



**NG-CDF BOARD**

National Government Constituencies Development Fund Board  
Navakholo Constituency  
Along Navakholo – Muhuni – Chebuyusi Road  
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NAMBACHA, KENYA  
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**MINUTES OF THE NAVAKHOLO NGCDFC HELD ON 1<sup>st</sup> February, 2021 IN THE NGCDF OFFICE**

**MEMBERS PRESENT**

- |                                 |                      |
|---------------------------------|----------------------|
| 1. Mr. Kennedy Barasa Ngao      | Chairman             |
| 2. Mrs. Mary Imbwaka Macheso    | Secretary            |
| 3. Mr. Chrispino Ndombi Makokha | Member               |
| 4. Mrs. Margaret Andati         | Member               |
| 5. Mr. Yunus Akhonya Salim      | Member               |
| 6. Mr. Barthez Wechuli          | Member               |
| 7. Ms. Susy Lichuma Andayi      | Member               |
| 8. Mr Geoffrey K. Tanui         | DCC                  |
| 9. Mr. Thomas Ontweka           | Fund Account Manager |

**AGENDA**

1. Preliminaries
2. Reading and confirmation of the previous minutes
3. Handing and taking over of KMTC Navakholo
4. Conditionally approved projects for 2020/2021 FY
5. Review of Budget proposal for 2020/2021 FY
6. Any Other Business

**NGCDFC /MIN. 001/02/2021: PRELIMINARIES**

The meeting commenced at 9.05 a.m. with a word of prayer from Mr. Chrispino Ndombi Makokha. The chairman welcomed members to the meeting.

**NGCDFC /MIN. 002/02/2021: READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The minutes of the previous meeting were read by the secretary which were confirmed by Ms. Susy Lichuma Andayi and seconded by Mr. Yunus Akhonya Salim as a true record of the previous meeting.

**NGCDFC /MIN. 003/02/2021: HANDING AND TAKING OVER OF KMTC NAVAKHOLO**

The Fund Account Manager informed the members that the National KMTC Board of Directors will officially take over the KMTC Navakholo Campus on Wednesday 10<sup>th</sup> February, 2021 starting at 10.00 a.m. The members discussed and resolved that the Fund Account Manager liaise with the relevant officer for proper handing taking over process. They further agreed the all NGCDFC members to be present during the function.

**NGCDFC /MIN. 004/02/2021: CONDITIONALLY APPROVED PROJECTS FOR 2020/2021 FINANCIAL YEAR**

The Fund Account Manager informed the members that following the NGCDF Board's meeting together with the Navakholo NGCDFC regarding the conditionally approved projects, it was agreed that Kshs. 150,000 be added to Kshs. 1,800,000.00 earlier allocated for Musaga Secondary School for Completion of one storey 8 no. classrooms; while Kshs. 1,733,680.00 be allocated to Ingotse High School for completion of twin Science laboratory/library/Computer laboratory during the financial year 2021/2022.

The members discussed and resolved as follows;

1. That Kshs. 150,000.00 be reduced from Deputy County Commissioner's Office for Purchase of 2acres of land inclusive of processing title deed to Musaga Secondary School in the current year 2020/2021 thus, the new allocation for Musaga Secondary School is Kshs. 1,950,000.00 while the amount for Deputy County Commissioner's Office be Kshs. 5,100,000.00.
2. That Kshs. 1,733,680.00 be allocated to Ingotse High School for completion of twin Science laboratory/library/Computer laboratory in the financial year 2021/2022.

**NGCDFC /MIN. 005/02/2021: REVIEW OF BUDGET PROPOSAL FOR 2020/2021 FY**

The manager informed the members that there is need to review and submit the projects to the NGCDF Board for consideration and approval. The members discussed and agreed that the following projects be submitted to the NGCDF Board for consideration and approval.

Project Name	Activity	Project Number	Original Cost	Cumulative allocation	Amount allocated	Status
Employee's Salaries	Payment of staff salaries @ Kshs. 2,427,600.00 and gratuity @ Kshs. 230,640	4-037-203-2110000-100-2020/2021-001	2,658,240.00	-00	2,658,240.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	4-037-203-2210802-100-2020/2021-002	2,248,000.00	00	2,248,000.00	Ongoing
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea and bank charges etc.	4-037-203-2210000-100-2020/2021-003	1,805,899.83	-00	1,805,899.83	Ongoing
NSSF	Payment of NSSF Deductions	4-037-203-2120101-100-2020/2021-004	139,680.00	-00	139,680.00	Ongoing
NHIF	Payment of NHIF Deductions	4-037-203-2120201-100-2020/2021-005	98,400.00	-00	98,400.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	4-037-203-2210802-111-2020/2021-001	1,500,000.00	-00	1,500,000.00	Ongoing
Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	4-037-203-2210700-111-2020/2021-002	1,800,000.00	-00	1,800,000.00	Ongoing
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, e.t.c	4-037-203-2210000-111-2019/2020-003	812,666.38	-00	812,666.38	Ongoing
Bursary Secondary Schools	Payment of bursary to needy students	4-037-203-2640101-103-2020/2021-001	11,517,000.00	-00	11,517,000.00	Ongoing



Bursary Tertiary Schools	Payment of bursary to needy students	4-037-203-2640102-103-2020/2021-002	15,700,000.00	-00	15,700,000.00	Ongoing
Bursary Special Schools	Payment of bursary to needy students	4-037-203-2640105-103-2020/2021-004	200,000.00	-00	200,000.00	Ongoing
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	4-037-202-2640200-101-2020/2021-001	7,192,206.90	-00	7,192,206.90	Ongoing
Budonga Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-001	50,000.00	-00	50,000.00	New
Kamuli Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-002	50,000.00	-00	50,000.00	New
Mukama Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-003	50,000.00	-00	50,000.00	New
Mungakha Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-004	50,000.00	-00	50,000.00	New
St. Joseph's Matoyi Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-005	50,000.00	-00	50,000.00	New
Simuli Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-006	50,000.00	-00	50,000.00	New
Makhima Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-007	50,000.00	-00	50,000.00	New
Chekata Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-008	50,000.00	-00	50,000.00	New

Emulakhta Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-009	50,000.00	-00	50,000.00	New
Shinoyi Primary School	Purchase of sport uniforms – 20 pieces @ Kshs. 2,500	4-037-202-2640509-112-2020/2021-010	50,000.00	-00	50,000.00	New
Emathia Primary School	Construction of 3 door pit latrines with a urinal to completion	4-037-203-2640510-110-2020/2021-001	250,000.00	-00	250,000.00	New
Burangasi Primary School	Construction of 3 door pit latrines with a urinal to completion	4-037-203-2640510-110-2020/2021-002	250,000.00	-00	250,000.00	New
Emasinga Primary School	Completion of 2 no. classrooms - Plastering, flooring and painting to completion.	4-037-203-2630204-104-2020/2021-001	1,900,000.00	1,500,000.00	400,000.00	Ongoing
Shibembe Primary School	Construction of 2 no. classrooms to completion	4-037-203-2630204-104-2020/2021-002	1,600,000.00	-00	1,600,000.00	New
Lukhuna Primary School	Construction of 2 no. classrooms to completion	4-037-203-2630204-104-2020/2021-003	1,600,000.00	-00	1,600,000.00	New
Good Shepherd Primary School	Construction of 2 no. classrooms to completion	4-037-203-2630204-104-2020/2021-004	1,600,000.00	-00	1,600,000.00	New
Nanirama Primary School	Construction of 4 no. classrooms to completion	4-037-203-2630204-104-2020/2021-005	3,200,000.00	-00	3,200,000.00	New
Simakina Primary School	Purchase of half acre of land inclusive of processing title deed	4-037-203-2630204-104-2020/2021-006	400,000.00	-00	400,000.00	New
Makhtima Primary School	Completion of an administration block with 3 rooms and staffroom - Roofing, plastering, fixing of	4-037-203-2630204-104-2020/2021-007	1,300,000.00	500,000.00	800,000.00	Ongoing



	doors and windows, flooring and painting to completion. The project started in 2014/15 financial year							
Kochwa Primary School	Completion of 4 no. classrooms - Walling, plastering, flooring and painting to completion. Each classroom will have a capacity of 45 students. The project started in 2019/2020 through allocation of emergency	4-037-203-2630204-104-2020/2021-008	4,400,000.00	1,500,000.00	2,900,000.00	Ongoing		
Esipanga Primary School	Construction of 2 no. classrooms to completion. Each classroom will have a capacity of 45 students	4-037-203-2630204-104-2020/2021-009	1,600,000.00	-00	1,600,000.00	New		
Tanga Primary School	Purchase of two acre of land inclusive of processing title deed	4-037-203-2630204-104-2020/2021-010	1,500,000.00	-00	1,500,000.00	New		
Emulama Primary School	Completion of 3 no. classrooms - Walling, plastering, flooring and painting. Each classroom will have a capacity of 45 students	4-037-203-2630204-104-2020/2021-011	3,200,000.00	2,000,000.00	400,000.00	Ongoing		
Emulama Primary School	Construction of a 45 capacity classroom to completion	4-037-203-2630204-104-2020/2021-012	800,000.00		800,000.00	New		
Musaga Secondary School	Completion of one storey 8 no. classrooms - Railing, ceiling board, terrazzo, fascia board, paving slab and painting. Each classroom will	4-037-203-2630205-104-2020/2021-001	14,232,776.60	12,500,000.00	1,950,000.00	Ongoing		

	have a capacity of 45 students.							
St. Paul's Emulakha Secondary School	Ongoing construction of one storey 8 no. classrooms - Walling of 1st floor, casting ring beam, and roofing. The remaining balance will be allocated in 2021/2022 for completion. Each classroom will have a capacity of 45 students	4-037-203-2630205-104-2020/2021-002	16,355,210.00	6,000,000.00	6,000,000.00	1,000,000.00	6,000,000.00	Ongoing
Namundera Secondary School	Completion of a 40 capacity Twin science laboratory - plastering and painting	4-037-203-2630205-104-2020/2021-003	6,300,000.00	5,000,000.00	5,000,000.00	1,000,000.00	1,000,000.00	Ongoing
Lwakhupa Secondary School	Completion of a 40 capacity Twin science laboratory - plastering and painting	4-037-203-2630205-104-2020/2021-004	6,300,000.00	5,000,000.00	5,000,000.00	1,000,000.00	1,000,000.00	Ongoing
Weremba Muslim Secondary school	Completion of 2 no. classrooms – plastering and painting. Each classroom will have a capacity of 45 students	4-037-203-2630205-104-2020/2021-005	1,600,000.00	1,500,000.00	1,500,000.00	100,000.00	100,000.00	Ongoing
Weremba Muslim Secondary school	Construction of 2 no. classrooms to completion. Each classroom will have a capacity of 45 students	4-037-203-2630205-104-2020/2021-006	1,600,000.00	0.00	0.00	1,600,000.00	1,600,000.00	New
Sirigoi Secondary School	Completion of a 300 capacity Dining Hall -paving slab, fascia board and painting	4-037-203-2630205-104-2020/2021-007	6,300,000.00	5,000,000.00	5,000,000.00	1,000,000.00	1,000,000.00	Ongoing
Buhayi Muslim Secondary School	Ongoing construction of one storey 8 no. classrooms - Walling of 1st floor, casting ring beam, and roofing. The remaining balance will be allocated in 2021/2022 for	4-037-203-2630205-104-2020/2021-008	15,900,000.00	6,000,000.00	6,000,000.00	6,000,000.00	6,000,000.00	Ongoing

Buchangu Secondary School	completion. Each classroom will have a capacity of 45 students Ongoing construction of a 40 capacity Twin science laboratory - plastering, gas piping, fume chamber, sinks and drainage. The remaining balance will be allocated in 2021/2022 for completion	4-037-203-2630205-104-2020/2021-009	6,300,000.00	3,000,000.00	2,500,000.00	Ongoing
St. Caroli Lwanga Lutaso Secondary School	Purchase of a 51-seater school bus	4-037-203-2630205-104-2020/2021-010	7,000,000.00	-00	7,000,000.00	New
Ingotse High School	Ongoing construction of twin Science laboratory/library/Computer laboratory - Roofing and Fascia board. The contracted amount is Kshs. 7,533,680.00. Previous funding includes; 2013/14 – Kshs. 1,000,000, 2014/15 Kshs. 1,500,000.00, 2015/16 – Kshs. 1,000,000 and 2018/19 Kshs. 2,500,000.00. The remaining balance of Kshs. 1,733,680.00 inclusive of pmc committee expenses will be allocated 2021/2022 FY. The project has a capacity of 200 students	4-037-203-2630205-104-2020/2021-011	7,533,680.00	4,000,000.00	2,000,000.00	Ongoing
St. Kizito Girls Secondary School	Construction of kitchen to completion	4-037-203-2630205-104-2020/2021-012	1,700,000.00	-00	1,700,000.00	New



St. Kizito Girls Secondary School	Construction of school gate and one room gate house to completion	4-037-203-2630205-104-2020/2021-013	1,300,000.00	-00	1,300,000.00	New
Siville Secondary School	Construction two units staff house to completion.	4-037-203-2630205-104-2020/2021-014	2,000,000.00	-00	2,000,000.00	New
Kenya Medical Training College - Navakholo	Construction of 12 no. lecture halls - walling, casting of 1st floor slab, roofing, fixing of doors and windows and plastering. The remaining balance will be allocated in 2021/2022 for completion	4-037-203-2630206-104-2020/2021-001	49,766,931.00	40,227,984.32	7,000,000.00	Ongoing
Kenya Medical Training College - Navakholo	Construction of administration block of 30 offices - walling, casting of 1st floor slab. The remaining balance will be allocated in 2021/2022 for completion	4-037-203-2630206-104-2020/2021-002	45,509,601.00	7,000,000.00	20,000,000.00	Ongoing
Deputy County Commissioner's Office	Purchase of 2acres of land inclusive of processing title deed	4-037-203-2640507-113-2020/2021-001	5,250,000.00	-00	5,100,000.00	New
National Police Service	Construction 4 units with 3 rooms staff houses block to completion	4-037-203-2640507-113-2020/2021-002	3,000,000.00	-00	3,000,000.00	New
Bunyala West Chief's Office	Purchase of one acre of land inclusive of processing title deed	4-037-203-2640507-113-2020/2021-003	1,000,000.00	-00	1,000,000.00	New
Bunyala West Chief's Office	Construction 3 roomed and boardroom office to completion	4-037-203-2640507-113-2020/2021-004	2,000,000.00	-00	2,000,000.00	New
DCI Navakholo Office	Purchase of 2 Highback office chairs @ Kshs. 50,000.00, Office desk in	4-037-203-2640507-113-2020/2021-005	161,786.00	-00	161,786.00	New



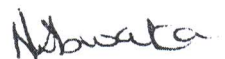
NGCDFC/MIN. 006/02/2021: ANY OTHER BUSINESS

There being no any other business the meeting adjourned at 3.40 p.m. with a word of prayer from Mrs. Margaret Andati.

Confirmed by;



Mr. Kennedy Barasa Ngao  
**Chairman**



Mary Imbwaka Macheso  
**Secretary**