

REPUBLIC OF KENYA

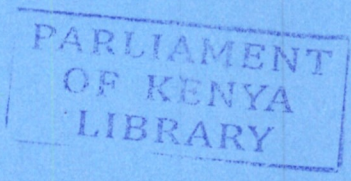


Enhancing Accountability

THE NATIONAL ASSEMBLY
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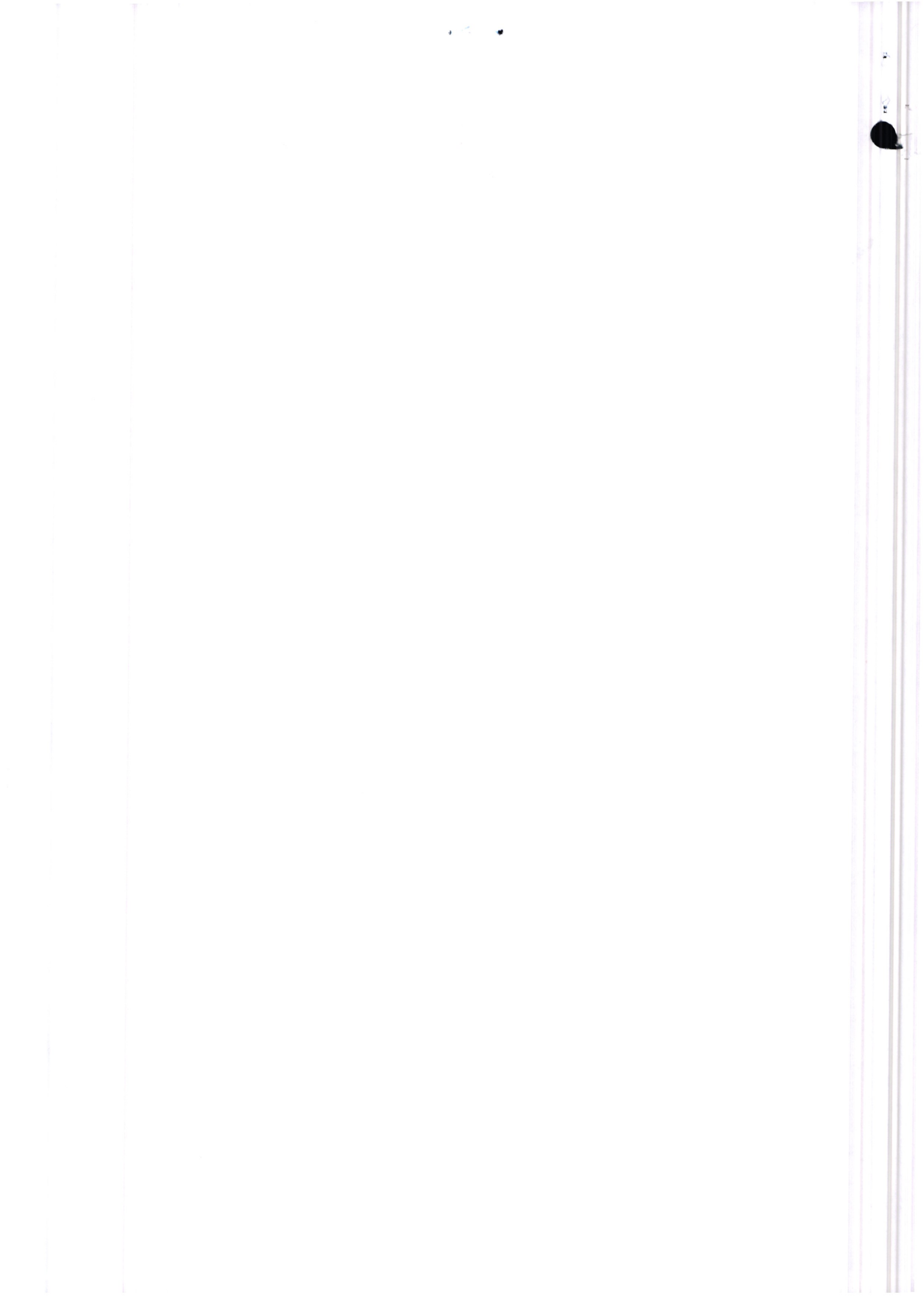
REPORT

THE AUDITOR-GENERAL

ON

**TVET CURRICULUM DEVELOPMENT
ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

**FOR THE YEAR ENDED
30 JUNE, 2023**





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**TVET CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30TH JUNE 2023**

**Prepared in accordance with the Accrual Basis of Accounting Method under the International Public
Sector Accounting Standards (IPSAS)**

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TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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1. Acronyms, Abbreviations and Glossary of Terms

A: Acronyms and Abbreviations

ATUPA	Association of Technical Universities and Polytechnics in Africa
CBET	Competency Based Education and Training
CBA	Competency Based Assessment
CEO	Chief Executive Officer
CBK	Central Bank of Kenya
DANIDA	Danish International Development Agency
EASTRIP	East Africa Skills for Transformation and Regional Integration
FY	Financial Year
GIZ	Gesellschaft für Internationale Zusammenarbeit
ICPAK	Institute of Certified Public Accountants of Kenya
IPSAS	International Public Sector Accounting Standards
ILO	International Labour Organization
KATTI	Kenya Association of Technical Training Institutions
KICD	Kenya Institute of Curriculum Development
KNEC	Kenya National Examinations Council
KEFEP	Kenya Education for Employment Programme
NPC	Nairobi Pentecost Church
OAG	Office of the Auditor General
OSHA	Occupational Safety and Health Act of 2007
PFM	Public Finance Management
PPE	Property Plant & Equipment
PSASB	Public Sector Accounting Standards Board
PPAD	Public Procurement and Asset Disposal
PPRA	Public Procurement Regulatory Authority
PFM	Public Finance Management
RPL	Recognition of Prior Learning
SAGAs	Semi-Autonomous Government Agencies
SC	State Corporations
TVC	Technical Vocation Colleges
TVET	Technical and Vocational Education and Training
UNESCO	United Nations Educational, Scientific and Cultural Organization
USAID	United States Agency for International Development

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2. Key Entity Information and Management

(a) Background information

TVET-Curriculum Development Assessment and Certification Council (TVET-CDACC) was incorporated/ established under Section 44 (1) of the Technical and Vocational Education and Training (TVET) Act No. 29 of 2013. The Sessional Paper No. 1 of 2019 emphasizes on mainstreaming Competency Based Education and Training (CBET) in TVET system, hence the creation of the Certification Council. The Entity is domiciled in Kenya and its offices are located in Nairobi in ABSA Towers along Loita Street.

TVET CDACC started its operations in the year 2014 with the appointment of the Chairman, members and acting Council Secretary/CEO by the Cabinet Secretary in charge of Education. It was categorized by the State Corporations Advisory Committee (SCAC) on 11 January 2016. TVET CDACC recruited a substantive CEO/Council Secretary on 26 March 2017 and the first batch of 22 employees in the FY 2018/19. In addition, the Council recruited 31 additional Council staff in the FY 2020/22. On 26 March 2022, the Cabinet Secretary in charge of Education appointed an Acting CEO after the expiry of the contract of the previous CEO.

The Council was operating under the financial, accounting and procurement platforms of the ministry since its establishment. In the financial year, FY 2016/2017, the National Treasury allowed the Council to open a commercial bank account for its operations. The ministry deployed an accountant to assist in maintaining books of accounts. However, the Council has since recruited its own accounts staff.

(b) Principal Activities

The principal activities of the Entity are to under the TVET Act No. 29 of 2013 are to:

- (i) undertake, design and develop curricula for the training institutions' examination, assessment and competence certification;
- (ii) make rules with respect to such examinations and competence assessments;
- (iii) issue certificates to candidates who satisfy national TVET examination and competence assessment requirements;
- (iv) promote recognition of its qualifications in foreign systems;
- (v) investigate and determine cases involving indiscipline by candidates registered with it;
- (vi) promote and carry out research relating to its examinations; and
- (vii) Promote the publication of books and other materials relevant to its examinations.

Vision

A centre of excellence in TVET curriculum development, assessment and certification for a globally competitive labour force.

Mission

To provide demand driven curricula, competence assessment and certification of TVET graduates for the global labour market.

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Key Entity Information and Management (continued)

Core Values

- Integrity
- Professionalism
- Teamwork
- Efficiency
- Transparency
- Good governance
- Accountability

(c) Key Management

The TVET-Curriculum Development, Assessment and Certification Council day-to-day management is under the following key organs:

No.	Designation	Name
1.	Council Chair	Prof. Ahmed Ferej
2.	CEO/Council Secretary	Prof. Kisilu M. Kitainge
	Acting CEO	Mr. Joseph Njau
3.	Director, Corporate Services	Mrs. Hellen Murithi
4.	Ag. Director, Technical Services	Dr. Lawrence Guantai

(d) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2023 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	CEO/Council Secretary	Prof. Kisilu M. Kitainge
2.	Acting CEO	Mr. Joseph Njau
3.	Director, Corporate Services	Mrs. Hellen Murithi
4.	Ag. Director, Technical Services	Dr. Lawrence Guantai
5.	Deputy Director, Curriculum Development	Dr. Beatrice Osumbah
6.	Ag. Deputy Director, Assessment and Certification	Dr. Sella Kisaka
7.	Head of Finance	CPA Denis Onsarigo
8.	Head of Procurement	Mr. Elijah Kimeto
9.	Head of Accounts	CPA. Annastacia K. Mwinzi

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Key Entity Information and Management (continued)

(e) Fiduciary Oversight Arrangements

The Council provides oversight arrangements through the following Council Committees:

(i) The Finance and General-Purpose Committee

The committee advises the Council on all matters related to finances, human resources, procurement and other general issues. The committee makes recommendations for considerations by the full Council.

(ii) The Technical Committee

The committee advises the Council on all technical matters.

(iii) The Risk and Compliance Committee

The committee plays an oversight role and advises the Council on all issues of audit, risk and compliance.

(f) TVET-CDACC Headquarters

P.O. Box 15745-00100
ABSA Towers
Loita Street
Nairobi, KENYA

(g) Council Contacts

Telephone: (254) 777172002, 202227220 Ext 2503/2506/2522
E-mail: info@tvetcdacc.go.ke, Cdacc.tvet@gmail.com.
Website: www.tvetcdacc.go.ke.

(h) Council Bankers

1. Recurrent Account

Kenya Commercial Bank
Acc.1183760809
Kipande House
Nairobi

2. Appropriation In Aid (A.I.A) Account

Kenya Commercial Bank
Acc.1236735323
Kipande House
Nairobi

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Key Entity Information and Management (continued)

(i) Independent Auditor

Auditor-General
Office of the Auditor General
Anniversary Towers, University Way
P.O. Box 30084
GPO 00100
Nairobi, Kenya

(j) Principal Legal Adviser



The Attorney General
State Law Office and Department of Justice
Harambee Avenue
P.O. Box 40112
City Square 00200
Nairobi, Kenya

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3. Board/ Council Members

The TVET CDACC substantive Council Members term expired on 17 November 2020, and a new substantive team of Council members was appointed by the Cabinet Secretary in charge of Education on 26 May 2023 as per the TVET Act, No 29 of 2013. These include:

Ref	Council	Details
1.	 <p>Prof. Ahmed Ferej- Council Chairman PhD (TVET and Entrepreneurship), Bachelor’s and Master’s degrees</p>	<p>Prof Ahmed Ferej (Born the 4th March, 1953) is an Associate Professor in the Department of Technology Education at the University of Eldoret, which specializes in preparing trainers for secondary and tertiary level TVET institutions. His professional experience spans over 40 years in the field of education and training. Prof. Ferej holds a PhD (TVET and Entrepreneurship) from the University of Illinois in the US. He completed his Bachelor’s and Master’s degrees from the University of New Brunswick in Canada. He obtained a diploma in Engineering from the Kenya Polytechnic in 1973. He worked with UNESCO from 1998 to 2008, serving at the Section for Technical and Vocational Education and Training (TVET) at its Headquarters in Paris, in Iraq, Liberia and Sierra Leone. He has undertaken UNESCO consultancies in Pakistan, Pakistan administered Kashmir, Malawi and with the UNESCO Nairobi Office (Rwanda and Seychelles). He has extensive experience in consultancy and research work within the Education field in general and specifically in TVET, serving assignments with several organizations including: International Institute for Educational Planning (IIEP), the World Bank, Association for the Development of Education in Africa (ADEA) and the Kenya government. He has also ventured into value-based education research. His work has resulted in several publications in refereed journals. Prof. Ahmed K. Ferej was a Board member (three years) and Chairman (four years) of Technical Vocational Education and Training Authority (TVETA) between October 2014 and October 2021.</p>
2.	 <p>Mr. David Mwangi-National Polytechnic Representative</p>	<p>Mr. David Mwangi (Born the 9th May in 1966) is a highly accomplished and experienced education expert with a profound focus on Technical and Vocational Education and Training (TVET). With an impressive career spanning over 20 years, David has made significant contributions as a principal to three prominent TVET institutions. He holds a MSc in Purchasing and Supplies Management, Bachelor’s in Business Administration and Management, Higher National Diploma in Entrepreneurship Development and Diploma in Business Education. He has also done the Strategic Leadership</p>

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	<p>MSc in Purchasing and Supplies Management, Bachelor's in Business Administration and Management, Higher National Diploma in Entrepreneurship Development and Diploma in Business Education</p>	<p>Development Programme and Senior Management Courses from the Kenya School of Government.</p> <p>Currently, he is serving as the Principal at the Nyeri National Polytechnic. He is also a council member of the Technical and Vocational Education and Training Curriculum Development, Assessment and Certification Council, council member of the Association of Technical Universities and Polytechnics in Africa (ATUPA) and the serving Chair of the Kenya Association of Technical Training Institutions (KATTI), where he previously served as the National Chair, Sports, and Recreation.</p> <p>David is a good governance and leadership champion and a changemaker adept at strategic planning and policy implementation. Mr. David Mwangi chairs the Audit and Risk compliance Committee.</p>
<p>3.</p>	<div data-bbox="172 862 496 1227" data-label="Image"> </div> <p>Prof. Kisilu M. Kitainge- CEO/Council Secretary (From 1st November)</p> <p>Professor of Technology Education, Doctor of Philosophy (Ph.D.) degree in Applied Learning (TVET), Master of Philosophy Degree in Educational Psychology</p>	<p>Prof. Kisilu M. Kitainge is currently the Chief Executive Officer of TVET CDACC. He is the former Director of the Directorate of Industrial Linkages, Partnerships and Collaborations. He was also a professor and Dean of the School of Education at the University of Eldoret.</p> <p>Prof Kisilu M. Kitainge was an Associate Professor of Technology Education in the School of Education at the University of Eldoret. He is a holder of an earned Doctor of Philosophy (Ph.D.) degree from the Royal Melbourne Institute of Technology (RMIT University-Melbourne, Australia) in Applied Learning (TVET). Further, he holds a Master of Philosophy Degree in Educational Psychology from Moi University, Kenya. In Addition, he holds a First-Class Honors Bachelor of Education in Technology Education, specializing in power mechanics. He has served Moi University and, subsequently, the University of Eldoret University as a lecturer and researcher since 1998.</p> <p>He is an accomplished scholar with precise clarity of thought and a high reputation locally and internationally. He is an academician of high integrity and moral standing who has participated in developing several policies and worked in different Senate committees of the University of Eldoret. He is a hardworking, self-motivated, driven, focused, honest, and organized person who is result-oriented and an achiever in whatever he does. He has successfully held many departmental, school, and university-wide positions. He has exceptional organizational skills and has been instrumental in organizing conferences, workshops, and seminars.</p>

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4.	 <p>Dr. Kipkirui Langat- Director General of TVET Authority PhD in Engineering Systems and Management, Master of Philosophy in Technology Education (Automotive Technology), Master of Business Administration (Strategic Management) and Bachelor of Education in Technology Education</p>	<p>Dr. Langat (Born 22nd July, 1965) is the Director General of TVET Authority. He holds Doctor of Philosophy in Engineering Systems and Management from Egerton University, Master of Philosophy in Technology Education (Automotive Technology), Master of Business Administration (Strategic Management) and Bachelor of Education in Technology Education a from Moi University. He has worked as an Assistant Lecturer, Lecturer and Head of Department, Automotive Engineering at Rift Valley Training Institute. He has also worked as a lecturer in the Department of Mechanical Engineering and a Deputy Dean of students at Eldoret Polytechnic. Dr. Langat worked at Egerton University as a Lecturer in the Department of Industrial and Energy Engineering. He was a programme coordinator for Twinning Programme between Western Michigan University, USA and Egerton University. He was also among a team of experts who developed Bachelor of Technology in Mechanical Engineering and Bachelor of Philosophy in Mechanical Engineering at the Technical University of Kenya. He was a subject panel for Diploma and Higher National Diploma in Mechanical Engineering between 1999 and 2004 at Kenya Institute of Education. Dr. Langat has also been working with United Nations Environment Programme (UNEP) in developing policies and guidelines for transport emissions in East Africa Region. He is a member of Technical Committee on Road Transport Standards at the Kenya Bureau of Standards and a consultant for Boston Garage Equipment UK since 2007. He is a fellow member of Institution of Engineering Technologists and Technicians (IET) of Kenya.</p>
4.	 <p>Mr. Nyamai Wambua- Industry Representative Bsc Architecture</p>	<p>Mr. Nyamai Wambua (Born the 4th June, 1979) is a trained Landscape Architect and an International Labour Organization (ILO) Certified Recognition of Prior Learning (RPL) Expert. A building works practitioner and a sustainable built-environment enthusiast, Mr. Wambua champions for the inclusion and provision of common-user infrastructure and quality worksites in cities and urban areas for skilled artisans operating in the small-scale manufacturing sector. He is a proactive Micro, Small & Medium Enterprise (MSME) Policy and Programs Specialist with the right combination of leadership character, talent, energy and commitment to technical excellence.</p> <p>With over 10 years' experience in MSME sector development, Mr. Wambua has been working with informal sector serving organizations in Kenya and the East African Community (EAC)</p>

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		<p>region to develop strategies, policies and undertake analytical work related to MSME programming and capacity development.</p> <p>Currently the Head of Programs and Linkages at the Kenya National Federation of Jua Kali Associations (KNFJKA) Mr. Wambua is also the Focal Point for Kenya at the Confederation of Micro and Small Enterprises Organization East Africa (CMSEO-EA).</p>
5.	 <p>Florence Suji- Industry Representative Bachelor of Science in International Business Administration, Marketing (BSC, Marketing) and a Masters in Management and Leadership (MML)</p>	<p>Florence Suji (Born the 4th June, 1971) graduated from United States International University (USIU-Africa) with a Bachelor of Science in International Business Administration, Marketing (BSC, Marketing) and a Masters in Management and Leadership (MML) from the Management University of Africa. She is a Kaizen Certified Consultant by Toyota Tsusho Corporation, Japan and has attended several forums and trainings both internationally and locally.</p> <p>Florence is currently the Manager, Toyota Kenya Academy (TKA), CFAO Motors Kenya Limited (Formerly Toyota Kenya Limited), and Toyota Kenya Foundation Registered Trustees (TKFRT). She has a strong background in education and a passion for bridging the skills gap in technical and vocational fields. With extensive experience in managing programs and partnerships, she excels at designing and implementing strategies that align with industry needs and promote workforce development. Florence is also committed to fostering collaboration among stakeholders, enhancing the quality of TVET education, and empowering individuals with the skills required for sustainable employment and economic growth. She is dedicated to driving innovation in TVET, bridging the gap between education and industry needs, and equipping learners with the practical skills and knowledge to succeed in a rapidly evolving job market.</p> <p>She has additionally developed expertise on diversity, inclusion and Corporate Social Responsibility (CSR) efforts, including setting the strategy, establishing clear metrics, benchmarks and developing a roadmap that ensures the Foundation’s initiatives support and aligns with CFAO’s corporate values and priorities. She has held these positions since 2014.</p> <p>Florence previously held various positions in Administration, Customer Service and Education, Training and Development at Tetra Pak Limited and Toyota Tsusho Africa (Pty) Limited and has work experience of over 30 years.</p>

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6.



**DR. Joseph Kaberia Arimba,
MBS, OKB, (PhD)- Industry
Representative**

PhD in Business Administration and Management (Strategic Management option), Post Graduate Diploma in Contemporary Public Administration and Management

Dr. Joseph Kaberia Arimba, MBS, OKB, (Ph.D) (Born the 15th August, 1970) is a highly accomplished individual with a distinguished career in various professional fields. He has made significant contributions to academia, law, governance, and community service. Dr. Arimba's extensive qualifications, experiences, and achievements have earned him prestigious honors and awards, including the Order of the Moran of Burning Spear (MBS) and the Order of Kaura O Bechau (OKB).

Dr. Joseph Kaberia Arimba is known for his exceptional leadership skills, intellectual prowess, and commitment to public service. He is recognized for his unwavering dedication to improving the lives of Kenyans, particularly in the areas of law, governance, and community development.

Dr. Joseph Kaberia Arimba has pursued an extensive academic journey, earning degrees and certifications in diverse fields. His academic qualifications include: Doctor of Philosophy in Business Administration and Management (Strategic Management option) from Kenya Methodist University (2018-2021); Post Graduate Diploma in Contemporary Public Administration and Management from Galilee International Management Institute (GIMI) Israel (2017-2018); Master's Degree in Business Administration (MBA) with a specialization in Strategic Management from Kenya Methodist University (2015-2017); Post Graduate Diploma in Legal Education and Studies from The Kenya School of Law (1995-1996); Bachelor of Laws (LLB) Degree from the University of Nairobi (1990-1995) and various certificates in trust development, self-help, small business management, and Bible study.

Mr. Joseph Kaberia is the chairperson of the Finance and General Purpose Committee.

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7.



Mrs Loice Chelagat Kutoh-
Principals of Technical
Colleges
Bachelor of Education degree

Mrs. Loice Chelagat Kutoh (Born the 10th November, 1967), is an esteemed educational leader and currently serves as the principal of the Rift Valley Technical and Training Institute. With a passion for education and a commitment to excellence, she has made significant contributions to the institute's growth and development.

She holds a Bachelor of Education degree from Egerton University and is a highly accomplished TVET expert who has made significant contributions in her field of expertise. Mrs. Loice has an extensive work experience, having served as the Principal Sang'alo Institute of Science and Technology (SIST) from Sep 2020- Dec 2021 and the Principal Aldai Technical Training Institute (Atti) from Sep 2019-Aug 2020. During her tenure as an administrator, Loice Chelagat Kutoh demonstrated exceptional leadership skills and a keen understanding of educational policies. Her achievements in improving student performance and implementing innovative teaching methods are outstanding.

Loice Chelagat Kutoh's dedication to educational excellence and her relentless pursuit of quality education have earned her the respect and admiration of her colleagues and peers. Her vision, leadership, and commitment have positioned the Rift Valley Technical and Training Institute as a leading institution in technical and vocational education in the region. Mrs. Loice Chelagat Kutoh is the chairperson of the Technical Committee.

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8.



**Dr. Mercy Wanjiru Mwaniki-
Senate of Technical University**

PhD and a Master's degree in
Food Science and Postharvest
Technology

Dr. Mercy Wanjiru Mwaniki (Born the 15th April, 1969) is a highly accomplished professional in the field of Applied Sciences and Technology, with a specialization in Food Science and Technology. She is currently affiliated with The Technical University of Kenya, where she holds the position of Chairperson in the Department of Food Science and Technology. With a strong background in research and expertise in Food Science, Dr. Mwaniki is a valuable asset to the TVET CDAC Council and the academic community as a whole.

Dr. Mwaniki's academic journey has led her to become a distinguished member of the Applied Sciences and Technology faculty at the Technical University of Kenya. She holds a PhD and a Master's degree in Food Science and Postharvest Technology from the Okayama University, Japan.


She is a Senior lecturer in the School of Health and Biomedical Sciences, specifically contributing her knowledge and skills to the Department of Human Nutrition and Dietetics. Her expertise in this field allows her to make significant contributions to the understanding of food science and its impact on human health.

As an active researcher, Dr. Mwaniki is committed to advancing knowledge in the field of Food Science. Her research focuses on exploring various aspects of food, including its composition, quality, safety, and nutritional value. Through her work, she aims to contribute to the development of innovative food products and processes that benefit both consumers and the industry. Her dedication to research excellence is evident in her numerous publications and collaborations within the scientific community.

In addition to her academic pursuits, Dr. Mwaniki is committed to staying updated with the latest developments in her field. She constantly seeks opportunities for professional growth and engages in continuous learning to ensure that she remains at the forefront of advancements in Food Science and Technology. Additionally, she is a member to various professional bodies including: International Forum for Africans in Academia, Horticultural Association of Kenya, Kenya Institute of Food Science and Technologists, International Society of Horticultural Science and the Japanese Society for Horticultural Science.

Overall, Dr. Mercy Wanjiru Mwaniki's profile demonstrates her expertise, dedication, and passion for advancing knowledge in the field of Food Science and Postharvest Technology.

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9.	 <p>Mr. Joseph Njau - Council Secretary/ Ag. CEO (Served from 29th May, 2023 to 31st October, 2023) Master's Degree in Project Planning and Management, Degree Certificate in Agricultural Engineering and Diploma in Technical Education</p>	<p>Mr. Joseph Njau (Born 1967) is the Ag. CEO/Council Secretary of TVET CDACC from 29 May 2023. Mr. Joseph Njau holds a Master's Degree in Project Planning and Management from the University of Nairobi, Degree Certificate in Agricultural Engineering from Egerton University. He also holds a Diploma in Technical Education from the Kenya Technical Teachers College. Additionally, he has various professional Certificates such as Strategic Leadership Development Programme and Senior Management Course from the Kenya Institute of Administration.</p> <p>He is a skilled Civil servant with capacity to initiate new projects and turn around existing projects in a cost-effective manner. Mr. Joseph Njau has had a distinguished career in the TVET area where he served as Deputy Director, Technical Education prior to being appointed the Ag. CEO of TVET-CDACC. He also served as the Chairperson of the Committee for the development and roll-out of the Recognition of Prior Learning (RPL) Policy Framework. He was also a member of the Technical Team or the review of the TVET Act (2013) which has developed a draft bill. Beside he's endowed with excellent capacity in report writing as well as making written and oral presentations.</p> <p>He has adequate experience and relevant qualifications in the field of education, examinations and project/programme planning and management.</p>
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10.



**Prof. Eric Okoth Ogur, PhD
-Immediate Former
Chairperson from 24th June
2022**

PhD in Engineering

Professor Erick Okoth Ogur (Born 17th of December, 1971) received his PhD in Engineering from University of Warwick in 2007. He is a Chartered Engineer and Member of the Institution of Mechanical Engineers (UK). Prior to joining the Technical University of Kenya in 2011, Prof. Ogur worked as a Research Fellow at the Warwick Manufacturing Group in the University of Warwick and as a Scientist/Engineer with Proctor and Gamble GmbH in Frankfurt, Germany.

Prof. Ogur has extensive academic and practical knowledge of TVET reform strategies, pilot implementation, design, development, assessment and implementation of different methodologies concerning CBET, Vocational Education and Training (VET), life-long learning and training of trainers. He has been providing advice, consultations and technical assistance in the education and VET systems with strong experience in the elaboration, piloting and evaluation of training curriculum for different target groups and formal and non-formal educational systems.

Prof Eric Okoth Ogur was the selected Chairperson of the statutory Council appointed by the the Cabinet Secretary in charge of Education on the 24th June 2022. The Council with the statutory members provided oversight duties in the FY 2022/23.

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**Mr. Tom Mulati- Former
Principal Secretary
Representative**

Master of Education
(Technology Education),
Degree in Building Construction
Technology

Tom Wanjala Mulati (Born 1967) holds a Master of Education (Technology Education) degree in Building Construction Technology from University of Eldoret. Has a 30-years' experience in Public Service specifically in the fields of Technical & Vocational, Education & Training (TVET).

Has risen from a master technical trainer to a TVET Administrator for the past 16 years where he has served at Ol'lessos TTI, Rongo University, Kisiwa TTI and Sigalgala National Polytechnic before being appointed Acting Director, Technical Education in August 2019. Mr. Tom Mulati served as a statutory member to the Council that was providing the oversight role for the bigger part of the FY 2022/23 appointed on 1st July, 2021 as the representative of Principal Secretary.

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Mrs. Zipporah W. Njoroge-
 Former Council Secretary.
 (Served from 26th March, 2022
 to 29th May,2023)

Master of Science in
 Entrepreneurship and Bachelors
 of Science in Agriculture and
 Home Economics.

Mrs. Zipporah W. Njoroge-Messo (Born 12th May, 1968) is a graduate of Master of Science in Entrepreneurship from JUAT and PGDE. She is a holder of Bachelors of Science in Agriculture and Home Economics from Egerton University. She has attended several short courses within and outside the country. She has done Assessment in UTS Sydney. She has over thirty years' experience in Education Training as a trainer and involved in development of several curricula. She is a Quality Assurance and Standards Officer, Curriculum Development Officer and Policy and Project support in TVET.

Mrs Zipporah Njoroge was the accounting officer for the majority of the FY 2022/23 from 26th March, 2022 to 29th May,2023.

Council Committees

Name of the Committee	Members
Finance and General Purpose	1. Dr. Joseph Kaberia-Chair 2. Nyamai Wambua 3. Loice Chelagat Kutoh 4. PS representative 5. National Treasury representative
Technical Committee	1. Loice Chelagat Kutoh-Chair 2. Nyamai Wambua 3. Florence Suji 4. Dr. Kipkirui Langat
Audit and Risk Compliance	1. David M. Mwangi-Chair 2. Florence Suji 3. Dr. Mercy Wanjiru 4. Dr. Kipkirui Langat




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4. Key Management Team

S/No	Name of the Staff	Responsibility
1.	 <p>Prof. Kisilu M. Kitainge- CEO/Council Secretary (From 1st November)</p> <p>Professor of Technology Education, Doctor of Philosophy (Ph.D.) degree in Applied Learning (TVET), Master of Philosophy Degree in Educational Psychology</p>	<p>Prof. Kisilu M. Kitainge is the substantive CEO/Council Secretary of TVET CDACC from 1st November,2023 He is responsible for providing guidance and management to the Council to ensure achievement of TVET CDACC strategic objectives; executing and communicating the Council's strategies, decisions and policies. He is the Council Secretary of the Board.</p>
2.	 <p>Mr. Joseph Njau Master's Degree in Project Planning and Management, Degree Certificate in Agricultural Engineering and Diploma in Technical Education</p>	<p>Council Secretary/ Ag. CEO</p> <p>Mr. Joseph Njau is the Ag. CEO/Council Secretary of TVET CDACC from 29th May 2023 to 31st October, 2023. He was responsible for providing guidance and management to the Council to ensure achievement of TVET CDACC strategic objectives; executing and communicating the Council's strategies, decisions and policies.</p>

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 <p>Dr. Lawrence Guantai M'itonga PhD in Medical Microbiology, M.Sc.in Medical Microbiology and B.Ed (Science)</p>	<p>Dr. Lawrence Guantai M'itonga has been deployed from the Ministry of Education as the Ag. Director Technical Services. He is responsible for formulation, implementation and coordination of Curriculum Development, assessment & certification and curriculum research, advocacy and material development policies, strategies and programmes.</p>
<p>4.</p>  <p>Mrs. Hellen Murithi Masters Degree in Education (Education Planning) Higher Diploma in HRM</p>	<p>Mrs. Hellen Murithi is the director Corporate Services. Main area of responsibility is providing leadership in identifying and developing key strategies and policies in the corporate services.</p>
<p>5.</p>  <p>CPA,K and Bachelor of Business Administration(Finance)</p>	<p>CPA. Denis Onsarigo is the Head of Finance. Main area of responsibility is ensuring proper interpretation and implementation of financial regulations and procedures, Treasury circulars, letters and instructions.</p>

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<p>6.</p>	 <p>Mr. Elijah Kimeto Advanced Diploma in Purchasing and Supplies</p>	<p>Mr. Elijah Kimeto is the Head of Procurement/SCMS. Main area of responsibility is implementing and enforcing regulations and policies on supply chain management.</p>
<p>7.</p>	 <p>Dr. Sella Terrie Kisaka PHD in Curriculum Studies, Postgraduate Diploma in Education Technology</p>	<p>Dr. Sella Terrie Kisaka is the Deputy Director, Curriculum Research Advocacy and Material Development and Ag. Deputy Director, Assessment and Certification She is responsible for coordinating the formulation, development and review of assessment and certification policies, guidelines and strategies, and also providing advice on matters pertaining to assessment, accreditation and certification.</p>
<p>8.</p>	 <p>Doctorate(Educational, Administration and Management), MED in Educational Administration, BSc in Agricultural Education and Extension</p>	<p>Dr. Osumbah Beatrice Amondi is the Deputy Director, Curriculum Development. She is responsible for formulation, implementation and coordination of Curriculum Development policies, strategies and programmes, and also providing advisory services to the Council on all matters related to Curriculum Development.</p>

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CPA. Annastacia Mwinzi
CPA,K, Bachelor of commerce
degree (Accounting Option)

CPA. Annastacia K. Mwinzi is the Accountant and Ag. Head of accounts. Main area of responsibility is preparation and submission of financial statements as required by the law and complying with financial processes and procedures.

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5. Chairman's Statement



TVET-CDACC is a body corporate mandated to undertake design and development of Curricula for the training institutions' examination, assessment and competence certification and advise the government on matters related thereto. The organizational objectives are to provide a dynamic curriculum responsive to the manpower needs of a dynamic economy and establish competence-based assessment and certification system.

The Council's activities during the 2022/23 financial year were greatly hampered following the transfer of its two main functions to the Kenya National Examinations Council (KNEC) and Kenya Institute of Curriculum Development (KICD). Despite this challenge, the candidates that had registered to undertake Competency-Based training and Assessment were duly assessed and results forwarded to most of the candidates. The other Core mandates of the Council were however largely left unacted on over that period.

TVET-CDACC was reinstated following the assumption of office by the new administration through the first Executive Order of 2022 which spelt out the organization of the government. The reinstatement was followed by the appointment of a 7-members as per gazette notice no.6789 of 22nd May 2023 with effect from 26 May 2023 and 3 members appointed as per the TVET Act, No 29 of 2013. The council was inaugurated on 26 June 2023. The Council is currently conducting assessment which is an intense process that involves development and validation of assessment tools, administration of the tools to candidates, collection and marking of scripts, processing of marks and certification of candidates. Assessment has been conducted in Ninety-Five (95) institutions whereby over 7,000 candidates have been assessed in 147 courses.

The Council is looking forward to the onboarding of more institutions to CBET approach and ultimately full implementation of CBET approach in the TVET sub-sector. This is anticipated to assist in reducing the instances of skills mismatch between training and the industry demands. Additionally, this will help the training to be responsive to a dynamic economy and work environments. The Council is also focusing on more ICT integration with the view of promoting more efficient service delivery to the citizens.

As the Council strives to implement, it has faced and continues to face various challenges as espoused below:

- i) Inadequate Human Capital that can effectively discharge the Council's full Mandate which is wide;
- ii) Inadequate infrastructure e.g., lack of robust digital systems, printing plant etc.;
- iii) Inadequate funding to effectively implement CBET approach;
- iv) Inadequate capacity of TVET trainers to train CBET programmes and carry out competency-based assessment;
- v) The Council has a limited facilities and equipment e.g., Office Space, Vehicles, Computers;
- vi) High cost of implementing CBET approach especially the assessment side whereby it does not enjoy economies of scale yet;

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vii) High dependency on the exchequer and lack of diversified sources of income for the Council.



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Prof Ahmed Ferej
Council Chairperson

Date: 31/08/2023

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6. Report of the Chief Executive Officer



TVET CDACC is a service state corporation charged with the mandate to undertake design and development of curricula for the training institutions' examination, assessment and competence certification and advise the Government on matters related thereto. Over the period it has been existence, the Council has made tremendous progress in implementing the CBET approach in TVET sub-sector. There are notable achievements in the area of Curricula development where 447 Curricula have been developed to date and corresponding Curricula support material has been developed for 148 courses. The Council has developed digital content for a total of 25 courses this far. In Competency Based Assessment, over 200 institutions have been registered as assessment centres and over 20,000 candidates have been assessed.

In the FY 2022/2023, TVET CDACC had a gross budget of Kshs. 281,000,000 for recurrent vote.

The Council's functions were transferred to KNEC and KICD in July 2022, a decision that was reversed following the change in administration. Previously, the Council's activities were greatly hampered by the lack of a substantive Council to offer oversight and direction however with the appointment of a Council, TVET-CDACC has renewed purpose in ensuring that the CBET approach is implemented as envisaged. Currently, TVET-CDACC is focusing on harmonizing the existing National Occupational Standards, reviewing and repackaging the existing curricula and streamlining the competence-based assessment and certification process.

The Council is looking forward to the onboarding of more institutions to CBET approach and ultimately full implementation of CBET approach in the TVET sub-sector. This is anticipated to assist in reducing the instances of skills mismatch between training and the industry demands. Additionally, this will help the training to be responsive to a dynamic economy and work environments. However, onboarding of more institutions effectively means that the Council is in dire need of additionally budgetary allocation to be able to effectively and efficiently dispense its mandate nationally. The assessment process is especially a capital intensive one which will ideally require more capital outlay to ensure that the process is run smoothly. The Council is also focusing on more ICT integration with the view of promoting more efficient service delivery to the citizens whilst reducing the cost associated with it. This is an additional capital-intensive endeavour that the Council will need to mobilize resources for. The Council is also strategically positioning itself to be a key player in emerging areas in the TVET sub-sector such as Recognition of Prior Learning whereby it will be an assessment body as well as dual-training approach whereby the Council will develop training plans as well as conduct assessment and certify candidates deemed to be competent.

The Council continues deliver its mandate albeit while experiencing the following challenges:

Inadequate funding- with the growing number of institutions taking up CBET courses, the financial resources allocated to the organization have continued to be stretched beyond the Council's

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capacity. The directive to TVET institutions to admit only CBET students starting from the September intake is expected to exacerbate the situation since this will necessitate the council to employ more financial resources to ensure that CBET and CBA is implemented as envisioned.

Under-staffing- the Council has a staff establishment of 67 which is a low number considering the enormous mandate that the Council shoulders that includes CBET Curricula development as well as conduct of Competency Based Assessment. Additionally, there are emerging issues in the sub-sector such as Dual-training and Recognition of Prior Learning which TVET-CDACC is anticipated to take a leading role. Effective implementation of these functions will not be achieved with the current staffing levels in the organization. There have been a few cases of attrition through resigning and such vacancies are yet to be filled by the Council.

Inadequate infrastructure, facilities and equipment – with the anticipated exponential growth in onboarding of CBET Courses by TVET institutions, the organization lacks some critical facilities and equipment in order to effectively discharge its mandate. The Council’s office space is inadequate for additional staff members or storage of assessment documents such as candidates’ scripts. The Council conspicuously lacks printing equipment which are critical to its overall mandate especially in assessment tool and certificates printing. The digital infrastructure is also in its infancy stage and needs drastic upgrading.

Inadequate capacity of TVET Trainers to implement CBET- Currently, the TVET trainers lack the requisite capacity to effectively implement CBET approach and conduct Competency Based Assessment. It is imperative that they get trained to ensure that they implement CBET as expected.

Lack of an elaborate act to empower the organization- the TVET Act (2013) has led to duplication of some of the roles/functions among the different state agencies which has adversely impacted service delivery. Additionally, the Act fails to empower the Council to develop regulations and frameworks that can help the Council to effectively discharge its mandate.



Prof. Kisilu M. Kitainge
Chief Executive Officer/Council Secretary

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7. Statement of Performance against Predetermined Objectives for FY 2022/2023

TVET-CDACC has 7 strategic pillars and objectives within the current Strategic Plan for the FY 2022/2023. These strategic pillars are as follows:

Pillar 1: Competency-Based Curricula

Pillar 2: Competency Based Assessment and certification

Pillar 3: Research and advocacy

Pillar 4: ICT integration

Pillar 5: Development of infrastructural facilities and equipment

Pillar 6: Human resource capacity development

Pillar 7: Resource mobilization and financial resources

TVET-CDACC develops its annual work plans based on the above 7 pillar. Assessment of the Board's performance against its annual work plan is done on a quarterly basis. TVET-CDACC did not achieve most of the performance targets set for the FY 2022/23 period for its 7 strategic pillars.

This was mainly driven by the fact that the functions of the Council were transferred to Kenya Institute of Curriculum Development (KICD) and Kenya National Examinations Council (KNEC). The transition process had an adverse effect on the implementation of the Council's mandate. The Council's core mandates took a back seat in these institutions and only the assessment function was undertaken in the period under review. The other pillars were hardly implemented. With the reinstatement, the Council is prioritising the review of its Strategic Plan to ensure that it aligns with the core priority areas of the current administration

Strategic Pillar/Theme/Issues	Objective	Key Performance Indicators	Activities	Achievements
Pillar 1: Competency-based curricula	To develop and review competency-based curriculum	No of CBET Curricula developed	-Development of Occupational Standards - Packaging of Curricula from the Occupational Standards	Target not achieved
	To develop and review curriculum support materials	No of Curriculum Support Material developed	-Contacting trainers to develop Curricula support material -Validate the Curricula Support Material and get approval	Target not achieved

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Pillar 2: Competency based assessment and certification	To enhance and implement competency-based assessment system	% of registered candidates assessed	-Registration of candidates -Development and validation of assessment tools -Administration of the assessment -Collection and marking of scripts -Release of results and certification of competent candidates.	100% of the registered candidates were assessed.
Pillar 3: Research and advocacy	To undertake research on emerging trends in CBET	No of new trends introduced in the TVET Space	Noting new best practices/trends Introducing the best practices in CBET	Target not achieved
	To create awareness on CBET and assessment	No of institutions implementing CBET and CBA	Conducting For a to create more awareness	Target not achieved
Pillar 4: ICT integration	To enhance ICT integration in operations and service delivery	% of processes automated in the organization	Conducting need analysis Automating priority processes	Target not achieved
Pillar 5: Infrastructural facilities and equipment	To provide infrastructure and equipment for CBET implementation	No of new equipment acquired % adequacy of office space.	Conduct a need analysis Acquire the required infrastructure and equipment	Target not achieved

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<p>Pillar 6: Human Resources Capacity development</p>	<p>To strengthen the human resource capacity for effective implementation of CBET approach.</p>	<p>No of new staff hired No of staff members facilitated for training</p>	<p>Advertise for vacant positions Conduct interviews and hire qualified individuals Undertake periodic training of the staff members</p>	<p>Target not achieved</p>
<p>Pillar 7: Resources mobilization and financial efficiency</p>	<p>To mobilize financial resources for implementation of CBET and assessment</p>	<p>% increase in the Council's budget</p>	<p>Write funding proposals and send to development partners Lobby for additional resource allocation from the exchequer.</p>	<p>Target not achieved</p>
	<p>To enhance financial efficiency</p>	<p>% increase in financial resource use efficiency</p>	<p>Automation of processes</p>	<p>Target not achieved</p>

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8. Corporate Governance Statement

TVET CDACC Council is accountable to the stakeholders and the Government for TVET-CDACC's performance and governance. The Council remains committed to the highest standards of corporate governance and business ethics. Good corporate practices are critical to the delivery of long term as well as sustainable stakeholder and shareholder value. The Council has a draft Charter that establishes its authority, responsibilities and membership of the key committees. The Charter is critical in the Organization's governance framework and has continually offered guidance on matters such as separation of the role, functions, responsibilities and powers of the board and individual members. The Charter clearly establishes the relationship between the Council and Management.

The TVET CDACC substantive Council Members term expired on 17 November 2020, and a new substantive team of Council members was appointed by the Cabinet Secretary in charge of Ministry of Education on 26 May 2023 as per the TVET Act, No 29 of 2013.

The current Council was inaugurated on 26 June 2023 and they held a council meeting on 26th and 27th June, 2023. The Council members are yet to undergo training under the stewardship of State Corporation Advisory Committee. The primary role of the Council is to provide overall strategic guidance to TVET CDACC and implement effective oversight on the management team.

Board/Council Composition

The Council has Nine (9) members and Council Secretary;

1. The Chairperson
2. The Principal Secretary, Ministry of Education State Department for Technical Vocational Education and Training.
3. Director General TVET Authority
4. One representative from the Senate of a technical university
5. One representative from among the Principal of Technical Colleges
6. One representative from the National Polytechnics
7. Three representatives from the industry.
8. The Council Secretary/Ag. Chief Executive Officer

Council Remuneration

TVET CDACC pays members of the Council taxable sitting allowance following guidelines from the State Corporations Advisory Committee and Salaries and Remuneration Commission. The sitting allowance is payable when a member attends meetings of the Board or committees and when on official duty in and outside the Country. The Chairman of the Board is paid honoraria as approved by the Government on monthly basis. The payment of sitting, travelling and lunch allowance is also based on the approved rates by the Government of Kenya.

Conflict of Interest

The Board members and employees have a fiduciary duty to make a full and fair disclosure of all matters that could reasonably be expected to impair the objectivity or interfere with the execution of their duties to the Council. They are required to absent themselves from discussion or decisions on those matters.

The Council shall remain truly committed to transforming the lives of Kenyans by developing curriculum that matches the needs of the industry, carrying out competence assessment and ensuring that only competent candidates are certified.

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9. Management Discussion and Analysis

In the last three years, the Council has implemented programmes and projects geared towards entrenching Competency Based Education and Training approach in the TVET sub-sector. This is a new approach in training that aims at aligning TVET training to the demands of the industry. This is usually achieved through using Occupational Standards developed by industry experts to develop Curricula.

In the period commencing from 2020/21, the Council has been able to develop a total of 103 Curricula, 51 in FY 2020/21 and 52 in FY 2021/22 with a focus on areas with high demand for skilled youths were developed. This brings the total number of curricula developed by TVET-CDACC to 447 which cover a number of sectors. This process has had heavy industry players involvement so as to ensure that training in our institutions addresses the current industry skills demand. Through partnerships and collaborations, National Polytechnics and Technical Institutions in other Line Ministries have been guided on the process of Competency Based Curricula development.

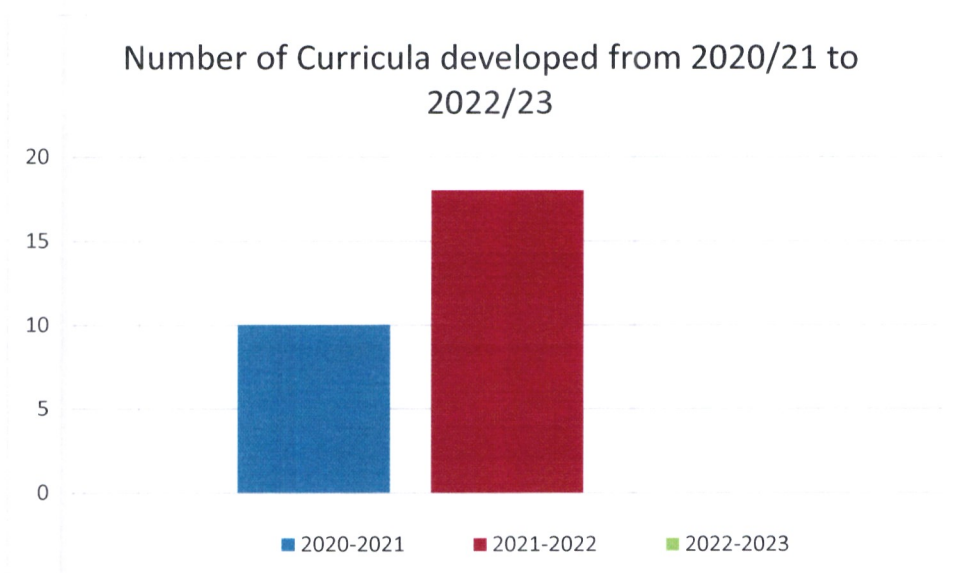


Figure 1: Number of Curricula developed in past three years.

The Council has been able to constitute 111 industry linked Sectors Skills Advisory Committees which guide the development of Occupational Standards and subsequently There has been consistent capacity building of Sector Skills Advisory Committees (SSACs) to be able to dispense their functions effectively. Six hundred (600) TVET trainers were trained on issues such as development of CBET Curriculum, Learning Guides, training programs and digital CBET content. Curriculum support materials for 10 courses were digitized in FY 2020/21 and 18 in FY 2021/22 with a view of increasing access which brings the total number of CBET content digitized to 28. This was done concurrently with training of trainers in development of digital content whereby 102 trainers were trained in FY 2021/22.

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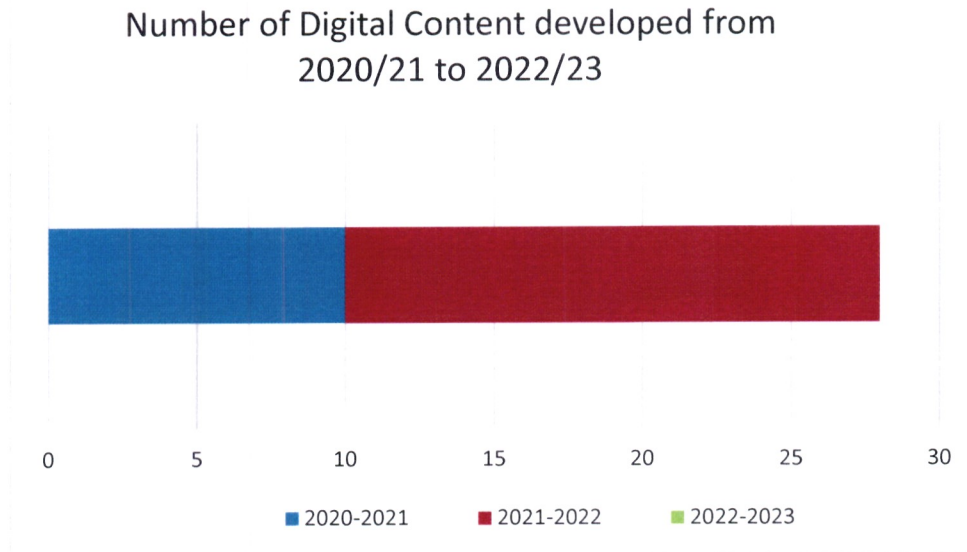


Figure 2: Number of CBET courses whose material has been digitized.

To support the implementation of the CBET Curriculum, 81 learning guides were developed in the FY 2020/21 and 22 in FY 2021/22. Additionally, the council was able to develop a number of guidelines and procedures towards ensuring seamless roll-out of CBET which are:

- i. Procedure for developing CBET curriculum
- ii. CBET ToT Manual
- iii. Guidelines for appointment of Sector Skills Advisory Committees (SSACs)
- iv. Guidelines for registering curriculum developers
- v. Draft framework for developing Competency Based, Education and Training Curricula.

In the period under review, an Assessment Framework was developed to guide the conduct of assessment in TVET. During the FY 2020/21, 215 candidates in 6 institutions were assessed, a total of 6,212 candidates were assessed in the FY 2021/22 in 82 institutions and a total of 16,083 candidates in the FY 2022/23 in 107 institutions staggered across the three-assessment series whereby 148 courses were assessed.

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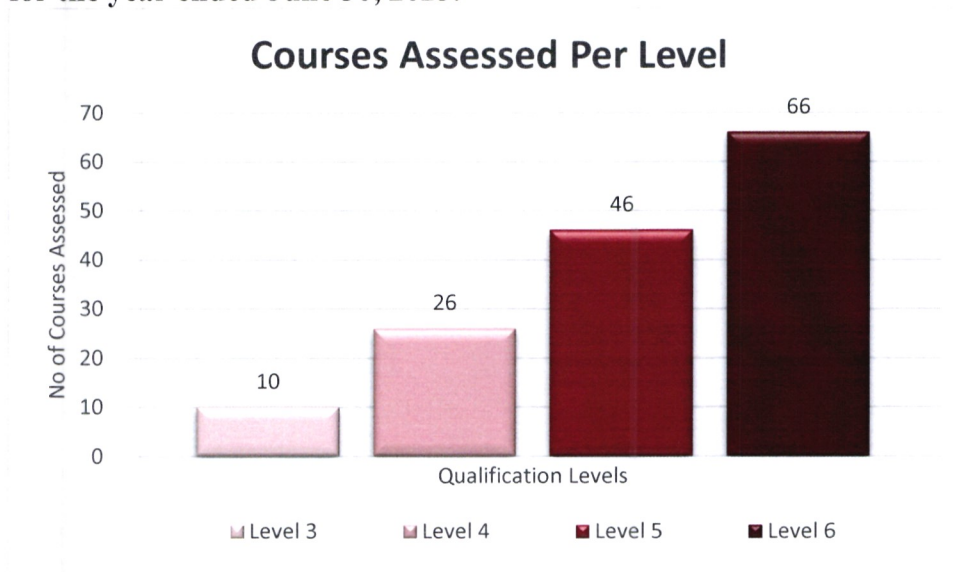


Figure 3: No of courses assessed during the July/August 2023 assessment series per level.

Assessment requirements were developed for 91 courses in the FY 2020/21. A total of 70 institutions were audited and registered as Assessment Centers in the FY 2020/21 and 95 in FY 2021/22. In the FY 2022/23, a total of 25 CBET Curricula were implemented in Vocational Training Colleges. In anticipation of the full roll-out of Recognition of Prior Learning (RPL), the sub-sector has piloted RPL assessment.

There was development of a Learning Management System (LMS) in the FY 2020/21 that has facilitated virtual training of trainers, assessors and verifiers on Conduct of Competency Based Assessment. Training of Trainers (ToT) on CBET training materials was digitized in the FY 2021/22 and uploaded on the LMS to assist in training on CBET.

A total of 4,505 assessors and verifiers have been capacity built on conduct of Competency Based Assessment in the period in review. In order to guide industry attachment activities, there has been development of Mentoring Tools for 295 courses in the period under consideration. Various sensitization fora have been conducted in different regions as the sub-sector looks to create awareness on CBET with intention of making effective use of the modern training equipment installed in majority of the TVET institutions. The Council has been able to conduct a tracer study whereby 82 graduates and 27 employers distributed in 22 counties across the country were interviewed and it showed the preference of CBET students in the industries.

Over the past three years, the Council has been able to efficiently use its financial resources to implement its mandate. The Council has achieved a 100% absorption rate while ensuring that its pending bills remain below the recommend 1% of the total allocation. The Council's allocation has been declining while the activities/functions have been increasing which has stretched its financial resources. This has threatened the sustainability of the Council. The Council is implementing CBET Curricula in the TVET subsector and conducting Competency Based Assessment. The Council has continually reported on its performance both at operational and financial level according to laid down statutory requirements.

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The Permanent Secretary gave a directive for institutions to fully implement CBET which means that the Council will be dealing with assessment for a lot more candidates which then calls for the need to put in place systems and processes that will be able to accommodate this growth. This also means that there is need to review the human resource instruments as the establishment of 67 staff members will not be able to effectively implement the mandate of the Council as intended. There is a critical need to recruit additional staff members to keep in line with the growing functions of the Council.

Following the directive by the Permanent Secretary to TVET institutions to implement CBET courses, the number of institutions adopting CBET and the number candidates being assessed is expected to grow exponentially. The current Council's resource allocation, both human and capital will not be adequate for the Council to be able to adequately implement its mandate as envisaged. There is need for strategic intervention to ensure that the Council is adequately facilitated to be able to dispense its mandate through allocation of more financial resources and expansion of the staff establishment and subsequent recruitment of new staff members. The current infrastructural and equipment capacity cannot support the wide scope of the Council's mandate hence the urgent need for building the capacity of the organization so that it is able to implement its mandate nationally as intended.

The Council has been able to achieve the following in line with its core mandate.

KEY OUTPUT	KEY PERFORMANCE INDICATOR	ACHIEVEMENTS				TOTAL
		2019/2020	2020/2021	2021/2022	2022/2023	
CBET curriculum for TVET developed	Number of CBET curriculum developed	80	51	52	0	183
Occupational standards/ job profiles developed	Number of occupational standards developed	80	51	52	0	183
CBET Curriculum developers, assessors and verifiers trained	Numbers of CBET Curriculum developers, assessors and verifiers trained	500	2,368	1,673	0	4,541
Competence assessment centres established	Number of Competence assessment centres established	20	70	94	0	184
Learning guides for competency-	No of learning guides developed	30	81	22	0	133

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based curriculum developed						
Curriculum content digitalized	Number of curriculum content digitalized	-	10	18	0	28
Assessment tools developed	No of assessment tools developed	500	701	800	0	2,001
Mentoring tools developed for all approved courses	No of mentoring tools developed	-	220	-	0	220
Assessments for candidates	% Competency based assessment conducted	-	100	100	0	200
Assessment Requirements Developed	No of assessment requirements developed	-	-	97	0	97

FINANCIAL PERFORMANCE FOR THE LAST FIVE YEARS

Financial Year	Total Revenue	Total Absorption	Variance
2018/2019	365,188,501	360,681,405	4,507,096
2019/2020	428,819,769	403,754,437	25,065,332
2020/2021	331,125,000	339,982,541	(8,857,541)
2021/2022	319,272,501	348,175,835	(28,903,334)
2022/2023	289,446,842	111,580,867	177,865,975

CHALLENGES

In the period under review, TVET CDACC faced the following challenges:

- viii) Inadequate Human Capital that can effectively discharge the Council's full Mandate
- ix) Inadequate infrastructure e.g. digital systems, printing plant e.t.c
- x) Inadequate funding to effectively implement CBET approach.
- xi) Inadequate capacity of TVET trainers to train CBET programmes and carry out competency-based assessment;
- xii) The Council has a limited office space
- xiii) High cost of implementing CBET approach especially the assessment side whereby it does not enjoy economies of scale yet.
- xiv) High dependency on the exchequer and lack of diversified sources of income for the Council.

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10. Environmental and Sustainability Reporting

i) *Sustainability strategy and profile*

TVET-CDACC, together with other stakeholders in TVET sub-sector have in the recent past put tremendous effort in re-imaging and reshaping the perception towards TVET in a bid to make it an attractive training and upskilling platform. The results of this are currently being experienced with increased and growing enrolment in TVET institutions. The sub-sector is shifting towards Competency Based Education and Training approach which means that the services of the Council will continue being demanded. Additionally, TVET-CDACC will play a critical role in the implementation of new trends in TVET such as Dual training and Recognition of Prior Learning. There is also a strong Government will to support the growth of TVET as evidenced by the construction and full equipping of TVET institutions in areas not previously covered which will ultimately demand our services. These multitude of factors are anticipated to ensure the sustainability of the Council.

ii) *Environmental performance*

As a way of ensuring that the Council is in tandem with the government policies on environmental conservation, each CBET curriculum developed has a basic competency on environmental literacy. The basic unit aims at ensuring that the learners are able to: control environmental hazards and pollutions; demonstrate sustainable resource use; and develop resource conservation plan among others. In addition, the Council has embraced ICT in communication and service delivery as indicated in the Council's ICT policy.

iii) *Employee welfare*

The Council has developed Human Resource Instruments which were approved by the State Corporations Advisory Committee (SCAC) in 2017. These instruments guide in the hiring and management of the Council's staff. In addition, the Council human resource department is guided by the SRC circulars as well as the public service commission circulars. The recruitment by the Council is normally done in a competitive and transparent manner.

The Council provides for the training of the staff by providing a budget line for the training, conducting Training Needs Analysis after 2 years, preparation and implementation of the training projection every year as well as having an effective performance appraisal system.

The Council takes cognizance of the safety issues as stipulated in the Occupational Safety and Health Act of 2007, (OSHA) by providing firefighting equipment in the offices as well as ensuring that the corridors are wide.

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iv) *Market place practices-*

TVET CDACC has made the following efforts:

a) *Responsible competition practice.*

The Council has ensured that there are good working relations with its stakeholders as well as competitors by actively involving them as well as collaborating with them in realizing its mandate. Some of these stakeholders have similar functions as the Council but have worked harmoniously e.g. Qualification Awarding Institutions (KASNEB, IHRM, NITA, National Polytechnics etc.)

b) *Responsible Supply chain and supplier relations*

The Council has made reference to policies and statutes guiding procurement of goods and services in the public service which include PPD Act, PPRA guidelines, PFM Act and Presidential Directives on procurement. This is demonstrated by prequalifying suppliers, allocating budgets for AGPO and local content and providing quarterly reports to PPRA on procurement.

c) *Responsible marketing and advertisement*

The Council follows the government directives on advertisement by ensuring that all the adverts are made through Government Advertising Agency (GAA). In addition, the Council's social media platforms are managed by the Communication Officer who ensures that posting in the platforms are approved by the relevant authorities before uploading in the various sites.

d) *Product stewardship*

The Council ensures that the clients are served within the time stipulated in the customers' delivery charter. Council's customers are provided with the documents/services required immediately after the payment of the stipulated charges. The Council ensures that the curriculum developed meets the needs of the labour market.

v) *Corporate Social Responsibility / Community Engagements*

The Council has previously partnered with stakeholders to ensure that it supports the community by way of corporate social investment through tree planting exercise and intends to actualize the same in the current financial year.

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
Annual Report and Financial Statements
for the year ended June 30, 2023.**

11. Report of the Directors

The Directors submit their report together with the audited financial statements for the year ended June 30, 2023, which show the state of TVET-CDACC affairs.

i) Principal activities

The principal activities of the Council as stipulated under the TVET Act No. 29 of 2013 are to:

- (i) undertake, design and develop curricula for the training institutions' examination, assessment and competence certification;
- (ii) make rules with respect to such examinations and competence assessments;
- (iii) issue certificates to candidates who satisfy national TVET examination and competence assessment requirements;
- (iv) promote recognition of its qualifications in foreign systems;
- (v) investigate and determine cases involving indiscipline by candidates registered with it;
- (vi) promote and carry out research relating to its examinations; and
- (vii) Promote the publication of books and other materials relevant to its examinations.

ii) Results

The results of the Entity for the year ended June 30, 2023, are set out on page 1-5.

iii) Directors

The members of the Council who served during the year are Prof. Eric Okoth Ogur, Dr. Kipkirui Langat, Mr. Tom Mulati, Mr. David Maina Mwangi and Mrs. Zipporah Njoroge as Council Secretary shown on page viii-xvii. Statutory members appointed by the Cabinet Secretary, Ministry of Education on 24 June 2022 to act as the TVET-CDACC Council oversaw majority of the activities in the financial year 2022/2023. A substantive Council was appointed on the 26 May 2023 and were inaugurated on the 26 June 2023. Therefore, the current Council had little oversight role in the implementation of the previous year's budget and are shown on page 5.

iv) Auditors

The Auditor-General is responsible for the statutory audit of TVET-CDACC in accordance with Article 229 of the Constitution of Kenya and the Public Audit Act 2015

By Order of the Board



**Prof. Kisilu M. Kitainge
Chief Executive Officer/Council Secretary**

Annual Report and Financial Statements

for the year ended June 30, 2023.

12. Statement of Directors Responsibilities

Section 81 of the Public Finance Management Act, 2012, Section 14 of the State Corporations Act, 2010 and Section 14 of TVET Act, 2013 require the Directors to prepare financial statements in respect of TVET CDACC, which give a true and fair view of the state of affairs of the Council at the end of the financial year/period and the operating results of the Council for that year/period. The Directors are also required to ensure that the Council keeps proper accounting records which disclose with reasonable accuracy the financial position of the Council. The Directors are also responsible for safeguarding the assets of the Council.

The Directors are responsible for the preparation and presentation of the Council's financial statements, which give a true and fair view of the state of affairs of the Council for and as at the end of each and every annual. This responsibility includes: (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the entity; (iii) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements, and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the Council; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Directors accept responsibility for the Council's financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgements and estimates, in conformity with International Public Sector Accounting Standards (IPSAS), and in the manner required by the PFM Act, 2012 Section 81 and the State Corporations Act, 2010 Section 14. The Directors are of the opinion that the Council's financial statements give a true and fair view of the state of Council's transactions during the financial year ended June 30, 2023 and of the Council's financial position as at that date. The Directors further confirm the completeness of the accounting records maintained for the Council, which have been relied upon in the preparation of the Council's financial statements as well as the adequacy of the systems of internal financial control.

Nothing has come to the attention of the Directors to indicate that the Council will not remain a going concern for at least the next twelve months from the date of this statement.

Approval of the financial statements

TVET-CDACC financial statements were approved by the Council on 22nd August 2023 and signed on its behalf by:



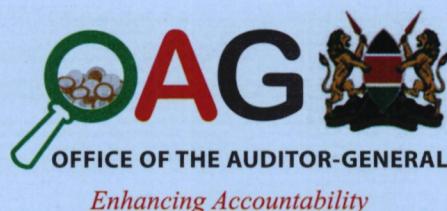
.....
Name: Prof. Ahmed Ferej
Chairperson of the Board



.....
Prof. Kisilu M. Kitainge
Chief Executive Officer/Council Secretary

REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
E-mail: info@oagkenya.go.ke
Website: www.oagkenya.go.ke



HEADQUARTERS
Anniversary Towers
Monrovia Street
P.O. Box 30084-00100
NAIROBI

REPORT OF THE AUDITOR-GENERAL ON TVET CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC) FOR THE YEAR ENDED 30 JUNE, 2023

PREAMBLE

I draw your attention to the contents of my report which is in three parts:

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure Government achieves value for money and that such funds are applied for the intended purpose.
- C. Report on the Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, the risk management environment and the internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

An unmodified opinion does not necessarily mean that an entity has complied with all relevant laws and regulations and that its internal controls, risk Management and governance systems are properly designed and were working effectively in the financial year under review.

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution, the Public Finance Management Act, 2012 and the Public Audit Act, 2015. The three parts of the report, when read together constitute the report of the Auditor-General.

REPORT ON THE FINANCIAL STATEMENTS

Opinion

I have audited the accompanying financial statements of TVET Curriculum Development, Assessment and Certification Council set out on pages 1 to 24, which comprise the statement of financial position as at 30 June, 2023, and the statement of financial

Report of the Auditor-General on TVET Curriculum Development, Assessment and Certification Council (TVET CDACC) for the year ended 30 June, 2023

performance, statement of changes in net assets, statement of cash flows, statement of comparison of budget and actual amounts for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, the financial statements present fairly, in all material respects, the financial position of TVET Curriculum Development, Assessment and Certification Council as at 30 June, 2023, and of its financial performance and its cash flows for the year then ended in accordance with International Public Sector Accounting Standards (Accrual Basis) and comply with the Public Finance Management Act, 2012 and the Technical and Vocational Education Training Act, 2013.

Basis for Opinion

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the TVET Curriculum Development, Assessment and Certification Council Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter

Budgetary Control and Performance

The statement of comparison of budget and actual amounts reflects final receipts budget and actual on comparable basis of Kshs.311,000,000 and Kshs.289,446,842 respectively, resulting to an underperformance of Kshs.21,553,158 or 7%. Similarly, the Council spent Kshs.111,110,917 against an approved expenditure budget of Kshs.241,500,000 resulting to an under absorption of Kshs.130,389,083 or 64%.

The under-absorption may have affected the planned activities and may have impacted negatively on service delivery to the public.

My opinion is not modified on the effect of the above matter.

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. There were no key audit matters to report in the year under review.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution, based on the audit procedures performed, I confirm that, nothing has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Report of the Auditor-General on TVET Curriculum Development, Assessment and Certification Council (TVET CDACC) for the year ended 30 June, 2023

Basis for Conclusion

The audit was conducted in accordance with ISSAI 4000. The standard requires that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements are in compliance, in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

REPORT ON EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, I confirm that, nothing has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

Basis for Conclusion

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk management and overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

Responsibilities of Management and the Council Members

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Accrual Basis) and for maintaining effective internal control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and overall governance.

In preparing the financial statements, Management is responsible for assessing the Council's ability to continue to sustain services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the Council or to cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities which govern them, and that public resources are applied in an effective way.

The Council Members are responsible for overseeing the Council's financial reporting process, reviewing the effectiveness of how the Management monitors compliance with

relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

Auditor-General's Responsibilities for the Audit

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement and weakness when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

In addition, to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way, in accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk Management and overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal controls would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Because of its inherent limitations, internal controls may not prevent or detect misstatements and instances of non-compliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies and procedures may deteriorate.

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:


- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a

basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.
- Conclude on the appropriateness of the Management's use of the applicable basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the Council to cease to continue to sustain its services.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the Council to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with the Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

21 December, 2023



TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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for the year ended June 30, 2023.

14. Statement of Financial Performance for the year ended 30 June 2023

	Notes	2022-2023	2021-2022
		Kshs	Kshs
Revenue from non-exchange transactions			
Grants from ministry	6	281,000,000	261,500,000
Total		281,000,000	261,500,000
Revenue from exchange transactions			
Donor Funds	6	-	6,655,396.50
Other Revenue (A.I.A)	6	8,446,842	51,117,104
Total		8,446,842	57,772,501
Grand Total		289,446,842	319,272,501
Expenses			
Employee Costs	7	68,024,736	89,682,669
Council /Adhoc Expenses	8	1,235,090	8,501,959
Depreciation and amortization expense	9	5,052,471.28	6,188,949
Repairs and maintenance	10	1,634,849	3,321,655
Use of goods and services	11	40,216,243	243,509,990
Total expenses		116,163,388	351,205,223
Surplus For the Period		173,283,454	(31,932,722)
Surplus B/f		25,816,799	57,749,521
Transfer to Capital Grants			
Surplus/(Deficit) C/f		199,100,253	25,816,799

The notes set out on pages 7 to 19 form an integral part of these Financial Statements. The Financial Statements set out on pages 1 to 6 were signed on behalf of the Board of Directors by:



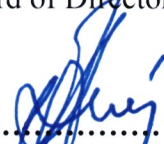
Prof. Kisilu M. Kitainge
CEO/Council Secretary

Date: 31/08/2023



CPA Annastacia K. Mwinzi
Head of Accounts
ICPAK Member No:28858

Date: 31/08/2023



Prof. Ahmed Ferej
Chairman of the Board

Date: 31/08/2023

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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for the year ended June 30, 2023.

15. Statement of Financial Position as at 30 June 2023

	Notes	2022-2023	2021-2022
		Kshs	Kshs
Assets			
Current assets			
Cash and cash equivalents	12	165,119,258	11,719,143
Receivables from exchange transactions	13	6,919,938	5,630,749
Total current assets		172,039,196	17,349,892
Non-current assets			
Property Plant and Equipment	14	25,834,843	29,922,896
Intangible	15	1,977,874	2,472,343
Total non-current assets		27,812,717	32,395,238
Total Assets		199,851,913	49,745,130
Liabilities			
Current liabilities			
Accounts Payables	16	751,660	18,882,990
AIA-Excess	17	-	5,045,342
Total current liabilities		751,660	23,928,332
Financed By:			
Reserves (accumulated surplus)		25,816,799	57,749,521
Reserves for the year		173,283,454	(31,932,722)
Capital Fund		-	-
Total Liabilities		199,100,253	25,816,799
Total net assets and liabilities		199,851,913	49,745,131

The financial statements set out on pages 1 to 6 were signed on behalf of the Board of Directors by:



Prof. Kisilu M. Kitainge
 CEO/Council Secretary

Date: 31/08/2023



CPA Anastacia K. Mwinzi
 Head of Accounts
 ICPAK Member No:28858

Date: 31/08/2023



Prof. Ahmed Ferej
 Chairman of the Board

Date: 31/08/2023

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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16. Statement of Changes in Net Assets for the year ended 30 June 2023

	Accumulated Surplus Kshs	Capital/Development Grants/Fund Kshs	Total Kshs
At 1 July, 2021	57,749,521	-	57,749,521
Capital/Development grants during the year			
Surplus/(Deficit) for the year	(31,932,722)	-	(31,932,722)
At 30 June, 2022	25,816,799	-	25,816,799
At 1 July, 2022	25,816,799	-	25,816,799
Capital/Development grants during the year	-		-
Surplus/(Deficit) for the year	173,283,454	-	173,283,454
At 30 June, 2023	199,100,253	-	199,100,253

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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17. Statement of Cash Flows for the year ended 30 June 2023

		2022-2023	2021-2022
	Note	Kshs	Kshs
Cash flow from Operating activities			
Receipts			
Transfer from other Government entities	6	281,000,000	261,500,000
Sale of goods and services	6	8,446,842	57,772,501
Total Receipts		289,446,842	319,272,501
Payments			
Employee Costs	7	68,024,736	89,682,669
Council /Adhoc Expenses	8	1,235,090	8,501,959
Repairs and maintenance	10	1,634,849	3,321,655
Use of goods and services	25	64,682,104	228,635,681
Total Payments		135,576,778	330,141,965
Net cashflows from/ (used in) Operating activities		153,870,064	(10,869,464)
Cash flow from Investing activities			
Purchase of Property plant and equipment	14	(469,950)	(2,701,660)
Purchase of intangible assets	15	-	-
Net cashflows from/ (used in) investing activities		153,400,114	(2,701,660)
Cash flow from Financing activities			
Proceeds from Borrowings		-	
Repayment of Borrowings		-	
Net cashflows from financing activities		-	-
Net increase/(decrease) in Cash and Cash equivalents			
		153,400,115	(10,801,866)
Cash and cash equivalents at 1 July	12	11,719,143	22,521,009
Cash and cash equivalents at 30 June	12	165,119,258	11,719,143

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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18. Statement of Comparison of Budget and Actual amounts for the year ended 30 June 2023

Item	Original budget-A	Adjustments -b	Final budget C=(a+b)	Actual on comparable basis- d	Performance difference --e=(c-d)	% of utilisation - F= d/c
	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	
Revenue	Kshs	Kshs	Kshs	Kshs	Kshs	
Transfer from other Government entities	281,000,000	-	281,000,000	281,000,000	-	100%
Other revenue(A.I.A)	30,000,000		30,000,000	8,446,842	21,553,158	28%
Total income	311,000,000	-	311,000,000	289,446,842	21,553,158	
Expenses						
Employee Costs	123,000,000	-22,000,000	101,000,000	68,024,736	32,975,264	67%
Council Expenses	12,000,000	-3,100,000	8,900,000	1,235,090	7,664,910	14%
Repairs and maintenance	1,720,000	480,000	2,200,000	1,634,849	565,151	74%
Use of goods and services	172,295,000	-42,895,000	129,400,000	40,216,243	89,183,757	31%
Total expenditure	309,015,000	- 67,515,000	241,500,000	111,110,917	130,389,083	
Surplus for the period	1,985,000	67,515,000	69,500,000	178,335,925	- 108,835,925	
Capital Expenditure	1,985,000	67,515,000	69,500,000	469,950	69,030,050	1%

Budget notes

1. The under absorption on personal emoluments is as a result of the staff on secondment transferred back the ministry, employees on contract terminated, non-payment of staff medical cover and interns' termination due to transfer of functions to KNEC and KICD.
2. The under absorption on the council expenses is a result of not having a council for the better part of the financial year, for 11 months
3. Use of goods and services under absorption is as a result of transfer of functions to KNEC and KICD resulting to non-performance of the major functions.
4. Under collection of AIA target was as a result of KNEC and KICD collecting the said AIA on behalf of the TVET CDACC.
5. The changes in the Budget is as result of virement for the year under review to mitigate on under absorption.
6. Repairs and maintenance under absorption is due to the transfer of functions where motor vehicles and other assets remained unused for the better part of the financial year hence the reduction.
7. Under absorption under Capital expenditure was as a result of transfer of functions to KICD and KNEC that delayed the purchase of Vehicles, installation of ERP system and other software /assets.

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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A reconciliation between the actual amounts on a comparable basis as presented in the Statement of Comparison of Budget and Actual Amounts and the actual amounts in the Statement of Cash Flows for the Year Ended June 30, 2023

	Operating	Financing	Investing	Total
	Ksh	Ksh	Ksh	Ksh
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	111,110,917	-	469,950	111,580,867
Basis Differences	5,804,131	-	-	5,804,131
Timing Differences	6,919,938	-	-	6,919,938
Entity Differences	-	-	-	-
Actual Amount in the Statement of Cash Flows	153,870,064	-	-	153,870,064

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
Annual Report and Financial Statements
for the year ended June 30, 2023.**

19. Notes to the Financial Statements

1. General Information

TVET CDACC is established by and derives its authority and accountability from TVET Act, No. 29 of 2013. TVET CDACC is wholly owned by the Government of Kenya and is domiciled in Kenya. The Council's principal activities are to undertake design and development of competency-based curriculum for TVET, competence assessment and certification.

2. Statement of Compliance and Basis of Preparation

The financial statements have been prepared on a historical cost basis. The preparation of financial statements in conformity with International Public Sector Accounting Standards (IPSAS) allows the use of estimates and assumptions. The areas involving a higher degree of judgement or complexity, or where assumptions and estimates are significant to the financial statements, are disclosed in Note 5 of these financial statements.

The financial statements have been prepared and presented in Kenya Shillings, which is the functional and reporting currency of TVET CDACC. The financial statements have been prepared in accordance with the Public Finance Management Act, 2012 Section 81, the State Corporations Act, 2010 Section 14 and International Public Sector Accounting Standards (IPSAS). The financial statements are prepared on accrual basis. The accounting policies adopted have been consistently applied to all the years presented.

TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
Annual Report and Financial Statements
for the year ended June 30, 2023.

Notes to the Financial Statements (Continued)

3. Adoption of New and Revised Standards

- i. *New and amended standards and interpretations in issue effective in the year ended 30 June 2023.*

Standard	Effective date and impact:
IPSAS 41: Financial Instruments	Applicable: 1st January 2023: The entity does not hold any financial asset for maturity; therefore, the standard does not apply in the financial year 2022/2023.
IPSAS 42: Social Benefits	Applicable: 1st January 2023 TVET CDACC is an entity whose mission is to provide demand driven curricula, competence assessment and certification of TVET graduates for the global labour market. The standard does not apply in the financial year 2022/2023.
Amendments to Other IPSAS resulting from IPSAS 41, Financial Instruments	Applicable: 1st January 2023: The standard does not apply in the financial year 2022/2023.
Other improvements to IPSAS	<i>Applicable 1st January 2023</i> The standard does not apply in the financial year 2022/2023.

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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- ii. *New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2023.*

Standard	Effective date and impact:
IPSAS 43: Leases	<i>Applicable 1st January 2025</i> Application of this amendment will have an impact to the Council
IPSAS 44: Non- Current Assets Held for Sale and Discontinued Operations	<i>Applicable 1st January 2025</i> Application of this amendment does not affect the Council

- iii. *Early adoption of standards*

TVET CDACC did not early – adopt any new or amended standards in the financial year 2022/2023.

4. Summary of Significant Accounting Policies

a) **Revenue recognition**

i) **Revenue from non-exchange transactions**

Transfers from other government entities

Revenues from non-exchange transactions with other government entities are measured at fair value and recognized on obtaining control of the asset (cash, goods, services and property) if the transfer is free from conditions and it is probable that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably.

ii) **Revenue from exchange transactions**

Sale of goods/services

Revenue from the sale of goods/services is recognized when the significant risks and rewards of ownership have been transferred to the buyer, usually on delivery of the goods/service and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to the entity. TVET CDACC recognises revenue from CBA training/assessment fees and sale of learning guides, assessment tools, occupational standards and curricula this is recorded under Appropriation In Aid (AIA) account.

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Notes to the Financial Statements (Continued)

Summary of Significant Accounting Policies (Continued)

a) Budget information

The original budget for FY 2022-2023 was approved by the National Assembly on August 2022. The budget is prepared on cash basis. There was subsequent revisions or additional appropriations made to the approved budget in the FY 2022/2023.

A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, is then presented in the statement of comparison of budget and actual amounts.

b) Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the items. When significant parts of property, plant and equipment are required to be replaced at intervals, the entity recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. Likewise, when a major inspection is performed, its cost is recognized in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognized in surplus or deficit as incurred. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration the asset is initially measured at its fair value.

c) Depreciation of Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the items. The Council used reducing balance method to compute depreciation during the financial year under review.

The following rates were applied for depreciation;

Motor Vehicles 25%

Furniture, Fixtures Fittings and Equipment @12.5%

Computers, Laptops and Printers @ 30%

Software 20%

Partitioning 12.5%

d) Intangible assets

Intangible assets acquired separately are initially recognized at cost. The cost of intangible assets acquired in a non-exchange transaction is their fair value at the date of the exchange. Following initial recognition, intangible assets are carried at cost less any accumulated amortization and accumulated impairment losses. Internally generated intangible assets, excluding capitalized development costs, are not capitalized and expenditure is reflected in surplus or deficit in the period in which the expenditure is incurred. The useful life of the intangible assets is assessed as either finite or indefinite. Intangible assets with an indefinite useful life are assessed for impairment at each reporting date. Amortization is calculated using reducing balance at a rate of 20%.

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Notes to the Financial Statements (Continued)
Summary of Significant Accounting Policies (Continued)

e) Changes in accounting policies and estimates

The TVET CDACC recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy are applied prospectively if retrospective application is impractical.

f) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at the Kenya Commercial Bank of at the end of the financial year.

g) Comparative figures

Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

h) Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2023.

i) Related party disclosures

The Entity regards a related party as a person or an entity with the ability to exert control individually or jointly, or to exercise significant influence over the Entity, or vice versa. Related parties includes the Ministry of Education State department for Technical Vocational Education and Training, Council members and the Chief Executive Officer.

j) Ultimate and holding entity

TVET CDACC is a state corporation under the ministry of Education. Its ultimate parent is the Government of Kenya.

k) Employee benefits

TVET CDACC provides retirement benefits for its employees and directors. The retirement benefits are contributory.

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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**Notes to the Financial Statements (Continued)
Summary of Significant Accounting Policies (Continued)**

l) Trade receivables

Trade receivables are carried at original amount less an estimate made for doubtful debts based on a review of all outstanding amounts at the year-end.

m) Trade payables

These amounts represent liabilities for goods and services provided to the council prior to the end of the year which are unpaid.

5. Significant judgments and sources of estimation uncertainty

The preparation of the TVET CDACC's financial statements in conformity with IPSAS requires management to make judgments, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period.

Estimates and assumptions

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the TVET CDACC. Such changes are reflected in the assumptions when they occur.

Useful lives and residual values

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

- The condition of the asset based on the assessment of experts employed by the TVET CDACC
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosures of these estimates of provisions is included in the notes on provision for audit fees.

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Notes to the Financial Statements (Continued)

6. Transfers from Other Government entities

i. Revenue from non-exchange transactions

Description	2022-2023	2021-2022
	KShs	KShs
Unconditional Grants		
Operational Grant	281,000,000	261,500,000
Unconditional development grants	-	-
Other Grants	-	-
Total Unconditional Grants	281,000,000	261,500,000

Transfers from Ministries, Departments and Agencies (MDAs)

Name of the Entity sending the grant	Amount recognized to Statement of Comprehensive Income Ksh	Total income during the year 2022-2023 Ksh.	2021-2022 Ksh
Ministry of Education -State Department for Technical Vocational Education and Training	281,000,000	281,000,000	261,500,000
Total	281,000,000	281,000,000	261,500,000

ii. Revenue from exchange transactions

Sale of goods and services (A.I.A)

Description	2022-2023	2021-2022
	Kshs	Kshs
Assessment fees/CBA training, development of Occupational Standards & Curricula, sale of learning guides, assessment/mentoring tools, occupational standards and curricula	8,446,842	51,117,104
Donor funds	-	6,655,397
Total revenue from exchange transaction	8,446,842	57,772,501
Grand Revenue	289,446,842	319,272,501

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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Notes to the Financial Statements (Continued)

7. Employee Costs	2022-2023	2021-2022
	KShs	KShs
Salaries and wages	57,388,261	77,172,000
Employer contributions to pensions scheme	5,135,904	12,146,669
Employer contributions to health insurance schemes	4,057,675	
Gratuity	1,172,896	-
Leave allowances	270,000.00	364,000
Employee costs	68,024,736	89,682,669

Decrease on personal emoluments is as a result of the staff on secondment transferred back to the ministry, employees on contract terminated, non-payment of staff medical cover and interns' termination due to transfer of functions to KNEC and KICD.

8. Council/Ad-hoc Expenses		
Description	2022-2023	2021-2022
	KShs	KShs
Chairman's Honoraria	-	-
Sitting allowances	600,000	40,000
Travel and accommodation	185,490	8,461,959
Other allowances	449,600	-
Total director emoluments	1,235,090	8,501,959

The core mandate was transferred to KICD and KNEC hence the decrease on Council/ Ad hoc expenses

9. Depreciation and Amortization Expense		
Description	2022-2023	2021-2022
	KShs	KShs
Property, plant and equipment	4,558,003	5,570,864
Intangible asset	494,469	618,086
Total depreciation and amortization	5,052,471	6,188,949

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Notes to the Financial Statements (Continued)

10. Repairs and Maintenance		
Description	2022-2023	2021-2022
	KShs	KShs
Vehicles	1,551,909	2,666,005
Other Assets	82,940	655,650
Total repairs and maintenance	1,634,849	3,321,655

Due to the transfer of functions motor vehicles and other assets remained unused for the better part of the financial year hence the reduction

11. Use of goods and services		
Description	2022-2023	2021-2022
	KShs	KShs
Audit fees	500,000	500,000
Bank Charges	419,430	1,259,262
Communication Supplies and Services	9,450	2,431,550
Competence Assessment and Certification	11,798,560	148,441,099
Computer Supplies & accessories	5,097,489	3,308,620
Development of Curriculum	352,065	59,410,966
Domestic Travel and subsistence	9,800	1,584,500
Foreign Travel and subsistence	-	136,572
Fuel, oil and lubricant	632,709	978,838
WIBA	1,085,998	542,999
Hospitality supplies and services	248,009	1,127,069
Insurance-Motor vehicle and Other Assets	683,567	683,567
Office and General Supplies	1,892,206	2,354,499
Rent and Rates	17,457,360	18,696,431
Printing and Advertisement, information Supplies and Services		1,803,019
COVID PPE'S		251,000
Training expenses	29,600	-
Total use of goods and services	40,216,243	243,509,990

- Better part of the financial year TVET CDACC was not in operation as their core mandate was transferred to KICD and KNEC
- Use of goods and services for financial year 2021/2022 changed from Ksh.243,967,891 to Ksh.243,509,990 due to overstatement of Competence Assessment and Certification expense by Ksh.729,400 and understated WIBA expense by Ksh.271,500.

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Notes to the Financial Statements (Continued)

12. Cash and Cash Equivalents		
Description	2022-2023	2021-2022
	Kshs	Kshs
Current account- 1183760809	162,981,325	1,086,133
Cash in Hand	-	-
Others-AIA A/C- 1236735323	2,137,932	10,633,009
Fixed Deposit Account	-	-
Total cash and cash equivalents	165,119,258	11,719,143

Better part of the financial year TVET CDACC was not in operation as their core mandate was transferred to KICD and KNEC

Detailed Analysis of the Cash and Cash Equivalent

Description	2022-2023	2021-2022
	Kshs	Kshs
Current account- 1183760809 (KCB Bank-Kpande house)	162,981,325	1,086,133
Cash in Hand	-	-
Others-AIA A/C- 1236735323 (KCB Bank - Kipande house)	2,137,932	10,633,009
Fixed Deposit Account	-	-
Total cash and cash equivalents	165,119,258	11,719,143

13. Receivables from exchange transactions

a). Current

Description	2022-2023	2021-2022
	Kshs	Kshs
Rent	-	-
Prepayment Internet	-	65,076
Prepayment WIBA	-	1,085,998
Prepayment medical cover	-	4,057,675
Non-refunded cash	20,000	20,000
Outstanding Imprest	6,892,900	210,000
Prepayment Fuel,oil & lubricant	7,038	192,000
Totals	6,919,938	5,630,749

- Increase on receivables was as a result of imprest issued for a workshop that was ending in July 2023.
- Receivables from exchange transactions for financial year 2021/2022 changed from Ksh.5,902,249 to Ksh.5,630,749 due to overstated WIBA prepayment by Ksh.271,500.

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Notes to the Financial Statements (Continued)

b). Ageing analysis for Receivables from exchange transactions

Description	2022-2023		2021-2022	
	Kshs		Kshs	
	2022-2023	% of the total	2021-2022 FY	% of the total
Less than 1 year	6,899,938.00	99.70%	5,630,749.00	100%
Between 1- 2 years	20,000.00	28.90%		
Between 2-3 years				
Over 3 years				
Total	6,919,938.00		5,630,749.00	

14. Property Plant and equipment

	Motor vehicles	Furniture and Fittings	Computers and Printers	Partitionings	Total
	Kshs	Kshs	Kshs	Ksh.	Kshs
Depreciation Rates	25%	12.5%	30%	12.5%	
COST/VALUATION:					
At 1 July 2022	23,416,000	15,849,220	19,464,230	21,218,945	79,948,395
Valuation/Additions	-	469,950	-	-	469,950
Disposal	-	-	-	-	-
Transfer/Adjustments	-	-	-	-	-
As at 30 June 2023	23,416,000	16,319,170	19,464,230	21,218,945	80,418,345
DEPRECIATION:					
As at 1 July 2022	20,567,187	7,658,259	16,826,863	4,973,190	50,025,499
Transfer/Adjustments	-	-	-	-	-
Charges for the year	712,203	1,023,870	791,210	2,030,719	4,558,003
As at 30 June 2023	21,279,390	8,682,129	17,618,073	7,003,909	54,583,502
NET BOOK VALUE					
As at 30 June 2022	2,848,813	8,190,961	2,637,367	16,245,755	29,922,896
As at 30 June 2023	2,136,610	7,637,041	1,846,157	14,215,036	25,834,843

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15. Intangible asset		
Description	FY 2022-2023	FY 2021-2022
	Ksh	Kshs
COST/VALUATION:		
At 1 July 2022	6,070,847	6,070,847
Valuation/Additions	-	-
As at 30 June 2023	6,070,847	6,070,847
Amortization and Impairment:		
As at 1 July 2022	3598504	2,980,419
Charges for the year	494,469	618,086
As at 30 June 2023	4,092,973	3,598,504
Impairment loss	-	-
NET BOOK VALUE:		
As at 30 June 2023	1,977,874	2,472,343

16. Accounts Payables

Description	2022-2023	2021-2022
	Kshs	Kshs
Provision for audit fees Fy 2022/2023	500,000	500,000
Un-invoiced Audit fees Fy 2020/2021	-	500,000
Pending bills	145,600	17,561,800
Other Creditors	106,060	321,190
Total	751,660	18,882,990

- Accounts Payables for financial year 2021/2022 changed from Ksh.19,612,390 to Ksh.18,882,990 due to overstated pending bills by Ksh.729,400.

Ageing analysis: (Trade and other payables)

Ageing analysis: (Trade and other payables)	2022-2023	% of the Total	2021-2022	% of the Total
Under one year	500,000.00	66.50%	18,061,800	98.70%
1-2 years	145,600.00	19.40%		
2-3 years			321,190	1.30%
Over 3 years	106,060.00	14%		
Total	751,660.00		18,382,990	

17. Excess AIA Collected		
Description	2022-2023	2021-2022
	Kshs	Kshs
AIA-Excess	-	5,045,342

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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Notes to the Financial Statements (Continued)

18. Related Party Disclosures

Nature of related party relationships

Entities and other parties related to the Council include those parties who have ability to exercise control or exercise significant influence over its operating and financial decisions. Related parties include the Ministry of Education State department for Technical Vocational Education and Training, Council members and the Chief Executive Officer.

Government of Kenya

The Government of Kenya is the principal shareholder of TVET CDACC, holding 100% of the Council's equity interest.

Description	2022-2023	2021/2022
	Kshs	Kshs
a) Grants /transfers from the government		
Grants from Ministry of Education State department for Technical Vocational Education and Training (SDTVET).	281,000,000	261,500,000
Donations in kind	-	-
Total	281,000,000	261,500,000.00
b) Key management compensation		
Council member's emoluments	1,235,090	8,501,959
Compensation to CEO	434,288.00	9,039,632
Total	1,669,378.06	17,541,591.18

19. Events after the Reporting Period

There were no material adjusting and non- adjusting events after the reporting period.

20. Ultimate And Holding Entity

TVET CDACC is a State Corporation/ or a Semi- Autonomous Government Agency under the Ministry of Education. Its ultimate parent is the Government of Kenya.

21. Currency

The financial statements are presented in Kenya Shillings (Kshs) rounded to the nearest Kshs.

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Notes to the Financial Statements (Continued)

22. Provision for audit fees

	2022-2023	2021-2022
	Kshs	Kshs
Balance at the beginning of the year	-	500,000
Increase/ (Reduction) in provision	500,000	500,000
Balance at the end of the year	500,000	1,000,000

23. Cash Generated from Operations

	2022-2023	2021-2022
	Kshs	Kshs
Surplus for the period	173,283,454	- 31,932,722
Adjusted for		
Depreciation	5,052,471	6,188,949
Decrease/(increase) in receivables	(1,289,189)	(418,233)
Increase in payables	(23,176,672)	18,061,800
Net Cashflow from operating Activities	153,870,064	(8,100,206)
Cash flows used in investing activities		
Purchase of Property plant and equipment	(469,950)	(2,701,660)
Purchase of intangible assets	-	-
Net cash flows used in investing activities	469,950	2,701,660
Net increase/(decrease) in cash and cash equivalents	153,400,114	(10,801,866)
Cash and cash equivalents at 1 July 2022	11,719,143	22,521,009
Cash and cash equivalents at 30 June 2023	165,119,257	11,719,143

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Notes to the Financial Statements (Continued)

24. Financial Risk Management

The Council's activities expose it to a variety of financial risks including credit and liquidity risks. The Council developed a risk register containing the various riskings facing the different departments/processes with the help of Ethics and Antic-corruption Commission. The Council has been using this to assist in risk management processes. Additionally, the Council developed departmental risk mitigation plans which have been used in mitigating risks in the organization. This involved identification of possible risk areas, their likelihood and mitigation measures put in place.

Credit Risk

Credit risk arises from cash and cash equivalents, and deposits with banks, as well as trade receivables and balances due from related parties. All bank balances are held with Kenya Commercial Bank and are fully performing.

Liquidity Risk

Prudent liquidity risk management includes maintaining sufficient cash to meet company's obligations. The Council manages this risk by maintaining adequate cash balances in the bank and by continuously monitoring forecast and actual cash flows.

25. Use of goods and services	
Description	2022-2023
	KShs
Audit fees	500,000
Bank Charges	419,430
Communication Supplies and Services	9,450
Competence Assessment and Certification	29,371,521
Computer Supplies & accessories	5,097,489
Development of Curriculum	352,065
Domestic Travel and subsistence	6,902,700
Fuel, oil and lubricant	632,709
WIBA	1,085,998
Hospitality supplies and services	248,009
Insurance-Motor vehicle and Other Assets	683,567
Office and General Supplies	1,892,206
Rent and Rates	17,457,360
Training expenses	29,600
Total use of goods and services	64,682,104

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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Appendices

Appendix 1: Implementation Status of Auditor-General's Recommendations

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1.0 Regularity of Curriculum Development Expenditure	<p>However, records confirming the qualifications and professional capacity of the trainers were not provided for audit. Further, no communication between the Council and the State Department was provided to confirm that the staff were released by the Principal Secretary and whether they had the required expertise.</p> <p>In the circumstances, the regularity of the expenditure of Kshs. 22,775,670 could not be confirmed as a proper charge to public funds.</p>	<p>Communication from Principal Secretary office to confirm staff released for the activity has been availed for audit.</p>	Resolved	
2.0 Non-Issuance of Certificates	<p>The Council did not issue certificates to the individuals who were assessed leaving doubt as to whether it has the capacity to carry out its mandate.</p>	<p>The fully constituted Board in place has started the process of printing of Certificates and issuance will be done by 20th December, 2023, where all the qualified candidates will be awarded certificates.</p>	Resolved	

**TVET - CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL
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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
3.0 Incomplete Asset Register	The Council did not provide complete and certified asset register	An approved asset register was availed for audit review.	Resolved	
4.0 Budgetary Control and Performance	The statement of comparative budget and actual amounts reflects final income budget and actual on comparable basis of Ksh. 333,155,397 and 319,272,501 respectively resulting to underfunding of Ksh. 13,882,896 or 4% of the budget. Similarly, the statement reflect final budget expenditure and actual on comparable basis of Ksh. 333,155,397 and Ksh. 345,474,174 resulting to over absorption of Ksh. 12,318,777 or 4% of the budget.	Under funding was as a result of under collection of AIA due to decrease in number of candidates taking up CBET and decrease in sale of Council materials such as Occupational standards and Curricula, learning guides etc due to commencement of transfer of functions in April 2022. Over expenditure under use of goods and services was as a result of incurring July/August 2022 assessment series preparation in June 2022.	Unresolved	
Non-Compliance with the PSASB	The financial statement was not signed by the Council Chairman as required by the prescribed reporting template.	The council had no substantive Board Chairperson but there was a Presiding Chairperson who then signed the financial statement.	Resolved	
5.0 Failure to Appoint Board Members	There was no gazette notice for the appointment of all Council members in	A well constituted Board has been put in place.	Resolved	

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
	support of these expenses. Further, the Council had a membership of four (4) members instead of the recommended minimum of seven (7) members for which there was no female council member. This contravenes the requirement of Board diversity based on gender balance and Mwongozo.			



**Council Secretary /Chief Executive Officer
Prof. Kisilu M. Kitainge**

Date: 31/08/2023

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 Appendix II- Inter-Entity Confirmation Letter



TVET CDACC
 P.O BOX 15745-00100
 Absa Towers
 Nairobi, Kenya

TVET CDACC wishes to confirm the amounts disbursed as at 30th June 2023 as indicated in the table below.

Confirmation of amounts received by TVET CDACC as at 30 th June 2023							
Reference Number	Date Disbursed	Amounts Disbursed by MOE-SDTVET KShs. 281,000,000 as at 30 th June 2023				Amount Received by TVET CDACC KShs. 281,000,000 as at 30 th June 2023(E)	Differences (F)=(D-E)
		Recurrent (A)	Development (B)	Inter-Ministerial (C)	Total (D)=(A+B+C)		
FT22248X7PFP	05/09/2022	70,375,000			70,375,000	70,375,000	
FT23031KQ6	31/01/2023	71,375,000			71,375,000	71,375,000	
FT23185MZLTD	4/7/2023	139,250,000			139,250,000	139,250,000	
Total		281,000,000				281,000,000	

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In confirm that the amounts shown above are correct as of the date indicated.

Head of Accounts department TVET CDACC:

Name .. Anastacia K. Mwiriri .. Sign .. [Signature] .. Date .. 31/08/2023 ..