

REPUBLIC OF KENYA



Enhancing Accountability



REPORT

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 20 FEB 2021	DAY: THURSDAY
TABLED BY:	HON. NAOMI WAQO DEPUTY MASQUITE WHIP
CLERK-AT THE-TABLE:	MZURU MWALE

OF

THE AUDITOR-GENERAL

ON

MWAANI GIRLS HIGH SCHOOL

**FOR THE SIX (6) MONTHS' PERIOD ENDED
30 JUNE, 2021**

MAKUENI COUNTY

BY THE AUDITOR GENERAL
P. BOGOTTA, COICD, NAIROBI
REGISTRY

15 JUL 2024

RECEIVED



MWAANI GIRLS HIGH SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30th June 2021**

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

MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

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MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

I. KEY SCHOOL INFORMATION AND MANAGEMENT

(a) Background information

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in MAKUENI County, MAKUENI Sub-County.

The school was registered in 11/2020 under registration number 17S30000014 and is currently categorized as *Extra County* public school established, owned or operated by the Government.

The school is a boarding school and had 1028 number of students as at 30th June 2021. It has 7 streams and 47 teachers of which 6 teachers are employed by the School Board of Management.

(b) School Board of Management - Board Members

The School Board of Management established under Section 55 of the Basic Education Act, 2013; is composed of the following members:

Ref:	Name of Board Member	Designation	Date of appointment
1	Mr. Fredrick M. Kitema	Chairman	26/07/2019
2	Mrs. Joan Muchina	Secretary - Principal	26/07/2019
3	Rev. Justus Mutuku	Member	26/07/2019
4	Md.Faith Moses	Member	26/07/2019
5	Rev. Ptrick Kavwia	Member	26/07/2019
6	Md.Margret K.Sissy	Member	26/07/2019
7	Md.Esther W.Munyao	Member	26/07/2019
8	Mr. Stephen W.Kitunga	Member – Rep CEB	26/07/2019
9	Mr. Kennedy Mwendwa John	Member Rep Teachers	26/07/2019
10	Rev. Stanslous Mbuvo	3 Members - Sponsor	26/07/2019
11	Md.Beatrice Kioko	Member -Sponsor	26/07/2019
12	Mrs. Esther Nzula Levu	Member -Sponsor	26/07/2019
13	Mr. Alex kioko	Member - Community	26/07/2019
14	Mr. Cleophas W. Mbuvi	MemberSpecial Needs	26/07/2019
15	Virginia Waeni Geoffrey	Rep Students	26/07/2019
16	Mr. George Kieti	PTA Chairman	26/07/2019
17	Advocate Kalwa	Member	26/07/2019

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

The function of the School Board of Management include:

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, 2013
- Ensure and assure the provision of proper and adequate facilities for the School
- Manage the School's affairs in accordance with the rules and regulations governing occupational safety and health.
- Advise the County Education Board on the staffing needs of the School.
- Determine cases of pupils discipline and make reports to the CEB
- Prepare comprehensive termly report on all areas of its mandate and submit the report to CEB
- Administer and manage the resources of the School
- Receive, collect and account for any funds accruing to the institution in accordance with Article 226 (1) (a) of the Constitution of Kenya, Section 81 of the Public Finance Management Act, 2012 and the Fourth Schedule para 21 and 23 of the Basic Education Act, 2013.

(c) Committees of the Board.

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Mr. Fredrick M. Kitema Mrs . Joan Muchina Mrs.George kieti Mrs . Faith Moses Rev. Stanslous Mbuvo	Chairman Secretary Member Member Member	1/1 1/1 1/1 1/1 1/1
2	Audit Committee	N/a	N/a	N/a
3	Finance,procurement and general purposes Committee	Mr. Fredrick M. Kitema Mrs . Joan Muchina Mrs.George kieti Mrs . Faith Moses Mr . Cleophas w. Mbuvi Mr. Alex kioko	Chairman Secretary Member Member Member cordinator	1/1 1/1 1/1 1/1 1/1 1/1
4	Academic Committee	Mr. Fredrick M. Kitema Mrs . Joan Muchina Mrs.George kieti Mrs . Faith Moses Adv. Francis Kalwa Md. Esther W. Munyao Dr.Joseph Mutie Rev.Justus Mutuku	Chairman Secretary Member Cordinator Member Member Member Member	1/1 1/1 1/1 1/1 1/1 1/1 1/1 1/1
5	Development Committee	Mr. Fredrick M. Kitema Mrs . Joan Muchina Mrs.George kieti Mrs . Faith Moses Adv. Francis Kalwa Mr. Stephen Wambua	Chairman Secretary Member Member Member Cordinator	0/2 2/2 1/2 1/2 2/2 0/2
6	Discipline and welfare Committee	Mr. Fredrick M. Kitema Mrs . Joan Muchina Rev.Ptrick Kavwia	Chairman Secretary Cordinator	0 0 0

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		Rev. Stanslous Mbuvo	Member	0
		Md. Margret Sisi	Member	0
7	Adhoc Committee (if any during the year)	N/a	N/a	

(d) School operation Management

For the financial year ended 30th June 2021 the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSC Number
1	Principal	Joan M. Muchina	TSC NO.304609
2	Deputy Principal	Anne. K. Boore	TSC NO.446187
3	School Bursar	John K. Maithya	ICPAK NO.18528

KEY SCHOOL INFORMATION AND MANAGEMENT

(e) Schools contacts

Post Office Box: P.O BOX 21-90300, MAKUENI
Telephone: 0719111281
E-mail: mwaanigirls2016@gmail.com
Website: N/A
Facebook: N/A
Twitter: N/A

(f) School Bankers

The following school operated 7 bank accounts in the following banks:

1. Name of Bank: KCB-BOARDING ACCOUNT
Branch : WOTE
Account Number : 1105240622
2. Name of Bank : KCB –OPERATION ACCOUNT
Branch : WOTE
Account Number : 1105240126
3. MPESA Pay Bill No.522123 attached to 1105240622 bank account.
4. Name of the bank : KCB –TUITION ACCOUNT
Branch : WOTE
Account Number : 1108805248
5. Name of the bank : KCB –DEVELOPMENT ACCOUNT
Branch : WOTE
Account Number : 1236669630
6. Name of the Bank : EQUITY BANK –CDF ACCOUNT
Branch : WOTE
Account Number : 0670292921590
7. Name of the Bank : ABSA
Branch : WOTE
Account Number : 2029885799(Dormant)
8. Name of the bank : KCB –SAVINGS ACCOUNT (DORMANT)
Branch : WOTE
Account Number : 1104700719

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(g) Independent Auditors

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

II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL

The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) Financial performance

- *Surplus/ deficit for the year and a comparison of the same for the last three years*

ACCOUNT	2021	2020	2019	2018
Boarding account	6,091,863.00	(4,712,665.00)	2,740,400.00	10,684,020.00
Operation account	2,546,207.00	(4,421,119.00)	(833,601.00)	169,672.00
Tuition account	668,493.00	(344,142.00)	(56,265.00)	720,858.00
Total	9,306,563.00	(9,477,926.00)	1,850,534.00	11,574,550.00

- *Capitation grants from the Ministry of Education for the last three years*

ACCOUNT	2021	2020	2019	2018
Operation	8,431,503.00	1,629,042.00	13,660,108.00	13,395,045.00
Tuition	1,343,535.00	11,335,450.00	2,888,675.00	4,806,837.00
Total	9,775,692.00	12,964,492.00	16,548,783.00	18,201,882.00

- *Ratio of capitation grant per student over the last three years*

Particulars	2021	2020	2019	2018
Total	9,775,692.00	12,964,492.00	16,548,783.00	18,201,882.00
Population mean	997	997	808	908
Ratio	1:9805.11	1:13,003.50	1:20,481.17	1:20,046.13

- *A three-year overview of growth of other income(s) earned by the school.*

Particulars	2021	2020	2019	2018
Parents contributions and other income	23,951,704.00	26,938,162.00	48,459,009.00	51,914,093.00

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- *A three-year overview of growth in expenditure of the school*

<i>Account</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>
<i>Operation</i>	<i>5,885,296.00</i>	<i>15,756,569.00</i>	<i>14,493,709.00</i>	<i>13,225,373.00</i>
<i>Tuition</i>	<i>675,041.00</i>	<i>1,973,184.00</i>	<i>2,944,940.00</i>	<i>4,085,979.00</i>
<i>Boarding</i>	<i>17,859,841.00</i>	<i>31,650,827.00</i>	<i>45,718,609.00</i>	<i>41,230,073.00</i>
<i>Total</i>	<i>24,420,178.00</i>	<i>49,380,580.00</i>	<i>63,157,258.00</i>	<i>58,541,425.00</i>

- *Movement of debtors of the school over the last three years*

<i>PARTICULARS</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>
<i>DEBTORS</i>	<i>16,292,132.00</i>	<i>15,742,470.00</i>	<i>14,141,271.00</i>	<i>14,340,552.00</i>

Movement of creditors

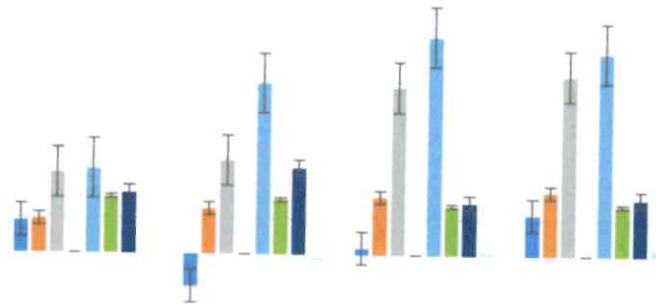
<i>PARTICULARS</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>
<i>CREDITORS</i>	<i>17,387,261.00</i>	<i>24,874,235.00</i>	<i>15,001,557.00</i>	<i>16,292,578.00</i>

- *Movement of cash and bank balances over the last three years*

<i>Account</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>
<i>Operation</i>	<i>777,759.00</i>	<i>44,684.00</i>	<i>18,652.00</i>	<i>-</i>
<i>Tuition</i>	<i>214,169.00</i>	<i>17,076.00</i>	<i>230,108.00</i>	<i>251,893.00</i>
<i>School Fund</i>	<i>(874,264.00)</i>	<i>(1,931,743.00)</i>	<i>1,390,621.00</i>	<i>2,142,787.00</i>
<i>Savings</i>	<i>68,828.00</i>	<i>68,828.00</i>	<i>68,828.00</i>	<i>1,001,311.00</i>
<i>Infrastructure</i>	<i>193,439.00</i>	<i>35,281.00</i>	<i>56,009.00</i>	<i>80,135.00</i>
<i>Total</i>	<i>379,932.00</i>	<i>(1,931,743.00)</i>	<i>1,639,381.00</i>	<i>3,476,126.00</i>

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For the year ended 30th June 2021

Graphical presentation, ratios, tables, and pie charts should be used to show/ indicate trends.



	2021	2020	2019	2018
■ SURPLUS/DEFICIT	9,306,563.00	-9477926	1850534	11574550
■ CAPITATION GRANTS	9775692	12,964,492	16548783	18201882
■ GROWTH OF OTHER INCOME	23254565	26938162	48459009	51914093
■ RATIO OF CAPITATION GRANT PER STUDENT	44:25.1	0	0	0
■ GROTH IN EXPENDITURE	24420832	49380580	63157258	58541425
■ MOVEMENT OF DEBTS	16,292,132	15742470	14,141,271	14,340,552
■ MOVEMENT OF CREDITORS	17387261	24874235	15001557	16,292,578
■ MOVEMENT OF CASH AND BANK	379,931.00	-1931743	1639381	3476126

- SURPLUS/DEFICIT
- CAPITATION GRANTS
- GROWTH OF OTHER INCOME
- RATIO OF CAPITATION GRANT PER STUDENT
- GROTH IN EXPENDITURE
- MOVEMENT OF DEBTS
- MOVEMENT OF CREDITORS
- MOVEMENT OF CASH AND BANK

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b) Teacher Student ratio	2021	2020	2019
<i>The teacher to student ratio</i>	1:28	1:28	1:22
<i>Number of teachers recruited and posted to the school within the year</i>	2	2	2
<i>Number of teachers that were transferred/ retired during the period</i>	5	5	5
<i>Number of teachers employed by TSC</i>	28	27	27
<i>Number employed by BOM.</i>	7	9	9
<i>Teachers the school has for each subject in order to indicate shortage/ allocation of resources.</i>			

<i>SUBJECTS</i>	<i>NUMBER OF TEACHERS</i>		
<i>Mathematics</i>	7	7	7
<i>English</i>	5	5	5
<i>Kiswahili</i>	4	4	4
<i>Chemistry</i>	4	3	3
<i>Physics</i>	3	3	3
<i>Biology</i>	5	4	4
<i>History</i>	5	5	5
<i>CRE</i>	4	5	5
<i>Agriculture</i>	2	2	2
<i>Business studies</i>	2	2	2
<i>Geography</i>	2	2	2
<i>Computer studies</i>	1	1	1

c) Mean score in the 2021 KCSE:

<i>Give performance of the school for each over the last three years.</i>	2020	2019	2018
<i>Number of students that have since transitioned to Institutions of higher learning. (University)</i>	70	57	53
<i>Mean score.</i>	6.1	6.0	5.35

Comment on improvement or otherwise as compared to the school's set score.

The school has upward trajectory in terms of university entry and mean score which is high recommendable and shows that the administration has put significant resources and strategies which has positively impacted the school performance positively.

d) Number of Candidates in the 2021 KCSE:	203	180	244
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MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

e) Capacity of the school

Particulars	2021	2020	2019
Number of students in the school	1028	955	
Dormitories	9	9	9
Dining Hall	2	2	2
Laboratories	3	3	3
Toilets and Latrines	108	108	108
Land with legal Ownership	11.7ha	11.7ha	11.7ha
Other amenities	1	1	1

f) Development projects carried out by the school:

Development projects carried out in the year and ongoing projects including a disclosure of project fund sources in a tabular format. 2020/2021.

PROJECTS	SOURCE OF FUNDS	AMOUNT SPEND	EXPECTED COMPLETION TIME
Modern bathroom	MOE	4,995,053.00	Completed
Concrete water tower	MOE	1,378,295.00	Completed
Bakery block	Parents	1,080,000.00	Completed
Total		7,453,348.00	

Sign.

School Principal




III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY

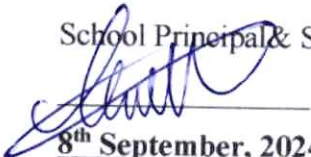
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed by the Public Sector Accounting Standards Board of Kenya from time to time.

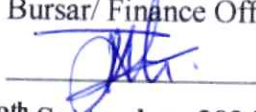
Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to be keep all proper books and records of accounts of the income, expenditure and assets of the institution.

The Board of Management of Mwaani Girls High school accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2021, and of the school's financial position as at that date.

Name: Mr.Fredrick M.Kitema
Designation: Chairman, School Board of Management
Sign: 
Date: 8th September, 2024

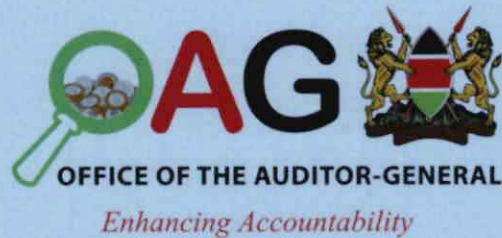
Name: Dr.Elizabeth N. Mutinda
Designation: School Principal & Secretary to Board of Management
Sign: 
Date: 8th September, 2024

Name: CPA John K. Maithya
Designation: Bursar/ Finance Officer
Sign: 
Date: 8th September, 2024



REPUBLIC OF KENYA

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



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

REPORT OF THE AUDITOR-GENERAL ON MWAANI GIRLS FOR THE SIX (6) MONTHS' PERIOD ENDED 30 JUNE, 2021 - MAKUENI COUNTY

PREAMBLE

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

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

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

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

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Mwaani Girls High School - Makueni County set out on pages 1 to 17, which comprise of the statement of financial

Report of the Auditor-General on Mwaani Girls High School for the Six (6) months' period ended 30 June, 2021 - Makueni County

assets and financial liabilities as at 30 June, 2021 and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts comparison of budget and actual amounts for the six (6) months' period then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effects 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 Mwaani Girls High School - Makueni County as at 30 June, 2021 and of its financial performance and its cash flows for the period then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Basic Education Act, 2013 and the Public Finance Management Act, 2012.

Basis for Qualified Opinion

1. Inaccuracies of the Financial Statements

Review of the financial statements revealed errors and omissions as listed below;

- i. The statement of cash flow reflects School fund income-parent contributions fees of Kshs.24,181,490 which differs with Kshs.23,405,274 in the statement of the receipts and payments resulting an unexplained variance of Kshs.776,216.
- ii. The statement of cash-flow reflects payments for tuition of Kshs.1,146,441 which differs with Kshs.675,041 in the statement of receipts and payments resulting an unexplained variance of Kshs.471,400.
- iii. The statement of cash-flow reflects payments for operations of Kshs.8,540,270 which differs with Kshs.5,885,296 in the statement of receipts and payments and as disclosed in Note 6 to the financial statements resulting an unexplained variance of Kshs.2,654,974.
- iv. The statement of cash-flow reflects Boarding and school fund payments of Kshs.22,670,441 which differs with Kshs.17,859,841 in the statement of receipts and payments and as disclosed in Note 7 to the financial statements resulting an unexplained variance of Kshs.4,810,600.
- v. The statement of cash flow reflects School fund income-parent contributions fees for the previous year (2019/2020) of Kshs.25,159,655 which differs with Kshs.26,434,404 in the statement of the receipts and payments and as disclosed in Note 3 to the financial statements resulting an unexplained variance of Kshs.1,274,749.

- vi. The statement of cash-flow reflects payments for operations for the previous year (2019/2020) of Kshs.18,419,817 which differs with Kshs.15,756,569 in the statement of receipts and payments and as disclosed in Note 6 to the financial statements resulting an unexplained variance of Kshs.2,663,248.
- vii. The statement of financial assets and liabilities have wrongly captured Notes 11,12, and 13 as Notes 10,11 and 12.
- viii. The fourth and fifth pages of the financial statements are not numbered.

In the circumstances, the accuracy and completeness of the financial statements cannot be confirmed.

2. Long Outstanding Accounts Receivable

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.16,292,132 in respect of fees arrears as disclosed in Note 11 to the financial statements. Included in the balance are receivables amounting to Kshs.13,493,632 which had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding receivables balance of Kshs.13,493,632 could not be confirmed.

3. Variance of School Fund Income-Parents' Contributions

The Statement of Receipts and Payments reflect school fund income-parent contributions of Kshs.23,405,274 and as disclosed in Note 3 to the financial statements. However, review of the Expected Net revenue receipts from School Fund Income Parents' Contributions based on the accountable documents availed for audit revealed that the School should have collected a total of Kshs.26,651,916 resulting to an unexplained variance of Kshs.3,246,642.

Further, the bank statement of the Boarding account showed a total collection of school fund income parents contributions of Kshs.22,722,203 which differs with Kshs.23,405,274 in the statement of receipts and payments resulting an unexplained variance of Kshs.683,071.

In the circumstances, the accuracy, completeness of the School Fund Income- Parents' Contributions of Kshs.23,405,274 could not be ascertained.

4. Variance of Boarding and School Fund Payments

The Statement of Receipts and Payments reflect School Fund Boarding payments of Kshs.17,859,841 as and as Disclosed in Note 7 of the financial statements . However,

the Cash Book and the Expenditure Ledger Book reflect Kshs.23,820,441 resulting an unexplained variance of Kshs.5,960,600.

In the circumstances, the accuracy and completeness of the Boarding and school fund payments of Kshs.17,859,841 could not be ascertained.

5. Unsupported Bank Balances

The statement of financial assets and liabilities reflect bank balance of Kshs.356,034 as disclosed in Note 8 to the financial statements. Included in the balance is tuition account, operations, school fund account/boarding, savings and infrastructure accounts of Kshs.214,169, Kshs.776,876, Kshs.(897,279),Kshs.68,828 and Kshs.193,439 respectively. However, there were no cash book records were provided for the Savings Account for audit verification. Additionally, School did not provide monthly bank reconciliations for the five bank accounts for audit review.

In the circumstances, the accuracy of the bank balance of Kshs.356,034 could not be confirmed.

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

Emphasis of Matter

Budgetary Control and Performance

The statement of budgeted versus actual amounts reflects final receipts budget and actual on comparable basis of Kshs.45,394,612 and Kshs.33,726,742 respectively resulting to an under-funding of Kshs.11,667,870 or 26 % under realization of the budget. However, the School spent a balance of Kshs.24,420,179 against actual receipts of Kshs.33,726,742 resulting to an under-utilization of Kshs.9,342,563 or 28 % of actual receipts.

In the circumstances, the underfunding and underutilization may have impacted negatively on service delivery to the school.

My opinion is not modified in respect of this matter.

Key Audit Matters

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

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the matters described in the Basis for Conclusion on 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

1. Late Submission of Financial Statements

During the year under review, Management submitted the financial statements to the Auditor-General on 15 May, 2023 instead of the statutory deadline of 30 September, 2021. This was contrary to the Ministry of Education circular Ref.No:MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be ready by 30 September, 2021 in compliance with Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

In the circumstances, Management was in breach of the law.

2. Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflects boarding and school fund payments amount of Kshs.17,859,841 as disclosed in Note 7 to the financial statements. Included in the expenditure is an amount of Kshs.863,040 transferred to Kenya Secondary Schools Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.863,040 could not be confirmed.

3. Irregular Increase of School Fees

The statement of receipts and payments reflects school fund income - parents' contributions amount of Kshs.23,405,274 as disclosed in Note 3 to the financial statements. However, review of fee records revealed that students were charged an annual fee of Kshs.51,035 against a Ministry of Education (MOE) fee guidance of Kshs.40,535 resulting to each student paying an extra fee of Kshs.10,500 translating to Kshs.10,689,000 (10,500*1018 learners) for the period under review. This was contrary to Regulation 44 of the Basic Education Regulations, 2015 which provides that no public school or institution shall issue alternative fees structures other than those approved by the Cabinet Secretary.

In the circumstances, Management was in breach of the law.

4. Irregular Virement of Infrastructure Funds

The statement of receipts and payments reflects capitation grants for tuition and operations of Kshs.1,343,535 and Kshs.8,431,503. However, a review of cash book availed for audit revealed that the School spent a total of Kshs.3,457,228.00 from the Boarding account. The amount paid to various suppliers was used for completion of projects around the School as well as repairs and maintenance. This is in contravention to circular number No:MOE/CONF/G5 of 26 November, 2019 from the Ministry of Education which states that all Infrastructure grants and Maintenance and improvement to be transferred to the Infrastructure account. In addition, there was no supporting documents of written approval for payment for the completion of the School projects from the Boarding account was availed for verification.

In the circumstances, the value for money for payment of Kshs.3,457,228 could not be confirmed.

5. Failure to Transfer Infrastructure Funds from the Operations Bank Account Observation

The statement of receipts and payments reflects grants for operations of Kshs.8,431,503 as disclosed in Note 2 to the financial statements. Out of this, Kshs.5,134,00 was to be transferred to the infrastructure account. However, the School only transferred Kshs.3,545,000 to its infrastructure account leaving a balance of Kshs.1,589,000 as at 30 June, 2021. This is contrary to Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 which directed that infrastructure grants as well as maintenance and improvement funds should be transferred to the school infrastructure account fifteen (15) days upon receipt of the funds in the operations account.

In the circumstances, Management was in breach of the law.

6. Long Outstanding Accounts Payable

The statement of financial assets and financial liabilities reflects accounts payable balance of Kshs.18,293,179. Included in this were trade creditors that had been outstanding for the previous period of Kshs.16,937,261. This was contrary to Section 53 (8) of the Public Procurement and Asset Disposal Act, 2015 which states that 'an Accounting Officer shall not commence any procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contract (s) are reflected in approved budget estimates'.

In the circumstances, the School Management was in breach of the law and there is risk loss of public funds through litigations, interests and penalties.

7. Non-Banking of School Fees

The statement of receipts and payments reflects school fund income parents contributions of Kshs.24,181,490 as disclosed in Note 3 to the financial statements. However, review of the School records revealed that school received fees from parents in the form of cash that was not banked at all and was spent at source of Kshs.712,145 which was receipted in form of cash and not banked in the School Fund Parents' Contribution bank account as per the specific dates and receipt numbers. This is contrary to Regulation, 4 of the Public Finance Management (National Government) Regulations, 2015 which states that all public moneys collected shall be paid into the designated bank accounts of the National Government and shall not be used by any Public Officer in any manner between the time of their receipts and payment into the bank except as provided by the law.

In the circumstances, Management was 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 in compliance, in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

REPORT ON THE EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015 and based on the audit procedures performed except for the matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my

report, I confirm that nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

Basis for Conclusion

1. Non Adherence to Procurement Procedures and Regulations

The statement of receipts and payments reflects Boarding and school fund payments of Kshs.17,859,841. Included in the amount is Kshs.13,904,775 for procurement of various goods and services. However, there were no supporting documents related to Procurement Plan/Departmental Work plans, Advertisements or request for quotations, Appointment letters to tender opening and evaluation committees, Professional opinions, Notification of Award/Unsuccessful Bidders, Contracts or framework agreements, LPOs OR LSOs, Inspection and acceptance certificates, Delivery notes/Job cards and ETR receipts were not provided. Additionally, suppliers and services providers were not prequalified and listed in their appropriate categories and the school did not have a functioning procurement unit.

In the circumstances, the adequacy of the internal controls for adherence to procurement procedures and regulations could not be ascertained

2. Lack of a Memorandum Cash Book/Petty Cashbook

The statement of financial assets and financial liabilities reflects cash and cash equivalents of Kshs.379,932 as disclosed in Note 8 and 9 of the financial statements. During the financial period under review, there were standing imprests of Kshs.4,870,500.00 that were issued by the management of Mwaani Girls High School, However there was no memorandum cash book that was kept by the office to enable reconciliation of all the amounts that were issued. Additionally, it was noted that the School did not maintain an Imprest register for temporary Imprest.

In addition, a review of the Statement of Receipts and Payments reflects Boarding and school fund payments of Kshs.17,859,841. Included in this amount was an expenditure of Kshs.1,574,350.00 under Local transport and travelling. However, it was noted that the School did not maintain an Imprest register for temporary Imprest.

In the circumstances, the adequacy of the internal controls on cash management could not be ascertained.

3. Lack of Internal Audit Function and an Audit Committee

During the year under review, the School had not constituted an internal audit unit as required by Regulation 166 (1) and (2) of the Public Finance Management (National Government), 2015 which states that, the internal audit unit of a National Government entity to assess effectiveness of the School through an internal performance appraisal

commenting on its effectiveness in the annual report to The National Treasury. Additionally, it has been noted that the Audit committee and has not met in the financial year under review.

In the circumstances, the School did not benefit from the oversight role and advice from the audit committee and the internal audit function.

4. Management of Text Books

i. Inadequate Need Assessment Guiding Distribution of Textbooks to Schools

Review of the School records established that in the financial years 2021, there was no evidence of instructional need assessment that would have provided a basis for determining the number and subject of instructional material needed by the School. In addition, there was no evidence of setting up the SIMSC committee or SIMSC Minute book Minutes highlighting the needs.

ii. Inadequate Delivery Details of Textbooks Monetary Value

The audit established that the textbooks delivered by publishers did not indicate monetary value making it difficult for the School to quantify the monetary value of its text books stock delivered in various financial years. As a result, the value of the books remains unknown to the management of schools and thus the value of text books held by schools remains unknown leading to inadequate inventory stock taking.

iii. Inadequate Mechanisms to Manage Loss of Textbooks

The audit established that in the financial years 2021, Mwaani Girls High School had not put in place adequate measures to prevent and recover lost text books. From the records provided the school had registered 2549 as lost, replaced 1701 and lost 848 which remained not replaced.

In the circumstances, the adequacy of the internal controls on textbook management could not be ascertained.

5. Failure to Carry Out a Stock Take

During the year under review, the value of stock of books could not be since the School did not provide such values for the textbooks, teachers' guides and other instructional materials that were already in the School as at 30 June, 2021. This is contrary to part E of the Orange Book which requires each school to capture data list of the textbooks, teachers' guides and other instructional materials that are already in the school. As a result, the School is in breach of the guidelines to this extent.

In the circumstances, there was lack of a proper control mechanism in the management of text books which may lead to loss, over/under supply hence learners will not receive the right service.

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

Responsibilities of Management and those Charged with Governance

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

In preparing the financial statements, Management is responsible for assessing the School'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 School or to cease its operations. Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

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

Those charged with governance are responsible for overseeing the School's financial reporting process, reviewing the effectiveness of how Management monitors compliance with relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to overall governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

Auditor-General's Responsibilities for the Audit

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions

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

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

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk management and overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal 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 controls may not prevent or detect misstatements and instances of noncompliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies and procedures may deteriorate.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.
- Conclude on the appropriateness of Management's use of 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 School's ability 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 School to cease 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 School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with 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 communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and where applicable, related safeguards.


 FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

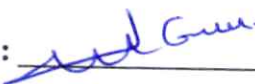
18 November, 2024

MWAANI GIRLS HIGH SCHOOL
Reports and Financial Statements
For the year ended 30th June 2021

V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30TH JUNE 2021

DESCRIPTION OF VOTE HEAD	Note	2020-2021	2019-2020
		Kshs	Kshs
RECEIPTS			
Capitation grants for tuition	1	1,343,535.00	1,629,042.00
Capitation grants for operations	2	8,431,503.00	11,335,450.00
School Fund Income- Parents' Contributions	3	23,405,274.00	26,434,404.00
School Fund Income- Other receipts	4	546,430.00	503,758.00
Proceeds from borrowings		-	-
TOTAL RECEIPTS		33,726,742.00	39,902,654.00
PAYMENTS			
Payments for Tuition	5	675,041.00	1,973,184.00
Payments for operations	6	5,885,296.00	15,756,569.00
Boarding and school fund payments	7	17,859,841.00	31,650,827.00
TOTAL PAYMENTS		24,420,178.00	49,380,580.00
SURPLUS/DEFICIT		9,306,564.00	(9,477,926.00)

The school financial statements were approved on 8TH September, 2024 and signed by:

Sign: 

Name: Mr. Fredrick Kitema

Chair BOM


Date: 8th September, 2024

Sign: 

Name: Dr. Elizabeth Mutinda

School Principal/
Secretary to BOM

Date: 8th September, 2024

Sign: 

Name: CPA John Maithya

Bursar/ Finance Officer

Date: 8th September, 2024



MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30TH JUNE 2021

	Note	2020-2021	2019-2020
		Kshs	Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	8	356,034.00	(1,781,518.00)
Cash Balances	9	23,898.00	15,644.00
Short term Investment	10	-	-
Total Cash and cash equivalent		379,932.00	(1,765,874.00)
Account's receivables	11	16,292,132.00	15,742,470.00
TOTAL FINANCIAL ASSETS		16,672,064.00	13,976,596.00
FINANCIAL LIABILITIES			
Accounts Payables	12	18,293,179.00	24,904,275.00
NET FINANCIAL ASSETS		(1,621,115.00)	(10,927,679.00)
REPRESENTED BY			
Accumulated Fund b/fwd.	13	(10,927,679.00)	(1,449,753.00)
Surplus/Deficit for the year		9,306,564.00	(9,477,926.00)
NET FINANCIAL POSSITION		(1,621,115.00)	(10,927,679.00)

The School's financial statements were approved on 8th September, 2024 and signed by:


Name: Mr. Fredrick Kitema
 Chairman, BoM

Sign: 

Date: 8th September, 24

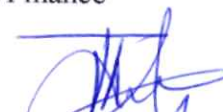
Name: Dr. Elizabeth Mutinda

School Principal/Secretary to BoM

Sign: 

Date: 8th September, 24

Name: CPA John Maithya
 Bursar/Finance

Sign: 

Date: 8th September, 24



MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2021

		2020-2021	2019-2020
		Kshs	Kshs
Receipts for operating income			
Capitation grants for tuition	1	1,343,535.00	1,629,042.00
Capitation grants for operations	2	8,431,503.00	11,335,450.00
School fund income- Parents contributions/ fees	3	23,405,274.00	26,434,404.00
School fund income- other receipts	4	546,430.00	503,758.00
Total receipts		33,726,742.00	39,902,654.00
Payments			
Payments for Tuition	5	675,041.00	1,973,184.00
Payments for operations	6	5,885,296.00	15,756,569.00
Boarding and school fund payments	7	17,859,841.00	31,650,827.00
Total payments		24,420,178.00	49,380,580.00
Net cash flow from operating activities		9,306,564.00	(9,477,926.00)
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		-	-
Proceeds from investments /Arrears adjustments		776,216.00	(1,274,749.00)
Purchase of investments		-	-
Net cash flows from Investing Activities		776,216.00	(1,274,749.00)
CASHFLOW FROM BORROWING ACTIVITIES			
Proceeds from borrowings/ loans/creditors adjustments		(7,936,974.00)	9,576,268.00
Repayment of principal borrowings		-	-
Net cash flow from financing activities		(7,936,974.00)	9,576,268.00
NET INCREASE IN CASH AND CASH EQUIVALENTS		2,145,806.00	(1,176,407.00)
Cash and cash equivalent at BEGINNING of the year		(1,765,874.00)	(589,467.00)
Cash and cash equivalent at END of the year		379,932.00	(1,765,874.00)

The above presentation of cash flow statement uses the direct method of cash flow presentation which is encouraged under IPSAS. Schools' should therefore adopt the direct method of cash flow as recommended by PSASB.

Name: Mr.Fredrick Kitema
 Chairman, BoM

Name: Dr. Elizabeth Mutinda
 School Principal/Secretary to Bom

Name: CPA John Maithya
 Bursar/Finance Officer

Sign: 

Sign: 

Sign: 

Date: 8th September, 2024

Date: 8th September, 2024

Date: 8th September, 2024



VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30TH JUNE 2021

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
RECEIPTS						
<i>(1) CAPITATION GRANT ON TUITION</i>						
Internal exams	-	-	-	-	-	-
Teaching / learning materials	2,148,664.00	-	2,148,664.00	1,343,535.00	805,130.00	63%
TOTAL	2,148,664.00	-	2,148,664.00	1,343,535.00	805,130.00	63%
<i>(2) CAPITATION GRANT ON OPERATIONS</i>						
Other vote heads(PE,LT&T,EWC &ADM.COST)	4,873,900.00	-	4,873,900.00	4,555,503.00	318,397.00	93%
Repairs and maintenance	2,592,500.00	-	2,592,500.00	3,876,000.00	(1,283,500.00)	150%
Medical	1,037,000.00	-	1,037,000.00	-	1,037,000.00	0%
Activity	777,750.00	-	777,750.00	-	777,750.00	0%
SMASSE	103,700.00	-	103,700.00	-	-	-
TOTAL	9,384,850.00	-	9,384,850.00	8,431,503.00	(1,089,653.00)	115%
<i>(3) FEES CHARGED ON PARENTS</i>						
Repairs and maintenance	1,333,800.00	-	1,333,800.00	876,950.00	456,850.00	66%
Medical	-	-	-	144,644.00	(144,644.00)	0%
Activity	152,665.00	-	152,665.00	91,085.00	61,580.00	60%
Development fund	4,851,250.00	-	4,851,250.00	4,045,284.00	805,966.00	83%
Fee on Boarding Equipment and Stores	19,376,473.00	-	19,376,473.00	13,098,922.00	6,277,551.00	68%

MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Other income(PE,EWC,LT&T&ADM.COST)	8,146,910.00	-	8,146,910.00	5,148,389.00	2,998,521.00	65%
OTHER INCOME						
<i>Income from bus hire</i>	-	-	-	40,000.00	(40,000.00)	0%
<i>Rent income</i>	-	-	-	61650.00	(61,650.00)	0%
<i>Uniform</i>	-	-	-	412,110.00	(412,110.00)	0%
Miscellaneous income	-	-	-	27,175.00	(27,175.00)	0%
KCSE	-	-	-	5,495.00	(5,465.00)	0%
GRAND TOTAL INCOME	45,394,612.00	-	45,394,612.00	33,726,742.00	11,667,870.00	74%
(1) EXPENDITURE FOR TUITION						
Teaching / learning materials	2,148,664.00	-	2,148,664.00	675,041.00	1,473,623.00	31%
TOTAL EXPENDITURE	2,148,664.00	-	2,148,664.00	675,041.00	1,473,623.00	31%
(2) EXPENDITURE FOR OPERATIONS						
<i>Other incomes (EWC, LT&T, PE&ADM.COST)</i>	4,873,900.00		4,873,900.00	4,807,747.00	66,153.00	99%
Repairs, maintenance & improvements	2,592,500.00	-	2,592,500.00	640,940.00	1,951,560.00	27%
Medical	1,037,000.00	-	1,037,000.00	227,519.00	809,481.00	22%
Activity Expenses	777,750.00	-	777,750.00	209,090.00	568,660.00	27%
Gratuity	-	-	-	-	-	-
SMASSE	103,700.00	-	103,700.00	-	-	0%

MWAANI GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
(3) EXPENDITURE FOR SCHOOL FUND						
Repairs, maintenance and improvements	1,333,800.00	-	1,333,800.00	2,200,315.00	(866,515.00)	165%
Development	4,851,250.00		4,851,250	0	4,851,250.00	0%
Activity	152,665.00	-	152,665.00	200,000.00	(47,335.00)	131%
Boarding Equipment and Stores	19,376,473.00	-	19,376,473.00	11,704,460.00	7,672,013.00	60%
Activity	152,665.00	-	152,665.00	200,000.00	(47,335.00)	131%
Other expenses on (EWC, PE, ADM, COST & LT&T)	8,146,910.00	-	8,146,910.00	3,276,384.00	4,870,526.00	40%
Uniform	-	-	-	13,600.00	(13,600.00)	0%
Fees Refund	-	-	-	247,298.00	(247,298.00)	0%
Medical expenses	-	-	-	207,784.00	(207,784.00)	0%
TOTALS	45,394,612.00	-	45,394,612.00	24,420,179.00	20,974,433.00	54%

Local transport and travel is over utilized due nature of operations of a school which requires high movement of BOM, PA, Teachers, Non-teaching staff and students in execution of their duties.

The vote head is also included in another vote heads under operation account known as "others" which does not spell clearly the specific amount allocated for the following vote heads; Local travel and transport, Electricity water and conservancy, Administration cost and Personal Emoluments. This scenario has serious opaqueness in budgeting of the stated vote heads.

Repairs, Maintenance and improvement it has been over utilized due to school old and deteriorating infrastructure which requires continuous repairs as per demand.

Development fund was used to pay creditors who were accrued from the previous year due to impact of Covid 19.

Boarding Equipment and stores was also used in paying creditors which accrued in previous year due to impact of covid 19.

IX. SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of these financial statements are set out below:

1. Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS) with particular emphasis on Cash Basis Financial Reporting under the Cash Basis of Accounting and applicable government legislations and regulations. The financial statements comply with and conform to the form of presentation prescribed by the Public Sector Accounting Standards Board of Kenya.

This cash basis of accounting has been supplemented with accounting for; a) receivables that include imprest, salary advances and other receivables and b) payables that include deposits and retentions and payables from operations.

The financial statements are presented in Kenya Shillings, which is the functional and reporting currency of the *school* and all values are rounded to the nearest Kenya Shilling (Kshs). The accounting policies adopted have been consistently applied to all the years presented.

2. Recognition of receipts and payments

The *school* recognises all receipts from the various sources when the event occurs and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs and the related cash has actually been paid out by the *school*.

3. In-kind contributions

In-kind contributions are donations that are made to the *school* in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the *school* includes such value in the statement of receipts and payments both as a receipt and as a payment in equal and opposite amounts; otherwise, the contribution is not recorded.

4. 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 various financial institutions at the end of the financial year.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

- 5. Accounts Receivable**
For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.
- 6. Accounts Payable**
For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.
- 7. Non-current assets**
Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.
- 8. Budget**
The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *school's* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.
- 9. Comparative figures**
Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.
- 10. Subsequent events**
There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2021.

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X. NOTES TO THE FINANCIAL STATEMENTS

1 CAPITATION GRANT FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Internal exams	-	-
Teaching / learning materials	1,343,534.00	1,629,042.00
Total	1,343,535.00	1,629,042.00

2 CAPITATION GRANT FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	-	-
Repairs and maintenance	3,876,000.00	4,041,000.00
Local transport / travelling	-	-
Electricity and water	-	-
Medical	-	176,000.00
Administration costs	-	-
BOM Teachers	-	480,000.00
Activity	-	352,000.00
Others vote heads(PE,EWC,ADM,COST <&T)	4,555,503.00	6,286,450.00
Total	8,431,503.00	11,335,450.00

3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,969,219.00	2,498,395.00
Repairs and maintenance	867,950.00	1,157,070.00
Boarding equipment and stores	13,098,922.00	15,369,160.00
Local transport / travelling	403,749.00	459,335.00
Electricity and water	2,023,950.00	2,648,350.00
Medical	144,644.00	5,075.00
PA Project	4,045,284.00	3,162,315.00
Administration costs	751,471.00	1,014,529.00
Activity	91,085.00	120,175.00
Total	23,405,274.00	26,434,404.00

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
KCSE	5,495.00	-
Rent income	61,650.00	37,500.00
Income from farming activities	-	-
Insurance compensation	-	-
Uniform income	412,110.00	-
Income from Bus Hire	40,000.00	50,000.00
Miscellaneous	27,175.00	416,258.00
Income from grants and donations*	-	-
Interest income	-	-
Dividends income	-	-
Total	546,430.00	503,758.00

(Include an explanation on the kind and source of grants/ donations received by the school.)

5 PAYMENTS FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	61,300.00
Exercise books	178,600.00	572,000.00
Laboratory equipment	275,325.00	-
Internal exams	120,000.00	436,000.00
Teaching / learning materials	-	902,120.00
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Administration Costs	101,116.00	1,764.00
Bank Charges	-	-
Total	675,041.00	1,973,184.00

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 PAYMENTS FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	3,030,557.00	4,872,302.00
Service Gratuity	-	-
Administration Cost	747,004.00	743,726.00
Repairs and maintenance & improvements	640,940.00	1,057,100.00
Local transport / travelling	197,753.0	293,571.00
Electricity and water	832,433.00	1,612,563.00
Medical	227,519.00	43,606.00
Activity Expenses	209,090.00	218,850.00
SMASSE	-	-
Infrastructure expenses	-	1,565,791.00
Insurance Cost	-	-
BOM Teachers	-	430,000.00
Acquisition of Assets	-	-
TOTAL	5,885,296.00	15,756,569.00

7 BOARDING AND SCHOOL FUND PAYMENTS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	441,700.00	1,726,026.00
Service Gratuity	-	-
Repairs and maintenance & Improvements	2,200,315.00	1,154,735.00
Local transport / travelling	1,430,875.00	1,899,450.00
Electricity and water	457,202.00	748,931.00
Medical Expenses	207,784.00	177,627.00
Administration costs	946,607.00	2,824,740.00
Bus hire	10,000.00	-
Uniform	13,600.00	-
Activity	200,000.00	1,145,195.00
PA Project	-	5,334,919.00
Fee on Boarding Equipment and Stores	11,704,460.00	13,946,772.00
Other vote head	-	2,595,206.00
Insurance Cost (Life Property)	-	97,226.00
Fees refund	247,298.00	-
TOTAL	17,859,841.00	31,650,827.00

*Expenses on income generating activities** should include all costs relating to the school earnings on other receipts as recorded in note 4. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others.*

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

8 BANK ACCOUNTS

Name of Bank, Account No. & currency	Bank Account Number	2020-2021	2019-2020
		Kshs	Kshs
Tuition Account	1108805248	214,169.00	17,076.00
Operations Account	1105240126	776,876.00	44,552.00
School Fund Account/Boarding	1105240622	(897,279.00)	(1,947,255.00)
Savings Account	1104700719	68,828.00	68,828.00
Parent Association Saving Account	2029885799	-	-
CDF A/c	0670292921590	-	-
Infrastructural Account	1236669630	193,439.00	35,281.00
Total		356,034.00	(1,781,518.00)

9 CASH IN HAND

Description	2020-2021	2019-2020
	Kshs	Kshs
Tuition Account	-	-
Operation Account	883.00	132.00
School Fund account	23,015.00	15,512.00
Total	23,898.00	15,644.00

10 SHORT TERM INVESTMENTS

Description	2020-2021	2019-2020
	Kshs	Kshs
Cooperative shares	-	-
Treasury Bills	-	-
Fixed deposit	-	-
Equity stock	-	-
Other investments	-	-
Total	-	-

NOTES TO THE FINANCIAL STATEMENTS (Continued)

11 ACCOUNTS RECEIVABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears	16,292,132.00	15,742,470.00
Other non-fees receivables	-	-
Salary advances	-	-
Imprest	-	-
Total	16,292,132.00	15,742,470.00

[Include an ageing of the fees / non fees arrears below]

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears for current year	697,139.00	2,101,361.00
Fees arrears for the previous year	2,101,361.00	13,641,109.00
Fees arrears for prior periods (over two years)	13,493,632.00	
Total	16,292,132.00	15,742,470.00

12 ACCOUNTS PAYABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	16,937,261.00	24,874,235.00
Prepaid fees	1,352,918.00	27,040.00
Retention monies	3,000.00	3000.00
Total	18,293,179.00	24,904,275.00

[Include an ageing of the creditor's arrears below]

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors for current year	-	15,220,369.00
Trade creditors for the previous year	16,937,261.00	9,653,866.00
Trade creditors for prior periods (over two years)	-	-
Total	16,937,261.00	24,874,235.00

NOTES TO THE FINANCIAL STATEMENTS.

13 FUND BALANCE BROUGHT FORWARD

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank balances	(1,781,518.00)	(589,467.00)
Cash balances	15,644.00	-
Short Term Investments	-	-
Receivables	15,742,470.00	14,141,271.00
Payables	24,904,275.00	15,001,557.00
Total	(10,927,679.00)	(1,449,753.00)

Other important disclosure notes

- i) The reason for preparing financial statements for shorter period is due to the adoption of IPSAS for school and the change from calendar year to government fiscal year.
- ii) The comparative information may not be comparable due to shorter period covered by the current financial period
- iii) IPSAS 1 encourages an entity to disclose accrual related information in relation to an entity's assets and liabilities. The notes outlined below are disclosure notes in relation to the school's non- financial assets and liabilities.

14 Non-current Liabilities Summary

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank loan(s)	-	-
Outstanding Leases	-	-
Hire purchase	-	-
Gratuity and leave provision	-	-
Total	-	-

15 Biological assets

Description	Numbers	2020-2021	2019-2020
		Kshs	Kshs
Cattle		-	-
Goats		-	-
Trees		-	-
Coffee or tea plantation		-	-
Poultry		-	-
Total		-	-

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16 **Borrowings**

Description	2020-2021	2019-2020
	KShs	KShs
a) Borrowings		
Borrowing at beginning of the year	-	-
Borrowings during the year	-	-
Repayments of during the year	-	-
Balance at end of the year	-	-

Other important disclosure notes

17 Stock/ Inventory

Description	2020-2021	2019-2020
	KShs	KShs
b) Borrowings		
Stock/ inventory at beginning of the year	1,205,000.00	880,560.00.00
Stock/ inventory purchased during the year	21,112,053.00	21,112,053.00
Stock/ inventory issued during the year	20,968,053.00	20,787,613.00.00
Balance at end of the year	1,349,000.00	1,205,000.00

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18 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.

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)

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ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE

Supplier of Goods or Services	Original Amount a Kshs	Date Contracted b Kshs	Amount Paid To-Date c Kshs	Outstanding Balance 2021 d=a-c Kshs	Outstanding Balance 2020 Kshs	Comments
Construction of buildings						
1. Jackdec electricals	120,460.00	2020	120,460.00	-	120,460.00	Electrical works for bathroom
2. Hencol investment	283,042.00	2020	283,042.00	-	283,042.00	It balances for construction of Bathrooms and water tower
Sub-Total	403,502.00		403,502.00		403,502.00	
Supply of goods						
3. Maridadi glass and hardware	10,190,465.00	2017/2020	1,509,430.00	8,681,035.00	10,190,465.00	Debts are cumulative since 2017
4. Cereal mart stores	352,970.00	2020	352,970.00	-	352,970.00	Had supplied processed food stuffs
5. Rhoda Makau general stores	16,000.00	2020	16,000.00	-	16,000.00	Supplied onions
6. Bemmug General Agencies	2,500,200.00	2020	1,250,000.00	1,250,200.00	2,500,200.00	Had supplied dining hall tables and benches
7. Francis mutua	53,000.00	2020	53,000.00	-	53,000.00	Supplied manure
8. Damkit Enterprises	105,000.00	2020	105,000.00	-	105,000.00	Supplied firewood
9. Gewi agencies	298,145.00	2020	298,145.00	-	298,145.00	Supplied meat
10. Farm gate stores	170,400.00	2020	170,400.00	-	170,400.00	Supplied dry cereals
11. Urbanos Kyusya	12,000.00	2020	12,000.00	-	12,000.00	Supplied disinfectant
12. Chris Mwangi	10,500.00	2020	10,500.00	-	10,500.00	Supply of anti-killer
13. Destiny aspirations	192,100.00	2020	-	192,100.00	192,100.00	Supply sign posts
14. Hunches trade commission	320,000.00	2020	200,000.00	120,000.00	320,000.00	Supply of cartridge and ink
15. Ndiu Nzau General	190,800.00	2020	190,800.00	-	190,800.00	Supplied stationery
16. Highway holdings ltd	590,740.00	2020	590,740.00	-	590,740.00	Supplied office furniture and Entertainment equipment
17. Blue Marble suppliers	2,194,000.00	2020	500,000.00	1,694,000.00	2,194,000.00	Supplied student uniform
18. Kaiti Pharmacy	103,062.00	2020	103,062.00	-	103,062.00	Supplied human drugs
19. Timothy Mutua Makosi	92,600.00	2020	92,600.00	-	92,600.00	Supplied human drugs
20. Stephen Wata	33,900.00	2020	33,900.00	-	33,900.00	Supplied sports shoes

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Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2021	Outstanding Balance 2020	Comments
21. Johari Investment	308,625.00	2020	308,625.00	-	308,625.00	Supplied exercise books and stationary
22. The copycat ltd	114,000.00	2020	114,000.00	-	114,000.00	Supplied master roll and ink
23. Can lop ltd	20,000.00	2020	-	20,000.00	20,000.00	Supply of exam materials
24. Horizon instants	63,000.00	2020	-	63,000.00	63,000.00	Supply of exam materials
25. Vision Avenue ltd	17,500.00	2020	-	17,500.00	17,500.00	Supply of textbooks
26. Nuru ya sanaa	43,800.00	2020	-	43,800.00	43,800.00	Supply of textbooks
27. Phormax Enterprises	199,520.00	2020	199,520.00	-	199,520.00	Supply of CCTV and installation
28. Wote water and sewerage company	139,040.00	2020	139,040.00	-	139,040.00	Supply of water
29. United investors	653,250.00	2017	-	653,250.00	653,250.00	2017 debts
30. Gestetech services	41,000.00	2017	-	41,000.00	40,000.00	2017 debts
31. Veronica Syombua	142,800.00	2017	-	142,800.00	142,800.00	2017 debts
32. Laudecea detergents and general supplies	30,000.00	2017	-	30,000.00	30,000.00	2017 debts
33. Change ltd	370,400.00	2017	-	370,400.00	370,400.00	2017 debts
34. Pezi publishers ltd	56,720.00	2017	-	56,720.00	56,720.00	2017 debts
35. George kiteme peter	100,000.00	2017	-	100,000.00	100,000.00	2017 debts
36. Prime tech Investment	75,000.00	2017	-	75,000.00	75,000.00	2017 debts
37. Brilliant system company ltd	48,000.00	2017	-	48,000.00	48,000.00	2017 debts
38. Amedo centres Kenya ltd	71,025.00	2017	-	71,025.00	71,025.00	2017 debts
39. Top grade promotions	135,000.00	2017	-	135,000.00	135,000.00	2017 debts
40. Jones M.Stores	75,000.00	2017	-	75,000.00	75,000.00	2017 debts
41. Nzaui Complex stores	1,040,295.00	2017	-	1,040,295.00	1,040,295.00	2017 debts
42. Expro Exim Enterprise	370,096.00	2017	-	370,096.00	370,096.00	2017 debts
43. Dashidy Royal Enterprises	319,260.00	2017	-	319,260.00	319,260.00	2017 debts
44. Trim tab enterprises	200,000.00	2017	-	200,000.00	200,000.00	2017 debts
45. Hunches trade commissions	96,000.00	2017	-	96,000.00	96,000.00	2017 debts
46. Muthembwa investments	20,000.00	2017	-	20,000.00	20,000.00	2017 debts
47. Arun datta	100,000.00	2017	-	100,000.00	100,000.00	2017 debts
48. Rhamkey Chemicals ltd	59,900.00	2017	-	59,900.00	59,900.00	2017 debts

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Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2021	Outstanding Balance 2020	Comments
49. Manthi Artiline	330,000.00	2017	-	330,000.00	330,000.00	2017 debts
50. ,New Kayana Motor Garage	278,550.00	2017	77,860.00	200,690.00	278,550.00	2017 debts
51. Justex enterprises	28,000.00	2017	-	28,000.00	28,000.00	2017 debts
Sub-Total	22,944,573.00		6,156,502.00	16,644,071.00	22,944,573.00	
Supply of services						
52. Mwere ventures	8,100.00	2020	8,100.00	-	8,100.00	Milling services
53. Frank scope Enterprises	111,948.00	2020	111,948.00	-	111,948.00	Servicing fire extinguisher
54. Lumu General and health services	150,000.00	2020	150,000.00	-	150,000.00	Offering cleaning services
55. Bell energy	93,190.00	2020	-	93,190.00	93,190.00	Repair of kitchen stoves
56. Benson Musembi Mulwa	405,000.00	2020	205,000.00	200,000.00	405,000.00	Offer of transport services
57. Mwimags Enterprises	60,000.00	2020	60,000.00	-	60,000.00	Drawing of bill of quantities
58. Peter Muasa Kiswili	72,000.00	2020	72,000.00	-	72,000.00	Repairs on school buildings
59. Gestetech Enterprises	13,500.00	2020	13,500.00	-	13,500.00	Repair of school printers
60. Paul Nzioka Makilya	53,500.00	2020	53,500.00	-	53,500.00	Offer of welding services
61. Philip M. mutuku	20,000.00	2020	20,000.00	-	20,000.00	Repair of school bus
62. Kituu Electrical Services	87,050.00	2020	87,050.00	-	87,050.00	Offer of electrical services
63. Kenya power	421,872.00	2020	421,872.00	-	421,872.00	Electricity bills
64. Mary Charity Wangige	30,000.00	2020	30,000.00	-	30,000.00	Offer of nursing services to students
65.						
Sub-Total	1,526,160.00		1,232,970.00	293,190.00	1,526,160.00	
Grand Total	24,874,235.00		7,389,472.00	16,937,261.00	24,874,235.00	
66.Over paid fees				1,352,918.00		
67.Pocket Money				3000.00		
Total				18,293,179.00		

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ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER

Asset Class	Date purchased	Units	Historical Cost b/f (Kshs) 1st July 2021	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30th June 2022
Land 1	1969	Est.20acres	20,000,000.00			20,000,000.00
Land 2	2/2/1974	11.7ha	29,000,000.00			29,000,000.00
Land 3	1976	1 acre	1,000,000.00			1,000,000.00
Buildings And Structures	From 1969	245	135,491,272.00	7,453,348.00	0	142,944,620.00
Motor Vehicles	2009/2020	2	4,500,000.00	-	100,000.00	4,400,000.00
Office Equipment, Furniture And Fittings	From 1969	19,182	12,482,000.00	-	-	12,482,000.00
ICT Equipment, And Other ICT Assets	Continuous	161	3,430,000.00	-	-	3,430,000.00
Tools And Apparatus	Continuous	3,958	4,656,250.00	-	-	4,656,250.00
Textbooks	Continuous	22,531	9,012,400.00	-	-	9,012,400.00
Other Machinery And Equipment	Continuous	180	6,479,680.00	-	-	6,479,680.00
Heritage And Cultural Assets	continuous	0	-	-	-	-
Intangible Assets- Soft Ware	continuous	4	-	-	-	530,000.00
Total		46,263	226,051,602.00	7,453,348.00	100,000.00	233,404,950.00

MWAANI GIRLS SEC SCHOOL
 PRINCIPAL
 05 SEP 2021

