

FUND ACCOUNT MANAGER

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NG-CDF, MALAYA

Yours Faithfully,
Collins Obuya
Collins Obuya

Thanks in advance.

- i. The NG-CDFC meeting Minutes of 24th November 2021
- ii. The Fourth Schedule and Codelist for the one project for 2021/2022.

Attached, please find the following:

Kindly receive our resubmission of a project which was initially submitted as Kabras Centre for the Disabled now submitted for your consideration and approval as Shirulo Primary School.

REF: RESUBMISSION OF PROJECT PROPOSAL 2021/2022

Dear Sir,

The Chief Executive Officer
NG-CDF Board
P.O Box 46682
NAIROBI

3RD DECEMBER, 2021

NG-CDF



National Government Constituencies Development Fund
Malava Constituency
P.O Box 281 – 50103, MALAYA
Tel: | Cell:
Email: malavacdf@yahoo.com Website: www.cdf.go.ke

NG-CDFC MALAVA CONSTITUENCY FULL BOARD MEETING HELD ON 24TH NOVEMBER 2021 IN THE NG-CDFC BOARDROOM

MEMBERS PRESENT

1. Festus Minasi	-	Chairman
2. Everline Simwa	-	Secretary
3. Moses Wasike	-	Member
4. Hellen Mambuwa	-	Member
5. Philip Anaswa	-	Member
6. Ruth Muchuma	-	Member
7. Hudson Lumbasi	-	Member
8. Henry Anaswa	-	Member
9. Everlyne Oriwo	-	Assistant County Commissioner
10. Collins Obuya	-	Fund Account Manager

AGENDA

1. Preliminaries
2. Reading of Minutes of Previous Meeting
3. Matters arising from previous meeting
4. Projects Status report
5. Re-Submission of 2021/2022 Project Proposal
6. Any Other Business

MIN 082/24/11/2021 PRELIMINARIES

The meeting started at 9.30am with a word of prayer from Mr. Moses Kenyatta. The Chairman Mr. Festus Minasi welcomed all members to the meeting and thanked them for keeping time. He also advised members to be co-operative and work towards the welfare of the constituency.

MIN 083 /24/11/2021 READING OF MINUTES OF PREVIOUS MEETING

The Secretary Mrs. Evelynne Simwa took members through the previous minutes of the last meeting. The committee confirmed the minutes to be a true reflection of the meeting. It was proposed and seconded by Mr. Henry Barasa and Mrs. Hellen Mambuya respectively.

MIN 084/24/11/2021 MATTERS ARISING FROM THE PREVIOUS MEETING

1. The committee wanted to know how far the process of procuring the 3 buses has reached. The Fund Account Manager informed members that the buses are almost ready and will be delivered before Christmas.
2. The NG-CDFC Committee wanted to know how far the issue of visiting schools to identify land title deeds bought by NG-CDFC had reached. The Fund Account Manager informed members that the clerk of works is compiling the list and once he is through he will notify members on when the visits will be done.
3. The committee wanted to know the progress of the NG-CDFC training and Capacity Building. The Fund Account Manager informed members that its likely to be conducted during the second week of December this year.
4. The NG-CDFC wanted to know which Projects were approved. The Fund Account Manager informed the committee that all projects were approved apart from Kabras Centre for the Disabled.
5. The committee wanted to know if the two laptops approved for purchase had been purchased. The Fund Account Manager said that they had already been purchased.
6. The committee wanted to know if the NG-CDFC had approved the disposal of the old land rover 210. The Fund Account Manager informed the committee that was waiting for the approval from the NG-CDF Board.

a) The Monitoring and Evaluation sub-committee

The Monitoring and Evaluation Chair Mr. Barasa informed the committee that his sub-

committee had visited various Projects and invited the Monitoring and Evaluation secretary

to present its report.

- The secretary informed the committee that 31 schools had received cheques for

construction and purchase of land.

- 13 schools (NG-CDF projects) had been launched and are in use. The committee

also did site handover for 22 projects and construction works had commenced. It

was noted that four projects were taking too long to complete and recommended

that the contractors be informed to speed up the remaining works for Mukhuyu,

Malichi, Bisunu and Lurale primary schools.

Challenges noted during Monitoring and Evaluation;

i) Some contractors are not present during the visits

ii) Lack of supervision by the foreman's eg. Cheptuli Primary

iii) Lack of Adherence to the Bill of Quantities by contractors

iv) Lack of consultation between the technical supervisors and the

contractors.

Suggestions on how to overcome the challenges

1. All contractors to be informed in time of the Monitoring and

Evaluation visit and told to be present in person or their

appointed representatives.

2. The Project supervisors (Public Works and NG-CDFC Clerk of Works) to ensure Bill of Quantities are followed to the letter.
3. Contractors must ensure they work closely with the Project Supervisors.

NG-CDFC resolved that the 17 projects not visited for Monitoring and Evaluation should be visited before Christmas break.

The committee also resolved that Mukhnyu Project should be assessed with a view to adding some funding to ensure completion. The two classes were very large compared to the rest.

The committee resolved to appoint a person in charge of the stores and all assets to ensure safety and proper custody of the NG-CDFC Assets.

b) Bursary Sub-Committee report;-

Mr. Kenyatta gave bursary report on behalf of the secretary as follows;

- i) Secondary Schools applicants by now are 4,058 new and 3099 on-going making a total of 7157 applicants. It was noted however that there are so many double applications and Principals are changing the report cards to reflect good grades
- ii) Tertiary Institutions

a) New applicants 666

b) Ongoing applicants 1,710

Total 1775

The NG-CDFC Committee resolved that teachers changing report cards should be warned.

The NG-CDFC resolved that proper supervision of pit latrines should be observed.

MIN 086 /24/11/2021 RE-SUB-MISSION OF 2021/2022 PROJECT PROPOSAL

NG-CDFC discussed and resolved that instead of building the disability centre which the NG-CDF Board declined to approve the Kshs. 1,000,000 should be used to construct one classroom to completion at Shiruilo Primary School

MIN 089/24/11/2021 ANY OTHER BUSINESS

4. NG-CDF to appoint store keepers
5. Formations of Ad hoc Inspection and acceptance sub-committee
6. Pit Latrines at DCC offices in very pathetic state
7. Purchase of battery for NG-CDFC Office Generator.

There being no other business the meeting ended at 1pm with a word of prayer from Mrs. Ruth Muchuma

Muchuma

Chairman:

Mr. Festus Mmasi
Signature.....
Date..... 24/11/2021

Secretary:

Mrs. Everline Simwa
Signature.....
Date..... 24/11/2021

Fund Account Manager:

Mr. Collins Obuya
Signature.....
Date..... 24/11/21

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MALAVANG-CDF CODELIST FY 2021/2022

GFS CODE	PROJECT NAME	ACTIVITY	AMOUNT	STATUS
4-0037-201-2630209-1 04-2021-2022-001	Shirulo Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Murrum Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	1,000,000.00	New
			1,000,000.00	

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NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND –
MALAVA CONSTITUENCY
PROJECTS PROPOSAL
FINANCIAL YEAR 2021/2022
RESUBMITTED
DECEMBER, 2021



CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTITUENCY NO: 201 CONSTITUENCY NAME: MALAYA FINANCIAL YEAR: 2021/2022

SERIAL NO	NAME OF PROJECT	AMOUNT ALLOCATED (KSH)
201/2630204	Primary School Projects	1,000,000.00
	TOTAL	1,000,000.00

Chairman NG-CDFC: Mr. Festus N. Mmasisi Signature Date: 03.12.2021

Fund Account Manager: Mr. Collins T. Obuya Signature Date: 03.12.2021

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FOURTH SCHEDULE

PROJECT DESCRIPTION FORM

Constituency No.: 201 Constituency Name: MALAVA County: KAKAMEGA

Project Number: 201/2630209

Project Title: Primary Schools Projects

Sector: Education

Status of projects (Tick one)

New.....✓.....Extension.....✓.....Ongoing.....✓.....Rehabilitation.....

Brief Statement on progress at time of submission

The allocation is to enhance better learning conditions in primary school institutions through improvement of infrastructure.

Financial year under reference 1st July 2021 -30th June 2022

Original Cost Estimates, in Khs. 1,000,000 Date 03.12.2021

Amount allocated last financial yearKshs.

Amount allocated this financial year.....Kshs. 1,000,000

Project Name	Activity	Project Number	Amount Allocated (Ksh)	Status
Shirilo Primary School	Construction of 1 Classroom to completion - Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Murrum Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	4-037-201-2630209-104-2021/2022-001	1,000,000	New
TOTAL			1,000,000	

Position: Fund Account Manager

Name: Mr. Collins T. Obuya



Signature

Date: 03.12.2021

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