REPUBLIC OF KENYA

OFFICE OF THE AUDITOR-GENERAL

Enhancing Accountability

REPORT

OF

THE AUDITOR-GENERAL

THE NATIONAL ASSEMBLY
PAPERS LAID
DATE: 06 MAY 2021 DAY.
TABLED BY: Hon Amos Kimunya L Omajority party
CLERK-AT THE-TABLE: Pmuiga

ON

OCCUPATIONAL SAFETY AND HEALTH FUND

FOR THE YEAR ENDED 30 JUNE, 2020

OFFICE OF THE AUDITOR GENERAL
P. O. Box 30084 - 00100, NAIROBI
REGISTRY
28 APR 2021
RECEIVED

THE NATIONAL ASSEMBLY
PAPERS LAID
DATE: 06 MAY 2021 DAY.
TABLED BY:
CLERK AT THE-TABLE:

OCCUPATIONAL SAFETY AND HEALTH FUND.

MINISTRY OF LABOUR & SOCIAL PROTECTION
(STATE DEPARTMENT FOR LABOUR)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIALYEAR ENDING
30 JUNE, 2020

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

Table of Contents

1. KEY ENTITY INFORMATION AND MANAGEMENT

(a) Background information

The Occupational Safety and Health Fund was incorporated/ established under section 126 of Occupational Safety and Health Act (OSHA), 2007. In accordance with the requirements of the Government Financial Management Act 2004, the Minister for Finance gazetted the Government Financial Management (Occupational Safety and Health Fund) regulations on 11th February 2011 vide legal notice No. 14 of 2011.

(b) Principal Activities

Vision: A globally competitive workforce and a decent environment.
Mission: Develop and implement policies and programmes for a highly productive workforce through creation of a safe working environment, promotion of industrial peace, effective human resource planning and development, social security, productivity promotion and sustainability job creation.

The principal activities of the Occupational Safety and Health Fund are as summarized in the following core functions:

- Secure the development and coordination of a sound and effective Occupational Safety and Health systems.
- Implement effective systems for prevention of occupational accidents and diseases.
- To carry out research on Occupational Safety and Health.
- Develop and disseminate information on Occupational Safety and Health.
- Promoting of awareness on Occupational Safety and Health among employers, employees and the general public.

(c) Key Management

The *entity's* day-to-day management is under the following key organs:
The Occupational Safety and Health Fund management is under the following key organs:

- Cabinet Secretary
- Principal Secretary;
- Secretary of Administration
- Director of Administration
- Director –DOSHS

(d) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2020 and who had direct fiduciary responsibility were:

(e) Fiduciary Oversight Arrangements

Audit and Finance Committee Activities

The Occupational Safety and Health (OSH) Fund is a creature of section 126 of the Occupational Safety and Health Act, 2007 and subject to the provisions of the Government Financial Management Regulations. The Fund being under the management of a National Government entity it is subjected to auditing by the office of the Auditor General in accordance with the auditing calendar. The fund undergoes auditing alongside auditing of the Ministry's financial entities.

Parliamentary Committee Activities

The committee of the National Assembly established is implicit in dealing with OSH fund by bearing the responsibility of

(a) Monitoring all budgetary matters relating to OSH Fund and reporting the matters to Parliament.
(b) Monitor adherence of the entity (Occupational Safety and Health Services) managing OSH Fund to the principles of the public finance, the Constitution 2010 and provisions of Public Management Act,2012.
(c) Examine financial statements and documents in respect of OSH Fund submitted and make recommendations to the National Assembly.

Development Partner Oversight Services

The National Government Entity In-Charge of OSH Fund has not partnered with any development partner for the sake of OSH Fund.

Other Oversight Activities

The National Council for Occupational Safety and Health (NACOSH) is established pursuant to section 27 of the Occupational Safety and Health Act, 2007. Under section 126(6) the Director of Occupational Safety and Health Services in consultation with NACOSH administers the fund. The NACOSH has established a committee to oversee administration of the OSH Fund. The committee submits quarterly reports about OSH Fund to NACOSH which in turn advises the Cabinet Secretary in charge of the entity Headquarters

KEY ENTITY INFORMATION AND MANAGEMENT (Continued)

Entity Headquarters
The Occupational Safety and Health Fund offices is located at
Commercial Street, Safety House,
Industrial Area
P.O. Box 34120 - 00100, Nairobi, Kenya

Entity Contacts
Telephone: +254 (020) 2667722
Email:doshdept@yahoo.com
Website: www.labour.go.ke

Entity Bankers

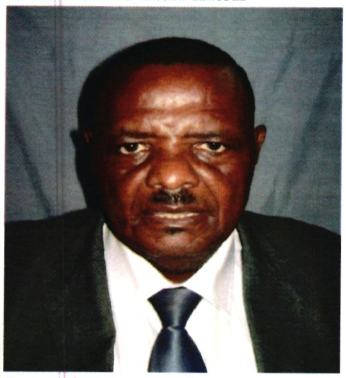
1. Central Bank of Kenya
   Haile Selassie Avenue
   P.O. Box 60000
   City Square 00200
   Nairobi, Kenya

2. Kenya Commercial Bank
   Account No.1130057321
   Industrial Area Branch
   Nairobi

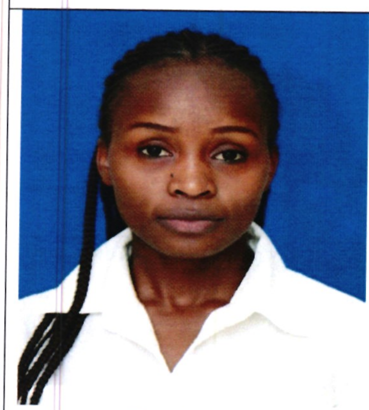
Independent Auditors
Auditor General
Office of the Auditor General.
Anniversary Towers, University Way
P.O. Box 30084
GOP 00100
Nairobi, Kenya

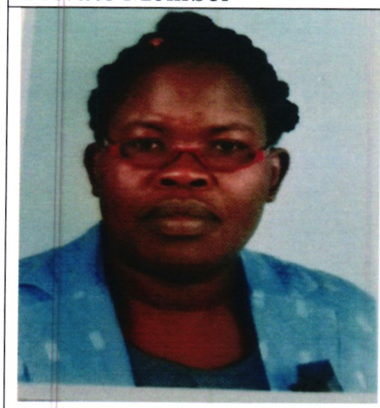
Principal Legal Adviser
The Attorney General
State Law Office
Harambee Avenue
P.O. Box 40112
City Square 00200
Nairobi, Kenya

2. NATIONAL COUNCIL FOR OCCUPATIONAL SAFETY AND HEALTH FUND COUNCIL MEMBERS.

Council Chairman  Joseph Kanguchu	He has Advanced Diploma in marketing from Randburg Institute in South Africa He has been Chairman of monitoring and evaluation of Mama Lucy Hospital and Chairman Muranga County Council.
Council Members	
 **Dr. Lawrence Guantai** **TVET**	He works with the Ministry of Education, State Department of Vocational and Technical Training. He has Phd Med. Microbial, MSC Med. Microbial, Bed Science, Certificate IV in Assessment & Training and Certificate in Occupational analysis.
 **Eng. OkangaAnjichi** **Private Member**	He has a B. Tech in Civil and Structural Engineering, NEBOSH IDIP, Professional Engineer (EBK) and Corporate Member of IEK.

 Dr. Mary Onsarigo **NACOSTI**	She has a PhD in Agricultural Biotechnology from Queensland university of Technology, Australia, Masters Degree in Agricultural Biotechnology from Kenyatta University, Masters Degree in Information Technology from University of Manchester (UK) and a Bachelor's Degree in Education Science from Moi University. She is currently an employee of the Kenya National Commission for Science Technology and Innovation.
 James Welimo **Government Chemist**	He works with Government Chemist Department. He has a Bachelor Degree in Science and Chemistry. He is currently engaged in the Forensics Toxicology in the Government Chemist Department.
 Charles Owelle **FKE**	He is Managing Director of Canon Agro Agencies. He has Bsc. in Agriculture and MBA in Strategic Management

 Robert Nderitu, OGW **KNBS**	He is a statistician by profession and has over 20 years' experience in the public service. He holds a Master of Science Degree (Statistics) from Kenyatta University and has expertise in official statistics, strategic management, surveys and censuses implementation and project management. He is a qualified quality management system internal auditor and currently heads a team of champions, implementing the ISO 9001:2015 Quality Management System in the Bureau. He is a member of the Kenya National Statistical Society. Currently, he is the Director in charge of Production Statistics at Kenya National Bureau of Statistics.
 RebbecaOkello **COTU**	She holds a degree in Environmental Science from Pwani University. She is currently working at the Central Organisation of Trade Union as a program officer under the climate change and environmental program,Hiv and Aid and she is also the Head of Occupation Safety and Health Department.
 Robert Orina **NEMA**	He is NEMA Chief Enforcement Officer. Have a Msc. in Land and Water management and BSc. in Agriculture from the University of Nairobi. Currently working as the Ag, Deputy Director Compliance in NEMA. Has a cumulative work experience of 23 years in the Public Sector

 Rukia Mohammed **Private Member**	She has Masters in Business Administration (project management) and Bs. Information Systems and Technology.
 Dr. Angeline Chirchir **Private Member**	She holds a Doctor of Philosophy degree in Tropical and Infectious diseases, MSc in Medical Microbiology, Bachelor's degree in Nursing from University of Nairobi and a certificate in Biostatistics from University of Washington USA She is a member of the Infectious disease Society of Kenya, a registered nurse with Nursing Council of Kenya, a lecturer and Public Health research scientist.

3. MANAGEMENT TEAM

 Peter.K.Tum,OGW **Principal Secretary, State Department for Labour Ministry of Labour and Social Protection.**	Principal Secretary, State Department for Labour Ministry of Labour and Social Protection.
 Dr.Musa Nyandusi **Director. DOSHS**	He has a bachelor's degree of medicine and bachelors degree of surgery and master's degree of medicine. He has a vast experience in occupational health practice and management.

OTHER HEADS OF DIVISIONS

No.	Name of Division	Name of Heads
1.	Work Injury Benefits Division	Mr. James Wamae
2.	Occupational Safety and Health (OSH) Institute and Training Division	Dr.Andrew Muruka
3.	Safety Division	Mrs. Sylvia Gitonga
4.	Medical Division	Dr. Jane Njeri
5.	Administration and Finance Division	Mr. Kenneth Njuguna
6.	Hygiene Division	Mr. John Waweru
7.	Field Services Division	Mr. Peter Nyongesa
8.	Accounts Division	CPA.James W.Agola
9.	Procurement Division	Mr.TobiasOgutu

4. CHAIRMAN'S STATEMENT

In the fulfilment of its mandate, the National Council for Occupational Safety and Health continued to approve and oversee the activities of the OSH Fund. During the 2019/20 FY, the Directorate undertook a number of key activities that were envisaged in the 2018-2022 Strategic Plans, the Medium Term Plan and the 'Big 4' Agenda. These included sensitizing and training workers on use of safe working methods; pushing for the progress in legal and institutional reform agenda of the Directorate; Enhancing OSH Fund revenue collection methods and improving coverage of services by Directorate by ensuring more competent OSH practitioners are approved.

I do take pride in the successes that we achieved during the year under review. These include: -

1. Training of 43,133 workers on various aspects of occupational safety and health. This is a great improvement from last financial year's achievement.
2. Bringing together key stakeholders to discuss and amend the draft occupational safety and health bill, the Work injury compensation bill and the occupational safety and health practitioners' bill for purposes of reaching a concurrence with Treasury and State Corporations Advisory Committee.
3. Despite the COVID-19 pandemic, collection of OSH Fund revenue increased to KShs, 75 million from last year's figure of KShs. 69 million.
4. An additional 72 competent persons and 40 training institutions were approved during the year bringing the total number of active approved persons to 419 and the institutions to 221.

A number of challenges were encountered by the Directorate during the year. Key challenges that require a mention are: -

1. Effects of the COVID-19 pandemic which practically halted most activities scheduled in the second half of the year;
2. The incomplete absorption of the OSH fund was noted. This is attributed to delays in approval for expenditure of fund and the COVID-19 situation;
3. Inadequate information management system to capture collected data for purposes of analysis and timely decision making.
4. Slow progress in finalization of the OSH bills due to external factors beyond the control of the Directorate.

5. Inadequate awareness levels on activities of both NACOSH and DOSHS that was aggravated by the cancellation of commemoration of the World Day for Safety and Health at Work and the week preceding it in April 2020.

It is with great expectations that I look forward to having the Directorate's goals of reducing cases of workplace accidents and ill-health being achieved with every passing year. This way, we will eventually attain our Vision of "a healthy worker in a safe work environment".

Signed..

Mr. Joseph Kanguchu
Chairman, NACOSH.

5. DIRECTOR'S STATEMENT

The Directorate of Occupational Safety and Health in its mandate to ensure the safety and health of all workplaces private and public as well as administer work injury compensation has had an onerous year in 2019/2020 where the critical importance of the workplace constantly investing in OSH has been repeatedly demonstrated.

The 2019/20 year began with a firm focus on meeting the departmental targets to undertake the regular inspections, medical examination and surveillance, plant examinations, training, hygiene surveys and ensure that the Big 4 sectors of construction, manufacturing, healthcare and agricultural comply with the required standards of occupational safety and health through conduct of the targeted interventions which were in turn set as targets for the year's performance targets.

In the 2019/2020 financial year DOSHS managed to register an increased number of workplaces as compared to the previous year, with an increase especially to the number of registered construction sites.

The department also registered an increase in the numbers of workplace inspections conducted which included those in the Big 4 sectors of construction, manufacturing, healthcare and agriculture.
Further the department managed to conduct more examinations of hazardous plants including examination of lifting devices, compressed vessels, conduct of OSH audits, medical examination of workers in hazardous occupations, trainings and hygiene surveys.

The number of approved persons and institutions were increased further following the successful interviewing of qualified persons and institutions. These persons and institutions shall help in increasing the reach of the department to more workplaces and affect OSH related activities.

The Covid-19 pandemic crisis has had an adverse effect not only in the economy and healthcare system but has placed OSH on the forefront of all enterprises

DOSHS provided the lead in guiding workplaces on the mitigation of spread in the workplace and the reduction of the effect where fatal occurrence they issuance of guidelines for workplace.

These saw the adoption by workplaces of critical OSH interventions such as policy development and risk assessment and mitigation, conduct of audit, medical examination as well as renew of compensation in case of death or disability in frontline workers due to Covid-19.

The effects of the infection shall remain to be felt in the workplace for a number of years and enterprises shall require remaining vigilant to mitigate on these effects and DOSHS shall continue to provide leadership in the area.

In the 2019/2020 financial year the ILO has strongly been engaged with the inclusion of OSH in the ILO decent county work programme (DCWP). Through the programme, it is hoped that we shall have opportunity to ratify OSH related ILO Conventions inclusions C187, C161,C155, to improve work injury compensation, review the OSH Legislation and give opportunity to train the OSH officers in new areas of practice in order to remain relevant in their work.

The department has over the last seven years been engaged with the social partners of Federation of Kenya Employers (FKE) and The Central Organization of Trade Unions (COTU) and The Attorney General in the review of the legislations governing the administration of OSH and work injury compensation. The draft OSH and WIC Bills have been with the National Treasury awaiting concurrence before presentation to The Cabinet and onward transmission to The National Assembly. This long awaited concurrency with the regard OSH and WIC Bill is has remained unachieved and concerted effort is required to achieve this is possible in the next financial year.

Despite the challenges faced in the department, we feel that a firm foundation is being laid to allow for robust OSH administration and the future remains bright for the department and its continued role in the Kenyan workplace.

Signed...

Dr. Musa Nyandusi (MBCHB, MMED)

Director DOSHS and Secretary NACOSH

6. REVIEW OF OCCUPATIONAL SAFETY AND HEALTH FUND KENYA REGULATORY & NON – COMMERCIAL ENTERPRISE 'S PERFOMANCE FOR FY 2019/2020

Section 81 Subsection 2 (f) of the Public Finance Management Act, 2012 requires the accounting officer to include in the financial statement, a statement of the national government entity's performance against predetermined objectives.
OSH being a department within the Ministry of Labour, derives its objective from the Ministry. OSF has *its* strategic pillars and objectives within its Strategic Plan for the FY 2018/2019-2022/2023. These strategic pillars are as follows:

7. CORPORATE GOVERNANCE STATEMENT

Corporate governance is the process by which institutions are directed, controlled and held to account.

Council meetings
The Council holds meetings at least four times a year. The Council members are given appropriate and timely information so that they can maintain full and effective control over strategic, financial, operational and compliance issues. The Council has delegated day to day operations to the Director-DOSHS. The Accounting Officer has the responsibility for establishing and maintaining the institutions internal controls in financial, operational and compliance issues as well as implementing strategies for the long term success of the institution.

Council committees
The Council has four sub-committees, which regularly meet under the terms of reference set by the Council. They are:

a) Agricultural committee
b) Extractive and constructive committee
c) Finance and legal committee
d) Manufacturing and service committee

Appointment and removal of Council members
Occupational Safety and Health Fund Council members are appointed by the Accounting Officer and later gazetted in Kenya gazette. The Council is composed of eleven members and three co-opted members. All the Council members are non-executive. The current Council is the third and was constituted in July 2016 and each appointed by the Ministry for Labour Cabinet Secretary for a term of 3 years. The Council members can be removed from the office if they contravene chapter six of the constitution.

Roles and functions of the Council
The National Council for Occupational Safety and Health (NACOSH) is a body established under the Occupational Safety and Health act,2007(OSHA,2007).The mandate of the Council is to advise the Cabinet Secretary responsible for labour matters it considers desirable in the interest of improving the quality of working life in Kenya including policies, legislations and strategies of promoting best practices in Occupational Safety and Health (OSH) It is also charged with the establishment, maintenance and development of safety and health preventive culture.
In addition, the OSH Fund regulations under the Public Finance Management Act give NACOSH the mandate to approve expenditure of OSH Fund at the beginning of each financial year in accordance with the work planned budget prepared by DOSHS.

Remuneration of the Council
The Council is not on a salary, because they are not full time employees, nevertheless their expenses are reimbursable and they are paid sitting allowance and any other allowances that are relevant to them according to Public Service and National Treasury Circulars.

Ethics and Conduct
The Council members are committed to the need to conduct the operations of the institution with integrity and in accordance with generally accepted corporate practice and endorse the internationally developed principles of corporate governance. They also adhere to chapter six and twelve of the Kenyan Constitution.

8. MANAGEMENT DISCUSSION AND ANALYSIS

Major Risks Facing the entity
No major risks are envisaged to face the entity.

Material Arrears in Statutory and Financial Obligations
The entity is not faced with loan defaults, pending bills, tax defaults, and outstanding staff and pensions obligations/actuarial on pension schemes, non-payments of dividend and loan redemption to the National Exchequer.

The Entity's Financial Probity and serious governance issues
OSH fund is not an independent entity. It is a fund operated within the confines of DOSHS. Pursuant to the provisions of the Government Financial Management (Occupational Safety and Health Fund) Regulations, 2011 L.N. No. 14, the Ministry's accounting officer oversees its management. There does not exist an isolated management structure for the fund's management thanks to its meagre nature. The Ministry's accounts staffs ensure the Fund's robust management.

Before expenditure of any amount from the OSH Fund, a plan has to be in place. The Director DOSHS develops an annual OSH Fund Work-plan. The OSH Fund Work-plan is tabled before a Finance, Legal and Communication Committee of NACOSH. OSH Fund Work-plan is tabled before a full NACOSH for approval. The NACOSH approved OSH Fund Work-plan is presented to the accounting officer for approval.

The Director develops an annual OSH Fund procurement plan in accordance with the work-plan. The procurement plan is presented to the accounting officer for approval. Expenditure commences in accordance with the 2 plans.

Expenditure of OSH Fund The Director seeks authority from accounting officer of intended expenditure as per the work-plan.
All the time authority is sought, the following have to be attached.

i. Approved OSH Fund annual Work-plan (for expenditure to be authorized, the activity where the money is being spent has to be in the plan)
ii. Itemized schedule detailing particulars of expenditure

NB. The accounting officer may require further documents in order to make an informed decision

Reports of Collections and Expenditure
The Director prepares quarterly, half yearly and annual reports of OSH Fund collections and expenditure for presentation to:-

i. NACOSH subcommittee
ii. Full NACOSH
iii. Accounting officer

9. CORPORATE SOCIAL RESPONSIBILITY STATEMENT/SUSTAINABILITY REPORTING

OSH Fund being a government entity exists for the whole purpose of serving the citizens; therefore, all it does is for the sole purpose of benefiting the citizens. It therefore does not undertake CSR.

10. REPORT OF THE COUNCIL MEMBERS

The Council members submit their report together with the audited financial statements for the year ended June 30, 2020 which show the state of the entity's affairs.

Principal activities
The principle activities of the entity are:

- To inspect workplaces to ensure compliance with occupational safety and health Act, 2007.
- Carrying out medical examinations and surveillance of workers health.
- Approving architectural plans of buildings intended for use as workers.
- Disseminating information on OSH to employers, employees and other interested parties.
- To study and review policies and legislations of occupational health and safety
- To enforce the following legislations:
  - a) Occupational Safety and health Act, 2007 and its regulations.
  - b) Work Injury Benefits Act, 2007
- To conduct research and technical analysis on issues related to occupational safety and health at the workplace.
- To carryout promotional and publicity programs to employers, workers and general public to foster and increase the awareness of occupational safety and health.
- To provide advisory service and information to government and private agencies pertaining to management and technical aspects of occupational safety and health.
- To become secretariat for the national Council regarding occupational health and safety.

Results
The results of the entity for the year ended June 30, 2020 are set in the lower pages.

Council Members

The members of the Council who served during the year are shown on the above pages. During the year no member has retired/resigned and no member was appointed. The serving members were appointed in 20th September, 2019 and 17th January, 2020 and their term ends in 2022.

Auditors

The Auditor General is responsible for the statutory audit of the Occupational Safety and Health Fund in accordance with Article 229 of the Constitution of Kenya and the Public Audit Act 2015.

11. STATEMENT OF DIRECTORS RESPONSIBILITIES

Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the accounting officer for a national government entity shall prepare financial statements in respect of that entity. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed in the Public-Sector Accounting Standards Board of Kenya from time to time.
The Principal Secretary in charge of the Ministry of Labour and Social Protection, State Department for Labour is responsible for the preparation and presentation of the Occupational Safety and Health Fund financial statements, which give a true and fair view of the state of affairs of the Ministry for and as at the end of the financial year (period) ended on June 30, 2019. 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 Ministry; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Principal Secretary in charge of the Ministry of Labour and Social Protection, State Department for Labour accepts responsibility for the Departmental Fund financial statements, which have been prepared on the Accrual Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS) and relevant legal framework of the Government of Kenya. The Principal Secretary is of the opinion that the Occupational Safety and Health Fund financial statements give a true and fair view of the state of Fund's transactions during the financial year ended June 30, 2019, and of the Fund's financial position as at that date. The Principal Secretary in charge of the Ministry of Labour and Social Protection, State Department for Labour further confirms the completeness of the accounting records maintained for the Fund, which have been relied upon in the preparation of the fund's financial statements as well as the adequacy of the systems of internal financial control.
The Principal Secretary in charge of the Ministry of Labour and Social Protection, State Department for Labour confirms that the entity has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the funds received during the year under audit were used for the eligible purposes for which they were intended and were properly accounted for. Further the Principal Secretary confirms that the fund's financial statements have been prepared in a form that complies with relevant accounting standards prescribed by the Public-Sector Accounting Standards Board of Kenya.

Approval of the financial statements

The Occupational Safety and Health Fund financial statements were approved by the Council on...and signed on its behalf by:

Chairperson of the Council **Director**

REPUBLIC OF KENYA

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Email: info@oagkenya.go.ke
Website: www.oagkenya.go.ke

OFFICE OF THE AUDITOR GENERAL

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

REPORT OF THE AUDITOR-GENERAL ON OCCUPATIONAL SAFETY AND HEALTH FUND FOR THE YEAR ENDED 30 JUNE, 2020

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Occupational Safety and Health Fund set out on pages 19 to 48, which comprise the statement of financial position as at 30 June, 2020, and the statement of financial performance, statement of changes in net assets, statement of cash flows and 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, in my opinion and belief were necessary for the purpose of the audit.

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the Occupational Safety and Health Fund as at 30 June, 2020, 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 Occupational Safety and Health Act (OSHA), 2007.

Basis for Qualified Opinion

1. Unsupported Financial Statements Amendments

The financial statements presented for audit on 30 September, 2020 were revised and resubmitted on 14 January, 2021. However, the changes on some accounts balances between the first set and the revised set of the financial statements were not supported by adjustment journals as shown below:

Item	Financial Statements presented on 30 September, 2020 Kshs.	Revised Financial Statements presented on 14 January, 2021 Kshs.	Unsupported Changes Kshs.
License and permit	93,115,870	75,324,277	17,791,593
Use of goods and services	586,069	42,833,551	42,247,482
Bank charges	29,015	0	29,015
Boards and conferences	1,714,460	3,495,980	1,781,520
General expenses	46,724,907	0	46,724,907
Receivables from non-exchange transactions	574,178	889,600	31`5,422
Property plant and equipment	20,200,442	20,581,655	381,213
Trade other payables from exchange transaction	150,000	531,213	381,213
Accumulated fund	30,407,392	45,989,488	15,582,096
Surplus for the year	42,142,174	27,075,500	15,066,674

Consequently, the accuracy of the various accounts balances reflected in the financial statements could not be confirmed.

2. Long Outstanding Reconciling Items

The statement of financial position reflected cash and cash equivalents balance of Kshs.58,924,946 as at 30 June, 2020. A review of the supporting bank reconciliation statements for the year ended 30 June, 2020 indicated that there were debits in the bank statement totalling Kshs.4,185,150 which were not reflected as payments in the cash book, some dating back to the financial year 2017/2018. Further, it is not clear how the amounts were debited in the bank statement and not in the cash book as payments are initiated by the Management before being cleared by the bank. In addition, the bank reconciliation statement reflects receipts in bank statement not in cash book totalling Kshs.19,638,512. Although the Management has explained that these represents revenue banked at the Regions whose returns were not submitted to the Headquarters, it was not clear why the returns had not been submitted.

In the circumstances, the completeness and accuracy of the cash and cash equivalents balance of Kshs.58,924946 as at 30 June, 2020 could not be confirmed.

3. Unconfirmed Motor Vehicles

The statement of financial position reflects a balance of Kshs.20,581,655 under property, plant and equipment which includes an amount of Kshs.10,250,000 being value for two (2) motor vehicles that were not availed for physical inspection. The vehicles, GKB 968R and GKB 938S were transferred to the State Department for Labour without formal documentation or agreement while the logbooks were still being held by the Fund.

In view of the foregoing, the security and carrying values of two vehicles of Kshs.10,250,000 could not be ascertained.

4. Unreconciled Revenue from Registration of Workplaces (Licenses and Permits)

As disclosed in Note 1 to the financial statements, the statement of financial performance indicates that the Fund received revenue totalling Kshs.75,324,277 from licenses and permits. However, the Fund's register for registered workplaces availed for audit indicated that there were 11,695 workplaces that were expected to pay license fee at the rate of 5,000 per registered workplace. The Fund was therefore expected to receive revenue from license fees amounting to Kshs.58,475,000 from the 11,695 registered workplaces. The resultant difference of Kshs.16,849,277 between the revenue receipts of Kshs.75,324,277 and the expected revenue of Kshs.58,475,000 has not been explained. Further, the manual register provided was susceptible to manipulation.

In the circumstances, the accuracy and completeness of revenue from non-exchange transactions of Kshs.Kshs.75,324,277 could not be confirmed.

5. Irregular Transfer of Appropriations-In-Aid

The statement of financial performance reflects a balance of Kshs.42,833,551 under use of goods and services. Included in the balance, and as disclosed in Note 3 to the financial statements, is an amount of Kshs.1,375,000 described as transfer of Appropriations-In-Aid to the State Department of Labour. However, the basis and purposes ot the transfer was not explained as the Fund is a semi-autonomous entity and there is no provision for such remittances in Occupational Safety and Health Act, 2007.

In the circumstances, the regularity of the transfer of Appropriation-In-Aid amounting to Kshs.1,375,000 could not be ascertained.

6. Unrecovered Repairs and Maintenance Expenditure

The statement of financial performance reflects a balance of Kshs.573,525 under repairs and maintenance. Included in the balance is an expenditure amount of Kshs.189,999 incurred by the Fund on behalf of the State Department of Labour for repairing the State Department's vehicle number GKB 694M. This amount was to be refunded back to the Fund. However, as at the time of audit in December, 2020, no refund had been received and no disclosure had been made in the financial statements.

In the circumstances, the accuracy and completeness of repairs and maintenance balance as at 30 June, 2020 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Occupational Safety and Health Fund Management in accordance with ISSAI 130 on 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 qualified opinion.

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, except for the matters described in the Basis for Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Basis for Conclusion

Long Outstanding Imprest

The statement of financial position reflects a balance of Kshs.889,600 under receivables from non-exchange transactions which includes an amount is Kshs.153,200 being imprest held by three (3) officers that has been outstanding since the year 2017. This is contrary to Regulation 93(5) of the Public Finance Management (National Government) Regulations, 2015 which states that a holder of a temporary imprest shall account or surrender the imprest within seven (7) working days after returning to duty station. Regulation 93(6) further provides that in the event of the imprest holder failing to account for or to surrender the imprest on the due date, the Accounting Officer shall take immediate action to recover the full amount from the salary of the defaulting officer with interest at the prevailing Central Bank Rate.

The Fund Management was, therefore, in breach of the law.

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 complying, 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 INTERNAL CONTROLS EFFECTIVENESS, RISK MANAGEMENT SYSTEMS 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 overall 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 control, 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 those Charged with Governance

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 control.

In preparing the financial statements, Management is responsible for assessing the Fund'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 Fund 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 manner.

Those charged with governance are responsible for overseeing the Fund's financial reporting process, reviewing the effectiveness of how the entity 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 review is planned and performed to express a conclusion with assurance 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. The nature, timing and extent of the compliance work is limited compared to that designed to express an opinion with reasonable assurance on the financial statements.

Further, in planning and performing the audit of the financial statements and review of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk management and 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 control 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 control 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 Fund's 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 control.

- 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 Fund'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 Fund 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 Fund 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 control that are identified during the audit.

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

Nancy Gathungu
<u>AUDITOR-GENERAL</u>

Nairobi

20 April, 2021

13. STATEMENT OF FINANCIAL PERFORMANCEFOR THE YEAR ENDED 30 JUNE 2020

	Notes	2019-2020	2018-2019
		Kshs	Kshs
Revenue from non-exchange transactions			RE-STATED
Licenses and Permits	**1**	75,324,277	73,275,986
Transfers from other governments–grants	**2**	6,000,000	5,467,054
Total Revenue		**81,324,277**	**78,743,040**
Expenses			
Use of goods and services	**3**	42,833,551	53,089,145
Board/Council expenses	**4**	3,495,980	1,254,060
Depreciation and amortization expense	**5**	7,345,721	6,156,578
Repairs and maintenance	**6**	573,525	165,447
Total expenses		**54,248,776**	**60,665,230**
Surplus/(deficit) for the period/year		**27,075,500**	**18,077,810**

The notes set out on pages below form an integral part of these Financial Statements.

14. STATEMENT OF FINANCIAL POSITIONAS AT 30 JUNE 2020

	Notes	2019-2020	2018-2019
		Kshs	Kshs
ASSETS			RE-STATED
Current assets			
Cash and cash equivalents	7	58,924,946	37,675,642
Receivables from non-exchange transactions	8	889,600	1,759,200
Non-current assets			
Property, Plant and Equipment	9	20,581,655	16,248,046
Total assets		**80,396,201**	**55,682,888**
Liabilities			
Current liabilities			
Trade and other payables from exchange transactions	10	531,213	2,893,400
Net Assets		**79,864,988**	**52,789,488**
Capital Fund		7,000,000	7,000,000
Accumulated Surplus	11	45,789,488	27,711,678
Surplus for the year		27,075,500	18,077,810
Total net assets and liabilities		**79,864,988**	**52,789,488**

The Financial Statements set out on pages below were signed on behalf of the Council members' by:

Director-DOSHS

Dr.MusaNyandusi

Date 13/01/21

Principal Accountant

CPA, James W. Agola

ICPAK Member No.18593

Date 13/01/2021

15. STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 2020.

	Capital Reserve	Revenue Reserve	Total
	Kshs	Kshs	Kshs
At July 1,2017	7,000,000	32,527,843	**39,527,843**
Surplus/deficit for the year		(4,816,165.00)	**4,816,165**
Balance as at 30 June 2018	**7,000,000**	**27,711,678**	**34,711,678**
At July 1,2018	7,000,000	27,711,678	**34,711,678**
Surplus/deficit for the year		2,695,714.35	**2,695,714**
Adjustments		15,382,095.5	15,382,095.5
Balance as at 30 June 2019	**7,000,000**	**45,789,488**	**52,789,488**
At July 1,2019	7,000,000	**45,789,488**	**52,789,488**
Surplus/deficit for the year		27,075,500	27,075,500
Balance as at 30 June 2019	**7,000,000**	**72,864,988**	**79,864,988**

N/B: Refer to Prior year adjustment Note 12.

16. STATEMENT OF CASHFLOWSFOR THE YEAR ENDED 30 JUNE 2020

	Notes	2019-2020	2018-2019
		Ksh	Ksh
Cash flow from operating activities			RE-STATED
Receipts			
Licenses and permits	1	75,324,277	73,275,986
Transfer from other governments-grants and subsidies	2	6,000,000	5,467,054
Total Receipts		**81,324,277**	**78,743,040**
Payments			
Use of goods and services	3	42,833,551	53,089,145
Boards/Council expenses	4	3,495,980	1,254,060
Depreciation and amortization expense	5	7,345,721	6,156,578
Repairs and maintenance costs	6	573,525	165,447
Total Payment		**54,248,776**	**60,665,230**
Cash flow from operating activities		**27,075,500**	**18,077,810**
Add back depreciation	5	7,345,721	6,156,578
Increase in receivables	8	869,600	2,700,600
Decrease in payables	10	(2,362,187)	2,893,400
Net Cash flows from operating activities		**32,928,634**	**29,828,388**
Cash flows from investing activities			
Purchase of property plant equipment	9	(11,679,330)	(2,818,400)
Cash flow from financing activities		-	-
Net increase/(decrease)in cash and cash equivalent		**21,249,304**	**27,009,988**
Cash and Cash equivalents at 1 July 2019		37,675,642	10,665,655
Cash and cash equivalents at 30 June, 2020	7	**58,924,946**	**37,675,643**

17. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTSFOR THE YEAR ENDED 30 JUNE 2020

	Original budget/Final budget.	Actual on comparable basis	Performance Difference	Performance difference (%)
Expected Revenue	74,200,000	75,324,277	(1,124,277)	(1.52%)
Expected Grants	6,000,000	6,000,000	-	-
TOTAL BUDGET	**80,200,000**	**81,324,277**	(1,124,277)	(1.40%)
Expense				
Use of goods and services	47,000,000	42,833,550.55	4,166,449.45	(8.86%)
Boards and conferences	11,750,000	3,495,980	8,254,020	(70.25%)
Depreciation and amortization expense	8,070,000	7,345,721	724,279	(8.97%)
Repairs and maintenance	630,000	573,524	56,475	(8.96%)
Purchase of specialized plant and equipment	12,750,000.00	11,679,330	1,070,670	(8.40%)
Total	**80,200,000.00**	**65,928,106.15**	**14,271,893.45**	**(17.80%)**

Budget notes

The performance variance is computed as the difference between final budget and actual budget divided by the final budget into percentage

Explanation

1. The variance of 70.25% on Boards and conferences was due to Covid 19 restrictions that barred Council Members from holding physical meetings.

18. NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

The Occupational Safety and Health (OSH) Fund is established by and derives its authority and accountability from Occupational Safety and Health Act, 2007. The entity is wholly owned by the Government of Kenya and is domiciled in Kenya. The entity's principal activity is:

- Secure the development and coordination of a sound and effective Occupational Safety and Health systems.
- Implement effective systems for prevention of occupational accidents and diseases.
- To carry out research on Occupational Safety and Health.
- Develop and disseminate information on Occupational Safety and Health.

Promoting awareness on Occupational Safety and Health among employers, employees and the general public.

2. STATEMENT OF COMPLIANCE AND BASIS OF PREPARATION

The financial statements have been prepared on a historical cost basis except for the measurement at re-valued amounts of certain items of property, plant and equipment, marketable securities and financial instruments at fair value, impaired assets at their estimated recoverable amounts and actuarially determined liabilities at their present value. The preparation of financial statements in conformity with International Public Sector Accounting Standards (IPSAS) allows the use of estimates and assumptions. It also requires management to exercise judgement in the process of applying the *entity's* accounting policies.The areas involving a higher degree of judgment or complexity, or where assumptions and estimates are significant to the financial statements, are disclosed in Notes below
The financial statements have been prepared and presented in Kenya Shillings, which is the functional and reporting currency of the *entity*.

The financial statements have been prepared in accordance with the PFM Act, the State Corporations Act *(include any other applicable legislation),* and International Public Sector Accounting Standards (IPSAS). The accounting policies adopted have been consistently applied to all the years presented.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

3 ADOPTION OF NEW AND REVISED STANDARDS (Continued)

i. New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2020

Standard	Effective date and impact:
IPSAS 41: Financial Instruments	**Applicable: 1st January 2022:** The objective of IPSAS 41 is to establish principles for the financial reporting of financial assets and liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an entity's future cash flows. IPSAS 41 provides users of financial statements with more useful information than IPSAS 29, by: • Applying a single classification and measurement model for financial assets that considers the characteristics of the asset's cash flows and the objective for which the asset is held; • Applying a single forward-looking expected credit loss model that is applicable to all financial instruments subject to impairment testing; and • Applying an improved hedge accounting model that broadens the hedging arrangements in scope of the guidance. The model develops a strong link between an entity's risk management strategies and the accounting treatment for instruments held as part of the risk management strategy.
IPSAS 42: Social Benefits	**Applicable: 1st January 2022** The objective of this Standard is to improve the relevance, faithful representativeness and comparability of the information that a reporting entity provides in its financial statements about social benefits. The information provided should help users of the financial statements and general purpose financial reports assess: (a) The nature of such social benefits provided by the entity; (b) The key features of the operation of those social benefit schemes; and (c) The impact of such social benefits provided on the entity's financial performance, financial position and cash flows.

Standard	**Effective date and impact:**
Amendments to Other IPSAS resulting from IPSAS 41, Financial Instruments	**Applicable: 1st January 2022:** a) Amendments to IPSAS 5, to update the guidance related to the components of borrowing costs which were inadvertently omitted when IPSAS 41 was issued. b) Amendments to IPSAS 30, regarding illustrative examples on hedging and credit risk which were inadvertently omitted when IPSAS 41 was issued. c) Amendments to IPSAS 30, to update the guidance for accounting for financial guarantee contracts which were inadvertently omitted when IPSAS 41 was issued. Amendments to IPSAS 33, to update the guidance on classifying financial instruments on initial adoption of accrual basis IPSAS which were inadvertently omitted when IPSAS 41 was issued.
Other Improvements to IPSAS	**Applicable: 1st January 2021:** a) Amendments to IPSAS 13, to include the appropriate references to IPSAS on impairment, in place of the current references to other international and/or national accounting frameworks b) IPSAS 13, Leases and IPSAS 17, Property, Plant, and Equipment. Amendments to remove transitional provisions which should have been deleted when IPSAS 33, First Time Adoption of Accrual Basis International Public Sector Accounting Standards (IPSASs) was approved **c)** IPSAS 21, Impairment of Non-Cash-Generating Assets and IPSAS 26, Impairment of Cash Generating Assets. Amendments to ensure consistency of impairment guidance to account for revalue assets in the scope of IPSAS 17, Property, Plant, and Equipment and IPSAS 31, Intangible Assets. d) IPSAS 33, First-time Adoption of Accrual Basis International Public Sector Accounting Standards (IPSASs). Amendments to the implementation guidance on deemed cost in IPSAS 33 to make it consistent with the core principles in the Standard

ii. Early adoption of standards

The entity did not early – adopt any new or amended standards in year 2020.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Revenue recognition

i) Revenue from non-exchange transactions

Fees, taxes and fines

The entity recognizes revenues from fees, taxes and fines when the event occurs and the asset recognition criteria are met. To the extent that there is a related condition attached that would give rise to a liability to repay the amount, deferred income is recognized instead of revenue. Other non-exchange revenues are recognized when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the fair value of the asset can be measured reliably.

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. Recurrent grants are recognized in the statement of comprehensive income. Development/capital grants are recognized in the statement of financial position and realised in the statement of comprehensive income over the useful life of the assets that has been acquired using such funds.

Rendering of services

The entity recognizes revenue from rendering of services by reference to the stage of completion when the outcome of the transaction can be estimated reliably. The stage of completion is measured by reference to labour hours incurred to date as a percentage of total estimated labour hours.

Where the contract outcome cannot be measured reliably, revenue is recognized only to the extent that the expenses incurred are recoverable.

Sale of goods

Revenue from the sale of goods is recognized when the significant risks and rewards of ownership have been transferred to the buyer, usually on delivery of the goods 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.

Interest income

Interest income is accrued using the effective yield method. The effective yield discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this yield to the principal outstanding to determine interest income each period.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a) Revenue recognition (Continued)

ii) Revenue from exchange transactions

Dividends

Dividends or similar distributions must be recognized when the shareholder's or the entity's right to receive payments is established.

Rental income

Rental income arising from operating leases on investment properties is accounted for on a straight-line basis over the lease terms and included in revenue.

b) Budget information

The original budget for FY 2019-2020 was approved by the National Assembly on. Subsequent revisions or additional appropriations were made to the approved budget in accordance with specific approvals from the appropriate authorities. The additional appropriations are added to the original budget by the entity upon receiving the respective approvals in order to conclude the final budget. Accordingly, the entity recorded additional appropriations of non on the 2019-2020 budgets following the governing body's approval.

The entity's budget is prepared on a different basis to the actual income and expenditure disclosed in the financial statements. The financial statements are prepared on accrual basis using a classification based on the nature of expenses in the statement of financial performance, whereas the budget is prepared on a cash basis. The amounts in the financial statements were recast from the accrual basis to the cash basis and reclassified by presentation to be on the same basis as the approved budget. 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.

In addition to the Basis difference, adjustments to amounts in the financial statements are also made for differences in the formats and classification schemes adopted for the presentation of the financial statements and the approved budget.

A statement to reconcile the actual amounts on a comparable basis included in the statement of comparison of budget and actual amounts and the actual as per the statement of financial performance has been presented under these financial statements.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d) Taxes

Current income tax

Current income tax assets and liabilities for the current period are measured at the amount expected to be recovered from or paid to the taxation authorities. The tax rates and tax laws used to compute the amount are those that are enacted or substantively enacted, at the reporting date in the area where the Entity operates and generates taxable income. Current income tax relating to items recognized directly in net assets is recognized in net assets and not in the statement of financial performance. Management periodically evaluates positions taken in the tax returns with respect to situations in which applicable tax regulations are subject to interpretation and establishes provisions where appropriate.

Deferred tax

Deferred tax is provided using the liability method on temporary differences between the tax bases of assets and liabilities and their carrying amounts for financial reporting purposes at the reporting date.

Deferred tax liabilities are recognized for all taxable temporary differences, except in respect of taxable temporary differences associated with investments in controlled entities, associates and interests in joint ventures, when the timing of the reversal of the temporary differences can be controlled and it is probable that the temporary differences will not reverse in the foreseeable future.

Deferred tax assets are recognized for all deductible temporary differences, the carry forward of unused tax credits and any unused tax losses. Deferred tax assets are recognized to the extent that it is probable that taxable profit will be available against which the deductible temporary differences, and the carry forward of unused tax credits and unused tax losses can be utilized, except in respect of deductible temporary differences associated with investments in controlled entities, associates and interests in joint ventures, deferred tax assets are recognized only to the extent that it is probable that the temporary differences will reverse in the foreseeable future and taxable profit will be available against which the temporary differences can be utilized.

The carrying amount of deferred tax assets is reviewed at each reporting date and reduced to the extent that it is no longer probable that sufficient taxable profit will be available to allow all or part of the deferred tax asset to be utilized. Unrecognized deferred tax assets are re-assessed at each reporting date and are recognized to the extent that it has become probable that future taxable profits will allow the deferred tax asset to be recovered.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the year when the asset is realized or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at the reporting date.

Deferred tax relating to items recognized outside surplus or deficit is recognized outside surplus or deficit. Deferred tax items are recognized in correlation to the underlying transaction in net assets.
Deferred tax assets and deferred tax liabilities are offset if a legally enforceable right exists to set off current tax assets against current income tax liabilities and the deferred taxes relate to the same taxable entity and the same taxation authority.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) Taxes (Continued)

Sales tax

Expenses and assets are recognized net of the amount of sales tax, except:

- When the sales tax incurred on a purchase of assets or services is not recoverable from the taxation authority, in which case, the sales tax is recognized as part of the cost of acquisition of the asset or as part of the expense item, as applicable
- When receivables and payables are stated with the amount of sales tax included

The net amount of sales tax recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the statement of financial position.

e) Investment property

Investment properties are measured initially at cost, including transaction costs. The carrying amount includes the replacement cost of components of an existing investment property at the time that cost is incurred if the recognition criteria are met and excludes the costs of day-to-day maintenance of an investment property.

Investment property acquired through a non-exchange transaction is measured at its fair value at the date of acquisition. Subsequent to initial recognition, investment properties are measured using the cost model and are depreciated over a 30-year period.

Investment properties are derecognized either when they have been disposed of or when the investment property is permanently withdrawn from use and no future economic benefit or service potential is expected from its disposal. The difference between the net disposal proceeds and the carrying amount of the asset is recognized in the surplus or deficit in the period of de-recognition.

Transfers are made to or from investment property only when there is a change in use.

f) 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 using **straight line method** with the following rates: Motor Vehicles at **25%**, Furniture and Fittings at **12.5%**, Computers at **33.3%** and Office Equipment at **12.5%.** 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.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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.

g) Leases

Finance leases are leases that transfer substantially the entire risks and benefits incidental to ownership of the leased item to the Entity. Assets held under a finance lease are capitalized at the commencement of the lease at the fair value of the leased property or, if lower, at the present value of the future minimum lease payments. The Entity also recognizes the associated lease liability at the inception of the lease. The liability recognized is measured as the present value of the future minimum lease payments at initial recognition.

Subsequent to initial recognition, lease payments are apportioned between finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are recognized as finance costs in surplus or deficit.

An asset held under a finance lease is depreciated over the useful life of the asset. However, if there is no reasonable certainty that the Entity will obtain ownership of the asset by the end of the lease term, the asset is depreciated over the shorter of the estimated useful life of the asset and the lease term.
Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to the Entity. Operating lease payments are recognized as an operating expense in surplus or deficit on a straight-line basis over the lease term.

h) 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.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Research and development costs

The Entity expenses research costs as incurred. Development costs on an individual project are recognized as intangible assets when the Entity can demonstrate:

- The technical feasibility of completing the asset so that the asset will be available for use or sale
- Its intention to complete and its ability to use or sell the asset
- How the asset will generate future economic benefits or service potential
- The availability of resources to complete the asset
- The ability to measure reliably the expenditure during development.

h) Research and development costs (Continued)

Following initial recognition of an asset, the asset is carried at cost less any accumulated amortization and accumulated impairment losses. Amortization of the asset begins when development is complete and the asset is available for use. It is amortized over the period of expected future benefit. During the period of development, the asset is tested for impairment annually with any impairment losses recognized immediately in surplus or deficit.

j) Financial instruments

Financial assets

Initial recognition and measurement

Financial assets within the scope of IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets, as appropriate. The Entity determines the classification of its financial assets at initial recognition.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial measurement, such financial assets are subsequently measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. Losses arising from impairment are recognized in the surplus or deficit.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Held-to-maturity

Non-derivative financial assets with fixed or determinable payments and fixed maturities are classified as held to maturity when the Entity has the positive intention and ability to hold it to maturity. After initial measurement, held-to-maturity investments are measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. The losses arising from impairment are recognized in surplus or deficit.

Impairment of financial assets

The Entity assesses at each reporting date whether there is objective evidence that a financial asset or an entity of financial assets is impaired. A financial asset or entity of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events that has occurred after the initial recognition of the asset (an incurred 'loss event') and that loss event has an impact on the estimated future cash flows of the financial asset or the entity of financial assets that can be reliably estimated. Evidence of impairment may include the following indicators:

h) Research and development costs (Continued)

i) Financial instruments (Continued)

Impairment of financial assets (Continued)

6

- The debtors or an entity of debtors are experiencing significant financial difficulty
- Default or delinquency in interest or principal payments
- The probability that debtors will enter bankruptcy or other financial reorganization
- Observable data indicates a measurable decrease in estimated future cash flows (e.g. changes in arrears or economic conditions that correlate with defaults)

Financial liabilities

Initial recognition and measurement

Financial liabilities within the scope of IPSAS 29 are classified as financial liabilities at fair value through surplus or deficit or loans and borrowings, as appropriate. The Entity determines the classification of its financial liabilities at initial recognition.
All financial liabilities are recognized initially at fair value and, in the case of loans and borrowings, plus directly attributable transaction costs.

Loans and borrowing

After initial recognition, interest bearing loans and borrowings are subsequently measured at amortized cost using the effective interest method. Gains and losses are recognized in surplus or deficit when the liabilities are derecognized as well as through the effective interest method amortization process.

Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition.

Costs incurred in bringing each product to its present location and conditions are accounted for, as follows:

- Raw materials: purchase cost using the weighted average cost method
- Finished goods and work in progress: cost of direct materials and labour and a proportion of manufacturing overheads based on the normal operating capacity, but excluding borrowing costs.

After initial recognition, inventory is measured at the lower of cost and net realizable value. However, to the extent that a class of inventory is distributed or deployed at no charge or for a nominal charge, that class of inventory is measured at the lower of cost and current replacement cost.

Net realizable value is the estimated selling price in the ordinary course of operations, less the estimated costs of completion and the estimated costs necessary to make the sale, exchange, or distribution.

Inventories are recognized as an expense when deployed for utilization or consumption in the ordinary course of operations of the Entity.

j) Provisions

Provisions are recognized when the Entity has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Where the Entity expects some or all of a provision to be reimbursed, for example, under an insurance contract, the reimbursement is recognized as a separate asset only when the reimbursement is virtually certain.

The expense relating to any provision is presented in the statement of financial performance net of any reimbursement.

Contingent liabilities

The Entity does not recognize a contingent liability, but discloses details of any contingencies in the notes to the financial statements, unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contingent assets

The Entity does not recognize a contingent asset, but discloses details of a possible asset whose existence is contingent on the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Entity in the notes to the financial statements. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the asset and the related revenue are recognized in the financial statements of the period in which the change occurs.

k) Nature and purpose of reserves

The Entity creates and maintains reserves in terms of specific requirements.

l) Changes in accounting policies and estimates

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

m) Employee benefits

Retirement benefit plans

The Entity provides retirement benefits for its employees and directors. Defined contribution plans are postemployment benefit plans under which an entity pays fixed contributions into a separate entity (a fund), and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The contributions to fund obligations for the payment of retirement benefits are charged against income in the year in which they become payable.

Defined benefit plans are post-employment benefit plans other than defined-contribution plans. The defined benefit funds are actuarially valued tri-annually on the projected unit credit method basis. Deficits identified are recovered through lump sum payments or increased future contributions on proportional basis to all participating employers. The contributions and lump sum payments reduce the post-employment benefit obligation.

n) Foreign currency transactions

Transactions in foreign currencies are initially accounted for at the ruling rate of exchange on the date of the transaction. Trade creditors or debtors denominated in foreign currency are reported at the statement of financial position reporting date by applying the exchange rate on that date. Exchange differences arising from the settlement of creditors, or from the reporting of creditors at rates different from those at which they were initially recorded during the period, are recognized as income or expenses in the period in which they arise.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

o) Borrowing costs

Borrowing costs are capitalized against qualifying assets as part of property, plant and equipment.

Such borrowing costs are capitalized over the period during which the asset is being acquired or constructed and borrowings have been incurred. Capitalization ceases when construction of the asset is complete. Further borrowing costs are charged to the statement of financial performance.

p) Related parties

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. Members of key management are regarded as related parties and comprise the directors, the CEO and senior managers.

q) Service concession arrangements

The Entity analyses all aspects of service concession arrangements that it enters into in determining the appropriate accounting treatment and disclosure requirements. In particular, where a private party contributes an asset to the arrangement, the Entity recognizes that asset when, and only when, it controls or regulates the services the operator must provide together with the asset, to whom it must provide them, and at what price. In the case of assets other than 'whole-of-life' assets, it controls, through ownership, beneficial entitlement or otherwise – any significant residual interest in the asset at the end of the arrangement. Any assets so recognized are measured at their fair value. To the extent that an asset has been recognized, the Entity also recognizes a corresponding liability, adjusted by a cash consideration paid or received.

r) 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 Central Bank of Kenya and at various commercial banks at the end of the financial year. For the purposes of these financial statements, cash and cash equivalents also include short term cash imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

s) Comparative figures

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

t) 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 June 30, 2020.

5 SIGNIFICANT JUDGMENTS AND SOURCES OF ESTIMATION UNCERTAINTY

The preparation of the Entity'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. However, uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods. State all judgements, estimates and assumptions made:

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. The Entity based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the Entity. Such changes are reflected in the assumptions when they occur. IPSAS 1.140

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 Entity
- 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 disclosure of these estimates of provisions is included in Note.

Provisions are measured at the management's best estimate of the expenditure required to settle the obligation at the reporting date, and are discounted to present value where the effect is material.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

1. LICENSES AND PERMITS

Description	2019-2020	2018-2019
	KShs	KShs
Levies	75,324,277	73,275,986
TOTAL	**75,324,277**	**73,275,986**

2. TRANSFERS FROM OTHER GOVERNMENTS

Description	2019-2020	2018-2019
	KShs	KShs
Unconditional grants		
ILO-Grants	-	967,054
SD Labour-Grants	3,000,000	-
SD Labour-Grants	1,500,000	1,500,000
SD Labour-Grants	1,500,000	3,000,000
TOTAL	**6,000,000**	**5,467,054**

3. USE OF GOODS AND SERVICES

Description	2019-2020 KShs	2018-2019 KShs
Electricity	224,460	893,956
Water	182,909	84,763
Internet	-	762,900
Bank charges	29,015	34,627
Advertising	7,089,541	3,969,520
Audit fees	75,000	75,000
Conferences and delegations	533,000	4,886,575
Consumables	1,162,462	1,713,380
Transfer of A.I.A to MLSS	1,375,000	4,125,000
Personal Protective Equipment's (PPE's)	2,107,500	-
Fuel and oil	20,000	568,000
Insurance	-	79,672
Committee expenses	5,056,530	3,031,220
Daily subsistence allowance	13,640,100	20,769,770
Casuals	99,600	1,966,792
Data Analysis & Report Writing	100,000	-
Postage	35,615	89,082
Printing	3,100,495	3,103,360
Travel cost	253,600	1,489,050
Stationery	3,562,854	-
Entertainment	856,000	-
Hire of equipments	60,000	931,160
Registration and other fees	-	412,920
Training Expenses	1,739,750	1,466,400
Trainers' Honoraria	-	226,500
Emergencies	1,000,000	-
Gas	19,120	-
Communication	395,000	-
Consultancy services	116,000	-
General expenses	-	2,409,498
Total expenses	**42,833,551**	**53,089,145**

4. BOARD/COUNCIL EXPENSE

Description	2019-2020	2018-2019
	KShs	KShs
Board/Council expenses	3,495,980	1,254,060
TOTAL	**3,495,980**	**1,254,060**

5. DEPRECIATION AND AMORTIZATION EXPENSE

Description	2019-2020	2018-2019
	KShs	KShs
Property, Plant and equipment's	7,345,721	6,156,578
TOTAL	**7,345,721**	**6,156,578**

6. REPAIRS AND MAINTENANCE

Description	2019-2020	2018-2019
	KShs	KShs
Buildings and Machinery	-	67,400
Motor Vehicles	573,525	98,047
TOTAL	**573,525**	**165,447**

7. CASH AND CASH EQUIVALENTS

Description	2019-2020	2018-2019
	KShs	KShs
Current account	58,924,946	
Total Cash And Cash Equivalents	**58,924,946**	**37,675,642**

8. RECEIVABLES FROM NON-EXCHANGE CONTRACTS

Description	2019-2020	2018-2019
	KShs	KShs
Current receivables		
Outstanding Imprests	889,600	1,759,200
TOTAL	**889,600**	**1,759,200**

9. PROPERTY, PLANT AND EQUIPMENT

	Land and Buildings	Motor vehicles	Furniture and fittings	Computers	Office Equipment	Total
RATES OF DEPRECIATION		**25%**	**12.5%**	**33.3%**	**12.5%**	
Cost	**Shs**	**Shs**	**Shs**	**Shs**	**Shs**	**Shs**
At 1July 2017		11,850,000	591,100	1,818,500	2,403,000	**16,662,600**
Additions		**3,078,000**	**873,000**	**1,192,500**	-	**5,143,500**
Disposals		-	-	-	-	-
Transfers/adjustments		-	-	-	-	-
At 30th June 2018		**14,928,000**	**1,464,100**	**3,011,000**	**2,403,000**	**21,806,100**
Additions				2,818,400		**2,818,400**
Disposals		-	-	-	-	-
Transfer/adjustments		-	-	-	-	-
At 30th June 2019		**14,928,000**	**1,464,100**	**5,829,400**	**2,403,000**	24,624,500
Additions			732,199	10,329,918	236,000	**11,298,117**
Transfer/adjustments		-	-	-	-	-
At 30th June 2020		**14,928,000**	**2,196,299**	**16,159,318**	**2,639,000**	**35,922,617**
Depreciation						
At 1July 2017		740,625	9,236	165,318	37,547	**952,726**
Depreciation		933,000	22,877	273,727	37,547	**1,267,151**
Impairment		-	-	-	-	-
Transfer/adjustment		-	-	-	-	-
At30 June 2018		**1,673,625**	**32,113**	**439,045**	**75,094**	**2,219,877**
Depreciation		3,732,000	183,013	1,941,190	300,375	**6,156,578**
Transfer/adjustment						
At 30th June 2019		5,405,625	215,125	2,380,235	375,469	8,376,454
Depreciation		**3,732,000**	**183,013**	**3,130,333**	**300,375**	**7,345,721**
Disposals						
Impairment						
Transfer/adjustment						
At 30th June 2020		**9,137,625**	**398,138**	**5,510,569**	**675,844**	**15,722,175**
Net book values						
At 30th June 2020		**5,790,375**	**1,798,162**	**10,426,963**	**2,566,156**	**20,581,655**
At 30th June 2019		**9,522,375**	**1,248,975**	**3,449,165**	**2,027,531**	**16,248,046**
At 30th June2018		**13,254,375**	**1,431,988**	**2,571,955**	**2,327,906**	**19,586,223**

[Include brief description of WIP as a footer]

***N/B.** Depreciation for this year has been computed as: Depreciation=Rate*Cost of PPE*

NOTES: DEPRECIATION

1. FURNITURE & FITTINGS

Addition of ksh.732, 199 was bought on 27th June 2020.Therefore no depreciation is to be provided this financial year.

2. COMPUTERS & PRINTERS

Addition of ksh.6, 537, 131 was bought on 27th June 2020.Therefore no depreciation is to be provided this financial year.

DEPRECIATION

DETAILS	AMOUNT (ksh)	RATE	TOTAL (ksh)
Laptops	755,400	33.30%	251,548.20
Accessories	495,000	33.30%	164,835
Computers & Printers	1,568,000	33.30%	522,144
Accessories	282,500	33.30%	94,072.50
Computers & Printers	470,100	33.30%	156,543.30
TOTAL	**3,571,000**		**1,189,143**

Balance b/d (30/6/2019)	5,829,400	33.30%	1.941,190.20
Add: Depreciatable amount above	3,571,000	33.30%	1,189,143.00
TOTAL depreciation			**3,130,333.20**

3. OFFICE EQUIPTMENT

Additional purchase on 27th June 2020.Therefore no depreciation is to be provided this financial year.

10. TRADE AND OTHER PAYABLES FROM EXCHANGE TRANSACTIONS

Description	2019-2020	2018-2019
	KShs	KShs
Audit fee(Accrued f/y 2018/2019/2020	150,000	75,000
Trade payables	-	2,818,400
Retention (Down line Co. Ltd)	381,213	-
TOTAL	**531,213**	**2,893,400**

11. CASH GENERATED FROM OPERATIONS

	2019-2020	2018-2019
	KShs	KShs
Surplus for the year before tax	**27,075,500**	**18,077,810**
Adjusted for:		
Depreciation	7,345,721	6,156,578
Working Capital adjustments		
Increase in receivables	869,600	2,700,600
Decrease in payables	(2,362,187)	2,893,400
Net cash flow from operating activities	**32,928,634**	**29,828,388**

12. PRIOR YEAR ADJUSTMENT/DISCLOSURES

		Ksh.
(a)	Revenue	17,791,593.50
	Expenses	(2,409,498)
	Closing balance	**15,382,098.50**

(b) Statement of Changes in Net Assets for the year
The closing balance above increases Accumulated Surplus for the year upto ksh.**45,789, 488** as at 30/6/2019.This becomes the opening balance of the financial year 2019/2020 as shown in the Statement of Financial Position-Hence re-stated.

(c) Financial year statements of 2018/2019
The above revenue and expenses in (a) above affect the financial statements of 2018/2019 -Hence the re-statement by the said magnitude.

N/B: The above adjustments and re-statement have been done in accordance to IPSAS 3.

13. FINANCIAL RISK MANAGEMENT

The entity's activities expose it to a variety of financial risks including credit and liquidity risks and effects of changes in foreign currency. The entity's overall risk management programme focuses on unpredictability of changes in the business environment and seeks to minimise the potential adverse effect of such risks on its performance by setting acceptable levels of risk. The entity does not hedge any risks and has in place policies to ensure that credit is only extended to customers with an established credit history.

The entity's financial risk management objectives and policies are detailed below:

(i) Credit risk

The entity has exposure to credit risk, which is the risk that a counterparty will be unable to pay amounts in full when due. Credit risk arises from cash and cash equivalents, and deposits with banks, as well as trade and other receivables and available-for-sale financial investments.

Management assesses the credit quality of each customer, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external assessment in accordance with limits set by the directors. The amounts presented in the statement of financial position are net of allowances for doubtful receivables, estimated by the entity's management based on prior experience and their assessment of the current economic environment.

13 .FINANCIAL RISK MANAGEMENT (Continued)

(i) Credit risk (Continued)

The carrying amount of financial assets recorded in the financial statements representing the entity's maximum exposure to credit risk without taking account of the value of any collateral obtained is made up as follows:
The customers under the fully performing category are paying their debts as they continue trading. The credit risk associated with these receivables is minimal and the allowance for uncollectible amounts that the entity has recognised in the financial statements is considered adequate to cover any potentially irrecoverable amounts. The entity has significant concentration of credit risk on amounts due from OSH Fund.

The board of directors sets the entity's credit policies and objectives and lays down parameters within which the various aspects of credit risk management are operated.

(ii) Liquidity risk management

Ultimate responsibility for liquidity risk management rests with the entity's directors, who have built an appropriate liquidity risk management framework for the management of the entity's short, medium and long-term funding and liquidity management requirements. The entity manages liquidity risk through continuous monitoring of forecasts and actual cash flows.

The table below represents cash flows payable by the entity under non-derivative financial liabilities by their remaining contractual maturities at the reporting date. The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

(ii) Liquidity risk management (Continued)

(iii) Market risk

The board has put in place an internal audit function to assist it in assessing the risk faced by the entity on an ongoing basis, evaluate and test the design and effectiveness of its internal accounting and operational controls.

Market risk is the risk arising from changes in market prices, such as interest rate, equity prices and foreign exchange rates which will affect the entity's income or the value of its holding of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return. Overall responsibility for managing market risk rests with the Audit and Risk Management Committee.

The entity's Finance Department is responsible for the development of detailed risk management policies (subject to review and approval by Audit and Risk Management Committee) and for the day to day implementation of those policies.

There has been no change to the entity's exposure to market risks or the manner in which it manages and measures the risk.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

13. FINANCIAL RISK MANAGEMENT (Continued)

a) Foreign currency risk

The entity has transactional currency exposures. Such exposure arises through purchases of goods and services that are done in currencies other than the local currency. Invoices denominated in foreign currencies are paid after 30 days from the date of the invoice and conversion at the time of payment is done using the prevailing exchange rate.

(iii) Market risk (Continued)

a) Foreign currency risk (Continued)

The carrying amount of the entity's foreign currency denominated monetary assets and monetary liabilities at the end of the reporting period are as follows:

The entity manages foreign exchange risk form future commercial transactions and recognised assets and liabilities by projecting for expected sales proceeds and matching the same with expected payments.

Foreign currency sensitivity analysis

The following table demonstrates the effect on the entity's statement of comprehensive income on applying the sensitivity for a reasonable possible change in the exchange rate of the three main transaction currencies, with all other variables held constant. The reverse would also occur if the Kenya Shilling appreciated with all other variables held constant

(iii) Market risk (Continued)

b) Interest rate risk

Interest rate risk is the risk that the entity's financial condition may be adversely affected as a result of changes in interest rate levels. The entity's interest rate risk arises from bank deposits. This exposes the entity to cash flow interest rate risk. The interest rate risk exposure arises mainly from interest rate movements on the entity's deposits.

Management of interest rate risk
To manage the interest rate risk, management has endeavoured to bank with institutions that offer favourable interest rates.

Sensitivity analysis

The entity analyses its interest rate exposure on a dynamic basis by conducting a sensitivity analysis. This involves determining the impact on profit or loss of defined rate shifts. The sensitivity analysis for interest rate risk assumes that all other variables, in particular foreign exchange rates, remain constant. The analysis has been performed on the same basis as the prior year.

Using the end of the year figures, the sensitivity analysis indicates the impact on the statement of comprehensive income if current floating interest rates increase/decrease by one percentage point as a decrease/increase. A rate increase/decrease of 5% would result in a decrease/increase in profit before tax of

NOTES TO THE FINANCIAL STATEMENTS (Continued)

13. FINANCIAL RISK MANAGEMENT (Continued)

Fair value of financial assets and liabilities

a) Financial instruments measured at fair value

Determination of fair value and fair values hierarchy

IPSAS 30 specifies a hierarchy of valuation techniques based on whether the inputs to those valuation techniques are observable or unobservable. Observable inputs reflect market data obtained from independent sources; unobservable inputs reflect the *entity's* market assumptions. These two types of inputs have created the following fair value hierarchy:

- Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities. This level includes listed equity securities and debt instruments on exchanges.
- Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (that is, as prices) or indirectly (that is, derived from prices).
- Level 3 – inputs for the asset or liability that are not based on observable market data (unobservable inputs). This level includes equity investments and debt instruments with significant unobservable components. This hierarchy requires the use of observable market data when available. The *entity* considers relevant and observable market prices in its valuations where possible.

The following table shows an analysis of financial and non- financial instruments recorded at fair value by level of the fair value hierarchy:

Fair value of financial assets and liabilities (Continued)

a) Financial instruments not measured at fair value (Continued)

Disclosures of fair values of financial instruments not measured at fair value have not been made because the carrying amounts are a reasonable approximation of their fair values.

iv) Capital Risk Management

The objective of the entity's capital risk management is to safeguard the Board's ability to continue as a going concern. The entity capital structure comprises of the following funds:

NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 RELATED PARTY BALANCES

Nature of related party relationships

Entities and other parties related to the entity include those parties who have ability to exercise control or exercise significant influence over its operating and financial decisions. Related parties include management personnel, their associates and close family members.

Government of Kenya

The Government of Kenya is the principal shareholder of the *entity*, holding 100% of the *entity's* equity interest. The Government of Kenya has provided full guarantees to all long-term lenders of the entity, both domestic and external. Other related parties include:

i) The National Government;
ii) The Parent Ministry;

7 SEGMENT INFORMATION

8 EVENTS AFTER THE REPORTING PERIOD

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

9 ULTIMATE AND HOLDING ENTITY

The entity is a Semi- Autonomous Government Agency under the Ministry of Labour. Its ultimate parent is the Government of Kenya.

10 Currency

The financial statements are presented in Kenya Shillings (Kshs).

1. APPENDICES

APPENDIX 1: PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue *(Name and designation)*	Status: *(Resolved / Not Resolved)*	Timeframe: *(Put a date when you expect the issue to be resolved)*
1.	Irregular transfer of A.I.A	Historical since inception of DOSH.	CFO and DOSH Director	Not Resolved	
2.	Cash and Cash equivalents	We relied on Bank balance to improve on our reporting.	Director DOSH and Accounts	Resolved	
3.	Register of work places	Is in the process of Automation.	Registration Of Work-place Section.	Not Resolved	2022
4.	Unsupported Fees charged for registration o f work-places	The fees were/are as per the Guidelines.	Director Dosh	Resolved	

Director

Sign.................................

Date....13/01/21....................

APPENDIX IV: RECORDING OF TRANSFERS FROM OTHER GOVERNMENT ENTITIES

Name of the MDA/Donor Transferring the funds	Date received			Where Recorded/recognized					
	as per bank statement	Nature: Recurrent/Development/Others	Total Amount - KES	Statement of Financial Performance	Capital Fund	Deferred Income	Receivables	Others - must be specific	Total Transfers during the Year
Ministry of Labour and Social Protection. (Occupational Safety and Health Fund)		A.I.A	1,375,000	Note 8	7,000,000			-	1,375,000
Total			1,375,000		7,000,000				1,375,000