

**NAKURU TOWN WEST CONSTITUENCY NG-CDF MEETING HELD ON 14TH
SEPTEMBER 2023, AT 10:00 A.M. AT NG-CDF OFFICE BOARD ROOM.**

PRESENT

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

AGENDA

1. Prayers & Preliminary
2. Reading & Confirmation of previous minutes
3. Matters Arising
4. Project Awaiting Funding for FY 2022/2023 from the NG-CDF Board
5. Project proposal prioritization, Allocation and Submission for FY 2023-2024
6. Projects distribution per ward
7. A.O.B

MIN 001/03/2023-2024/17 PRAYERS & PRELIMINARY

The meeting started at 10:25 a.m. with a word of prayer from Mr. Felix.

The Chairman welcomed members to the meeting and appreciate them for keeping time.

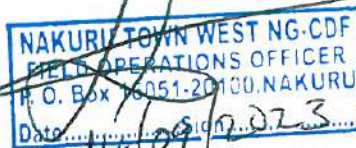
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MIN 002/03/2023-2024/18 READING AND CONFIRMATION OF PREVIOUS MINUTES

The Secretary went through the previous which was confirmed as a true record of what was deliberated. The minutes were proposed by Mr. Maina and seconded by Ms. Wangui Phoebe

MIN 003/03/2023-2024/19 MATTERS ARISING

- ✓ The funds received for FY 2022-2023 is kshs. 131,596,675.00 (One hundred thirty one thousand)
- ✓ It was also reported that all the funds received was prioritized and projects payment made to the PMC's and project implementation is ongoing.
- ✓ It was also noted that funds not yet disbursed from the NG-CDF Board for the FY 2022/2023 is kshs. 20,363,499.74

MIN 004/03/2023-2024/20 PROJECTS AWAITING FUNDING FOR FY 2023/2024 FROM NGCDF BOARD

The chair table the list of project to members for FY 2022/2023 which have been approved awaiting funding from the NG-CDF Board.

PROJECTS AWAITING FUNDING FOR FY 2022/2023 FROM NG-CDFB

S/NO	PROJECT NAME	ACTIVITY	AMOUNT
1.	N-G CDFC	Phase 1: construction to completion of phase 1 (ground and first floor) of a 2 storey NG-CDFC Office, comprising of 33 offices Ground floor comprises of: 1 constituency managers office, 1 waiting Bay, 1 personal Assistants office, 1 general office, 2 secretary offices, 1 Mp's office, 2 departmental offices, 1 reception, 1 store, 1 Kitchen, 1 urinal, 2 persons with disability water closets. 1 st floor comprises of 1. Project officers office, 1 NG-CDFC chairmans office, 1 general office, 1 kitchen, 1 records office, 1	20,363,498.74

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	Account office, 1 procurement office, 1 store, 1 board room, 1 waiting bay, 1 secretary office, 1 Fund Account Managers office, 1 Urinal , 5 water closets.	
		20,363,498.74

MIN 005/03/2023-2024/21 PROJECT PROPOSAL PRIORITIZATION, ALLOCATION AND SUBMISSION FOR FY 2021-2022

The fund account manager took the members through the budget ceiling for the financial year 2023-2024. She also took them through the guideline from the NG-CDF board on the preparation and submission of project proposal to the Board Ref No: NGCDFB/CEO/BOARD CIRCULARS Vol 11 (034). It was reported that in financial year 2023/2024 the budget ceiling is Ksh 184,138,901 (one hundred and eighty four million one hundred thirty eight thousand, nine hundred one shillings only). This amount includes the emergency fund of Ksh 9,691,047 (Nine million, six hundred and ninety one thousand forty seven shillings only) which already has been calculated by the board.

The following are the specific rates that need to be used when working on the proposal.

S/NO	Description	Rate
1	Administration and Recurrent for Ng -Cdf	6%
2	Monitoring and evaluation	3%
3	Emergency	5%
4	Sports Activity	2%
5	Environment Activity	2%
6	Bursary and social security programs	Not exceeding 35% and not less than 25%

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The manager tabled a list of projects proposed by members during public participation which was done on 28th December, 2022 and 29th December 2022

The following are the projects proposed by members during public participation.

Since the rates are already predetermined through the circular Ref No: NGCDFB/CEO/BOARD CIRCULARS Vol 11 (034) Annex 1. Members deliberated on the statutory ceiling percentage to be used for the social security programmes and education bursary schemes. After deliberation members unanimously agreed that they fund a percentage of 35%(thirty five percent for the bursary scheme &social security.

It was included that project proposal submitted to the NG-CDF office by various project management committee and the community to be considered

The following are the projects proposed by members during public participation/ community proposal.

1. Rhonda Ward **Proposed Project**
Education

- Construction of 8 classrooms in Mwariki Primary school.
- Purchase of Lockers and chairs for Mwariki Primary school.
- Construction of dining hall and modern kitchen in Mwariki primary school.
- Construction of Junior Secondary Schools Laboratory in Mwariki primary School
- Construction of more Toilet Blocks in Mwariki Primary School
- Planting of indigenous, Exotic and fruit tree seedlings in schools and public places to conserve environment; - Mwariki Primary School and Mwariki secondary School.
- Construction of dining hall at Mwariki secondary school.
- Construction of Twin laboratory at Mwariki secondary school.
- Bursary allocation to be increased to accommodate needier cases.
- Full bursaries for PWDs

Security

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- Purchase of furnitures in Mwariki chief/Ass. Chief office
- Construction of a police Post.
- Installation of Security Lights

Others

- Driving School Bursaries
- Environment: - Tree planting to be given to groups
- Supporting environment and sports activities in the constituency
- Opening of Drainages
- Construction of NG-CDF Office
- Life Skills funding for PWDs

2. Barut Ward

Project Proposed

Education

- Kiptenden Primary School: Construction of perimeter wall.
- Kiptenden Primary School: Leveling of School Field.
- Kiptenden Primary School: Construction of Administration Block.
- Kiptenden Primary School: Construction of 10 doors Boys and 10 Doors Girls Toilet Blocks.
- Parkview Primary School: Construction of perimeter wall.
- Parkview Primary School: Construction of Administration Offices and Staffroom.
- Tumaini House School; - Construction of perimeter wall.
- Tumaini House School; - School Field Leveling.
- Kelelwet Primary school: - Construction of Perimeter wall
- Kelelwet Primary school: - Renovation of Classrooms
- Kelelwet Primary school: - School Field Leveling.
- Construction of Junior Secondary Laboratory in all Public Primary Schools; Barut Primary School, Parkview Primary School, Kiptenden Primary School Kelelwet Primary School and Kigonor Primary School.
- Barut Primary school: - Construction of 2 classrooms.
- Barut Primary school: - Renovation of 8 classrooms.
- Kigonor Primary school: - Construction of more classrooms.
- Kigonor Primary school: - Construction of Administration Block.
- Kigonor Primary school: - Construction of Perimeter Wall
- Kigonor Primary school: - Renovation of 3 classrooms

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- Kelelwet Primary school: - Construction of more classrooms.
- Planting of trees along Ndarugu River and in Public schools to conserve environment;- Barut Primary School, Parkview Primary School, Kiptenden Primary School Kelelwet Primary School and Kigonor Primary School and secondary schools;- Crater View Secondary School, Kenyatta Secondary School, Moi Secondary School, Uhuru Secondary School, Mogoony Secondary School, Nakuru West Secondary School, Kelelwet Secondary Schools.

Security

- Installation of security lights/Floodlights at Barut Center, Penya area and Barut/Mwariki Police post area to enhance security
- Installation of Security lights in Tumaini House School
- Construction of Kigonor Police Post in Dip Land
- Construction of Perimeter wall in Barut/Mwariki Police Post and Parkview Chief/Ass. Chief Office.
- Purchase of furnitures in Parkview Chief/Ass. Chief Office.
- Purchase of furnitures in Barut Assistant County Commissioner (ACC) Office
- Construction of Perimeter Wall at Barut ACC
- Construction of Chiefs/Assistant Chiefs Offices at Barut Sub-Location, Parkview Sub-Location and Kelelwet Sub-Location.
- Repair of Street Lights.

Others

- Increment of Bursary allocation to accommodate more needy beneficiaries
- Rehabilitation of Parkview Roads
- Rehabilitation of Game Centre Roads
- Tarmacking of Roads in Barut Ward
- Rehabilitation of Sewage Barut Road
- Construction of Soimet Bridge
- Rehabilitation of Club East road
- Employment of Youths in Community Works
- Construction of NG-CDF Offices

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- Construction of Social Hall
- Acquisition of Community Play Ground
- Rehabilitation of Roads within Barut Ward

3. Kapkures Ward Project Proposed

Education.

- Construction of New Primary School in Kapkures (Kapkures Primary School)
- Mogoony Secondary School:- Completion of Storey Administration Block
- Mogoony Secondary School:- Construction of a Dining Hall
- Mogoony Secondary School:- Construction of Perimeter Wall
- Purchase of School Bus for Mogoony Secondary School and Kelelwet Secondary School
- Kelelwet Secondary School:- Construction of Perimeter Wall
- Kelelwet Secondary School:- Construction of Boarding facilities
- Kelelwet Secondary school:- Construction of administration office.
- Construction of Junior Secondary Laboratory in all Public Primary Schools;- Mogoony Primary School, Ingobor Primary School, Lalwet Primary School and others,
- Re-roofing and renovation of classrooms at Mogoony Primary school
- Completion of administration block at Mogoony primary school.
- Planting of trees in schools to help conserve environment;- Mogoony Primary School, Ingobor Primary School, Lalwet Primary School and others
- Increment of Bursary to accommodate more needy students
- Construction of school of excellence
- Construction of New Primary school in Kapnandi area
- Ingobor Primary school:- Construction toilet block for Teachers and students

Security

- Construction of Chiefs/ assistant chiefs offices at Kapkures Location
- Construction of Perimeter Wall at Nakuru West DCC office
- Installation of High Mast security Lights
- Construction of Police Post at Ingobor area/Technology farm
- Installation of street Lights

Others

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- Rehabilitation of roads in Kapkures Ward.
- Cleaning Drainages
- Constructing NG-CDF Office
- Construction of Bridge connecting to Kaptembwo from kapkures
- Construction of Juakali Sheds
- Increment of Bursary Funds.
- Consideration of bursaries for Universities and Colleges
- Increasing the size of Bridge from Kapkures to Nakuru West Secondary
- Promoting Sports activities

4. London Ward Project Proposed

Security:

- Installation of Flood lights in in Highridge and other Estates.
- Construction of Chief/Assistant Chief Office in Location and Sub-Locations.
- Installation of street lights in solio and other states
- Construction of Police post
- Constuction of Assistant County Commissioner (ACC) Office
- Purchase of furniture in London Location Chief's Office

Education

- Construction of Junior Secondary School Laboratories in Primary Schools; Moi Primary School, Milimani Primary School, Prisons Primary School, Uhuru Primary School.
- Construction of more classrooms in prisons primary school.
- Funding Lunch program in Primary schools
- Increasing Bursary Funds to Accommodate more needy students
- Renovation of classrooms in Prisons Primary School
- Installation of Electricity in Prisons Primary School
- Construction of 2 classrooms in Prisons Primary School
- Purchase of Lockers in Prisons Primary School
- Purchase and planting of Indigenous, exotic and fruit tree seedlings in Moi Primary School, Milimani Primary School, Prisons Primary School, Uhuru Primary School, Hills Special School.
- Construction of TVET institution.
- Extension of Milimani primary School Perimeter Wall
- Extending perimeter wall in Milimani primary school

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- Construction Toilet blocks for boys and girls in Milimani Primary school
- Constructing ICT class in Milimani primary school
- Purchase of school Bus in Crater View Secondary School
- Construction of a Dining Hall in Crater View Secondary School
- Completion of a Dormitory in Crater View Secondary School.
- Construction of perimeter wall in Uhuru Primary School
- Construction of Additional Classrooms in Uhuru primary School.

Others

- Construction of NG-CDF Offices
- Rehabilitation of KMTC Roads
- Planting of trees in public places
- Water harvesting
- Construction of Public Toilet along Medical
- Rehabilitation of damaged roads
- Drainage of Roads

5. Kaptembwo Ward Project Proposal

Education

- Renovation of 20 classrooms at Kibowen komen Primary School.
- Construction of 2 classrooms at komen Primary School.
- Purchase of staffroom furnitures at komen Primary School.
- Construction of Junior Secondary School lab in Public Primary Schools; Eileen Ngohoch Primary School, Kibowen Komen Primary School, Kaptembwo Primary School and Heshima Primary School.
- Construction of a new Secondary School in Rhonda area.
- Purchase of Land for Special School.
- Construction of TVET school
- Construction of special Toilet for PWD at Eileen Ngochoch Primary School
- Construction of additional Classrooms at Eileen Ngochoch Primary School
- Increment of Bursary allocation to accommodate more students
- Construction of more classrooms in public schools
- Planting trees in Public Places and schools; Eileen Ngochoch Primary School, Kibowen Komen Primary School, Kaptembwo Primary School and Heshima Primary School.

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Security

- Construction of Assistant chief office in Rhonda and Technology
- Installation of High Mast Light in Pondamali
- Installation of street lights in Nakuru West feeder Roads, Jobless Conner, and Technology Farm
- Kaptembwo Division Assistant County Commissioner (ACC) Office; - Purchase of Office Electronics; Computers, scanners and copiers
- Purchase of Land for Chiefs/ Assistant Land Offices
- Purchase of Car for Rhonda Police Post
- Construction of Chiefs/ Ass. Chief offices

Others

- Supporting sports clubs in the constituency.
- Purchase of Land for sports activities.
- Construction of NG-CDF Offices
- Tarmacking of Roads in Rhonda area
- Completion of tarmac roads
- Rehabilitation of Roads in Rhonda area
- Training of CHV
-

6. Shabbab Ward Project Proposal

Education

- Nakuru west primary: - Renovation of 4 classrooms.
- Nakuru west primary: - Construction of 12 doors toilet block each for Boys and Girls.
- Nakuru west primary: - Construction of more classrooms.
- Nakuru west primary: - Construction of School Hall
- Nakuru west primary: - Construction of Laboratory Room
- Nakuru West Primary:- Purchase of School Bus
- Muslim primary school- Construction of School Kitchen
- Muslim primary school- Construction of School Hall
- Muslim primary school- Renovation of 12 classrooms Floors
- Muslim primary school- Purchase of School Bus
- Planting of trees in schools to help conserve environment.

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- Construction of Junior Secondary School Laboratories in Public Schools; Muslim Primary School, Nakuru West Primary School, Koinange Primary School and Mama Ngina Primary School.
- Koinange primary School: - Construction of 4 classrooms.
- Koinange primary School: - Construction of Dining Hall.
- Feeding Program for Public Schools
- Koinange primary School: - Construction of Administration Block.
- Koinange Primary School:- Purchase of School Bus
- Koinange primary School: - Construction of 10 doors Boys Toilet Block each for Boys and Girls
- Mama Ngina Primary School;- Construction of Kitchen Block
- Mama Ngina Primary School;- Construction of Dining Hall
- Mama Ngina Primary School;- Construction of 5 classrooms.
- Mama Ngina Primary School:- Construction of 12 doors toilet block each for Boys and Girls
- Mama Ngina Primary School:- Renovation of Staff Toilets
- Mama Ngina Primary School:- Construction of Administration Block.
- Kenyatta Secondary School:- Construction of Modern Abolition Block
- Kenyatta Secondary School:- Purchase of school bus.
- Purchase and Planting Tree seedlings in Public Schools.
- Construction of TVET.

Security

- Construction of chief/ Ass. Chief office in Shaabab Grounds.
- Construction of a Police Station in KIE
- Purchase of land for construction of Chief's office.
-

Others

- Construction of NG-CDF Office
- Facilitating community sports activities (Goal Post)
- Installing and constructing playing facilities eg. Swimming pools
- Road Drainage along shaabab grounds
- Increment of Bursary allocation to accommodate more needy students
- Construction and upgrading of playing grounds

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MIN 006/03/2023-2024/22: PROJECTS DISTRIBUTION PER WARD

The manager tabled a list of projects proposed by members during public participation which was done on 28th December, 2022 and 29th December 2022. It was concluded that the project proposal submitted to the NG-CDF office are the projects proposed by various project management committee and the community to be considered.

The following are the projects prioritized proposal per Ward. by members during public participation/ community

1. London Ward

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1.	Milimani Primary School	Construction to completion of 10 doors septic boys toilet block with urinal and 2 chambers to cater for persons living with disability	1,200,00.00
2.	Moi Primary School	Purchase and Planting of 200 Indigenious, Exortic and Fruit tree seedlings and other expenses (fencing for protection and labelling) to help in conservation of the environment.	82,778.02
3.	Moi Secondary School	Renovation to completion of 8 classrooms and 2 Offices: Removal of roofing tiles and re-roofing 8 classrooms and 2 offices, fixing of windoe panes, ceiling works, floor tile works, replacemnr of timber doors to metal doors, painting works, electrical works, intallation of Gutters, two 5,000lts Water Tanks and project branding .	6,500,000.00
4.	Prisons Primary School	Renovation to completion of 9 classrooms: Re-roofing works, Flooring tile works, fixing window panes, painting works, ceiling works, arresting of wall cracks, electrical works, installation of gutters and two 5,000lts Water Tanks and project branding	7,000,000.00
5.	Uhuru Primary School	Renovation of 7 classrooms to completion: Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of wodnen doors to medal doors, installation of Gutters and purchase two 5,000lts Water Tanks.	5,800,000.00

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2. Shabab Ward

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1.	Nakuru West Primary School	Renovation of 6 classrooms to completion: 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, installation of Gutters and purchase two 5,000lts Water Tanks.	5,100,000.00
2.	Muslim Primary School	Renovation to completion of 5 classrooms : Re-roofing works, Plastering works, floor tile works, fixing window panes, Painting works, replacement of timber doors to metal doors, Electrical works, installation of Gutters, Project branding and one 5,000lts Water Tanks. Water Tank,	4,200,000.00
3.	Koinange Primary School	Construction to completion of 12 doors septic Girls toilet block with two doors to cater for persons living with disability and labeling.	1,520,954.45
4.	Koinange Primary School	Renovation to completion of 3 classrooms : Re-roofing works, floor tile works, fixing window panes, Painting works, Electrical works, installation of Gutters and purchase One 5,000lts Water Tank, Project branding, ceiling works and replacement of timber doors to metal doors	2,700,000.00
5.	NG-CDFC OFFICE	Phase II : Construction to completion of Phase II (Second floor and Third floor) of a 3 storey NG-CDFC Office comprising of 33 offices; (2nd Floor 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. 3rd Floor comprises of 6 Departmental offices, 1 Multipurpose Hall, 1 urinal, 3 water closets	24,898,838.06

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3. Kaptembwo Ward

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1.	Eileen Ngochoch Pry School	Renovation to completion of 8 classrooms : Re-roofing works, ceiling works, painting works, fixing window panes, arresting of wall cracks, floor tile works, electrical works, project branding, installation of Gutters and two 5,000lts Water Tanks water tanks	6,500,000.00
2.	Kibowen Komen Pry School	Renovation to completion of 12 classrooms: Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, installation of Gutters and purchase two 5,000lts Water Tanks	9,100,000.00

4. Barut Ward

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1.	Barut Pry School	Renovation to completion of 6 classrooms : 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, installation of Gutters and purchase two 5,000lts Water Tanks	5,100,000.00
2.	Park view Pry School	Renovation to completion of 7 classrooms: 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, installation of Gutters and two 5,000lts Water Tanks. watter tanks.	5,800,000.00

5. Kapkures Ward

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1.	Ingobor Pry School	Construction to completion of 10 doors septic Girls toilet block with 2 chambers to cater for persons living with disability	1,200,000.00

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2.	Kelelwet Sec School	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.	1,200,000.0
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Prioritization of projects proposals to be funded for FY 2023/2024

The chairman tabled the report of projects identified during M&E, public participation, strategic plan and proposal to the office to members for deliberations.

The members perused through the report above on project proposal for FY 2023/2024 so as to come up with the final list of project to be funded in the FY 2023/2024.

The members noted that the main projects to be prioritized and funded are project which fall under education and security sector projects.

It was noted that the committee identify the project and came up with the final projects to be funded.

The ceiling given for the project funds is not enough to cater for the funding of all the projects proposed during public participation for under review. Members after deliberation and review of projects proposal and documents available they agreed to fund the following projects for FY 2023/2024 as follows: -

1. Education Sector

NO	PROJECT NAME	ACTIVITY	AMOUNT
1	Nakuru West Primary School	Renovation of 6 classrooms to completion: 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, installation of Gutters and purchase two 5,000lts Water Tanks.	5,100,000.00
2.	Muslim Primary School	Renovation to completion of 5 classrooms : Re-roofing works, Plastering works, floor tile works, fixing window panes, Painting works, replacement of timber doors to metal doors, Electrical works, installation of Gutters, Project branding and one 5,000lts Water Tanks. Water Tank,	4,200,000.00

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3.	Koinange Primary School	Construction to completion of 12 doors septic Girls toilet block with two doors to cater for persons living with disability and labeling.	1,520,954.45
4.	Koinange Primary School	Renovation to completion of 3 classrooms : Re-roofing works, floor tile works, fixing window panes, Painting works, Electrical works, installation of Gutters and purchase One 5,000lts Water Tank, Project branding, ceiling works and replacement of timber doors to metal doors	2,700,000.00
5.	Moi Secondary School	Renovation to completion of 8 classrooms and 2 Offices: Removal of roofing tiles and re-roofing 8 classrooms and 2 offices, fixing of window panes, ceiling works, floor tile works, replacement of timber doors to metal doors, painting works, electrical works, installation of Gutters, two 5,000lts Water Tanks and project branding .	6,500,000.00
6.	Prisons Primary School	Renovation to completion of 9 classrooms: Re-roofing works, Flooring tile works, fixing window panes, painting works, ceiling works, arresting of wall cracks, electrical works, installation of gutters and two 5,000lts Water Tanks and project branding	7,000,000.00
7.	Eileen Ngochoch Primary School	Renovation to completion of 8 classrooms .: Re-roofing works, ceiling works, painting works, fixing window panes, arresting of wall cracks, floor tile works, electrical works, project branding, installation of Gutters and two 5,000lts Water Tanks water tanks.	6,500,000.00
8.	Barut Primary School	Renovation to completion of 6 classrooms : 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, installation of Gutters and purchase two 5,000lts Water Tanks.	5,100,000.00
9.	Kibowen Komen Primary School	Renovation to completion of 12 classrooms: Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, installation of Gutters and purchase two 5,000lts Water Tanks.	9,100,000.00

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10.	Park View Primary School	Renovation to completion of 7 classrooms: 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, installation of Gutters and two 5,000lts Water Tanks. watter tanks.	5,800,000.00
11.	Uhuru Primary School	Renovation of 7 classrooms to completion: Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, installation of Gutters and purchase two 5,000lts Water Tanks.	5,800,000.00
		total	59,320,954.45

The chairman took the members through the budget and requested the members to adopt the budget. The members unanimously adopted the budget.

The fund manager helped the members to breakdown the statutory budget for the operation of the NG-CDF office as follows.

1. Environment projects

After deliberations members agreed to fund the following projects under Environment

NO	PROJECT NAME	ACTIVITY	AMOUNT
1.	Milimani Primary School	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
2.	Ingobor Primary School	Construction to completion of 10 doors septic Girls toilet block with 2 chambers to cater for persons living with disability	1,200,000.00
3.	Kelelwet Secondary school	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

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Date. 14/9/2023

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Chairman

Wilfred Omariba:

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Date. 14/9/2023

4.	Moi Primary School	Purchase and Planting of 200 Indigenious, Exortic and Fruit tree seedlings and other expenses (fencing for protection and labelling) to help in conservation of the environment.	82,778.02
		Total	3,682,778.02

The Fund manager tabled the breakdown for the statutory funds as guided by the circular sent from the board as follows.

S/NO	Description	Rate	Amount
1	Administration and Recurrent for Ng -Cdf	6%	11,048,334.06
2	Monitoring and evaluation	3%	5,524,167.03
3	Emergency	5%	9,691,047.00
4	Sports Activity	2%	3,682,778.02
5	Environment Activity	2%	3,682,778.02
6	Bursary Secondary & Tertiary	35%	64,448,615.35
7.	COC	1%	1,841,389.01
	Total		99,919,108.49

The chairman took the members through the budget and requested the members to adopt the budget. The members unanimously adopted the budget.

The fund manager helped the members to breakdown the statutory budget for the operation of the NG-CDF office as follows.

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2. Administration

S/ NO	NAME OF PROJECT	ORIGINAL COST	CUMULATIVE ALLOCATION	ACTIVITIES	AMOUNT ALLOCATED (Kshs)	STATUS
ADMIN						
1	Contractual employees	2,891,868.00	0	Payment of Staff Basic Salaries- 12 staffs	2,891,868.00	New
2	Casual labour and Internship	90,000.00	0	Payment of Staff Basic Wages- 3 staffs.	90,000.00	New
3	House allowance	392,100.00	0	Payment of House allowance to NGCDFC Staff- 12 staffs	392,100.00	New
4	Transport allowance	365,629.20	0	Payment of Transport allowance to NGCDFC Staff- 12 staffs	365,629.20	New
5	Medical allowance	198,000.00	0	Payment of medical allowance to NGCDFC Staff- 12 staffs	198,000.00	New
6	Gratuity-contractual employees	896,479.08	0	Payment of Gratuity to NGCDFC Staff- 12 staffs	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

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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.	1,037,637.24	New
19	Purchase of General Office supplies (papers, pencils, forms small office equipment.	4,500.00	0	Purchase of General Office supplies (papers, pencils, forms small office equipment.(AIA)	4,500.00	New
20	Supplies and Accessories for Computers and printers	55,373.98	0	Purchase of Supplies and Accessories for Computers and printers	55,373.98	New
21	Sanitary and Cleaning Materials ,supplies and services	50,000.00	0	Purchase of Sanitary and Cleaning Materials ,supplies and services	50,000.00	New

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22	Other Fuels (wood, Charcoal, cooking Gas etc..)	25,000.00	0	Payments of Other Fuels (wood, Charcoal, cooking Gas etc..)	25,000.00	New
23	Bank services commission and charges	90,000.00	0	Payment of Bank services commission and charges	90,000.00	New
24	Contracted Guards and cleaning services	216,000.00	0	Payment of Contracted Guards and cleaning services	216,000.00	New
25	Maintenance of office Furniture and Equipment	420,000.00	0	Maintenance of office Furniture and Equipment	420,000.00	New
26	Housing Levy	62,879.76	0	Housing Levy	62,879.76	New
27	NSSF	300,960.00	0	Payment of NSSF to NGCDFC Staff- 12 staffs	300,960.00	New
28	Other Committee expenses	250,000.00	0	Payment of Other Committee expenses- Tent hiring, Hall hiring, Airtime, Foods and Drinks	250,000.00	New
29	Extraneous allowance	193,906.80	0	Payment of Extraneous allowance to NGCDFC Staff- 12 staffs	193,906.80	New
30	Purchase of computers	500,000.00	0	3 Laptops (HP Probook 450 G8, Core i7, 11th Gen, 8Gb RAM, 512GB SSD, 15.6" Screen).	500,000.00	New
TOTAL ADMIN					11,048,334.06	

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M&E						
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	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
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	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

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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
TOTAL M&E					5,524,167.03	

The manager tabled the list of items to be funded by the administration and monitoring and evaluation for the purposes of running the office.

The members deliberated on the issue. The report was adopted by Mr. Odongo and seconded by Ms Phoebe. All the members acknowledged the office operations budget as was guided by the fund manager.

1. Bursary, Sports, Environment, Emergency

The members deliberated on the issue of bursary, sports and environment for some time. The manager informed members that emergency funds are set aside for the emergency purposes for the event of any unforeseen eventuality during the financial year under review as the members not prioritize any project for emergency funding.

The members deliberated on the issue of bursary and agreed to fund bursary schemes for secondary and tertiary school it was agreed to set aside 35% of the total allocation to bursary.

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(A) EMERGENCY

	PROJECT	ACTIVITY	AMOUNT ALLOCATED
1.	Emergency	To cater for any unforeseen occurrences in the constituency during the financial year falling under NG-CDF and National Government projects.	9,691,047.00
EMERGENCY TOTAL			9,691,047.00

(B) SPORTS

	PROJECT	ACTIVITY	AMOUNT ALLOCATED
1	South Rift Regional Sports Tournament	To facilitate Regional Sports Tournament in Partnership with other Constituencies within the Region	300,000.00
2	Constituency Sports Tournament	To carry out Constituency Sports Tournament and the winning Teams to be awarded with Trophies, Balls and Uniforms	3,382,778.02
TOTAL			3,682,778.02

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Date.....14/9/2023

(C) ENVIRONMENT

	PROJECT	ACTIVITY	AMOUNT ALLOCATED
1	Milimani Primary School	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
2	Ingobor Primary School	Construction to completion of 10 doors septic Girls toilet block with 2 chambers to cater for persons living with disability	1,200,000.00
3	Kelelwet Secondary school	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
4	Moi Primary School	Purchase and Planting of 200 Indigienous, Exortic and Fruit tree seedlings and other expenses (fencing for protection and labelling) to help in conservation of the environment.	82,778.02
		TOTAL ENVIRONMENT	3,682,778.02

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(D) COC

	PROJECT	ACTIVITY	AMOUNT ALLOCATED
1	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance for 5 COC Members for 10 days each at Kshs.5,000	250,000.00
2	Payment of Instructors	of Instructors And other contract Based Training Services related to COC	50,000.00
3	Hire of public address System	Payment of public address System to be used by COC	50,000.00
4	Payment of Catering Services	Payment of Catering Services(receptions), accommodation, Gifts , Foods and Drinks	500,000.00
5	Monitoring and evaluation	Payment of Daily Subsistence Allowance for 5 COC Members each at Kshs.5,000	200,000.00
6	Sitting allowance	Payment of sitting allowances for 5 COC members for 2 meetings monthly each at Kshs.5,000	600,000.00
7	Other expenses Airtime, papers, pencils, forms small office equipments	Payment of Other expenses Airtime, papers, pencils, forms small office equipment	191,389.01
		TOTAL COC	1,841,389.01

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(E) BURSARY

	BURSARY	ACTIVITY	AMOUNT ALLOCATED
1	Bursary Tertiary Schools	Payment of bursary to needy students in Tertiary institutions.	9,448,615.35
2	Bursary Secondary Schools	Payment of bursary to needy students in Secondary schools	55,000,000.00

In summary, in the financial year 2023-2024 total allocation for the NTW Constituency is Kshs 184,138,901 (one hundred and eighty four million, one thirty eight thousand, nine hundred and one shillings only). This amount is allocated to projects as follows.

PROPOSAL FINANCIAL YEAR: 2023/2024

S/ NO	NAME OF PROJECT	ORIGINAL COST	CUMULATIVE ALLOCATION	ACTIVITIES	AMOUNT ALLOCATED (Kshs)	STATUS
ADMIN						
1	Contractual employees	2,891,868.00	0	Payment of Staff Basic Salaries- 12 staffs (Annex 1)	2,891,868.00	New
2	Casual labour and Internship	90,000.00	0	Payment of Staff Basic Wages- 3 staffs. (Annex)	90,000.00	New
3	House allowance	392,100.00	0	Payment of House allowance to NGCDFC Staff- 12 staffs (Annex 11)	392,100.00	New
4	Transport allowance	365,629.20	0	Payment of Transport allowance to NGCDFC Staff- 12 staffs(Annex 111)	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 NGCDFC Staff- 12 staffs(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 (Annex IX	1,098,000.00	New

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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 ,supplies and services	50,000.00	0	Purchase of Sanitary and Cleaning Materials ,supplies and services	50,000.00	New
21	Other Fuels (wood, Charcoal, cooking Gas etc.)	25,000.00	0	Payments of Other Fuels (wood, Charcoal, cooking Gas etc.)	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	Housing Levy (Annex xv)	62,879.76	New
26	NSSF	300,960.00	0	Payment of NSSF to NGCDFC Staff- 12 staffs(Annex house allowance vi)	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

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28	Extraneous allowance	193,906.80	0	Payment of Extraneous allowance to NGCDFC Staff- 12 staffs(Annex house allowance V)	193,906.80	New
29	Purchase of computers	500,000.00	0	3 Laptops (HP Probook 450 G8, Core i7, 11th Gen, 8Gb RAM, 512GB SSD, 15.6" Screen).	500,000.00	New
TOTAL ADMIN					11,048,334.06	
M&E						
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 (Annex xiv)	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
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

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9	NG-CDFC allowance	2,100,000.00	0	NGCDFC allowance- 9 members (Annex X)	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
TOTAL M&E					5,524,167.03	
BURSARY						
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	55,000,000.00	0	Payment of bursary to needy students in Secondary schools	55,000,000.00	New
BURSARY TOTAL					64,448,615.35	
EMERGENCY						
43	Emergency	9,691,047.00	0	To cater for any unforeseen occurrences in the constituency during the financial year falling under NG-CDF and National Government projects.	9,691,047.00	New
EMERGENCY TOTAL					9,691,047.00	
SPORTS						

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Jane Alfonzo:

Sign. *Jane Alfonzo*

Date. 14/9/2023

Witnessed by

Chairman

Wilfred Omariba:

Sign. *Wilfred Omariba*

Date. 14/9/2023

1	South Rift Regional Sports Tournament	300,000.00	0	To facilitate Regional Sports Tournament in Partnership with other Constituencies within the Region	300,000.00	New
2	Constituency Sports Tournament	3,382,778.02	0	To carry out Constituency Sports Tournament and the winning Teams to be awarded with Trophies, Balls and Uniforms	3,382,778.02	New
TOTAL					3,682,778.02	
ENVIRONMENT						
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
3	Kelelwet Secondary school	1,200,000.00	0	Construction of Girls 10 doors abolition 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

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4	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
TOTAL ENVIRONMENT					3,682,778.02	
COC						
1	Daily Subsistence Allowance	250,000.00	0	Payment of Daily Subsistence Allowance for 5 COC Members for 10 days each at Kshs.5,000	250,000.00	New
2	Payment of Instructors	50,000.00	0	of Instructors And other contract Based Training Services related to COC	50,000.00	New
3	Hire of public address System	50,000.00	0	Payment of public address System to be used by COC	50,000.00	New
4	Payment of Catering Services	500,000.00	0	Payment of Catering Services (receptions), accommodation, Gifts, Foods and Drinks	500,000.00	New
5	Monitoring and evaluation	200,000.00	0	Payment of Daily Subsistence Allowance for 5 COC Members each at Kshs.5,000 (Annex xiii)	200,000.00	New
6	Sitting allowance	600,000.00	0	Payment of sitting allowances for 5 COC members for 2 meetings monthly each at Kshs.5,000 (Annex xi)	600,000.00	New

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7	Other expenses Airtime, papers, pencils, forms small office equipments	191,389.01	0	Payment of Other expenses Airtime, papers, pencils, forms small office equipment	191,389.01	New
TOTAL COC					1,841,389.01	

PROJECTS

1	Nakuru Town West NG- CDFC Office	45,262,336.80	20,363,498.74	Phase II : Construction to completion of Phase II (Second floor and Third floor) of a 3 storey NG-CDFC Office comprising of 33 offices; (2nd Floor 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. 3rd Floor comprises of 6 Departmental offices, 1 Multipurpose Hall, 1 urinal, 3 water closets).	24,898,838.06	Ongoing
2	Nakuru West Primary School	5,100,000.00	0	Renovation of 6 classrooms to completion Ksh. 4,820,000: 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, Ksh. 280,000: installation of Gutters and down pipes, purchase two 5,000lts Water Tanks and water tank base.	5,100,000.00	New

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3	Muslim Primary School	4,200,000.00	0	Renovation to completion of 5 classrooms Ksh. 4,050,000: : Re-roofing works, Plastering works, floor tile works, fixing window panes, Painting works, replacement of timber doors to metal doors, Electrical works, Project branding; Ksh. 150,000 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
5	Koinange Primary School	2,700,000.00	0	Renovation to completion of 3 classrooms Ksh. 2,560,000: 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 Ksh. 140,000: Installation of Gutters and down pipe, purchase of One 5,000lts Water Tank, water tank base.	2,700,000.00	New

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6	Moi Secondary School	6,500,000.00	0	Renovation to completion of 8 classrooms and 2 Offices Ksh. 6,210,000: Removal of roofing tiles and re-roofing 8 classrooms and 2 offices, fixing of window panes, ceiling works, floor tile works, replacement of timber doors to metal doors, painting works, electrical works, project branding. Ksh. 290,000: Installation of Gutters and down pipes, Purchase of two 5,000lts Water Tanks, water tank base.	6,500,000.00	New
7	Prisons Primary School	7,000,000.00	0	Renovation to completion of 9 classrooms Ksh. 6,710,000: Re-roofing works, Flooring tile works, fixing window panes, painting works, ceiling works, arresting of wall cracks, electrical works and project branding Ksh. 290,000: Installation of gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base.	7,000,000.00	New

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Jane Alfonzo:

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Date.. 14/9/2023

Witnessed by

Chairman

Wilfred Omariba:

Sign. 

Date.. 14/9/2023

8	Eileen Ngochoch Primary School	6,500,000.00	0	Renovation to completion of 8 classrooms Ksh. 6,210,000 : Re-roofing works, ceiling works, painting works, fixing window panes, arresting of wall cracks, floor tile works, electrical works, project branding. Ksh. 290,000 : installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tanks base	6,500,000.00	New
9	Barut Primary School	5,100,000.00	0	Renovation to completion of 6 classrooms Ksh. 4,820,000 : 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, Ksh. 280,000 : Installation of Gutters and down pipes, purchase two 5,000lts Water Tanks, water tank base	5,100,000.00	New

Compiled by

Secretary

Jane Alfonzo:

Sign *Jane Alfonzo*

Date *14/9/2023*

Witnessed by

Chairman

Wilfred Omariba:

Sign *Wilfred Omariba*

Date *14/9/2023*

10	Kibowen Komen Primary School	9,100,000.00	0	Renovation to completion of 12 classrooms Ksh. 8,800,000 : Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, Ksh. 300,000 ; Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tanks base.	9,100,000.00	New
11	Park View Primary School	5,800,000.00	0	Renovation to completion of 7 classrooms Ksh. 5,520,000 : 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. Ksh. 280,000 ; Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base	5,800,000.00	New

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12	Uhuru Primary School	5,800,000.00	0	Renovation of 7 classrooms to completion Ksh. 5,520,000 ; Re-roofing works, ceiling works, painting works, fixing window panes, floor tile works, electrical works, project branding, replacement of woden doors to medal doors, Ksh. 280,000 ; Installation of Gutters and down pipes, purchase of two 5,000lts Water Tanks, water tank base	5,800,000.00	New
PROJECT TOTAL						
GRAND TOTAL					84,219,792.51	
					184,138,901.00	

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Annex I- Contractual Employees

NO.	Description	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	27,603.00	331,236.00
2	Administrative Assistant/ Secretary	26,403.00	316,836.00
3	Office Assistant I	27,523.00	330,276.00
4	Security Officer I	17,892.00	214,704.00
5	Security Officer II	16,392.00	196,704.00
6	Front Office Officer	16,282.00	195,384.00
7	Office Messenger	12,770.00	153,240.00
8	Record Management/ Procurement officer	28,523.00	342,276.00
9	media personel	18,251.00	219,012.00
10	Office assistant II	14,080.00	168,960.00
11	Office Messenger	12,770.00	153,240.00
12	Account Assistant	22,500.00	270,000.00
			2,891,868.00

Annex II - House Allowance

NO.	Description	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	4,864.80	58,377.60
2	Administrative Assistant/ Secretary	4,180.60	50,167.20
3	Office Assistant I	4,864.80	58,377.60
4	Security Officer I	2,490.00	29,880.00

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5	Security Officer II	2,490.00	29,880.00
6	Front Office Officer	2,000.00	24,000.00
7	Office Messenger	1,000.00	12,000.00
8	Record Management/ Procurement officer	4,864.80	58,377.60
9	media personnel	1,500.00	18,000.00
10	Office assistant II	1,500.00	18,000.00
11	Office Messenger	1,000.00	12,000.00
12	Account Assistant	1,920.00	23,040.00
total			392,100.00

Annex III - Transport Allowance

NO.	Description	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	6,380.00	76,560.00
2	Administrative Assistant/ Secretary	3,359.70	40,316.40
3	Office Assistant I	5,000.00	60,000.00
4	Security Officer I	1,569.80	18,837.60
5	Security Officer II	1,069.80	12,837.60
6	Front Office Officer	1,369.80	16,437.60
7	Office Messenger	1,000.00	12,000.00
8	Record Management/ Procurement officer	5,700.00	68,400.00
9	Media personnel	1,420.00	17,040.00
10	Office assistant II	1,000.00	12,000.00
11	Office Messenger	1,000.00	12,000.00
12	Account Assistant	1,600.00	19,200.00
total			365,629.20

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Wilfred Omariba:

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Date...14/9/2023

Annex IV - Medical Allowance

NO.	Description	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	1,500.00	18,000.00
2	Administrative Assistant/ Secretary	1,500.00	18,000.00
3	Office Assistant I	1,500.00	18,000.00
4	Security Officer I	1,500.00	18,000.00
5	Security Officer II	1,500.00	18,000.00
6	Front Office Officer	1,500.00	18,000.00
7	Office Messenger	1,000.00	12,000.00
8	Record Management/ Procurement officer	1,500.00	18,000.00
9	Media personnel	1,500.00	18,000.00
10	Office assistant II	1,000.00	12,000.00
11	Office Messenger	1,000.00	12,000.00
12	Account Assistant	1,500.00	18,000.00
			198,000.00

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Date..14.9.2023

Annex V - Extraneous Allowance

NO.	Description	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	2,932.20	35,186.40
2	Administrative Assistant/ Secretary	1,556.70	18,680.40
3	Office Assistant I	2,312.20	27,746.40
4	Security Officer I	1,248.20	14,978.40
5	Security Officer II	900.20	10,802.40
6	Front Office Officer	1,348.20	16,178.40
7	Office Messenger	300.00	3,600.00
8	Record Management/ Procurement officer	2,312.20	27,746.40
9	Media personnel	1,249.00	14,988.00
10	Office assistant II	300.00	3,600.00
11	Office Messenger	300.00	3,600.00
12	Account Assistant	1,400.00	16,800.00
			193,906.80

Annex VI - NSSF (EMPLOYER & EMPLOYEE)

NO.	Description	Employer Contribution	Employee Contribution	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	1080	1,080.00	2,160.00	25,920.00
2	Administrative Assistant/ Secretary	1080	1,080.00	2,160.00	25,920.00
3	Office Assistant I	1080	1,080.00	2,160.00	25,920.00
4	Security Officer I	1080	1,080.00	2,160.00	25,920.00

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5	Security Officer II	1080	1,080.00	2,160.00	25,920.00
6	Front Office Officer	1080	1,080.00	2,160.00	25,920.00
7	Office Messenger	900	900.00	1,800.00	21,600.00
8	Record Management/ Procurement officer	1080	1,080.00	2,160.00	25,920.00
9	Media personnel	1080	1,080.00	2,160.00	25,920.00
10	Office assistant II	1020	1,020.00	2,040.00	24,480.00
11	Office Messenger	900	900.00	1,800.00	21,600.00
12	Account Assistant	1080	1,080.00	2,160.00	25,920.00
GRAND TOTAL AMOUNT (Pa)					300,960.00

Annex VII - Gratuity @ 31%

NO.	Description	Basic Pay	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	27,603.00	8,556.93	102,683.16
2	Administrative Assistant/ Secretary	26,403.00	8,184.93	98,219.16
3	Office Assistant I	27,523.00	8,532.13	102,385.56
4	Security Officer I	17,892.00	5,546.52	66,558.24
5	Security Officer II	16,392.00	5,081.52	60,978.24
6	Front Office Officer	16,282.00	5,047.42	60,569.04
7	Office Messenger	12,770.00	3,958.70	47,504.40
8	Record Management/ Procurement officer	28,523.00	8,842.13	106,105.56
9	Media personnel	18,251.00	5,657.81	67,893.72
10	Office assistant II	14,080.00	4,364.80	52,377.60
11	Office Messenger	12,770.00	3,958.70	47,504.40
12	Account Assistant	22,500.00	6,975.00	83,700.00
				896,479.08

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Jane Alfonzo:

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Date... 11/9/2023

Witnessed by

Chairman

Wilfred Omariba:

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Date... 11/9/2023

Annex IX - Admin NG-CDFC Allowance

POSITION	NO.OF MEMBERS	RATE PER	NO. OF SITTING PER MONTH	TOTAL AMOUNT PER MONTH	TOTAL AMOUNT PER YEAR
CHAIR	1	7,000.00	2	14,000.00	168,000.00
NG-CDFCs	8	5,000.00	2	80,000.00	960,000.00
TOTAL					1,128,000.00

Annex X - M&E NG-CDFC Allowance

DESCRIPTION	RATE	NO. OF MEETINGS	QUARTER	TOTAL AMOUNT
8 Member	5,000.00	6	4	960,000.00
1 Chair	7,000.00	6	4	168,000.00
Training of NGCDFC, NGCDFC Staff and PMCs	972,000.00			972,000.00
TOTAL				2,100,000.00

Annex XI - COC Sitting Allowance

POSITION	NO.OF MEMBERS	RATE PER MONTH	NO. OF SITTING PER MONTH	TOTAL AMOUNT PER MONTH	TOTAL AMOUNT PER YEAR
COC	5	5,000.00	2	50,000.00	600,000.00
TOTAL					600,000.00

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Chairman

Wilfred Omariba:

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Date..14/9/2023

Annex XII - COC Daily Subsistence Allowance

POSITION	NO.OF MEMBERS	RATE PER MONTH	NO OF DAYS	TOTAL AMOUNT PER MONTH
COC	5	5,000.00	10	250,000.00
TOTAL				250,000.00

Annex XIII - COC M&E Allowance

POSITION	NO.OF MEMBERS	RATE PER MONTH	NO OF DAYS	TOTAL AMOUNT PER MONTH
COC	5	5,000.00	8	200,000.00

Annex XIV - NG-CDFC M&E Daily subsistence Allowance

POSITION	NO OF MEMBERS	RATE PERMONTH	NO. OF DAYS	TOTAL AMOUNT
Members	9	5,000.00	5	225,000.00
NG-CDFC Chair	1	7,000.00	5	35,000.00
TOTAL				260,000.00

Annex XV - HOUSING LEVY

NO.	Description	Basic Pay	TOTAL AMOUNT (Pm)	TOTAL AMOUNT (Pa)
1	ICT Assistant	44360	665.40	7,984.80
2	Administrative Assistant/ Secretary	38080	571.20	6,854.40
3	Office Assistant I	42280	634.20	7,610.40
4	Security Officer I	25780	386.70	4,640.40
5	Security Officer II	23432	351.48	4,217.76

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6	Front Office Officer	23580	353.70	4,244.40
7	Office Messenger	16970	254.55	3,054.60
8	Record Management/ Procurement officer	43980	659.70	7,916.40
9	Media personnel	25000	375.00	4,500.00
10	Office assistant II	18900	283.50	3,402.00
11	Office Messenger	16970	254.55	3,054.60
12	Account Assistant	30000	450.00	5,400.00
			5,239.98	62,879.76

MIN 007/03/2023-2024/23: A.O.B

There being no other business the meeting ended at 2:15pm With a word of prayer from Mr. Omariba.

Compiled by

Secretary

Jane Alfonzo:

Sign 

Date. 14/9/2023

Witnessed by

Chairman

Wilfred Omariba:

Sign 

Date. 14/9/2023