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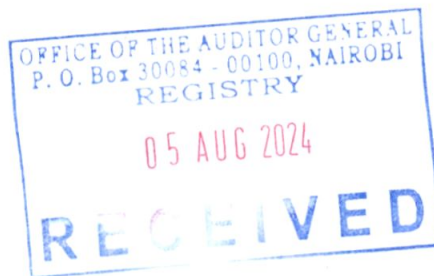
THE AUDITOR-GENERAL

ON

AIC ITOLONI GIRLS' SECONDARY SCHOOL

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

KITUI COUNTY



Revised 30th June 2021.



AIC ITOLONI GIRLS' SECONDARY SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE SIX MONTHS PERIOD ENDED
30th June 2021

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

AIC ITOLONI GIRLS' SECONDARY SCHOOL
Annual Report and Financial Statements
For the Six Months period ended 30th June 2021

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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 **Kitui** County, **Mwingi West** Sub-County

The school was registered in **2006** under registration number **15S300012247** and is currently categorized as an **Extra County**, public school established, owned or operated by the Government.

The school is a day/boarding school and had **396** number of students as at **30th June 2021**. It has **2** streams and **21** teachers of which **2** 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	Dr. Winfred Ndumu	Chairperson	3rd May, 2019
2	Gedion Simbu	Vice Chairperson	3rd May, 2019
3	Dorris Ndunda	Secretary - Principal	3rd May, 2019
4	Jacob Ngwele	Member	3rd May, 2019
5	Stephen Munyithya	Member	3rd May, 2019
6	Gabriel Mbuvi	Member	3rd May, 2019
7	Stephen Mwaniki	Member	3rd May, 2019
8	Lenah Ngungu	Member	3rd May, 2019
9	Koki Musau	Member – Rep CEB	3rd May, 2019
10	Clevence Musindalo	Member Rep Teachers	3rd May, 2019
11	Johnson Mutua	3 Members - Sponsor	3rd May, 2019
12	Rose Makaa	Member - Community	3rd May, 2019
13	Peter Nganza	Member Special Needs	3rd May, 2019
14	Sharon chesi	Rep Students	3rd May, 2019

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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	Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Patrick Koki	Member	1 out of 1
		Gabriel Mbuvi	Member	1 out of 1
2	Audit Committee	Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Jacob Ngwele	Member	1 out of 1
		Lenah Ngungu	Member	1 out of 1
3	Finance, procurement and general purposes Committee	Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Jacob Ngwele	Member	1 out of 1
4	Academic Committee	Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Stephen Munyithya	Member	1 out of 1
		Rose Makaa	Member	1 out of 1
5	Development Committee	Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Gedion Simbu	Member	1 out of 1
		Gabrie Mbuvi	Member	1 out of 1
6	Discipline and welfare Committee			

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		Dr. Winfred Ndumu	Chairperson	1 out of 1
		Dorris Ndunda	Principal	1 out of 1
		Stephen Mutunga	Member	1 out of 1
		Rose Makaa	Member	1 out of 1
7	Adhoc Committee (if any during the year)			
		Jacob Ngwele	Chairperson	1 out of 1
		Rose Makaa	Member	1 out of 1
		Peter Nganza	Member	1 out of 1
		Stephen Munyithya	Member	1 out of 1

(d) School operation Management

For the Six months period ended 30th June 2021 the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSC Number
1	Principal	Dorris Ndunda	416462
2	Deputy Principal	Susan Mbulu	423864
3	School Bursar	Pius Ndithya	25314574 (ID NO)

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

(e) Schools contacts

Post Office Box: 169-90402, Migwani
Telephone: 0114 505 610
E-mail: itolonigirls@gmail.com
Website:
Facebook:
Twitter:

(f) School Bankers

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

1. Name Of Bank: Kenya Commercial Bank
Branch: Mwingi
Account Number: 1102991708 Boarding
2. Name Of Bank: Kenya Commercial Bank
Branch: Mwingi
Account Number: 1102992178
3. Name Of Bank: Kenya Commercial Bank
Branch: Mwingi
Account Number: 1102996652 Tuition
4. Name Of Bank: Kenya Commercial Bank
Branch: Mwingi
Account Number: 1261239180
5. MPESA Pay Bill No. **522123** attached to **1102991708** bank account

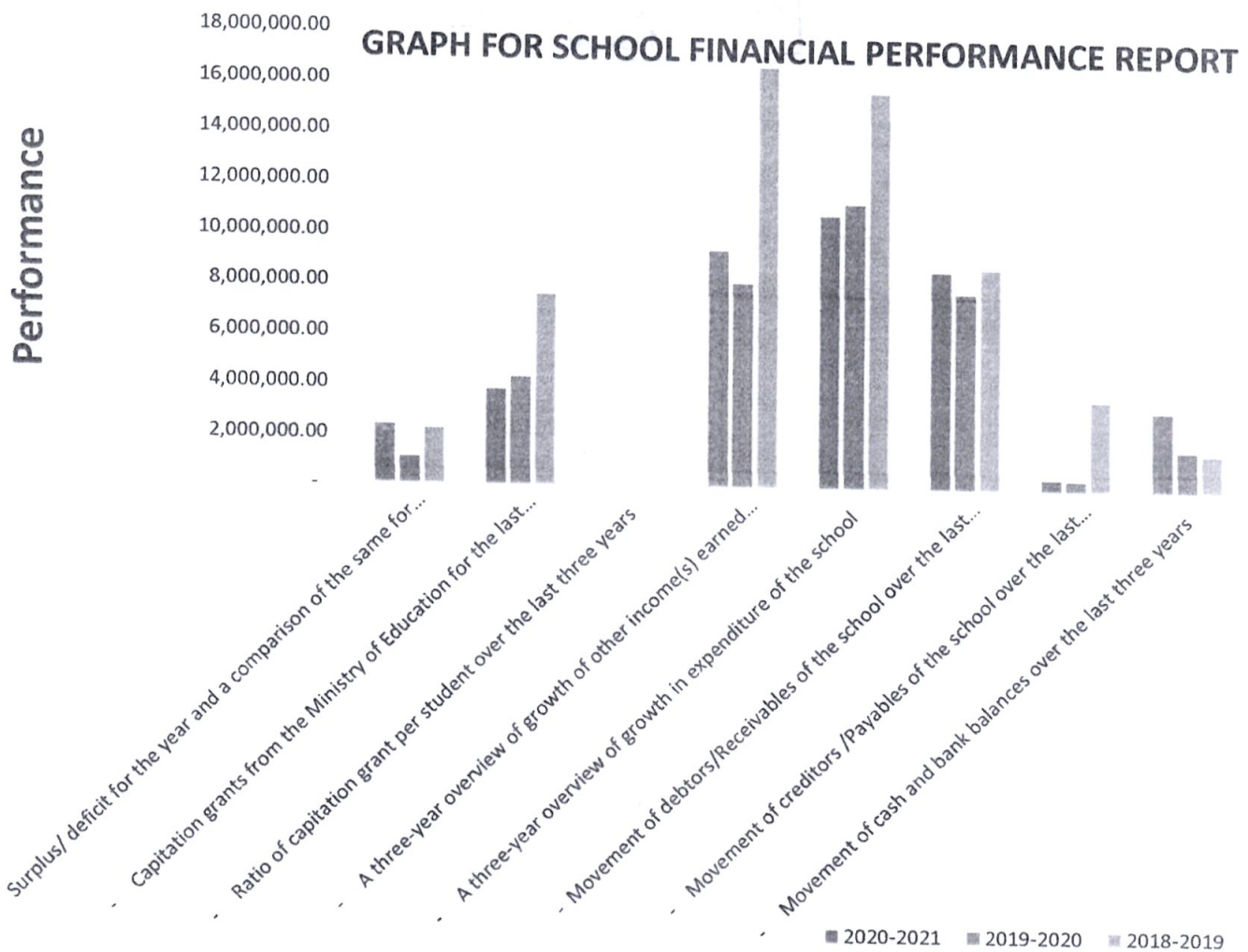
(g) Independent Auditors

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 table summary report of the performance of the school

a) Financial performance:	2020-2021	2019-2020	2018-2019
- Surplus/ deficit for the year and a comparison of the same for the last three years	2,349,871.55	1,078,904.50	2,228,000.00
- Capitation grants from the Ministry of Education for the last three years	3,783,443.05	4,277,183.00	7,539,041
- Ratio of capitation grant per student over the last three years	9,554.00	11,052.00	14,793
- A three-year overview of growth of other income(s) earned by the school.	9,363,018.00	8,066,957.00	16,653,965
- A three-year overview of growth in expenditure of the school	10,796,589.50	11,265,236.00	15,679,137
- Movement of debtors/Receivables of the school over the last three years	8,614,399.00	7,772,988.00	8,748,574
- Movement of creditors /Payables of the school over the last three years	443,620.00	398,934.00	3,630,585
- Movement of cash and bank balances over the last three years	3,203,496.22	1,650,349.67	1,516,874



AIC ITOLONI GIRLS' SECONDARY SCHOOL
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a) Development projects carried out by the school:

Project	Source of fund	Initial cost (Ksh)	Amount spent (Ksh)	Expected Completion Time
Completion of Dormitory	MOE	1,935,000.00	1,351,920.00	Completed

Sign 

School Principal



II. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY

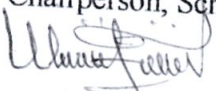
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant 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 *AIC Itoloni Girls secondary 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: Dr. Winfred Ndumu
Designation: Chairperson, School Board of Management

Sign: 
Date: 29/7/2024

Name: Eunice Titus (Mrs)
Designation: School Principal & Secretary to Board of Management

Sign: 
Date: 29/7/2024

Name: Pius Ndithya
Designation: Bursar/ Finance Officer

Sign: 
Date: 29/7/2024



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

Enhancing Accountability

REPORT OF THE AUDITOR-GENERAL ON AIC ITOLONI GIRLS' SECONDARY SCHOOL FOR THE SIX (6) MONTHS' PERIOD ENDED 30 JUNE, 2021 - KITUI 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 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 AIC Itoloni Girls' Secondary School - Kitui County set out on pages 10 to 26, which comprise of the statement of financial assets and financial liabilities as at 30 June, 2021, and the statement of receipts and payments, the statement of cash flows, statement of budgeted versus actual amounts for the 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 matter described in the basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the AIC Itoloni Girls' Secondary School - Kitui 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 Public Finance Management Act, 2012 and the Basic Education Act, 2013.

Basis for Qualified Opinion

Long Outstanding Accounts Receivables

The statement of financial assets and financial liabilities, and Note 11 to the financial statements reflects a balance of Kshs.8,614,399 in respect of accounts receivables. Review of the ledgers presented for audit revealed, long outstanding student receivables totalling Kshs.5,759,335 which are over two (2) years old.

In the circumstances, the accuracy, completeness and recoverability of the receivables balance of Kshs.8,614,399 could not be confirmed.

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

Emphasis of Matter

Budgetary Control and Performance

The statement of budget versus actual amounts reflects final revenue budget and actual on comparable basis of Kshs.8,107,000 and Kshs.7,819,382 respectively, resulting to under-collection of Kshs.287,618 or 3.5% of the approved budget. However, the Schools spent Kshs.6,036,004 against actual receipts of Kshs.7,819,382 resulting to under-utilization of Kshs.1,783,378 or 22% of the actual receipts. Further, the budget was not balanced.

The under-funding and under-utilization affected the planned activities and may have impacted negatively on the School's activities.

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

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. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statements of receipts and payments reflects payments for operations amount of Kshs.3,220,682 as disclosed in Note 6 to the financial statements which includes transfers of Kshs.272,250 to Kenya Secondary Schools Heads Association (KESSHA). KESSHA is a welfare organization that is not recognized by the Public Finance Management Act, 2012 and draws its membership from school principals only.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.272,250 could not be confirmed.

2. Lack of a Procurement Plan

The statement of receipts and payments reflects an amount of Kshs.13,146,461 and Kshs.10,796,589 in respect of receipts and payments respectively. However, during the period under review, Management did not prepare an annual procurement plan as part of the annual budget preparation process. This was contrary to Regulation 40 of the Public Procurement and Asset Disposal Regulations, 2020 which states that a procuring entity prepare a procurement plan for each year as part of the annual budget preparation process.

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

3. Late Submission of Financial Statements for Audit

During the period under review, Management submitted the financial statements to the Auditor-General on 23 April, 2023 instead of the statutory deadline of 30 September, 2021. This was contrary to the Ministry of Education circular Ref.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 therefore in breach of the law.

4. Inaccurate Balance and Lack of Ownership Documents

Annex 2 to the financial statements reflects summary of fixed assets register balance of Kshs.34,3690,781, in respect of fixed assets which is at variance with the computed balance of Kshs.35,957,781. Further, the register includes two (2) parcels of land with estimated value of Kshs.1,176,561, buildings and structures valued at Kshs.12,351,920. However, the land balance was not supported by title deeds and no valuation report was provided for audit done to support the balances.

In the circumstances, the ownership and safe custody of the fixed assets 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 governance were not effective.

Basis for Conclusion

Poor Inventory Management

Note 17 to the financial statements reflect a balance of Kshs.232,450 being inventory as at 30 June, 2021. Review of inventory records revealed lack of recording of receipts and delivery of stock. Further, the dates of delivery did not match the dates indicated in the store's ledger and the valuation method for inventory was not disclosed in the financial statements.

In the circumstances, the effectiveness of internal controls in the management of stores 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 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 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 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 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 controls would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

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

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgment 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 Management.
- Conclude on the appropriateness of 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 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, CBS
AUDITOR-GENERAL

Nairobi

18 November, 2024

ITOLONI GIRLS' SECONDARY SCHOOLS
Reports and Financial Statements
For the Six months period ended 30th June 2021

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

	Note	2020-2021 Kshs	2019-2020 Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	8	3,082,419.22	1,563,674.67
Cash Balances	9	121,077.00	86,675.00
Short term Investment	10	-	-
Total Cash and cash equivalent		<u>3,203,496.22</u>	<u>1,650,349.67</u>
Account's receivables	11	8,614,399.00	7,772,988.00
TOTAL FINANCIAL ASSETS		11,817,895.22	9,423,337.67
FINANCIAL LIABILITIES			
Accounts Payables	12	443,620.00	398,934.00
NET FINANCIAL ASSETS		11,374,275.22	9,024,403.67
REPRESENTED BY			
Accumulated Fund b/fwd	13	9,024,403.67	7,945,498.67
Surplus/Deficit for the year		2,349,871.55	1,078,905.00
NET FINANCIAL POSSITION		11,374,275.22	9,024,403.67

The School's financial statements were approved on 30th 2021 and signed by:

Name: Dr. Winfrend Ndimu
 Chairperson, BoM

Sign: 

Date: 29/7/2024

Name: Eunice Titus (Mrs)
 School Principal/Secretary to BoM

Sign: 

Date: 29/7/2024

Name: Pius Ndithya
 Bursar/Finance

Sign: 

Date: 29/7/2024

PRINCIPAL / B.O.M SECRETARY
A.I.C ITOLONI GIRLS' SEC. SCHOOL
29 JUL 2024
P. O. Box 169 - 90402,
MIGWANI


AIC ITOLONI GIRLS' SECONDARY SCHOOL
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For the Six Months period ended 30th June 2021

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

DESCRIPTION OF VOTE HEAD	Note	2020-2021 Kshs	2019-2020 Kshs
RECEIPTS			
Capitation grants for tuition	1	515,786.25	749,250.00
Capitation grants for operations	2	3,267,656.80	3,527,933.00
School Fund Income- Parents' Contributions	3	8,488,567.00	7,952,707.00
School Fund Income- Other receipts	4	874,451.00	114,250.00
Proceeds from borrowings			
TOTAL RECEIPTS		13,146,461.05	12,344,140.00
PAYMENTS			
Payments for Tuition	5	188,519.50	633,281.00
Payments for operations	6	3,220,682.00	3,442,780.00
Boarding and school fund payments	7	7,387,388.00	7,189,174.00
TOTAL PAYMENTS		10,796,589.50	11,265,235.00
SURPLUS/DEFICIT		2,349,871.55	1,078,905.00

The school financial statements were approved on 30th June 2021 and signed by:

Sign: 

Sign: 

Sign: 

Name: DR. Winfrend Ndumu
Chairperson BOM

Name: Eunice Titus (Mrs)
School Principal/
Secretary to BOM

Name: Pius Ndithya
Bursar/
Finance Officer

Date: 29/7/2024

Date: 29/7/2024

Date: 29/7/2024



TECHNICAL GIRLS SECONDARY SCHOOLS
 Reports and Financial Statements
 For the Six months period ended 30th June 2021

VI. STATEMENT OF CASH FLOWS FOR THE SIX MONTHS PERIOD ENDED 30TH JUNE 2021

		2020-2021	2019-2020
		Kshs	Kshs
Receipts for operating income			
Capitation grants for tuition	1	515,786.25	
Capitation grants for operations	2	3,267,656.80	
School fund income- Parents contributions/ fees	3	8,488,567.00	
School fund income- other receipts	4	874,451.00	
Total receipts		13,146,461.05	
Payments			
Payments for Tuition		188,519.50	
Payments for operations		3,220,682.00	
Boarding and school fund payments		7,387,388.00	
Total payments		10,796,589.50	
Net cash flow from operating activities		1,553,146.55	
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets		-	
Acquisition of Assets		-	
Proceeds from investments		-	
Purchase of investments		-	
Net cash flows from Investing Activities		-	
CASHFLOW FROM BORROWING ACTIVITIES			
Proceeds from borrowings/ loans		-	
Repayment of principal borrowings		-	
Net cash flow from financing activities		-	
NET INCREASE IN CASH AND CASH EQUIVALENTS		1,553,146.55	
Cash and cash equivalent at BEGINNING of the year		1,650,349.67	
Cash and cash equivalent at END of the year		3,203,496.22	

VII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE SIX MONTHS PERIOD 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						
(1) CAPITATION GRANT ON TUITION						
Textbooks and reference materials	-	-	-	-	-	-
Exercise books	-	-	-	-	-	-
Laboratory equipment	-	-	-	-	-	-
Internal exams	-	-	-	-	-	-
Teaching / learning materials	928,800.0	-	928,800.0	515,786.3	413,013.8	55.53
Chalks	-	-	-	-	-	-
Exams and assessment	-	-	-	-	-	-
Teachers guides	-	-	-	-	-	-
	928,800.00	-	928,800.00	515,786.25	413,013.75	55.53
(2) CAPITATION GRANT ON OPERATIONS						
Personnel emoluments	-	-	-	-	-	-
Repairs and maintenance	1,200,000.00	-	1,200,000.0	1,372,500.0	(172,500.0)	114.38
Local transport / travelling	-	-	-	-	-	-
Electricity and water	-	-	-	-	-	-
Medical	-	-	-	-	-	-
Administration costs	-	-	-	-	-	-
Activity	300,000.0	-	300,000.0	-	300,000.0	-
Other Voteheads	1,580,000	-	1,580,000	1,895,156.80	(315,156.80)	119.95-
SMASSE	3,080,000	-	3,080,000	3,267,656.80	(187,656.80)	-

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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) FEES CHARGED ON PARENTS						
Personnel emoluments	620,000.00	-	620,000.00	533,350.00	86,650.00	86.02
Repairs and maintenance	480,000.00	-	480,000.00	583,917.00	(103,917.00)	121.65
Local transport / travelling	130,000.00	-	130,000.00	141,332.00	(11,332.00)	108.72
Electricity and water	980,000.00	-	980,000.00	863,507.00	116,493.00	88.11
Medical	-	-	-	-	-	-
Administration costs	370,000.00	-	370,000.00	316,900.00	53,100.00	85.65
Activity	30,000.00	-	30,000.00	46,054.00	(16,054.00)	153.51
SMASSE	-	-	-	-	-	-
Fee on Boarding Equipment and Stores	5,497,000.00	-	5,497,000.00	5,334,322.00	162,678.00	97.04
OTHER INCOME						
Rent income	-	-	-	-	-	-
Income from farming activities	-	-	-	-	-	-
Insurance compensation	-	-	-	-	-	-
Income from Posho mill	-	-	-	-	-	-
Income from Bus Hire	-	-	-	-	-	-
Fee for hire of ground and equipment	-	-	-	-	-	-
Interest income	-	-	-	-	-	-
Income from any other investment	-	-	-	-	-	-
TOTAL INCOME	8,107,000.00	-	8,107,000.00	7,819,382.00	287,618.00	-

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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

(1) EXPENDITURE FOR TUITION

Textbooks and reference materials	-	-	-	-	-	-
Exercise books	-	-	-	-	-	-
Laboratory equipment	-	-	-	-	-	-
Internal exams	-	-	-	-	-	-
Teaching / learning materials	928,800.00	-	928,800.00	188,040.00	740,760.00	20.25
Chalks	-	-	-	-	-	-
Exams and assessment	-	-	-	-	-	-
Teachers guides	-	-	-	-	-	-
Administration costs	-	-	-	-	-	-
Bank Charges	-	-	-	-	-	-
TOTAL	928,800.00	-	928,800.00	188,040.00	740,760.00	-

(2) EXPENDITURE FOR OPERATIONS

Personnel emoluments	-	-	-	-	-	-
Maintenance & Improvement	1,200,000.00	-	1,200,000.00	1,372,500.00	2,572,500.00	114.38
Local transport / travelling	-	-	-	-	-	-
Electricity, water and conservancy	-	-	-	-	-	-
Medical	-	-	-	-	-	-
Administration costs	-	-	-	-	-	-
Activity Expenses	300,000.00	-	300,000.00	-	300,000.00	-
Other vote heads	1,580,000.00	-	1,580,000.00	1,868,762.20	3,448,762.20	118.28
Gratuity	-	-	-	-	-	-

VIII. 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.

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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
SMASSE	-	-	-			
TOTAL	3,080,000.00	-	3,080,000.00	3,241,262.00	6,321,262.00	232.65
(3) EXPENDITURE FOR SCHOOL FUND						
Personnel emoluments	620,000.00	-	620,000.00	267,619.00	352,381.00	43.16
Repairs, maintenance and impr ^t	480,000.00	-	480,000.00	689,260.00	(209,260.00)	143.60
Local transport / travelling	130,000.00	-	130,000.00	299,130.00	(169,130.00)	230.10
Electricity water & Conserv ^t	980,000.00	-	980,000.00	259,590.00	720,410.00	26.49
Medical Expenses	-	-	-	-	-	-
Administration costs	370,000.00	-	370,000.00	422,432.00	(52,432.00)	114.17
Activity	30,000.00	-	30,000.00	69,650.00	(39,650.00)	-
Gratuity	-	-	-	-	-	-
Lunch programme	-	-	-	-	-	-
Boarding Equipment and Stores	5,497,000.00	-	5,497,000.00	4,028,323.00	1,468,677.00	73.28
Expenditure for Income Generating Activity	-	-	-	-	-	-
Insurance costs	-	-	-	-	-	-
Other exp ^t on investments	-	-	-	-	-	-
Rent Expenses	-	-	-	-	-	-
Bank Charges	-	-	-	-	-	-
Loan Interest Repayment	-	-	-	-	-	-
Loan Principal Repayment	-	-	-	-	-	-
Acquisition of Assets	-	-	-	-	-	-
TOTALS	13,604,000.00	-	13,604,000.00	6,036,004.00	7,567,996.00	-

Commentary on significant underutilization (below 90% of utilization) and any overutilization above 100%

- i. The underutilization was as a result of poor fees payment due to hard economic times*
- ii. The overutilization was as a result of priorities in budget allocation*

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.

IX. NOTES TO THE FINANCIAL STATEMENTS

1 CAPITATION GRANT FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	-	-
Laboratory equipment	-	-
Internal exams	-	-
Teaching / learning materials	515,786.25	749,250.00
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Total	515,786.25	749,250.00

2 CAPITATION GRANT FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	-	-
Repairs and maintenance	-	-
Local transport / travelling	-	1,620,000.00
Electricity and water	-	-
Medical	-	-
Administration costs	-	-
Activity	-	162,000.00
Other vote heads	1,895,156.00	1,664,933.00
Insurance	-	81,000.00
Infrastructure, dormitory completion	1,372,500.00	-
Total	3,267,656.80	3,527,933.00

3 PARENTS CONTRIBUTION/FEEES - SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	688,790.00	642,928.00
Repairs and maintenance	583,917.00	474,254.00
Local transport / travelling	309,527.00	304,172.00
Electricity and water	1,038,507.00	873,539.00
Medical	-	-
Administration costs	487,450.00	442,275.00
Activity	46,054.00	54,155.00
Boarding equipment and stores	5,334,322.00	5,161,393.00
Total	8,488,567.00	7,952,707.00

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Fee on Boarding Equipment and Stores	-	-
Rd cheque	6,000.00	-
Rent income	-	-
Income from farming activities	-	-
Salary advance	16,100.00	-
Insurance compensation	-	-
Income from Posho mill	-	-
Income from Bus Hire	139,000.00	89,000.00
Fee for hire of ground and equipment	-	-
Income from grants and donations*	659,701.00	-
Interest income	-	-
Special diet	22,800.00	-
Kcse exam fee	5,600.00	-
Student ID	25,250.00	25,250.00
Dividends income	-	-
Total	874,451.00	114,250.00

5 PAYMENTS FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	-	-
Laboratory equipment	-	-
Internal exams	-	-
Teaching / learning materials	188,040.00	633,281.00
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Administration Costs	479.50	-
Total	188,519.50	633,281.00

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 PAYMENTS FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	-	-
Service Gratuity	-	-
Administration Cost	-	-
Repairs and maintenance & improvements	-	-
Local transport / travelling	-	-
Electricity and water	-	80,055.00
Medical	-	-
Activity Expenses	-	18,600.00
SMASSE	-	-
Insurance Cost	-	26,200.00
Infrastructure dormitory completion	1,351,920.00	1,779,792.00
Bank Charges	-	-
Acquisition of Assets	-	-
Other vote heads	1,868,762.00	-
TOTAL	3,220,682.00	3,442,780.00

7 BOARDING AND SCHOOL FUND PAYMENTS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	267,619.00	645,421.00
Service Gratuity	-	-
Repairs and maintenance & Improvements	689,130.00	540,060.00
Local transport / travelling	299,130.00	433,235.00
Electricity and water	259,590.00	257,600.00
Medical Expenses	-	-
Administration costs	422,432.00	713,375.00
Bank Charges	-	-
Expenses on Income Generating Activities	-	-
Fee on Boarding Equipment and Stores	4,535,971.00	4,414,603.00
Student ID	-	25,250.00
Special diet	20,235.00	-
Bus hire	133,800.00	84,990.00
Activity expenses	69,650.00	74,640.00
Bursary payment of students	659,701.00	-
Salary advance	30,000.00	-
Insurance Cost (Life Property)	-	-
Loan Principal repayment	-	-
Acquisition of Assets	-	-
TOTAL	7,387,388.00	7,189,174.00

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	1102976652	610,692.25	398,465.50
Operations Account	1102992178	436,727.00	417,217.30
School Fund Account/Boarding	1102991708	1,980,454.00	714,026.87
Savings Account		4,338.00	4,338.00
Parent Association Development Account		-	-
Income generating activities Account		-	-
Infrastructural Account	1261239180	50,207.00	29,627.00
Total		3,082,419.22	1,563,674.00

9 CASH IN HAND

Description	2020-2021	2019-2020
	Kshs	Kshs
Tuition Account	1,520.00	2,400.00
Operation Account	60,345.00	53,460.00
School Fund account	59,212.00	30,815.00
Total	121,077.00	86,675.00

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	8,614,399.00	7,772,988.00
Other non-fees receivables	-	-
Salary advances	-	-
Imp rest	-	-
Total	8,614,399.00	7,772,988.00

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

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears for current year	2,081,833.00	2,013,653.00
Fees arrears for the previous year	773,231.00	-
Fees arrears for prior periods (over two years)	5,759,335.00	5,759,335.00
Total	8,614,399.00	7,772,988.00

12 ACCOUNTS PAYABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	-	-
Prepaid fees	443,620.00	398,934.00
Retention monies	-	-
Total	443,620.00	398,934.00

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

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors for current year	-	-
Trade creditors for the previous year	-	-
Trade creditors for prior periods (over two years)	-	-
Total	-	-

NOTES TO THE FINANCIAL STATEMENTS (Continued)

13 FUND BALANCE BROUGHT FORWARD

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank balances	3,082,419.00	1,563,674.67
Cash balances	121,077.00	86,675.00
Short Term Investments	-	-
Receivables	8,614,399.00	7,772,988.00
Payables	443,620.00	398,934.00
Total	11,374,275.00	9,024,403.00

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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	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	59	177,000.00	114,000.00
Coffee or tea plantation	-	-	-
Poultry	0	0	0
Total	-	-	-

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	183,450.00	38,000.00
Stock/ inventory purchased during the year	2,045,500.00	3,500,550.00
Stock/ inventory issued during the year	1,996,500.00	3,355,100.00
Balance at end of the year	232,450.00	183,450.00

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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	Date Contracted	Amount Paid To-Date	Outstanding Balance 20XX	Outstanding Balance 20XX-1	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Construction of buildings						
1.	-	0	-	-	-	
2.	-	-	-	-	-	
3.	-	-	-	-	-	
Sub-Total		0	-	-	-	NOT AVAILABLE
Supply of goods						
4.						
5.						
6.						
Sub-Total						
Supply of services						
7.						
8.						
9.						
Sub-Total						
Grand Total						

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ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER

Asset class	Date purchased	Location	Units	Historical Cost b/f (Kshs) 1 st July 20xx	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 th June 20xx
Land 1	1988	KITUI	4.53 Acres	246,561.00	-	-	246,561.00
Land 2	2019	KITUI	0.4 Acres	930,000.00	-	-	930,000.00
Buildings and structures	1988	KITUI	21	11,000,000.00	1,351,920.00	-	12,351,920.00
Motor vehicles	2013	KITUI	1	7,000,000.00	-	-	7,000,000.00
Office equipment, furniture and fittings	2011	KITUI	24	6,500,000.00	250,000.00	-	6,750,000.00
ICT Equipment, and Other ICT Assets	2014	KITUI	31	3,200,000.00	80,000.00	-	4,000,000.00
Tools and apparatus	2020	KITUI	315	715,000.00	-	-	715,000.00
Textbooks	2018	KITUI	818	1,003,000.00	800,000.00	-	1,803,000.00
Other Machinery and Equipment	2011	KITUI	17	162,300.00	12,000.00	-	174,300.00
Heritage and cultural assets					-	-	-
Intangible assets- soft ware	2020	KITUI	2	420,000.00	-	-	420,000.00
Total				31,176,861.00	-	-	34,369,781.00