

**MINUTES OF THE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT
FUND COMMITTEE MEETING HELD ON 28TH JANUARY 2021 AT NG-CDF OFFICE**

Members Present

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| 1. Samuel Nyoike | Chairman |
| 2. Mariam Gatuma | Secretary |
| 3. Zahiya Jacob Haji | Member |
| 4. Virginia Irungu | Member |
| 5. Joseph Kamau | Member |
| 6. Shem Mwangi | Member |
| 7. James Chacha | Member |
| 8. Jane Kariuki | Fund Account Manager |

In attendance

- | | |
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| 1. Hon. Mercy Wanjiku | M.P Kasarani Constituency |
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Agenda

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters arising from previous minutes
4. Clerk of Works recruitment
5. Reallocation
6. 1st disbursement for FY 020/021-Kshs. 1,000,000
7. Bursary
8. Sports
9. A.O.B

MINUTE 1/28/01/21/NG-CDFC/ KASARANI: PRELIMINARIES

The meeting was called to order by the Chairman at 10.20am. Virginia Irungu led the opening prayers.

**MINUTE 2/28/01/21/NG- CDFC/KASARANI: READING AND CONFIRMATION OF
MINUTES OF THE PREVIOUS MEETING.**



The Secretary took the members through the reading of minutes of the previous meeting. The members endorsed as a true copy of what was discussed. The minutes were proposed by Joseph Kamau and seconded by Zahiya Jacob.

MINUTE 3/28/01/21/NG- CDFC/KASARANI: MATTERS ARISING FROM PREVIOUS MINUTES.

There were no matters arising from the previous minutes

MINUTE 4/28/01/21/NG- CDFC/KASARANI: RECRUITMENT -CLERK OF WORKS POSITION

The position of the Clerk of Works is yet to be filled after the previous staff resigned end of December 2020. After deliberation, the office was mandated to come up with the qualifications and advertise the said position soonest possible.

MINUTE 5/28/01/21/NG- CDFC/KASARANI: REALLOCATION

The NG-CDF is in the process of constructing a new primary school namely Mwiki Primary School. However, there is no access road to the said school. After some deliberation, the committee resolved to reallocate the emergency money of FY 2019/2020 to Mwiki Primary School access road.

There was also a request from Highway Manyatta Primary School for construction of more classes and from Kasarani Police Station for purchase of 24,000 litres tank. After deliberations, reallocation of various projects was approved as shown below;

S/N	Reallocate from	Amount(Kshs)	Reallocate to	Amount(Kshs)
1	Unutilized emergency for FY 019/020	6,550,000	2 km access road to Mwiki Primary School- (clearing, excavation, spreading & compacting of hard materials, culvert installation, heavy grading and gravel patching)	6,550,000
2	Highway Manyatta Primary School 4 classes construction (Unutilized balance)	50,000	Highway Manyatta Primary School	1,200,000

			construction of 4 no. fabricated classrooms	
3	St. Dominic's Sec. School 4 classes construction (Unutilized balance)	990,000	Kasarani Police Station purchase of 24,000 litres tank	300,000
4	Jehovah Jireh Pry. School- Painting and flooring of 8 classrooms (Unutilized balance)	380,000		
5	Kasarani Pry School- Painting and flooring of 6 classrooms (Unutilized balance)	80,000		

MINUTE 6/28/01/21/NG- CDFC/KASARANI: 1st DISBURSEMENT FOR FY 020/021

The office is in receipt of Kshs. 1,000,000 as first disbursement for FY 2020/2021. The committee prioritized the amount as shown below

<i>VOTE</i>	<i>AMOUNT</i>
Admin- Salary	350,000
Admin- Goods And Services	300,000
M&E – Committee Exp	200,000
Bursary	150,000
TOTAL	1,000,000

MINUTE 7/28/01/21/NG- CDFC/KASARANI: BURSARY

The committee approved payment of bursary applicants from Highway Manyatta Secondary school. This is a new school that was registered last year after the 2019/2020 bursary forms had been issued. The students were later given time to apply and the following students were considered successful, having met the requirements

S/N	STUDENT	ADM NO	AMOUNT
1	EUCABETH KERUBOGESEKE	001	5,000
2	KIHIKA MUNGAI JOEL	028	5,000
3	SIMON NGUNG'A MUTUA	004	5,000
4	JOSEPH LOLA MWENGA	018	5,000

5	MEGAN RIZIKI ODONGO	020	5,000
6	JAMES MUTETI MTUNE	002	5,000
7	CHARLES NYAGA WANGUI	011	5,000
8	CORNELIUS KYAA WAMBUA	016	5,000
9	THOMAS MULEI MUNYAO	015	5,000
10	ALEX NJAU KIMANI	021	5,000
11	NOAH MALOBA CHIMONYI	005	5,000
12	ESTHER WANJIRU MWAI	027	5,000
13	WAMBUNGU ANTHONY KINYANJUI	026	5,000
14	BRILLIANT NJERI AYEKHA	022	5,000
15	LYDIAH WAMBUI WAYUA	007	5,000
16	ISAAC MANDELA	012	5,000
17	MWAI DOMINIC MUASYA	028	5,000
18	MAGDALINE NZULA MUTUA	010	5,000
19	DIWAYNE CHEGE KIMANI	003	5,000
20	JOEL KURIA KARANJA	024	5,000
21	ELIZABETH MBAIKA MUKONYO	023	5,000
22	NELSON MOMANYI ATUYA	019	5,000
23	EVALYNE NTHAMBI KIOKO	006	5,000
24	PETER MONYENYE JOMO	008	5,000
25	CYNTHIA LUBANGA MUSULA	027	5,000
26	BRIAN OTIENO JUMA	026	5,000
27	LEVIS MUTHEE MAINA	009	5,000
28	NJOROGE SAMWEL NJOROGE	013	5,000
		TOTAL	140,000

MINUTE 8/28/01/21/NG- CDFC/KASARANI: SPORTS

The committee were pleased that the previous football tournament was very successful. The clubs were in need of uniforms and the committee approved purchase of 1,400 pairs of uniform (jersey and shorts) to be distributed to all the clubs. The Fund Account Manager is to immediately liaise with Supply Chain Management Officer for issuance of quotation.

MINUTE 9/28/01/21/NG- CDFC/KASARANI: A.O.B

There being no other business, the meeting ended at 12:20pm with a word of prayer from Joseph Kamau

Minutes compiled by:

Marriam Gatuma
Secretary



Signature

09/02/2021

Date

Minutes confirmed by:

Samuel Nyoike
Chairperson



Signature

09/02/2021

Date