (Re-roofing, ring beam, verranda extension, floor re-screeding, fixing of doors & windows, PVs and wall finishing, steel pillars, electrical installation)	1,325,970.00	New
Kabura primary school	Renovation of three (3) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing, 2No. access ramps & electrical installation)	1,598,040.00	New
Misori K. primary school	Construction of one (1No.) number classroom	1,000,000.00	New
Nyalaji primary school	Renovation of three (3) number classrooms ((Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing & electrical installation)	1,343,010.00	New
Nyalwanga primary school	Renovation of two (2) number classrooms (Re-roofing, plastering, painting and Installation of doors and windows)	917,640.00	New
Malomba primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, windows, door, paving slabs and wall finishing)	1,148,970.00	New
Uradi primary school	Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, windows, door, paving slabs and wall finishing)	1,113,440.00	New
SECONDARY SCHOOL PROJECTS			
Hono secondary school	Completion of 120 beds dormitory and 3door washrooms and 3 doors toilets plus verandah (Tiling)	716,209.10	Ongoing
Nyadhi Secondary School	Construction of office administration block	2,000,000.00	New
Gendro secondary school	Construction of two (2No.) classrooms	2,000,000.00	New
Usula secondary school	Construction of administration block	2,000,000.00	New
Kowet Secondary School	Construction of single science laboratory block	2,200,000.00	New
Dibuoro secondary school	Purchase of 33 seater school bus (Isuzu)	5,400,000.00	New
Nduru secondary school	Construction of one (1No.) classroom	1,000,000.00	New
SECURITY PROJECTS			

Kochieng B Assistant Chief's Office	Construction of Assistance Chief's Office	1,191,590.00	New
Kowet police post	Construction of administration block.	1,800,000.00	New
Bar Ogongo chief's camp	Renovation of chief's office(Roofing painting fixing doors and windows)	800,000.00	New
OTHERS			
NG-CDF office motor cycle	Purchase of 175cc Yamaha motor cycle.	500,000.00	New
		137,367,724.14	

NB.

- ✓ FAM advised members that for the purchase of school bus for Dibuoro secondary school the committee should agree to allocate enough funds to fully purchase the bus.
- ✓ He (FAM) went further and explained to members about the Flagship projects which are to be done in all the wards according to the CDFC Circular, therefore the proposed project at Karapul Primary School is in order as per the NGCDF Circular.
- ✓ FAM advised members that there should be an oversight committee comprising of four (4) people and the Chairman should be the Area Member of Parliament. The oversight committee is to be facilitated from the Administration vote head (1% of administration budget).
- ✓ Members agreed that there is need to get qualitative contractors to do a good job on NGCDF projects. The Committee agreed that the group of contractors given the NGCDF work are not competent enough to do the work as per the standards from the public works. The committee therefore agreed to look for competent and more qualified contractors for the fy 2019/2020.
- ✓ On monitoring and Evaluation, the Chairman explained to members the importance of the vehicle and the motorbike so that the clerk of works is given easy time to monitor all the projects across the constituency. He therefore opted for a double Cabin worth 5M and a Motorbike (YAMAHA) of Kshs.500, 000 for easy movement.

MIN/AUNGCDF:4/10/2019(IV): ALEGO USONGA NG-CDF STRATEGIC PLAN

Fund Manager informed the Committee that as per the circular for submission of fy 2019/20 proposals, it's a requirement that all constituencies are expected to have (5) five year strategic plan for the period 2018-2022.

The Chairman informed the committee that the Alego Usonga NGCDFC has its own strategic plan for the said period and that while allocating funds to various projects, they should consider the use Alego Usonga NGCDF strategic plan with the aim of achieving its plans and vision 2030.

MIN/AUNGCDF:4/10/2019(VI): NG-CDF COMMITTEE APPROVALS.

a) Approval of funding of the NG-CDF On-going Projects

The Chairman requested the members on their opinion on the On-going projects and after lengthy deliberations members approved funding of the ongoing projects as follows.

No.	Project Name	Activity	Balance (Kshs)
1	Sirinde Primary School	Renovation of 2No.classrooms/Office	650,000.00
2	Nyalgunga Primary School	Fencing of the School compound	200,000.00
3	Hono Secondary School	Construction of A dormitory block	617,421.60
4	Manyala Primary School	Construction of Administration block	1,300,000.00
5	Rakuom Primary School	Construction of Administration block	700,000.00
6	Ndai Primary School	Construction of 1No.classroom & stable ground	200,000.00
TOTAL			3,667,421.60

On the same note, the Chairman took members through one of the flagship project to be implemented at Karapul primary school. After a lengthy discussion and deliberations the committee agreed to make Karapul Primary school project a resource centre so that it can benefit the whole Constituency.

b) Payment for Pending Office Bills

After lengthy deliberations, the committee went further and approved the following payments.

- I. Rent arrears for former CDF office before CDFC moved to their own office Kshs. 69,600, renovations undertaken Kshs. 119,800 all totaling to Kshs. 189,400.
- II. White house hotel for supply of both breakfast and lunch to committee members during vetting exercise-Ksh.51, 800. The supplier to provide the hotel profile for submission to District Treasury.
- III. Kombiro Geduworks for repair of 21 Office chairs-Ksh.16, 200.
- IV. Britcom (K) Ltd for the general service and maintenance carried out on the Office Machines (Photocopy Machine and HP 2055 Printer) amounting to Ksh.70,000.

c) Sports

The Chairman informed the committee that the supply of Sports equipments and Games kits for Alego Usonga Constituency sports tournament was complete. He also informed the members that there was an invoice and delivery notes from the supplier at the office requesting for payment. The committee discussed about the payments and agreed to release Kshs.3,024,800 to Elite & Posh Ltd P.O Box 46937-00100,Nairobi.

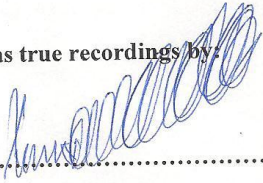
MIN/AUNGCDF:4/10/2019(VII):: A.O.B.

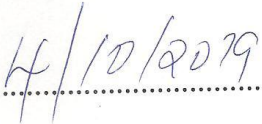
- i) The committee agreed to cancel and replace all Bursary cheques which have not been collected for payment and have become stale.
- ii) The committee also discussed on Payment of contracted persons who were given the mandate to type bursary list for FY 17/18. It was not clear on how the contracted persons were given the mandate and how they came up with agreement for the exercise. The committee went further and gave Mr. Oriwa and Mr. Komala the task to go and get more clarity on the issue.

MIN/AUNGCDF:4/10/2019(VIII): ADJOURNMENT

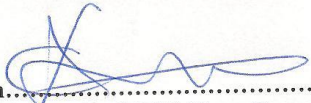
There being no other business the meeting ended with a word of prayer from Caren Adhiambo
at 1.00pm.

Certified as true recordings by:

Sign.....

Date:.....

Chairman NG-CDFC AlegoUsonga

Sign.....
Secretary NG-CDFC Alego-Usonga

Date:.....