



National Government Constituencies Development Fund
Laikipia West Constituency
NG-CDF BUILDING
NEXT TO D.C.C NYAHURURU OFFICE
P.O Box 2084-20300
Nyahururu.
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MINUTES OF NG -CDFC MEETING HELD ON 8TH DECEMBER 2020 IN THE NG-CDF OFFICE BOARDROOM

MEMBERS PRESENT

1. PATRICK WERU-CHAIRMAN
2. PRISCAH NG'ARACHU-SECRETARY
3. PAUL NG'ETICH-MEMBER
4. WINNIE WANJIKU-MEMBER
5. LUCY KANYIRA-MEMBER
6. ERIC GITONGA-MEMBER
7. SAMUEL MWANGI-FAM
8. FRANCIS NJEGA-MEMBER
9. MOSES MUYURI-MEMBER

IN ATTENDANCE

1. SAMUEL GITHAE-SUB COUNTY ACCOUNTANT

AGENDA

1. PREAMBLE
2. READING AND CONFIRMATION OF PREVIOUS MINUTES.
3. MATTERS ARISING
4. LOCATIONAL BURSARY COMMITTEES MEETING
5. MONITORING AND EVALUATION
6. PREQUALIFICATION OF SUPPLIERS FOR FY 2020/21/22
7. PROJECT CHANGE OF ACTIVITY
8. A.O.B

MIN 01/08/12/2020 PREAMBLE

The meeting started at 0845hrs with a word of prayer and the chairman requested the secretary to read minutes of the previous meeting.

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MIN 02/08/12/2020 READING AND CONFIRMATION OF PREVIOUS MINUTES

The minutes were read through by the secretary and Moses Muyuri proposed them to be true record and seconded by Lucy Kanyira

MIN 03/08/12/2020 MATTERS ARISING

There were no matters arising from the previous meeting.

MIN 04/08/12/2020 LOCATIONAL BURSARY COMMITTEES MEETING

The committee approved to hold all the 26 (twenty six locational bursary committee meeting on 10/12/2020 for a bursary award induction training. The induction would be attended by only the 26 chiefs and their respective committee chairpersons. Due to covid19 pandemic it was seen wise to train the 52 participants in two groups i.e. the Laikipia west sub county group to train during the morning session from 9am -12 noons then the Nyahururu sub county to train in the afternoon session from 12:30 to 3pm. The committee approved the following budget for the event. Committee however agreed that bursary award by the locational bursary committees would take place between 11/12/2020-14/12/2020 whereby one person will return the results back to Nyahururu Ng-Cdf office with only a bus fare reimbursement.

NO	MEMBER(S)	NO	RATE	DAYS	TOTAL
	Chiefs(thome& mutara)	2	1,500	1	3,000
	chairmen(thome& mutara)	2	1,500	1	3,000
	Chief (ol moran)	1	2,000	1	2,000
	Chairman(ol moran)	1	2,000	1	2,000
	Other chiefs	23	1,000	1	23,000
	Other chairmen	23	1,000	1	23,000
	15/12/2020 bringing back awardees returns to the ng-cdf office(fare reimbursement(thome& mutara)	2	1,500	1	3,000
	15/12/2020 bringing back awardees returns to the Ng-Cdf office fare reimbursement(ol moran)	1	2,000	1	2,000
	15/12/2020 bringing back awardees returns to the Ng-Cdf office fare reimbursement(other 23 locations)	23	1,000	1	23,000
TOTAL					84,000

1. Allowance

The committee further approved the following sitting allowances for each bursary committee comprising of seven members each.

NO	MEMBER(S)	LOCATIONS	RATE	DAYS	TOTAL
1	7	25	1,000	1	175,000
2	11	NYAHURURU	1,000	2	22,000
TOTAL					197,000

MIN 05/08/12/2020 MONITORING AND EVALUATION

The committee agreed to carry out monitoring and evaluation on ongoing and completed Ng-Cdf projects within the constituency starting from 11th-18th December 2020. The following budget was approved for the monitoring and evaluation.

No	Members	Number	Rate	Days	Total
	Ng-cdfc	8	5,000	6	240,000
	Ng-cdfc	1	7,000	6	42,000
	Other departments	3	5,000	6	90,000
	drivers	2	2,000	6	24,000
	staff	4	2,000	6	48,000
total					444,000

MIN 06/08/12/2020 PREQUALIFICATION OF SUPPLIERS FOR FY 2020/21/22

The committee was briefed by both the fund account manager on the ongoing prequalification of suppliers. The committee noted a positive turn in respect to the Ng-Cdfc performance contract on appropriation in aid on the sale of tender since it had surpassed the minimum pledge of ksh 15,000. Committee was advised to carry notices of the prequalification and to place them in all public notice boards easier flow of information.

MIN07/08/12/2020 PROJECT CHANGE OF ACTIVITY

The committee received a request from kiwanja day mixed secondary to construct an administration block as opposed to their earlier proposal. The school had in the financial year 2019/20 requested through their proposal for construction of a science laboratory and was honoured however the ministry of education funded its construction through the technical infrastructure grant

edia university

Replace
Institution Name: ...

(T.I.G). The committee left the matter for approval by the national government constituencies' development fund board (NG-CDFB). *See the attached request.*

MIN08/08/12//2020 A.O.B

Having no other business the meeting ended at 1245hrs

MINUTES PREPARED BY: PRISCAH NGARACHU

DESIGNATION: NGCDFC SECRETARY

SIGNATURE:

CONFIRMED BY: PATRICK M. WERU

NGCDFC CHAIRMAN

SIGNATURE: