

**NAKURU TOWN WEST CONSTITUENCY NG-CDF MEETING HELD ON 18<sup>TH</sup> JANUARY 2024, AT 10:13 A.M. AT NG-CDF OFFICE BOARD ROOM.**

**PRESENT**

- |                    |               |
|--------------------|---------------|
| 1. Jane Alfonzo    | - Secretary   |
| 2. Khallif Abdulah | - Dcc         |
| 3. Wilfred Omariba | - Chairperson |
| 4. Felix Kipkirui  | - Member      |
| 5. Phoebi Wangui   | - Member      |
| 6. Faith Nyarangi  | - Member      |
| 7. Kevin Onyango   | - Member      |
| 8. Douglas Sengera | - Member      |
| 9. Patrick Chege   | - Member      |
| 10. Faith Kathambi | - FOO         |

**IN ATTENDANCE**

- |                 |                                     |
|-----------------|-------------------------------------|
| 1. Janet Akinyi | - Sub- County Director of Education |
|-----------------|-------------------------------------|

**AGENDA**

1. Prayers & Preliminary
2. Reading & Confirmation of previous minutes
3. Matters Arising
4. Report on JSS infrastructure
5. Realignment of project proposal
6. A.O.B

*Compiled by*

Secretary

Jane Alfonzo:

Sign.....

Date..18/01/2024

*Witnessed by*

Chairman

Wilfred Omariba:

Sign.....

Date..18/1/2024

**MIN 001/01/2023-2024/ PRAYERS & PRELIMINARY**

The meeting was opened at 10:17 a.m. with a word of prayer from Ms. Faith Nyarangi.

The chairman welcomed the members and he appreciated them for keeping time and availing themselves whenever called for NG-CDFC meetings despite busy schedules. He encouraged them to participate freely in the meeting proceedings.

**MIN 002/01/2023-2024 READING AND CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the previous minutes were read by the secretary. Members confirmed that they were the true deliberations of the previous meeting. The minutes were proposed by Mr. Douglas Sengera and seconded by Mr. Patrick Chege.

**MIN 003/01/2023-2024 MATTERS ARISING**

- The construction of NG-CDF office had started and was ongoing.
- It was reported that the contractor was paid and the construction work is at 2<sup>nd</sup> floor and members have been monitoring the project.
- It was noted that the proposal was recalled for re-alignment via Circular No: NG-CDFB/NG-CDF CIRCULARS/VOL II (035) dated 4<sup>th</sup> January 2024
- It was noted that NG-CDF Committee was to raise kshs. 11,342,233 which was proposed for JSS either classroom or a laboratory construction.

**MIN 004/01/2023-2024 REPORT ON JSS INTFRASTRUCTURE**

The chair tabled a report to members. The Circular issued referenced NG-CDFB-CEO/MOE/VOL 1(046) dated 16<sup>th</sup> October 2023 on matters of infrastructure projects for Junior Secondary School.

The members went through the Circular and it was noted that during previous meeting the committee set aside kshs. 11,342,233 for the use for construction of the JSS projects as was earlier directive.

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The Chair invited the Sub-County director of education to give them a brief about the schools with JSS. It was noted that the JSS projects identification and implementation will be overseen in consultation with Fund manager, Sub-county director of education and the Deputy County Commissioner.

The Sub-County director of education thanked the chair for being invited to such a forum and thanked the committee for the support they have accorded the schools within the Sub-county.

The Sub-county director of education tabled her report as follows: -

### NAKURU WEST JSS END OF TERM 3 ENROLMENT

S/NO	SCHOOL	ENROLEMENT		
		BOYS	GIRLS	TOTAL
1.	MOI PRY SCHOOL	233	234	467
2.	MAMA NGINA PRY SCHOOL	187	189	376
3.	UHURU PRY SCH	48	49	97
4.	KAPTEMBWO PRY SCHOOL	137	113	250
5.	MILIMANI PRY SCHOOL	61	57	118
6.	HESHIMA PRY SCHOOL	138	146	284
7.	KOINANGE PRY SCHOOL	100	97	197
8.	MWARIKI PRY SCHOOL	130	140	270
9.	MUSLIM PRY SCHOOL	106	104	210
10.	PRISON PRY SCHOOL	26	26	52
11.	BARUT PRY SCHOOL	33	35	68
12.	MOGOON PRY SCHOOL	45	43	88
13.	KELELWET PRY SCHOOL	26	24	50
14.	NAKURU WEST PRY SCHOOL	96	134	230

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15.	KIBOWEN PRY SCHOOL	76	77	153
16.	INGOBOR PRY SCHOOL	64	52	116
17.	EILEEN NGOCHOCH PRY SCHOOL	60	60	120
18.	PARKVIEW PRY SCHOOL	25	21	46
19.	KIPTENDEN PRY SCHOOL	30	22	52
20.	LALWET PRY SCHOOL	29	23	52
	<b>TOTAL</b>	<b>1650</b>	<b>1646</b>	<b>3296</b>

The officer of education advised the members to fund the schools with highest population, It was noted that all the JSS schools needs infrastructure classrooms, laboratories, lockers and chairs. Members deliberated on the report on school enrollment and agreed to settle on the following school where they agreed to construct classrooms and furnish them with lockers, desks and water tank and water harvest.

After deliberation members approved the following school to be funded with classrooms furnished with 40 lockers and chairs each classroom, water tank 5,000 litres and construction of water tank base.

After deliberation it was agreed that the schools to benefit from JSS (Junior secondary school) infrastructure programme are as follows: -

**JSS PROJECTS**

NO	PROJECT	ACTIVITY	AMOUNT ALLOCATED	FUNDED BY	REMARKS
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1	Moi Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms, Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works.	3,023,000.00	NG-CDF	FULLY FUNDED
2	Mama Ngina Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	3,023,000.00	NG-CDF	FULLY FUNDED
3	Heshima Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	3,023,000.00	NG-CDF	FULLY FUNDED
	Koinange Primary School	Construction to completion and Furnishing of 1 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	1,523,466.00	NG-CDF	FULLY FUNDED

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5	Mwariki Primary School	<b>Co-funded JSS Classrooms:</b> Furnishing of 1 classroom with 29 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical installation works .	749,767.00	NG-CDF	CO-FUNDED
<b>NG-CDF JSS TOTAL</b>			<b>11,342,233.00</b>		
6	Mwariki Primary School	<b>Co-funded JSS Classroom;</b> Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 51 lockers.	2,273,233.00	MOE	CO-FUNDED
7	Kaptembwo Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	3,023,000.00	MOE	CO-FUNDED
8	Nakuru West Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	3,023,000.00	MOE	CO-FUNDED

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9	Muslim Primary School	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers , Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base , Purchase 80 lockers(40 each classroom) , Electrical instalation works .	3,023,000.00	MOE	CO-FUNDED
<b>MOE JSS TOTAL</b>			<b>11,342,233.00</b>		
<b>GRAND JSS TOTALS</b>			<b>22,684,466.00</b>		

The chair thanked the Sub county director of education for the Cooperation and information which was very vital to the committee.

The DCC also thanked the members for the support they are giving the education the in one Sub county, he was grateful for the work so far done by NG-CDFC's and requested members to keep the same spirit.

He thanked members for the support he has been given as a NG-CDFC member.

The members approved the projects proposed and seconded and unanimously approved to build and equip the classrooms.

### MIN 005/01/2023-2024 REALIGNMENT OF PROJECT PROPOSAL

The Field Operations Officer (FOO) tabled the previous proposal that was to be realigned so as to fall under Exclusive National Government mandate as per the constitution of Kenya, in line with the circular from Board. The Field Operations Officer (FOO) tabled the Circular dated 4<sup>th</sup> January 2024 Ref No: **NG-CDFB/NG-CDF CIRCULARS/VOL II (035)** to members. The FOO read through the Circular to members and deliberated through it and agreed to fund the projects as indicated below.

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read to the committee the circular and explained in details the requirements.

According to the amendment, the COC & Sports is repelled as projects viable to be funded in NG-Cdf. The members agreed to fund the following with the COC & Sports.

Members after going through the previous proposal, deliberated and agreed to removed COC, sports and realigned the environment projects to climate change mitigation.

- i. COC allocation of kshs. 1,341,389.01 to be partly allocated to Secondary school bursary.
- ii. COC allocation of ksh 500,000.00 to be allocated to purchase of Office equipment.
- iii. Sports allocation of kshs. 3,682,778.02 to be allocated to Secondary school bursary.
- iv. Environment allocation of kshs. 82,778.02 to be allocated to climate change mitigation (purchase and planting of 200 tree seedlings in Moi primary school since land was available and sustainability letter provided). the committee deliberated and unanimously agreed that the rest of the projects proposed under environment for construction of toilet blocks allocated under School projects.

The following projects were approved; -

### NG-CDFC Project Proposal for FY 2023/2024

S/ NO	NAME OF PROJECT	ORIGINAL COST	CUMULATIVE ALLOCATION	ACTIVITIES	AMOUNT ALLOCATED (Kshs)	STATUS
<b>ADMIN</b>						
1	Contractual employees	2,891,868.00	0	Payment of Staff Basic Salaries- 12 staffs ( <b>Annex 1</b> )	2,891,868.00	New
2	Casual labour and Internship	90,000.00	0	Payment of Staff Basic Wages- 3 staffs. ( <b>Annex</b> )	90,000.00	New
3	House allowance	392,100.00	0	Payment of House allowance to NGCDFC Staff- 12 staffs ( <b>Annex 11</b> )	392,100.00	New
4	Transport allowance	365,629.20	0	Payment of Transport allowance to NGCDFC Staff- 12 staffs( <b>Annex 111</b> )	365,629.20	New

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5	Medical allowance	198,000.00	0	Payment of medical allowance to NGCDFC Staff- 12 staffs(Annex 1v)	198,000.00	New
6	Gratuity-contractual employees	896,479.08	0	Payment of Gratuity to 12 NGCDFC Staff- (Annex VII)	896,479.08	New
7	Electricity	120,000.00	0	Payment of Electricity charges	120,000.00	New
8	Water and sewerage charges	50,000.00	0	Payment of Water and sewerage charges	50,000.00	New
9	Telephone, Telex, Facsimile and Mobile phone services	200,000.00	0	Payment of Telephone Expenses	200,000.00	New
10	Internet Connections	120,000.00	0	Payment of Internet Connections	120,000.00	New
11	Courier and postal Services	200,000.00	0	Payment of Courier and postal Services	200,000.00	New
12	Travel Costs (airlines, bus, railway, mileage allowance etc	200,000.00	0	Payment of Transport Expenses	200,000.00	New
13	Accommodation-Domestic Travel	350,000.00	0	Payment of Accommodation on Domestic Travel	350,000.00	New
14	Publishing and printing Services	80,000.00	0	Payment of Publishing and printing Services	80,000.00	New
15	Hire Of transport	340,000.00	0	Payment of Hire of Transport	340,000.00	New
16	Catering Services(receptions), accommodation, Gifts , Foods and Drinks	250,000.00	0	Payment of Catering Services(receptions), accommodation, Gifts , Foods and Drinks	250,000.00	New
17	NGCDFC allowance	1,098,000.00	0	Payment of NG- CDFC allowance- 9 members	1,098,000.00	New
18	General Office supplies (papers, pencils, forms small office equipment etc	1,042,137.24	0	Purchase of General Office supplies (papers, pencils, forms small office equipment.	1,042,137.24	New
19	Supplies and Accessories for Computers and printers	55,373.98	0	Purchase of Supplies and Accessories for Computers and printers	55,373.98	New
20	Sanitary and Cleaning Materials	50,000.00	0	Purchase of Sanitary and Cleaning Materials ,supplies and services	50,000.00	New

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	,supplies and services					
21	Other Fuels (wood, Charcoal, cooking Gas etc.)	25,000.00	0	Payments of Other Fuels	25,000.00	New
22	Bank services commission and charges	90,000.00	0	Payment of Bank services commission and charges	90,000.00	New
23	Contracted Guards and cleaning services	216,000.00	0	Payment of Contracted Guards and cleaning services	216,000.00	New
24	Maintenance of office Furniture and Equipment	420,000.00	0	Maintenance of office Furniture and Equipment	420,000.00	New
25	Housing Levy	62,879.76	0	Paymnt of Housing Levy to 12 staff ( <b>Annex XV</b> )	62,879.76	New
26	NSSF	300,960.00	0	Payment of NSSF to 12 NGCDFC Staff ( <b>Annex house allowance vi</b> )	300,960.00	New
27	Other Committee expenses	250,000.00	0	Payment of Other Committee expenses- Tent hiring, Hall hiring, Airtime, Foods and Drinks	250,000.00	New
28	Extraneous allowance	193,906.80	0	Payment of Extraneous allowance to NGCDFC Staff- 12 staffs( <b>Annex house allowance V</b> )	193,906.80	New
29	NGCDFC Office Equipment	500,000.00	0	Purhas of 3 Laptops (HP Probook 450 G8, Core i7, 11th Gen, 8Gb RAM, 512GB SSD, 15.6" Screen).	500,000.00	New
<b>TOTAL ADMIN</b>					<b>11,048,334.06</b>	
<b>M&amp;E</b>						
1	Telephone, Telex, Faxsmile and Mobile phone services	150,000.00	0	Payment of telephone expenses	150,000.00	New
2	Daily Subsistance Allowance	260,000.00	0	Daily Subsistance Allowance ( <b>Annex XIV</b> )	260,000.00	New
3	Publishing and printing	200,167.03	0	Publishing and printing	200,167.03	New
4	Hire of Transport	200,000.00	0	Hire of Transport	200,000.00	New

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5	Remuneration of Instructors And other contract Based Training Services	250,000.00	0	Remuneration of Instructors And other contract Based Training Services	250,000.00	New
6	Production and Printing of Training Materials	100,000.00	0	Production and Printing of Training Materials	100,000.00	New
7	Hire of Training Facilities and Equipment	150,000.00	0	Hire of Training Facilities and Equipment	150,000.00	New
8	Catering Services(receptions), accommodation, Gifts , Foods and Drinks	400,000.00	0	Catering Services(receptions), accommodation, Gifts , Foods and Drinks	400,000.00	New
9	NG-CDFC allowance	2,100,000.00	0	NGCDFC allowance- 9 members ( <b>Annex X</b> )	2,100,000.00	New
10	Purchase of Uniforms and clothing-Staff	114,000.00	0	Purchase of Uniforms and clothing-Staff - 20 members	114,000.00	New
11	General Office supplies (papers, pencils, forms small office equipment etc	750,000.00	0	General Office supplies (papers, pencils, forms small office equipment etc	750,000.00	New
12	Other Committee expenses	500,000.00	0	Other Committee expenses	500,000.00	New
13	Detergent/Fumigation	350,000.00	0	Detergent/Fumigation	350,000.00	New
<b>TOTAL M&amp;E</b>					<b>5,524,167.03</b>	
<b>BURSARY</b>						
1	Bursary Tertiary Schools	9,448,615.35	0	Payment of bursary to needy students in Tertiary institutions.	9,448,615.35	New
2	Bursary Secondary Schools	60,024,167.03	0	Payment of bursary to needy students in Secondary schools	60,024,167.03	New
<b>BURSARY TOTAL</b>					<b>69,472,782.38</b>	
<b>EMERGENCY</b>						
43	Emergency	9,691,047.00	0	To cater for any unforeseen occurrences in the	9,691,047.00	New

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				constituency during the financial year		
<b>EMERGENCY TOTAL</b>					<b>9,691,047.00</b>	
<b>CLIMATE CHANGE MITIGATION</b>						
<b>4</b>	Moi Primary School	82,778.02	0	Purchase and Planting of 200 Indigenous, Exotic and Fruit tree seedlings and other expenses (fencing for protection and labelling) to help in conservation of the environment.	82,778.02	New
<b>TOTAL CLIMATE CHANGE MITIGATION</b>					<b>82,778.02</b>	
<b>OTHERS</b>						
<b>1</b>	Nakuru Town West NG-CDFC Office	45,262,336.80	20,363,498.74	<b>Phase II</b> : Construction to completion of Phase II (Second floor and Third floor) of a 3 storey NG-CDFC Office comprising of 33 offices; ( <b>2nd Floor</b> comprises of 1 Records office, 1 Departmental office, 1 general office, 1 records office, 1 accounts office, 1 procurement office, 1 store, 1 board room, 1 secretary office, 1 Executive office, 1 urinal, 5 water closets. <b>3rd Floor</b> comprises of 6 Departmental offices, 1 Multipurpose Hall, 1 urinal, 3 water closets).	24,898,838.06	Ongoing
<b>2</b>	NGCDFC Office Equipment	500,000.00	0	Purchase of Office Multifunctional Copier Printer; (KYOCERA 3510i, 3 IN One, ; - Print, copy and scan ) Mono color (Black): Desktop computer Hp 290g4, Core i5/ 1Tb, TFT 22"	500,000.00	New
<b>TOTAL OTHERS</b>					<b>25,398,838.06</b>	

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PRIMARY SCHOOL PROJECTS						
2	Nakuru West Primary School	5,100,000.00	0	Renovation of 6 classrooms to completion <b>Ksh. 4,820,000</b> : Re-roofing works, Replacement of timber doors to metal doors, floor tile works, ceiling works, Plastering works, fixing of window panes and grills, electrical works, painting works, Exterior keying, Project Branding, <b>Ksh. 280,000</b> : installation of Gutters and down pipes, purchase two 5,000lts Water Tanks and water tank base	5,100,000.00	NEW
3	Muslim Primary School	4,200,000.00	0	Renovation to completion of 5 classrooms <b>Ksh. 4,050,000</b> : : Re-roofing works, Plastering works, floor tile works, fixing window panes, Painting works, replacement of timber doors to metal doors, Electrical works, Project branding; <b>Ksh. 150,000</b> installation of Gutters and down pipes, purchase of one 5,000lts Water Tank, water tank base.	4,200,000.00	New
4	Koinange Primary School	1,520,954.45	0	Construction to completion of 12 doors septic Girls toilet block with chamber to cater for persons living with disability and labeling.	1,520,954.45	New

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5	Koinange Primary School	2,700,000.00	0	Renovation to completion of 3 classrooms <b>Ksh. 2,560,000:</b> Re-roofing works, floor tile works, fixing window panes, Painting works, Electrical works, Project branding, ceiling works and replacement of timber doors to metal doors  <b>Ksh. 140,000:</b> Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank, water tank base.	2,700,000.00	New
6	Prisons Primary School	5,157,767.00	0	Renovation to completion of 6 classrooms <b>Ksh. 4,877,767:</b> Re-roofing works, Flooring tile works, fixing window panes, painting works, ceiling works, arresting of wall cracks, electrical works and project branding  <b>Ksh. 280,000:</b> Installation of gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base.	5,157,767.00	New
7	Eileen Ngochoch Primary School	6,500,000.00	0	Renovation to completion of 8 classrooms <b>Ksh. 6,210,000:</b> Re-roofing works, ceiling works, painting works, fixing window panes, arresting of wall cracks, floor tile works, electrical works, project branding.	6,500,000.00	New

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8	Barut Primary School	5,100,000.00	0	<p>Renovation to completion of 6 classrooms <b>Ksh. 4,820,000</b>:  Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, exterior wall keying,</p> <p><b>Ksh. 280,000</b>: Installation of Gutters and down pipes, purchase two 5,000lts Water Tanks, water tank base</p>	5,100,000.00	New
9	Kibowen Komen Primary School	6,100,000.00	0	<p>Renovation to completion of 8 classrooms <b>Ksh. 5,810,000</b> :  Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors,</p> <p>Ksh. 290,000; Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tanks base</p>	6,100,000.00	New
10	Park View Primary School	5,800,000.00	0	<p>Renovation to completion of 7 classrooms <b>Ksh. 5,520,000</b>:  Re-roofing works, plastering works, ceiling works, painting works, fixing window panes and Grills, floor tile works, electrical works, project branding, replacement of woden doors to medal doors.</p>	5,800,000.00	NEW

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				<b>Ksh. 280,000;</b> Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base		
11	Uhuru Primary School	5,800,000.00	0	Renovation of 7 classrooms to completion <b>Ksh. 5,520,000:</b> Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors,  <b>Ksh. 280,000;</b> Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base	5,800,000.00	New
12	Moi Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms <b>Ksh. 2,403,000:</b> Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000;</b> Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000;</b> Electrical instalation works <b>Ksh. 120,000,</b>	3,023,000.00	New

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13	Mama Ngina Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 2,403,000</b> : Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000</b> ; Electrical instalation works <b>Ksh. 120,000</b> ,	3,023,000.00	New
14	Heshima Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 2,403,000</b> : Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000</b> ; Electrical instalation works <b>Ksh. 120,000</b> ,	3,023,000.00	New
15	Koinange Primary School	1,523,466.00	0	Construction to completion and Furnishing of 1 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 1,143,466</b> :: Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 180,000</b> ; Electrical instalation works <b>Ksh. 60,000</b> ,	1,523,466.00	New

Compiled by

Secretary

Jane Alfonzo:

Sign.....

Date.....18/1/2024.....

Witnessed by

Chairman

Wilfred Omariba:

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16	Mwariki Primary School	749,767.00	0	Co-funded JSS Classrooms: Furnishing of 1 classroom with 29 lockers <b>Kshs. 129,764;</b> Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000;</b> Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000;</b> Electrical installation works <b>Ksh. 120,000,</b>	749,767.00	New
1	Milimani Primary School	1,200,000.00	0	Construction to completion of 10 doors septic boys toilet block with urinal and 2 chambers to cater for persons living with disability	1,200,000.00	New
2	Ingobor Primary School	1,200,000.00	0	Construction to completion of 10 doors septic Girls toilet block with 2 chambers to cater for persons living with disability	1,200,000.00	New
<b>PRIMARY SCHOLS PROJECT TOTALS</b>					<b>61,720,954.45</b>	
<b>SECONDARY SCHOOL PROJECTS</b>						
3	Kelelwet Secondary school	1,200,000.00	0	Construction of Girls 10 doors abolution block and labeling 5 doors Water Closet (WC), 4 doors Shower (SHW) and 1 chamber for persons living with disability.	1,200,000.00	New
<b>SECONDARY SCHOLS PROJECT TOTAL</b>					<b>1,200,000.00</b>	
<b>PROJCTS TOTALS</b>					<b>88,319,792.51</b>	
<b>TOTAL</b>					<b>184,138,901.00</b>	
<b>MINISTRY OF EDUCATION (MoE) PROJECTS</b>						
1	Mwariki Primary School	2,273,233.00	0	Co-funded JSS Classroom; Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 51 lockers.	2,273,233.00	New

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2	Kaptembwo Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 2,403,000</b> : Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000</b> ; Electrical instalation works <b>Ksh. 120,000</b> ,	3,023,000.00	New
3	Nakuru West Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 2,403,000</b> : Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000</b> ; Electrical instalation works <b>Ksh. 120,000</b> ,	3,023,000.00	New
4	Muslim Primary School	3,023,000.00	0	Construction to completion and Furnishing of 2 Junior Secondary School (JSS) classrooms with 80 lockers <b>Ksh. 2,403,000</b> : Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank and construction of water tank base <b>Ksh. 140,000</b> ; Purchase 80 lockers(40 each classroom) <b>Ksh. 360,000</b> ; Electrical instalation works <b>Ksh. 120,000</b> .	3,023,000.00	New
<b>(MoE) PROJECTS</b>					<b>11,342,233.00</b>	
<b>GRAND TOTAL</b>					<b>195,481,134.0</b>	<b>0</b>

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**MIN 005/01/2023-2024 OFFICE REPORTS**

It was reported that VBMS system at NG-Cdf office had crashed and reports could not be generated. The manager informed members that the reports had to be submitted latter.

The manager tabled the following 2<sup>nd</sup> Quarter and monthly reports for the month of December 2023

Monthly expenditure return

- i. Monthly Bank Reconciliation Statements (BRS)
- ii. Variance Report
- iii. Asset Register
- iv. Funds Receipt from board
- v. Status Report
- vi. Variance Report
- vii. Gross Payment Report
- viii. Monthly Expenditure Returns (MER)
- ix. Bursary Reports
- x. Environment Reports
- xi. M & E Reports
- xii. Risk Management

Members went through the reports and confirmed that it was as they had approved, they adopt the reports.

**MIN 006/01/2023-2024 A.O.B**

There being no other business the meeting ended at 2:20 pm With a word of prayer from Mr. Nyakundi.

*Compiled by*

Secretary

Jane Alfonzo:

Sign.....

Date...18/1/2024

*Witnessed by*

Chairman

Wilfred Omariba:

Sign.....

Date...18/1/24