

REPUBLIC OF KENYA



*Enhancing Accountability*

**REPORT**

THE NATIONAL ASSEMBLY  
PAPERS LAID

DATE: 26 FEB 2025

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THE-TABLE:

Hon. Samuel  
Chepkong'a  
M. Mado

**THE AUDITOR-GENERAL**

**ON**

**ST. JOSEPH'S CHEPTERIT GIRLS  
HIGH SCHOOL**

**FOR THE YEAR ENDED  
30 JUNE, 2022**

**NANDI COUNTY**



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**ST. JOSEPH'S GIRLS HIGH SCHOOL - CHEPTERIT**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED  
30<sup>th</sup> JUNE 2022**

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

OFFICE OF THE AUDITOR GENERAL  
ELDORET REGIONAL OFFICE

13 SEP 2024

**RECEIVED**  
P. O. Box 2774 - 30100, ELDORET

**St. Joseph's Girls High School - Chepterit**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

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## 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 **Nandi** County, **Chesumei** Sub-County

The school was registered in **4/08/2015** under registration number **29S00300038** and is currently categorized as a **National** public school established, owned or operated by the Government.

The school is a **boarding** school and had **1488** number of students as at 30<sup>th</sup> June 2022. It has **6** streams and **46** teachers of which **18** 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	Rt. Rev. Dominic Kimengich	BOM Chairman	30 <sup>th</sup> May 2022
2	Mrs Francesca Chepkwony	BOM Secretary - Principal	30 <sup>th</sup> May 2022
3	Dr. Lilian Apadet	Member	30 <sup>th</sup> May 2022
4	Dr. David Sasaka	Member	30 <sup>th</sup> May 2022
5	Maiyo David	Member	30 <sup>th</sup> May 2022
6	Rosemary Wanaswa	Member	30 <sup>th</sup> May 2022
7	Rutto Philip Kipkoech	Member	30 <sup>th</sup> May 2022
8	Mr. Paul Lagat	Member	30 <sup>th</sup> May 2022
9	Dr. Serrem Thomas	Member	30 <sup>th</sup> May 2022
10	Prof. Rose Korir	Member – Rep CEB	30 <sup>th</sup> May 2022
11	Anne Sawe	Member Rep Teachers	30 <sup>th</sup> May 2022
12	Fr. Toror Leonard	3 Members - Sponsor	30 <sup>th</sup> May 2022
13	Benadette Tiony	Sponsor	30 <sup>th</sup> May 2022
14	Dr. Yulita Mitei	member	30 <sup>th</sup> May 2022
15	Mr. Samwel Sawe	Member - Community	30 <sup>th</sup> May 2022
16	Philip Kipsang Towet	MemberSpecial Needs	30 <sup>th</sup> May 2022
17	Stella Jeruto Maritim	Rep Students	30 <sup>th</sup> May 2022
18	Mr. Sammy Maswai	PTA Chairperson	30 <sup>th</sup> May 2022

**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	1.Rt.Rev.Dominic Kimengich 2 .Fr.Toror Leonard. 3.Mr. Sammy Maswai 4. Dr. Benadette Tiony 5. Mr. Towet Philip 6. Mrs.Francesca Chepkwony	BOM Chairman Parish Priest P.A Chairman Member Member BOM Secretary	2 out of 2 2 out of 2 2 out of 2 2 out of 2 2 out of 2 2 out of 2
2	Audit Committee	1.Mrs Lagat Paul 2.Dr. Thomas Serrem 3Mr. SammyMaswai 4.Mrs Rosemary Wanaswa 5.Sr. Rosbella Kendagor	Chairperson Member P.A chairman Member Member	1 out of 1 1 out of 1 1 out of 1 1 out of 1 1 out of 1
3	Finance,procurement and general purposes Committee	1.Mr. David Maiyo 2.Dr.Benadette Tiony 3.Dr.David Sasaka 4.Mrs.Francesca Chepkwony 5.Fr. Toror Leonard	Chairperson Member Member Bom Secretary Parish Priest	2 out of 2 1 out of 2 2 out of 2 2 out of 2 2 out of 2

*St. Joseph's Girls High School - Chepterit*  
*Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022*

<b>Ref:</b>	<b>Name of Committee</b>	<b>Names of Members</b>	<b>Designation</b>	<b>Number of meetings attended during the year</b>
4	Academic Committee	1.Prof Rose Korir 2.Mr. Towet Philip 3.Dr. David Sasaka 4.Mrs. Rosemary Wanaswa 5.Dr. Lilian Apadet 6.Mr. David Maiyo 7..Mrs.Francesca Chepkwony	Chairperson Member Member Member Member Member Bom Secretary	1 out of 1 1 out of 1 1 out of 1 1 out of 1 0out of 1 0 out of 2 1 out of 1
5	Development Committee	1.Dr. Serrem Thomas 2.Dr. Benadette Tiony 3.Mrs.Francesca Chepkwony 4.Dr. Lilian Apadet 5.Mr. David Maiyo 6.Fr. Toror Leonard	Chairperson Member Bom Secretary Member Member member	2 out of 2 1 out of 2 2 out of 2 1 out of 2 2 out of 2 2 out of 2
6	Discipline and welfare Committee	1.Mr. Towet Philip 2.Sr. Kendagor Rosbella 3.Dr. Serrem Thomas 4.Dr. Benadette Tiony 5.Fr. Toror Leonard 6.Mrs Ann Kipkemboi	Chairperson Member Member Member Member Member	2 out of 2 2 out of 2 0 out of 2 1 out of 2 2 out of 2 2 out of 2
7	Adhoc Committee (if any during the year)			

## **KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

### **(d) School operation Management**

For the financial year ended 30<sup>th</sup> June 2022 the School day-to-day management was under the following persons:

<b>Ref:</b>	<b>Designation</b>	<b>Name</b>	<b>TSC Number</b>
1	Chief Principal	Francescar Chepkwony	352041
2	Deputy Principal	Mrs. Ketter Edna	490957
3	Deputy Principal	Mrs Ann Kipkemboi	257076
	School Finance	Mr. Stanley Kosgei	N/A

### **(e) Schools contacts**

Post Office Box: 51-30300 KAPSABET  
Telephone: 0736-027920  
E-mail: chepteritgirls@gmail.com  
Website: stjosephsgirls.sc.ke  
Facebook:  
Twitter:

### **(f) School Bankers**

The following school operated 6 number of bank accounts in the following banks:

1. Name of Bank: Equity Bank  
Branch: Kapsabet  
Account Number: 049026296969  
Account type: Boarding
2. Name of Bank: National  
Branch: Kapsabet  
Account Number: 01021055501200  
Account type: Boarding
3. Name of Bank: National  
Branch: Kapsabet  
Account Number: 01025055501200  
Account type: Tutition

4. Name of Bank: National  
Branch: Kapsabet  
Account Number: 01025055501201  
Account type: Operational
  
5. Name of Bank: National  
Branch: Kapsabet  
Account Number: 01025055501202  
Account type: Tig
  
6. Name of Bank: National  
Branch: Kapsabet  
Account Number: 01022055501200  
Account type: M.I

**(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 was as follows:

Account	Tuition	Operation	School Fund Account	Total
2022	2,175,549	1,192,755	(3,297,564)	70,740
2021	495,168	327,993	(171,040)	652,121
2020	456,559	(82,901)	(2,773,588)	(2,399,930)
2019	(1,619,989)	(206,104)	6,541,795	4,715,702
<b>Totals Ksh</b>	<b>1,507,287</b>	<b>1,231,743</b>	<b>299,603</b>	<b>3,038,633</b>

### Capitation grants from the Ministry of Education for the last three years

No.	Account	Year 2019	Year 2020	Year 2021	Year 2021-2022
1	Tuition Account	2,634,080	1,505,539	1,048,102	11,115,834
2	Operation Account	12,632,486	14,185,625	7,323,951	41,200,727
	<b>Total Kshs.</b>	<b>15,266,566</b>	<b>15,691,164</b>	<b>8,372,053</b>	<b>52,316,561</b>

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

No.	Account	Year 2019	Year 2020	Year 2021	Year 2022
1	Tuition Account	2,634,080	1,505,539	1,048,102	11,115,834
2	Operation Account	12,632,486	14,185,625	7,323,951	41,200,727
	<b>Total Kshs.</b>	<b>15,266,566</b>	<b>15,691,164</b>	<b>8,372,053</b>	<b>52,316,561</b>
	<b>No. of students</b>	907	1068	1402	1488
	<b>Ratio of capitation Per student</b>	1:16,831	1:14,692	1:5,971	1:35,158

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

No.	Account	Year 2019	Year 2020	Year 2021	Year 2022
1	Farm Income	35,689	41,140	384,920	540,528
2	Capitation for Tuition	4,254,069	1,048,980	552,934	8,940,288
3	Capitation Operations	12,833,299	14,268,526	6,995,958	40,007,973
4	School Fund – Parents Contribution	43,725,425	31,115,280	23,072,392	80,088,060
	<b>Total Kshs.</b>	<b>60,848,482</b>	<b>46,473,926</b>	<b>31,006,204</b>	<b>129,576,849</b>

**Movement of debtors and creditors of the school over the last three years**

Years	Debtors	Creditors
2022	15,437,664	13,493,448
2021	15,792,949	13,196,612
2020	18,109,023	14,378,070
2019	17,837,872	11,331,426
<b>Totals Ksh</b>	<b>67,177,508</b>	<b>52,399,556</b>

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

Years	Cash & Bank Balance
2022	2,546,711
2021	2,475,972
2020	6,255,727
2019	3,794,007
<b>Totals Ksh</b>	<b>15,072,417</b>

**b) Teacher Student ratio:**

Teacher to student Ratio 1:32

Recruited and posted 3 teachers

Transfer 1

T.S.C Teachers 47

B.O.M Teachers 21

**c) Mean score in the 2022 KCSE:**

	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	MEAN	GRADE	VAP	UNIVERSITY TRANSITION	%
2022	1	8	34	39	53	53	52	40	9	3	0	7.33	C+	-1.12	188	64
2021	1	13	43	54	49	48	28	9	3	1	0	8.14	B-	-1.11	208	83
2020	2	24	42	43	25	10	3	1	0	0	0	9.25	B	+0.27	146	97
2019	0	4	11	30	32	50	44	23	9	3	1	7.04	C+	-1.7	127	61

**d) Number of Candidates in the 2022 KCSE:**

Year	No. Of candidates
2022	294
2021	249
2020	150
2019	207

**e) Capacity of the school:**

Facility	No	Population
Dining hall	1	1488
Laboratories	6	1488
Administration block	1	1488
Bathrooms	65	1488
Kitchen	1	1488
Class room	30	1488
Toilets	61	1488

**f) Development projects carried out by the school:**

Sno.	Project	Year	Status	Amount	Fund Source
1	Tuition block wing c	2018	On- going	45,000,000	Parents & M.O.E
2	Construction of 3 storeyed dormitory capacity 460 students	Jan - June 2021	On- going	66,960,000	Parents



Sign.....

Date...17/7/2024

Francesca Chepkwony

Chief Principal/BOM Secretary.



### 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 St. Joseph's Girls High School - Chepterit 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 30<sup>th</sup> June, 2022, and of the school's financial position as at that date.

Name: Rt. Rev. Bishop Dominic Kimengich  
Designation: Chairman, School Board of Management  
Sign: *D. Kimengich*  
Date: 17/7/2024

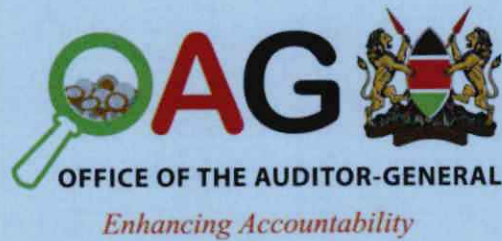
Name: Mrs. Francesca Chepkwony  
Designation: Chief Principal & Secretary to Board of Management  
Sign: *F. Chepkwony*  
Date: 17/7/2024



Name: Mr. Stanley Kosgei  
Designation: Finance Officer  
Sign: *S. Kosgei*  
Date: 17/7/2024

# REPUBLIC OF KENYA

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

## REPORT OF THE AUDITOR-GENERAL ON ST. JOSEPH'S CHEPTERIT GIRLS HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 – NANDI COUNTY

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### PREAMBLE

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

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

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

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

### REPORT ON THE FINANCIAL STATEMENTS

#### Qualified Opinion

I have audited the accompanying financial statements of St. Joseph's Chepterit Girls High School- Nandi County set out on pages 1 to 15, which comprise of the statement of

financial assets and financial liabilities as at 30 June, 2022, statement of receipts and payments, statement of cash flows and the statement of budgeted versus actual amounts for the year then ended, and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations, which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, 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 St. Joseph's Chepterit Girls High School as at 30 June, 2022, and of its financial performance and its cash flows for the year then ended, in accordance with the International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

### **Basis for Qualified Opinion**

#### **1. Variance Between Financial Statements and Supporting Schedules**

The financial statements submitted for audit reflected balances that varied with the supporting schedules as detailed below:

<b>Item</b>	<b>Amount as per Supporting Schedule (Kshs)</b>	<b>Amount as per Financial Statements (Kshs)</b>	<b>Variance (Kshs)</b>
<b>Capitation Grant for Operations</b>			
Personal Emoluments	6,792,339	8,792,339	(2,000,000)
<b>Parents Contribution/Fees – School Fund</b>			
Personnel Emoluments	12,643,455	13,769,365	(1,125,910)
Repairs and Maintenance	5,165,816	5,166,365	(549)
Local Transport/Travelling	4,596,390	4,596,890	(500)
Electricity and Water	8,165,864	8,165,440	424
Fees on Boarding Equipment	39,451,350	39,460,165	(8,815)
Administrative Costs	3,715,801	3,716,201	(400)
Activity	1,495,159	1,495,319	(160)
<b>Other Receipts – School Fund Account</b>			
Rental Income		102,250	(102,250)
Income from Farming Activities		438,279	(438,279)
<b>Boarding &amp; School fund Payments</b>			
Fee on Boarding Equipment and Stores	62,961,563	398,370	62,563,193

Item	Amount as per Supporting Schedule (Kshs)	Amount as per Financial Statements (Kshs)	Variance (Kshs)
<b>Accounts Payables</b>			
Trade Creditors	12,811,735	12,102,777	708,958
Prepaid Fees		568,840	(568,840)

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

## 2. Long Outstanding Fee Arrears

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.15,267,955 which relate to student fee arrears as disclosed in Note 11 to the financial statements. However, there was no evidence provided to confirm Management's effort towards assessment and collectability of these amounts.

Further, a schedule of students who completed and/or transferred from school with arrears was not provided for audit.

In the circumstances, accuracy and recoverability of fees arrears could not be confirmed.

## 3. Inaccuracies in Cash and Cash Equivalent

The statement of financial assets and financial liabilities reflects bank balance of Kshs.3,386,625 which relate to various bank accounts as disclosed in Note 8 to the financial statements. However, there was an unexplained variance of Kshs.1,264,317 between the cash book balance of Kshs.1,306,164 and the balance in the financial statements of Kshs.41,847 in infrastructure account.

In addition, bank reconciliation statements and cash books for school equity fund account and maintenance and improvement accounts with balances of Kshs.Nil and Kshs.179,164 respectively were not provided for audit.

Further, bank reconciliation statements for the month of June, 2022 reflected payments in bank statements not yet recorded in the cash book of Kshs.1,706,526 which constituted Infrastructure account balance of Kshs.1,127,000, Boarding account balance of Kshs.1,485 and Operations account balance of Kshs.578,041.

Similarly, bank reconciliation statements for boarding account as at 30 June, 2022 reflected receipts in cash book not yet recorded in the bank statement amount of Kshs.268,733 which was not supported with a detailed schedule and evidence of deposit to the bank.

Further, bank reconciliation statements for boarding account reflected bank balance of Kshs.1,799,793 which varied with the balance indicated in the bank confirmation certificate of Kshs.1,529,891 resulting to an unexplained variance of Kshs.269,902.

In addition, the balance of a bank account of Kshs.269,902 was not included as part of the cash and cash equivalents reflected in statements of financial assets and financial liabilities and the account was not provided for audit.

The statement of financial assets and financial liabilities also reflects cash balance of Kshs.8,382 that is comprised of tuition account and School fund account of Kshs.7,168 and Kshs.1,214 respectively as disclosed in Note 9 to the financial statements. However, the cash in hand of Kshs.1,214 for the School fund account varies with the cash book balance of Kshs.(84,722) resulting to an unexplained variance of Kshs.85,936.

In the circumstances, the accuracy and completeness of cash and cash equivalents balance of Kshs.3,386,625 could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the St. Joseph's Chepterit 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.

### **Key Audit Matters**

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

### **Other Matter**

#### **Unresolved Prior Year Matters**

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in use of Public Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2022

## **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 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. Unconfirmed Student Enrolment Data**

Review of student enrolment data indicated that more students were enrolled in the School than the number of students reflected in National Education Management Information System (NEMIS) resulting to under-funding of capitation of Kshs.1,449,907. This is contrary to Ministry of Education Circular MOE.HQS/3/13/3 of 16 June, 2021 that requires all learners to be registered in National Education Management Information System and the School Principals to ensure their records are accurate.

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

### **2. Long Outstanding Trade Creditors**

The statement of financial assets and liabilities reflects other payables of Kshs.12,671,617 which include trade creditors of Kshs.12,102,777 as disclosed in Note 12 to the financial statements. However, Management did not provide explanations for the accumulation of trade creditors during the year and non-payment of creditors for the previous year and over two years of Kshs.1,266,283 and Kshs.580,241 respectively. This is contrary to Regulation 150(1) of the Public Procurement and Asset Disposal Regulations, 2020 which requires the School to make prompt payment within sixty (60) days from the date of receipt of the invoice.

In addition, the schedule provided to support trade creditors was not accompanied with supporting invoices and delivery notes key ingredients in verification process.

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

### **3. Failure to Transfer Infrastructure Funds from the Operations Bank Account**

Review of bank statements on capitation for operations revealed amounts that were not transferred from operations account to the infrastructure account as required by Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 issued by the Ministry of Education as shown in the table below:

<b>Month</b>	<b>Receipt Amount (Kshs)</b>	<b>Amount to be Transferred to Infrastructure (Kshs)</b>	<b>Amount Transferred (Kshs)</b>	<b>Variance (Kshs)</b>
January, 2022 Operations	2,932,212	707,000	-	(707,000)
October, 2022 Operations	31,983	13,500	-	(13,500)
Form One Operations	2,164,500	962,000	-	(962,000)

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

#### **4. Unbalanced Budget**

The statement of budgeted versus actual amounts reflects income budget of Kshs.112,007,948 and final expenditure budget of Kshs.119,511,424 resulting to a deficit budget of Kshs.7,503,476. The budget imbalance was contrary to the provisions of Regulation 33(c) of the Public Finance Management (National Government) Regulations, 2015 which states that budget revenue and expenditure appropriation shall be balanced.

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

#### **5. Irregular Composition of the Board of Management**

Audit review of membership of Board of Management revealed that the School co-opted four (4) members to the Board contrary to Section 56(3) of the Basic Education Act, 2013 which limits the number of co-opted board members to three (3).

Further, the School established an Ad Hoc Committees which was not provided for by Section 61(2) of the Basic Education Act, 2013.

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

#### **6. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association**

The statement of receipts and payments reflects an amount of Kshs.19,494,705 in respect of payments for operations as disclosed in Note 6 to the financial statements. Out of this, an amount of Kshs.486,000 was transferred to Kenya Secondary School Heads Association for co-curricular activities.

Kenya Secondary School Heads Association is a private welfare organization of School Principals that is not supposed to receive Government funding.

In the circumstances, the value for money for the funds transferred to KESSHA could not be confirmed.

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

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

## **Conclusion**

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the matter 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 overall governance were not effective.

## **Basis for Conclusion**

### **1. Lack of Data Recovery Mechanisms**

Audit review of the School's information technology internal control environment indicated that the School had four ICT systems in use. However, there was no approved contingency plans that included data backup and disaster recovery. In addition, there were no servers or other data storage mechanisms for the systems.

In the circumstances, the data security and control could not be confirmed

### **2. Lack of Internal Audit Function and Audit Committee**

During the year under review, the School had not constituted an audit committee and an internal audit unit as required by Regulation 166(1) and (2) of the Public Finance Management (National Government) Regulation, 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.

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

### **3. Anomalies in Audit Committee**

Review of the audit committee revealed that the School had five (5) Audit Committee members. However, there was no evidence provided for review to confirm that the chairperson of the Committee was independent of the School, knowledgeable of the organization, possessed the requisite business and leadership skills and was not politically inclined as required by Regulation 174(5) of the Public Finance Management (National Government) Regulations, 2015.

In addition, the Committee did not hold any meeting during the year under review as required by Regulation 179(1) of the Public Finance Management (National Government) of the Public Finance Management (National Government) Regulations, 2015.

Further, the Chief Principal/Secretary to the Board was among the members of the Audit Committee. As a consequence, the Committee was not independent of the Executive.

In the circumstances, the independence of Audit Committee could not be confirmed.

#### **4. Weakness in Management of Inventory Balances**

Other important disclosure Note 17 to the financial statements reflects inventory balance of Kshs.6,128,075. This balance is made up of inventory at the beginning of the year of Kshs.3,548,135, purchases during the year of Kshs.18,565,340 and inventory issued during the year of Kshs.15,985,400. However, no schedules were provided to support the inventory balance of Kshs.6,128,078. Further, there was no evidence that stock take was carried out as at 30 June, 2024

In the circumstances, effectiveness in management of stocks could not be confirmed.

#### **5. Lack of Biological Assets Register**

Other important disclosure under Note 15 to the financial statements disclosed biological assets of Kshs.1,450,000. However, the assets were not supported with a complete asset register indicating details such as asset description, unit of measurement (pieces, acreage etc), quantity, fair value unit cost, total value and any remarks.

In the circumstances, existence of effective measures in management of biological assets could not be confirmed.

#### **6. Undisclosed Fixed Assets**

Annex 2 to the financial statements did not list the School's assets as at 30 June, 2022. However, physical verification carried out revealed that the School owned other assets with undetermined value such as land, buildings and structures, office equipment, furniture and fittings, ICT equipment, tools and apparatus and text books.

In addition, Management of the School did not maintain an asset register in the format prescribed in Appendix 6 to The National Treasury Guidelines on Asset and Liability Management in The Public Sector, 2020.

Further, records provided for review indicated that the School is in possession of twenty (20) pieces of land belonging to the Diocese as a sponsor as per letter dated 14 December, 2010. However, there was no evidence provided to confirm the arrangements on usage with the Diocese.

In the circumstances, existence of effective measures in management could not be confirmed.

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

### **Responsibilities of Management and 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 (Cash Basis) and for maintaining effective internal controls 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 its 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 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 controls 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 materials weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal controls components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.
- Conclude on the appropriateness of the Management's use of the applicable basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School'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 School 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 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 controls that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence and to 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, SBS  
AUDITOR-GENERAL

Nairobi

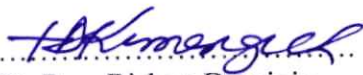
20 September, 2024

*St. Joseph's Girls High School - Chepterit*  
*Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022*

**V. STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2022**

DESCRIPTION OF VOTE HEAD	Note	2022-2022 Kshs	Jan - June 2021 Kshs
<b>RECEIPTS</b>			
Capitation grants for tuition	1	4,560,380	1,048,102
Capitation grants for operations	2	21,694,048	7,323,951
School Fund Income- Parents' Contributions	3	79,184,902	22,516,432
School Fund Income- Other receipts	4	616,529	384,920
Proceeds from borrowings		0	0
<b>TOTAL RECEIPTS</b>		<b>106,055,859</b>	<b>31,273,405</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	4,379,785	552,934
Payments for operations	6	19,494,705	6,995,958
Boarding and school fund payments	7	82,116,825	23,072,392
<b>TOTAL PAYMENTS</b>		<b>105,991,315</b>	<b>30,621,284</b>
<b>SURPLUS/DEFICIT</b>		<b>64,544</b>	<b>652,121</b>

The school financial statements were approved on 16/07/2024 and signed by:



Rt. Rev. Bishop Dominic  
Kimengich

Chair BOM

Date: 16/7/2024



Mrs. Francesca Chepkwony  
Chief Principal/ Secretary to  
BOM

Date: 16/7/2024



Stanley K Kosgei

Finance Officer

Date: 16/7/2024



VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT  
 30<sup>TH</sup> JUNE 2022

	Note	2021-2022	Jan - June 2021
		Kshs	Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	3,386,625	2,629,331
Cash Balances	9	8,382	701,333
Short term Investment	10	-	-
<b>Total Cash and cash equivalent</b>		<b><u>3,395,007</u></b>	<b><u>3,330,464</u></b>
Account's receivables	11	15,267,955	15,792,949
<b>TOTAL FINANCIAL ASSETS</b>		<b>18,662,962</b>	<b>19,123,413</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payables	12	12,671,617	13,196,612
<b>NET FINANCIAL ASSETS</b>		<b>5,991,345</b>	<b>5,926,801</b>
<b>REPRESENTED BY</b>			
Accumulated Fund b/fwd	13	5,926,801	5,274,680
Surplus/Deficit for the year		64,544	652,121
<b>NET FINANCIAL POSSITION</b>		<b>5,991,345</b>	<b>5,926,801</b>

The school financial statements were approved on \_\_\_\_16/07/2024\_\_\_\_ and signed by:



Rt. Rev. Bishop Dominic  
 Kimengich

Chair BOM

Date: 17/7/2024



Mrs. Francesca Chepkwony  
 Chief Principal/ Secretary to  
 BOM

Date: 17/7/2024



Stanley K Kosgei

Finance Officer

Date: 17/7/2024



VII. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2022

		2021-2022	Jan - June 2021
		Kshs	Kshs
<b>Receipts for operating income</b>			
Capitation grants for tuition	1	4,560,380	1,048,102
Capitation grants for operations	2	21,694,048	7,323,951
School fund income- Parents contributions/ fees	3	79,184,902	22,516,432
School fund income- other receipts	4	616,529	384,920
<b>Total receipts</b>		<b>106,055,859</b>	<b>31,273,405</b>
<b>Payments</b>			
Payments for Tuition	5	4,379,785	552,934
Payments for operations	6	19,494,705	6,995,958
Boarding and school fund payments	7	82,116,825	23,072,392
<b>Total payments</b>		<b>105,991,315</b>	<b>30,621,284</b>
<b>Net cash flow from operating activities</b>		<b>64,544</b>	<b>652,121</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Assets			
Acquisition of Assets			
Proceeds from investments			
Purchase of investments			
<b>Net cash flows from Investing Activities</b>			
<b>CASHFLOW FROM BORROWING ACTIVITIES</b>			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
<b>Net cash flow from financing activities</b>			
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>		<b>64,544</b>	<b>652,121</b>
Cash and cash equivalent at BEGINNING of the year	10	3,330,464	2,678,343
Cash and cash equivalent at END of the year		3,395,007	3,330,464

**B.O.M SECRETARY**  
 ST. JOSEPH'S CHEPTERT GIRLS HIGH SCHOOL  
 17 JUL 2024  
 P. O. Box 51 - 30300,  
 KAPSABET

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2022

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
<b>RECEIPTS</b>						
<b>(1) CAPITATION GRANT ON TUITION</b>						
Teaching / learning materials	5,000,000		5,000,000	4,560,380	439,620	91%
<b>(2) CAPITATION GRANT ON OPERATIONS</b>						
Personnel emoluments	9,005,550		9,005,550	8,792,339	213,211	98%
Repairs and maintenance	7,568,220		7,568,220	7,330,500	237,720	97%
Local transport / travelling	3,000,000		3,000,000	1,449,400	1,550,600	48%
Electricity and water	5,158,638		5,158,638	2,601,709	2,556,929	50%
Administration costs	2,005,000		2,005,000	1,520,100	484,900	76%
<b>(3) FEES CHARGED ON PARENTS</b>						
Personnel emoluments	13,452,600		13,452,600	13,769,040	(316,440)	102%
Repairs and maintenance	5,836,700		5,836,700	5,166,365	670,335	89%
Local transport / travelling	5,658,385		5,658,385	4,596,890	1,061,495	81%
Electricity and water	7,958,364		7,958,364	8,165,440	(207,076)	103%
Fees on boarding Equipment and Stores	41,458,966		41,458,966	39,460,165	1,998,801	95%
Administration costs	3,699,875		3,699,875	3,716,201	(16,326)	100%
Activity	1,500,000		1,500,000	1,495,319	4,681	100%
<b>OTHER INCOME</b>						
Rent income	105,000		105,000	102,250	2,750	97%
Income from farming activities	500,650		500,650	438,278	62,372	88%
Tender fees	100,000		100,000	76,000	24,000	76%
<b>TOTAL INCOME</b>	<b>112,007,948</b>	<b>-</b>	<b>112,007,948</b>	<b>103,240,376</b>	<b>8,767,572</b>	<b>92%</b>
<b>(1) EXPENDITURE FOR TUITION</b>						

**St. Joseph's Girls High School - Chepterit**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

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
Teaching / learning materials	5,000,000		5,000,000	8,940,285	(3,940,285)	179%
Bank Charges				1,545	(1,545)	
<b>(2) EXPENDITURE FOR OPERATIONS</b>						
Personnel emoluments	13,452,600		13,452,600	17,033,366	(3,580,766)	127%
Repairs, maintenance & improvements	5,836,700		5,836,700	12,978,500	(7,141,800)	222%
Local transport / travelling	5,658,385		5,658,385	1,892,856	3,765,529	33%
Electricity, water and conservancy	5,158,638		5,158,638	4,743,491	415,147	92%
Bank Charges						
Administration costs	2,005,000		2,005,000	3,353,170	(1,348,170)	167%
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>						
Personnel emoluments	3,458,660		3,458,660	3,512,182	(53,522)	102%
Repairs, maintenance and improvements	6,254,852		6,254,852	6,078,150	176,702	97%
Local transport / travelling	5,458,652		5,458,652	5,319,866	138,786	97%
Electricity, water and conservancy	7,958,364		7,958,364	5,247,970	2,710,394	66%
Administration costs	3,699,875		3,699,875	5,600,947	(1,901,072)	151%
Activity	411,698		411,698	398,370	13,328	97%
Fees on boarding Equipment and Stores	55,000,000		55,000,000	52,961,563	2,038,437	96%
Other expenses on investments	150,000		150,000	143,150	6,850	95%
Bank Charges	8,000		8,000	6,589	1,411	82%
<b>TOTALS</b>	<b>119,511,424</b>	<b>-</b>	<b>119,511,424</b>	<b>128,212,001</b>	<b>(8,700,577)</b>	<b>107%</b>

**Notes:**

- (i) Most of the vote heads were underutilized i.e. Below 90% utilization because of poor fee collection and under funding by the Ministry of Education.
- (ii) Most of the Tuition account expenditures exceeds projected income from the ministry of education received.
- (iii) School fund expenditures exceeded projected income due to price variation on goods and services.

## **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 30<sup>th</sup> June 2022.

**X. NOTES TO THE FINANCIAL STATEMENTS**

**1 Capitation Grant For Tuition**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Teaching / learning materials	4,560,380	1,048,101
<b>Total</b>	<b>4,560,380</b>	<b>1,048,101</b>

**2 Capitation Grant For Operations**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Personnel emoluments	8,792,339	3,166,951
Repairs and maintenance	7,330,500	2,726,000
Local transport / travelling	1,449,400	515,150
Electricity and water	2,601,709	512,600
Administration costs	1,520,100	403,250
<b>Total</b>	<b>21,694,048</b>	<b>7,323,951</b>

**3 Parents Contribution/fees - School Fund Account**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Personnel emoluments	13,769,040	3,086,904
Repairs and maintenance	5,166,365	2,171,839
Local transport / travelling	4,596,890	788,515
Electricity and water	8,165,440	2,867,671
Administration costs	3,716,201	1,279,680
Fee on Boarding Equipment and Stores	39,460,165	12,206,108
Teaching and learning material	1,885,074	
Activity	1,495,319	115,714
<b>Total</b>	<b>79,184,902</b>	<b>22,516,432</b>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**4 Other Receipts – School Fund Account**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Rental income	102,250	
Income from farming activities	438,278	348,920
Tender fees	76,0000	36,000
<b>Total</b>	<b>616,528</b>	<b>384,920</b>

**5 Payments For Tuition**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Teaching / learning materials	4,379,785	550,476
Bank Charges		2,458
<b>Total</b>	<b>4,379,785</b>	<b>552,934</b>

**6 Payments For Operations**

	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Personnel emoluments	7,972,408	3,207,141
Repairs and maintenance	5,648,000	2,726,000
Administration Cost	1,833,070	486,160
Local transport / travelling	1,892,856	110,400
Electricity and water	2,141,782	460,645
Bank Charges	6,589	5,612
<b>TOTAL</b>	<b>19,494,705</b>	<b>6,995,958</b>

NOTES TO THE FINANCIAL STATEMENTS (Continued)

7 Boarding and School Fund Payments

	2021-2022	Jan - June 2021
	Kshs	Kshs
Personnel emoluments	3,512,182	3,524,552
Activity	398,370	200,000
Repairs and maintenance & Improvements	6,078,150	1,334,800
Local transport / travelling	5,319,866	1,031,401
Electricity and water	5,247,970	1,231,651
Administration costs	5,600,947	1,882,662
Teaching and learning material	2,028,765	
Medical	302,140	
Bank Charges		5,682
Expenses on Income Generating Activities	666,872	143,150
Fee on Boarding Equipment and Stores	52,961,563	13,718,494
<b>TOTAL</b>	<b>82,116,825</b>	<b>23,072,392</b>

8 Bank Accounts

Name of Account	Bank Account Number	2021-2022	Jan - June 2021
		Kshs	Kshs
NBK-Tuition Account	01025055501200	176,456	11,145
NBK-Operations Account	01025055501201	919,106	598,563
NBK-School Fund Account/Boarding	01021055501200	2,070,051	875,611
EQUITY-School Fund Account/Boarding	0490263296969		
NBK-Infrastructural Account	01025055501202	41,847	41,847
NBK-M.I	01022055501200	179,164	1,102,164
<b>Total</b>		<b>3,386,625</b>	<b>2,629,330</b>

9 Cash In Hand

Description	Jan - June 2021	2019-2020
	Kshs	Kshs
Tuition Account		787
Operation Account	7,168	128,368
School Fund account	1,214	571,978
<b>Total</b>	<b>8,382</b>	<b>701,133</b>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**10 Short Term Investments**

<b>Description</b>	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Cooperative shares		
Treasury Bills		
Fixed deposit		
Equity stock		
Other investments		
<b>Total</b>		

**11 Accounts Receivable**

<b>Description</b>	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Fees arrears	15,267,955	15,792,949
Other non-fees receivables		
Salary advances		
Imprest		
<b>Total</b>	<b>15,267,955</b>	<b>15,792,949</b>

**11(b) Analysis of Trade Debtors**

<b>Description</b>	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Fees arrears for current year	13,338,413	12,856,890
Fees arrears for the previous year	1,256,980	1,977,273
Fees arrears for prior periods (over two years)	672,562	958,786
<b>Total</b>	<b>15,267,955</b>	<b>15,792,949</b>

NOTES TO THE FINANCIAL STATEMENTS (Continued)

12 Accounts Payable

Description	2021-2022	Jan - June 2021
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	12,102,777	11,096,449
Prepaid fees	568,840	2,100,163
Retention monies		
<b>Total</b>	<b>12,671,617</b>	<b>13,196,612</b>

12(b) Analysis of Trade Creditors

Description	2021-2022	Jan - June 2021
	Kshs	Kshs
Trade creditors for current year	10,256,253	9,425,600
Trade creditors for the previous year	1,266,283	1,320,216
Trade creditors for prior periods (over two years)	580,241	350,633
<b>Total</b>	<b>12,102,777</b>	<b>11,096,449</b>

13 Fund balance Brought Forward

Description	2021-2022	Jan - June 2021
	Kshs	Kshs
Bank balances	3,386,625	2,629,331
Cash balances	8,382	701,133
Short Term Investments		
Receivables	15,267,955	15,792,949
Payables	(12,671,617)	(13,848,733)
<b>Total</b>	<b>5,991,345</b>	<b>5,274,680</b>

**Other important disclosure notes**

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	2021-2022	Jan - June 2021
	Kshs	Kshs
Bank loan(s)		
Outstanding Leases		
Hire purchase		
Gratuity and leave provision		
<b>Total</b>		

**15 Biological assets**

Description	Numbers	2021-2022	Jan - June 2021
		Kshs	Kshs
Cattle	22	770,000	630,000
Goats			
Trees	68	680,000	610,000
Coffee or tea plantation			
Poultry			
<b>Total</b>		<b>1,450,000</b>	<b>1,240,000</b>

**16 Borrowings**

Description	2021-2022	Jan - June 2021
	KShs	KShs
<b>a) Borrowings</b>		
Borrowing at beginning of the year		
Borrowings during the year		
Repayments of during the year		
<b>Balance at end of the year</b>		

**Other important disclosure notes**

**17 Stock/ Inventory**

<b>Description</b>	<b>2021-2022</b>	<b>Jan - June 2021</b>
	<b>KShs</b>	<b>KShs</b>
<b>b) Borrowings</b>		
Stock/ inventory at beginning of the year	3,548,135	2,569,860
Stock/ inventory purchased during the year	18,565,340	7,560,955
Stock/ inventory issued during the year	15,985,400	6,582,680
<b>Balance at end of the year</b>	<b>6,128,075</b>	<b>3,548,135</b>

**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.

<b>Ref No.</b>	<b>Issue / Observations from Auditor</b>	<b>Management comments</b>	<b>Status:</b>	<b>Timeframe:</b>

Sign..........

Date.....17/7/2024.....

**Francesca Chepkwony**  
**Chief Principal/BOM Secretary.**

*St. Joseph's Girls High School - Chepterit*  
*Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022*

**I. ANNEXES TO THE FINANCIAL STATEMENTS**

**Annex 1 - analysis of pending accounts payable**

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance as at 30 June, 2022	Outstanding Balance as at 30 June, 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs		
<b>Construction of buildings</b>						
Litcon Renovators	435,600			435,600	650,000	
Madibi Interprise Ltd					430,000	
<b>Sub-Total</b>	<b>435,600</b>			<b>435,600</b>	<b>1,080,000</b>	
<b>Supply of goods</b>						
Elijah Kipleting	29,080			29,080	0	
David Kemboi	9,000			9,000	0	
Brian Kipruto	11,935			11,935	0	
Kapsabet Bookcenter	681,280			681,280	959,575	
Cheptil Electrical	196,300			196,300	0	
Marcelinus Serem	139,425			139,425	0	
Branham Kipruto Terer	50,840			50,840	0	
Alfred Rono	48,000			48,000	0	
Storejerit Self Help Group	35,020			35,020	0	
Sinenedet Sport House	350,000			350,000	0	
School Farm	59,490			59,490	0	
Gaberia Ltd	758,160			758,160	0	
Cosmetic Computer	27,550			27,550	0	
Mary Wanjiru	900,000			900,000	0	
Comp Master Technologies	506,458			506,458	0	
Jostel Softonare Enterprise	399,736			399,736	0	
Dorcas Cheptoo	137,050			137,050	0	
Forethought Enterprise	618,450			618,450	0	
Allnelly Ict Enterprise	718,600			718,600	0	
Startic Distributors	542,000			542,000	583,864	
Mountain Graphics	717,231			717,231	0	

*St. Joseph's Girls High School - Chepterit*  
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Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance as at 30 June, 2022	Outstanding Balance as at 30 June, 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs		
Lenah Jeptoo	123,500			123,500	0	
Yokhama Enterprise	1,523,720			1,523,720	1,211,840	
Weston Enterprise ltd	984,140			984,140	0	
Bendera Printers	821,950			821,950		
Spear Head Enterprises					1,176,130	
Morgan Kigen					348,000	
Sauti Furnicture					2,410,000	
Polyenergy Savers					862,000	
Chepny Ventures					650,000	
Trinity 2019 Solution					405,840	
Moonshine Investment					191,500	
Crane Investment					254,300	
Trarson Safety Suppliers					421,000	
<b>Sub-Total</b>	<b>9,679,957</b>			<b>9,679,957</b>	<b>10,016,449</b>	
<b>Supply of services</b>						
Kenya Power	350,658			350,658	0	
Salary for June 2022	1,560,342			1,560,342	0	
Kamobo Modern Garage	76,220			76,220	0	
<b>Sub-Total</b>	<b>1,987,220</b>			<b>1,987,220</b>	<b>0</b>	
<b>Grand Total</b>	<b>12,102,777</b>			<b>12,102,777</b>	<b>11,096,449</b>	

**ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER**

<b>Asset class</b>	<b>Date purchased</b>	<b>Location</b>	<b>Historical Cost b/f (Kshs) 01 July 2021</b>	<b>Additions during the year (Kshs)</b>	<b>Disposals during the year (Kshs)</b>	<b>Historical Cost c/f (Kshs) 30<sup>th</sup> June 2022</b>
Land 1	16 acres					
Land 2	4 acres					
Buildings and structures	120					
Motor vehicles	2					
Office equipment, furniture and fittings	5072					
ICT Equipment, and Other ICT Assets	44					
Tools and apparatus	4202					
Textbooks	22745					
Other Machinery and Equipment	4					
Heritage and cultural assets						
Intangible assets- soft ware	2					
<b>Total</b>						