


REPUBLIC OF KENYA



*Enhancing Accountability*

 <b>REPORT</b> THE NATIONAL ASSEMBLY PAPERS LAID	
DATE:	12 JUN 2025
	DAY. THURSDAY
TABLED BY:	HON. NADMI WAZO, DEPUTY CHP WHIP,
CLERK-AT THE-TABLE:	ANN SHIBUKO

PARLIAMENT  
OF KENYA  
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**THE AUDITOR-GENERAL**

ON

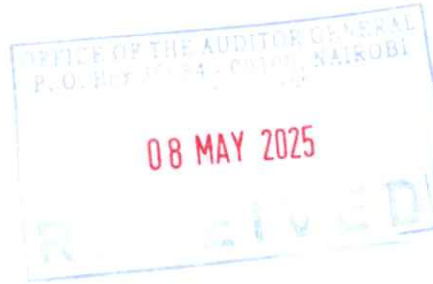
**ST MONICA GIRLS MULUTU  
SECONDARY SCHOOL**

**FOR THE YEAR ENDED  
30 JUNE, 2024**

**KITUI COUNTY**



Revised 30<sup>th</sup> June 2024.



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*(ST. MONICA GIRLS MULUTU SECONDARY SCHOOL)*

**PUBLIC SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED  
30<sup>TH</sup> JUNE 2024**

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

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**1. Acronyms and Definition of Key Terms**

**A. Acronyms.**

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education
TSC	Teachers Service Commission
SMASSE	Strengthening of Mathematics and Science in Secondary Education

**B. Definition of Key Terms**

**Comparative Year-** Means the prior period.

*(This list is an indication of the common acronyms and abbreviations; the Entity should include all from the annual report and financial statements prepared)*

## 2. 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 in Kitui County, Kitui Central Sub-County.

The school was registered in **19/09/2023** under registration number **15S300012327** and is currently categorized as a **Extra County public** school established, owned or operated by the Government.

The school is a day/boarding school and had **515** number of students as at **30<sup>th</sup> June 2024**. It has 3 streams and **32 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:

1	Mr. John Mutua	Chairman	May 2022
2	Mrs. Anne kyalo	Secretary- Principal	May 2022
3	Mr. Joseph Mutua	Member	May 2022
4	Eng. Jacob Mwisyo	Member	May 2022
5	Florence Ndeti	Member	May 2022
6	Mr. Gustavus Muli	Member	May 2022
7	Mr. Nicolas Mumo	Member	May 2022
8	Mr. Augustus kyenze	Member – Rep CEB	May 2022
9	Annastacia James	MemberRepTeachers	May 2022
10	Linus Wambua	3 Members – Sponsor	May 2022
11	Zipporah Rael	Member – Community	May 2022
12	Mr. Francis Kilonzo	MemberSpecialNeeds	May 2022
13	Patriciah Chamia	Member	May 2022
14	Fr. Rev. Dominic Kamwilwa	Sponsor	May 2022
15	Grace Sidi	Rep Students	

**The functions of the School Board of Management are to:**

- 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, of 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**

*(Provide the names of the various committees of the Board established by the Board and the names of the committee members):*

1	Executive Committee	JOHN MUTUA ANNE N. JOHN CHARLES MUTINDA JOSEPH MUTUA FLORENCE NDETI	BOM CHAIR BOM SEC PTA CAHIR BOM MEMBER BOM MEMBER	<b>1 out 3</b>
2	Audit Committee	AUGUSTUS KYENZE ANNE JOHN NICOLUS MUMO FRANCIS KILONZO FLORENCE NDETI	CHAIR AUDIT BOM SECRETARY BOM MEMBER BOM MEMBER BOM MEMBER	0 out 3
3	Finance, procurement and general purposes Committee	ENG. JACOB MWISYO ANNE N JOHN GUSTAVUS MULI CHARLES MUTINDA	CAHIR FINANC BOM SECRETARY BOM MEMBER PTA CHAIR	3 out 3
4	Academic Committee	FLORENCE NDETI ANNE N. JOHN LINUS WAMBUA ZIPPORAH RAEL CHARLES MUTINDA	CHAIR ACADEMIC BOM SECRETARY BOM MEMBER BOM MEMBER PTA CHAIR	3 out 3
5	Discipline and welfare Committee	MERCY MUSENYA ANNE N. JOHN PATRICIA CHAMIA ZIPPORAH RAEL DR. FR. DOMINIC CHARLES MUTINDA	STUDENT REP BOM SECRETARY CHAIR DISCIPLINE BOM MEMBER BOM MEMBER PTA CHAIR	0 out 3

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

6	Development committee	JOSPH MUTUA ANNE N JOHN MARY SHANO FLORENCE NDETI	CHAIR SIC BOM SECRETARY SCDF BOM MEMBER	3 out 3
7	Adhoc Committee (if any during the year)			

**(d) School operation Management**

For the financial year ended 30<sup>th</sup> June, 2024 the School's day-to-day management was under the following persons:

Ref:	Designation	Name	Identification
1	Principal	Mrs. Anne kyalo	TSC No. 335507
2	Deputy Principal	Mrs. Rose mboya	TSC No. 358553
3	School Bursar	Stephen M. Ndeti	ICPAK No.
4	Other (specify)		

**(e) Schools contacts**

Post Office Box: P.O BOX 546-90200,KITUI  
Telephone: 708340385  
Email: [stmonicamulutugirls@gmail.com](mailto:stmonicamulutugirls@gmail.com)  
Website <https://www.stmonicamulutu.co.ke>  
Facebook: Twiter 0

**(f) School Bankers**

The school operated accounts in the following banks:

- 1 Name of Bank: NATIONAL BANK-BOARDING A/C  
Branch: KITUI BRANCH  
Account Number: 01021051513801
- 2 Name of Bank: NATIONAL BANK-OPERATION A/C  
Branch: KITUI BRANCH  
Account Number: 01021051513800
- 3 Name of Bank: NATIONAL BANK-TUITION A/C  
Branch: KITUI BRANCH  
Account Number: 01025051513800
- 4 Name of Bank: NATIONAL BANK-INFRASTRUCTURE AC  
Branch: KITUI BRANCH  
Account Number: 01022201846900
- 5 Name of Bank: NATIONAL BANK-SAVING A/C  
Branch: KITUI BRANCH  
Account Number: 01022201846901
- 7 MPESA Pay Bill No. 609206 Attached to 01021051513801

**(f) Independent Auditors**

Office of the Auditor General  
Anniversary Towers, University Way



*(St. Monica Girls Mulu Secondary School)*

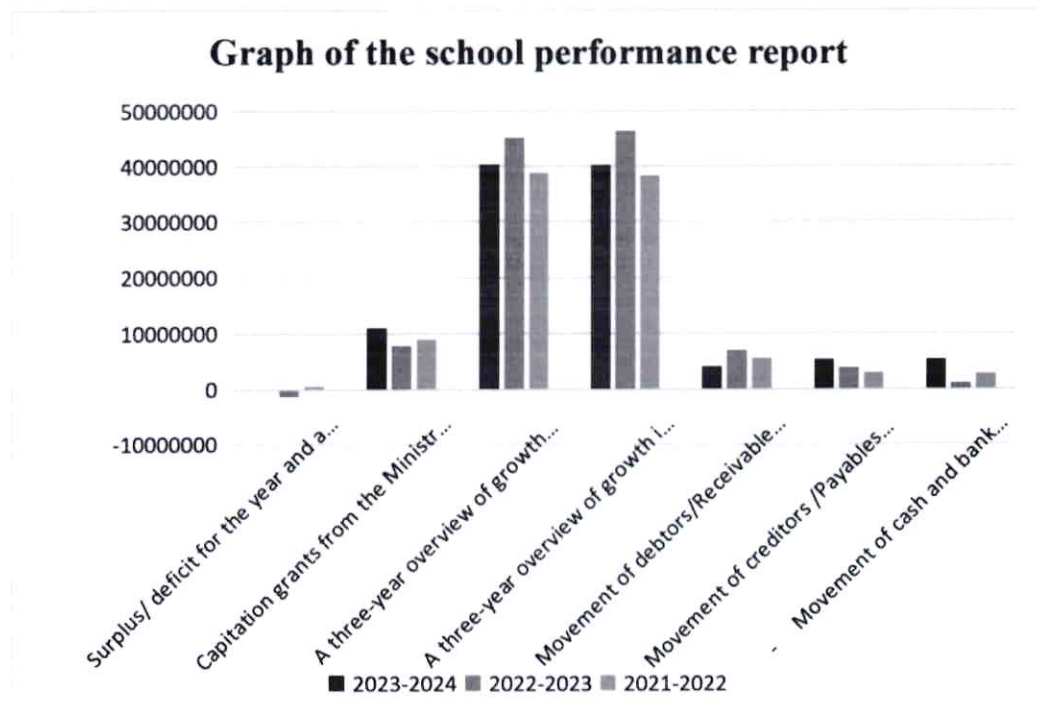
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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P.O. Box 30084  
GPO 00100  
Nairobi, Kenya

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

a) Financial performance:	2023-2024	2022-2023	2021-2022
Surplus/ deficit for the year and a comparison of the same for the last three years	336,999	(1,281,862)	571,717
Capitation grants from the Ministry of Education for the last three years	9,933,157	7,836,014	8,975,623
Ratio of capitation grant per student over the last three years	1:19,287	1:15,734	1:18,023
A three-year overview of growth of other income(s) earned by the school.	36,443,328	45,156,891	38,859,932
A three-year overview of growth in expenditure of the school	36,106,329	46,438,753	38,288,215
Movement of debtors/Receivables of the school over the last three years	4,349,216	6,970,950	5,527,172
Movement of creditors /Payables of the school over the last three years	5,074,998	3,811,941	3,051,366
- Movement of cash and bank balances over the last three years	5,342,791	1,120,910	2,789,415



### 3. 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:

<b>a) Financial performance:</b>	<b>2023-2024</b>	<b>2022-2023</b>	<b>2021-2022</b>
Surplus/ deficit for the year and a comparison of the same for the last three years	336,999	(1,281,862)	571,717
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- Movement of cash and bank balances over the last three years	5,342,791	1,120,910	2,789,415
	<b>2023-2024</b>	<b>2022-2023</b>	<b>2021-2022</b>
<b>b) Teacher Student ratio:</b>			
The teacher to student ratio	1:16	1:18	1:18
Number of teachers recruited and posted to the school within the year		2	3
Number of teachers that were transferred/ retired during the period	1	2	2
Number of teachers employed by TSC	32	31	26
Number of teachers employed by BOM.	2	2	4
Number of teachers the school has for each subject in order to indicate shortage/ allocation of resources			
<b>SUBJECTS</b>	<b>NO.of Teachers</b>		
MATHS	6	6	7
ENGLISH	4	4	4
KISWAHILI	4	4	3
CHEMISTRY	3	3	2
PHYSICS	3	3	3
BIOLOGY	5	5	5
HISTORY	3	2	2
CRE	5	4	4
AGRICULTURE	2	2	2
BUSINESS STUDIES	4	4	4
HOMESCIENCE	1	1	1
GEOGRAPHY	3	3	3
COMPUTER STUDIES	1	1	1
<b>c) Mean score in the 2023 KCSE:</b>			
<b>performance of the school for each over the last three years</b>			
Number of students that have since transitioned to institutions of higher learning.	27	17	14
Mean score	5.628	5.587	<b>5.214</b>
comment on improvement or otherwise as compared to the school's set score.			
<b>d) Number of Candidates in the 2022 KCSE:</b>			
Number of candidates sitting for KCSE over the last three years.	113	109	84
<b>e) Capacity of the school:</b>			


**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Number of students in the school	515	502	458
Dormitories	1	1	1
Dinning hall,	1	1	1
labolatories,	1	3	3
Toilets	41	41	41
Land with legal ownership	4.94 acres	4.94 acres	4.94 acres

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

*(Development projects carried out in the year and ongoing projects including a disclosure of project fund sources in a tabular format).*

Development Projects					
Const. Of class rooms	MOE & Parents	Ongoing	13,582,325	7,340,166	30 <sup>th</sup> June 2028

ST. MONICA GIRLS MULUTU  
SECONDARY SCHOOL  
  
MAY 2025  
P. O. Box 546 – 90200, KITUI  
School Principal

#### 4. 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 (PSASB) 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 keep all proper books and records of accounts of the income, expenditure, and assets of the institution.

The Board of Management of (St. Monica Girls Mulu 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 30<sup>th</sup> June, 2024, and of the school's financial position as at that date.

.....  


**Name: Mr. John Mutua**

**Designation:** Chairman, School Board of Management

**Date:** 04/05/2025

.....  
  
**Name:** Mrs. Anne kyalo  
**Designation:** School Principal & Secretary to Board of Management  
**Date:** 04/05/2025

.....  


**Name: Stephen M. Ndeti**

**Designation:** Bursar/ Finance Officer

**Date:** 04/05/2025

# REPUBLIC OF KENYA

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Email: info@oagkenya.go.ke  
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*Enhancing Accountability*

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

## **REPORT OF THE AUDITOR-GENERAL ON ST. MONICA GIRLS MULUTU SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 – KITUI COUNTY**

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### **PREAMBLE**

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

- A. Report on 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 the 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; and,
- 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, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on Effectiveness of Internal Controls, Risk Management and Governance.

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. Monica Girls Mulutu Secondary School - Kitui County set out on pages 1 to 20, which comprise of the

statement of assets and liabilities as at 30 June, 2024 and the statement of receipts and payments, statement of cash flows and 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 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 St. Monica Girls Mulutu Secondary– Kitui County at 30 June, 2024 and of its financial performance and its cash flows for the year 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**

### **1. Long Outstanding Accounts Receivables**

The statement of assets and liabilities reflects accounts receivables balance of Kshs.4,349,216 in respect of fees arrears as disclosed in Note 13 to the financial statements. Included in the balance are receivables amounting to Kshs.731,466 which have been outstanding for more than one (1) year. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding accounts receivables balance of Kshs.4,349,216 could not be confirmed.

The audit was conducted in accordance with International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the St. Monica Girls Mulutu Girls Secondary 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. Except for the matters described in the Basis for Qualified Opinion section, I have determined that there are no other key audit matters to communicate in my report.

## **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, 2024.

### **Other Information**

The board of Management is responsible for the other information set out on pages iii to xi which comprise of Key School Information and Management, Summary Report of Performance of the School and Statement of Management Responsibility. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the School's financial statements, my responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If based on the work I have performed, I conclude that there is a material misstatement of this Other Information, I am required to report that fact. I have nothing to report in this regard.

## **REPORT ON LAWFULNESS AND EFFECTIVENESS IN THE USE OF PUBLIC RESOURCES**

### **Conclusion**

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the effect of the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in the 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. Long Outstanding Payables**

The statement of assets and liabilities and as disclosed in Note 14 to the financial statements reflects accounts payables balance of Kshs.5,074,998. Included in the balance are trade payables balance of Kshs.161,790 which have been outstanding for more than two (2) years, therefore risking loss of public funds through litigations, interests and penalties. This was contrary to Section 53(8) of the Public Procurement and Asset Disposal Act, 2015 which requires that an Accounting Officer not commence any procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contract(s) are reflected in approved budget estimates.

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

## **2. Inefficiencies in Management and Accounting for Miscellaneous Income**

The statement of receipts and payments reflects miscellaneous income amount of Kshs.2,071,301 as disclosed in Note 5 to the financial statements. Included in the amount is income from bus hire of Kshs.430,000 and rent income of Kshs.19,000. The school owns three (3), two-bedroomed rental houses with monthly rental income of Kshs.500 per month each and a fifty-one (51) seater bus which is hired out from time to time. However, Management does not maintain a separate bank account for other income generating activities. This is contrary to the Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 on guidelines for implementation of Free Day Secondary Education (FDSE), which requires that schools with income generating activities, open separate bank accounts for the stream of income and account for it in accordance with financial regulations.

Further, the monthly rental charges and school bus hire rates were not supported with formal contracts or lease agreements and approved charge out rates. This is contrary to Regulation 104(1) of the Public Finance Management (National Government) Regulations, 2015 which states that all receipts and payment vouchers of public moneys shall be properly supported by pre-numbered receipt and payment vouchers and shall be supported by the appropriate authority and documentation.

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

## **3. Under- Funding of Capitation Grants**

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations amount of Kshs.1,249,380 and Kshs.4,131,637, as disclosed in Notes 1 and 2 to the financial statements respectively. During the financial year, the National Education Management System (NEMIS) reported number of students ranging between four-hundred and ninety-eight (498) and five hundred and twenty-seven (527) various dates, while the enrolment records provided by the School indicated a total number of five hundred and thirty (530) students. As a result of the variances, the School was under-funded by an amount of Kshs.136,540.

In the circumstances, the under-funding of the School may have affected service delivery to the School.

## **4. Failure to Transfer of Infrastructure Funds from Operations Bank Account**

The statement of receipts and payments reflects infrastructure grants amount of Kshs.4,552,140 as disclosed in Note 3 to the financial statements from the Ministry of Education credited in the operations bank account. The amount was to be transferred to the infrastructure account for maintenance and improvement of the School's facilities. However, only Kshs.3,893,040 was transferred to infrastructure account, leaving a balance of Kshs.659,100 not transferred as at 30 June, 2024. Further, an amount of Kshs.1,316,600 was transferred after expiry of the fifteen days upon receipt of funds. This was contrary to the Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 which directed that infrastructure grants as well as maintenance and

improvement funds should be transferred to the school infrastructure account within fifteen (15) days upon receipt of the funds in the operations bank account.

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

## **5. Ineligible Payments from the Infrastructure Account**

The statement of receipts and payments reflects infrastructure payments amount of Kshs.3,865,560 as disclosed in Note 8 to the financial statements. However, review of infrastructure payment records revealed ineligible payments amounting to Kshs.446,770 incurred on security service, salaries and other utilities which were outside the scope of projects to be undertaken from the grants. This was contrary to Ministry of Education Circular Ref No: MOE.HQS/3/6/36 dated 14 January, 2021 on Implementation Guidelines for School Projects Under Maintenance & Improvement Fund (M&IF) and Economic Stimulus Programme (ESP) which sets the scope of infrastructure projects to be undertaken using the infrastructure grants. The scope of projects to be undertaken includes construction and repair of classrooms, laboratories, sanitation facilities, dormitories, dining halls; and procurement of chairs, desks and laboratory stools.

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

The audit was conducted in accordance with ISSAI 3000 and ISSAI 4000. The Standards require 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 comply 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 effect of the matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

### **Basis for Conclusion**

#### **1. Weak Internal Controls in Management of School Textbooks**

The school library has a collection of various text books in various subjects. The school Management keeps and maintains a record of library books borrowed and returned. However, there was no complete inventory of books in the library to ensure mitigation against losses, wastage and misuse.

In the circumstances, in the absence of adequate internal controls in library management the school is likely to lose its book

## **2. Lack of Ownership Documents**

Annex 2 to the financial statements reflects summary of fixed assets register which includes land of undetermined value and motor vehicles with a balance of Kshs.3,400,000. However, land ownership documents and motor vehicle log books were not provided for audit.

In the circumstances, the ownership and safe custody of the fixed assets 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 the 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 governance.

In preparing the financial statements, Management is responsible for assessing the school's, ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management is aware of the intention 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 comply 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**

My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the International Standards for Supreme Audit Institutions (ISSAIs). The standards require that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with IFPP will always detect a material misstatement 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 conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not 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 addition, I consider the entity's control environment in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7 (1) (a) of the Public Audit Act, 2015.

Further, I am required to submit the audit report in accordance with Article 229(7) of the Constitution.

Detailed description of my responsibilities for the audit is located at the Office of the Auditor-General's website at: <https://www.oagkenya.go.ke/auditor-generals-responsibilities-for-audit/>. This description forms part of my auditor's report.

  
FCPA Nancy Gathungu, CBS  
**AUDITOR-GENERAL**

**Nairobi**

**30 May, 2025**

**6. Statement Of Receipts and Payments for the Year Ended 30<sup>th</sup> June 2024**

Statement Of Receipts and Payments for the Year Ended 30 <sup>th</sup> June 2024			
<b>Receipts</b>			
Government grants for tuition	1	1,249,380	1,445,867
Government grants for operations	2	4,131,637	6,390,147
Government Grants for infrastructure	3	4,552,140	1,768,000
School fund income- parents' contributions	4	24,438,870	33,507,108
Miscellaneous incomes	5	2,071,301	2,045,769
<b>Total Receipts</b>		<b>36,443,328</b>	<b>45,156,891</b>
<b>Payments</b>			
Tuition	6	861,975	1,294,030.00
Operations	7	3,985,526	7,183,108.69
Infrastructure	8	3,865,560	3,474,606
Boarding and school fund	9	27,393,268	34,487,008
<b>Total Payments</b>		<b>36,106,329</b>	<b>46,438,753</b>
<b>Surplus/Deficit</b>		336,999	(1,281,862)

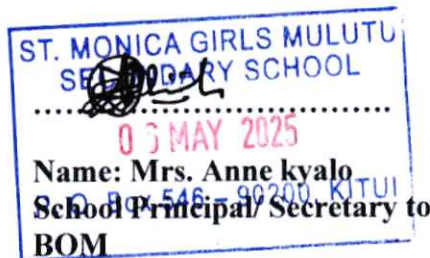
The school financial statements were approved on **04/05/2025** and signed by:

  
.....


**Name: Mr. John Mutua**

**Chair BOM**

**Date: 04/05/2025**



**Date: 04/05/2025**

  
.....

**Name: Stephen M. Ndeti**


**Bursar/ Finance Officer**

**Date: 04/05/2025**

7. Statement of Assets and Liabilities As At 30<sup>th</sup> June 2024

Statement of Assets and Liabilities As At 30 <sup>th</sup> June 2024			
<b>Financial Assets</b>			
<b>Cash and cash equivalents</b>			
Bank balances	10	5,295,659	1,108,010
Cash balances	11	47,132	12,900
Short term investments	12		
<b>Total cash and cash equivalent</b>		<b>5,342,791</b>	<b>1,120,910</b>
Account's receivables	13	4,349,216	6,970,950
<b>Total financial assets (a)</b>		<b>9,692,007</b>	<b>8,091,860</b>
<b>Financial liabilities</b>			
Accounts payables	14	5,074,998	3,811,941
<b>Total Financial Liabilities (b)</b>			
<b>Net financial assets (a-b)</b>		<b>4,617,009</b>	<b>4,280,010</b>
<b>Represented by</b>			
Accumulated fund b/fwd	15	4,280,010	5,561,781
<b>Surplus/deficit for the year</b>		336,999	(1,281,862)
<b>Net Assets</b>		<b>4,617,009</b>	<b>4,280,010</b>

The school's financial statements were approved on 04/05/2025 and signed by:

  
.....

Name: Mr. John Mutua

Chair BOM

Date: 04/05/2025

  
ST. MONICA GIRLS MULUTU  
SECONDARY SCHOOL  
P. O. BOX 546 - 40100 KITUI

Name: Mrs. Anne Kyalo  
School Principal/ Secretary to  
BOM

Date: 04/05/2025

  
.....

Name: Stephen M. Ndeti

Bursar/ Finance Officer

Date: 04/05/2025

8. Statement of Cash Flows for the Year Ended 30<sup>th</sup> June 2024

<b>Cash from Operating Activities</b>			
<b>Receipts</b>			
Government grants for tuition	1	1,249,380	1,445,867
Government grants for operations	2	4,131,637	6,390,147
Government grants for infrastructure	3	4,552,140	1,768,000
School fund income- parents contributions/ fees	4	24,438,870	33,507,108
Other income	5	2,071,301	2,045,769
<b>Total receipts</b>		<b>36,443,328</b>	<b>45,156,891</b>
<b>Payments</b>			
Cash outflows for tuition		861,975	1,294,030
Cash outflows for operations		3,985,526	7,183,108.69
Cash outflows Boarding/lunch and school fund payments		23,508,386	35,170,211.31
<b>Total payments</b>		<b>28,355,887</b>	<b>43,647,350</b>
<b>Net cash inflow/outflow from operating activities</b>		<b>8,087,441</b>	<b>1,509,541</b>
<b>Cash flow from investing activities</b>			
Acquisition of assets		(3,865,560)	(3,474,606)
Proceeds from sale of Assets			
Proceeds from investments			
Purchase of investments			
<b>Net cash inflow/outflows from investing activities</b>		<b>(3,865,560)</b>	<b>(3,474,606)</b>
<b>Cash flow from Financing activities</b>			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
<b>Net cash inflow/outflow from financing activities</b>			
<b>Net increase/decrease in cash and cash equivalents</b>		<b>4,221,881</b>	<b>(1,965,065.50)</b>
Cash and cash equivalent at beginning of the FY		1,120,910	3,085,975.50
<b>Cash and cash equivalent at end of the FY</b>		<b>5,342,791</b>	<b>1,120,910</b>

Note: Cash and Cash Equivalent is the summation of Note 10, 11 and 12.


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

(St. Monica Girls Mulutu Secondary School)

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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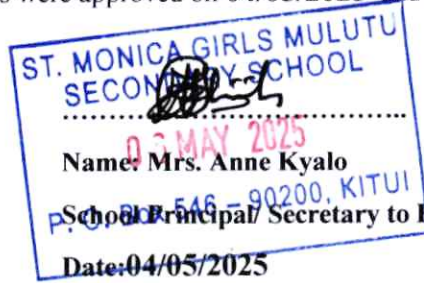
The school's financial statements were approved on **04/05/2025** and signed by:

  
.....

**Name: Mr. John Mutua**

**Chair BOM**

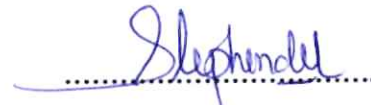
**Date: 04/05/2025**



**Name: Mrs. Anne Kyalo**

**School Principal/ Secretary to BOM**

**Date: 04/05/2025**

  
.....

**Name: Stephen M. Ndeti**

**Bursar/ Finance Officer**

**Date: 04/05/2025**

*(St. Monica Girls Muluu Secondary School)*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30<sup>th</sup> June 2024**

<b>Receipts</b>						
<b>(1) Capitation Grant on Tuition</b>						
Teaching / Learning Materials	2,486,400		2,486,400		1,249,379.60	50.24%
Exams And Assessment					<b>1,249,379.60</b>	-
<b>(2) Capitation Grant on Operations</b>						
Medical	1,200,000		1,200,000		598,806.73	52.41%
Administration Costs/Other Vote-heads	5,640,000		5,640,000		3,184,105.17	56.46%
Activity	900,00		900,000		348,725	38.75%
Gratuity						-
					<b>4,131,637</b>	
<b>3) FDSE for infrastructure</b>						
Maintenance & Improvement MoE	1,730,470		1,730,470		3,552,140	35.65%
M&I parents' contribution						
Transition Infrastructure Grants	1,000,000		1,000,000		1,000,000	-
					<b>4,552,140</b>	
<b>(4) Fees Charged on Parents</b>						
Personnel Emoluments	0.00		0.00		0.00	-
Repairs And Maintenance	1,548,474.00		1,548,474.00		1,057,357.00	68.28%

Receipt/Expenses Item	Original Budget	Adjustment	Final Budget	Actual Amount	%
	Kshs	Kshs	Kshs	Kshs	
Administration Costs/Other Vote heads	8,666,120		8,666,120	6,820,866	78.71%
Activity	167,521		167,521	134,890	80.52%
SMASSE					-
Fee On Boarding Equipment and Stores	17,135,191		17,135,191	13,821,268	80.66%
<b>5) Miscellaneous Income</b>					
Loans /Academic programme	979,713		979,713	979,713	-
Rent income	19,000		19,000	19,000	-
Donations(bursaries)	1,607,301		1,607,301	1,607,301	-
Income From Posho Mill/PTA Project	1,602,776		1,602,776	1,602,776	-
Income From Bus Hire	430,500		430,500	430,500	-
Fee For Hire of Ground and Equipment					-
Interest Income/(TENDEER FEES)	2,000		2,000	2,000	-
Income From Any Other Investment (solar)	13,800		13,800	13,800	-
<b>Total Income</b>	<b>47,229,266</b>		<b>47,229,266</b>	<b>36,422,627.60</b>	<b>77.02%</b>
<b>(6) Expenditure For Tuition</b>					
Internal Exams					-
Teaching / Learning Materials	2,486,400		2,486,400	861,975	45.22%
Exams And Assessment					-
				<b>861,975</b>	
<b>(7) Expenditure For Operations</b>					
Repairs, Maintenance & Improvements	3,000,000.00	0.00	3,000,000.00	0.00	128.86%

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual Comparison	% of Budget
	Kshs	Kshs	Kshs	Kshs	
Medical	1,200,000		1,200,000		10.41%
Administration Costs/Other Vote Heads	5,640,000		5,640,000	3,689,626	57.51%
Activity Expenses	900,000		900,000	295,900	32.82%
Gratuity					-
SMASSE					-
				<b>3,985,526</b>	
<b>(8) Expenditure For infrastructure</b>					
Construction of classrooms	2,730,470		2,730,470.00	3,865,560	2.27%
Construction of LAB					
Purchase of equipment					
				<b>3,865,560</b>	
<b>(9) Expenditure For school fund/lunch/boarding</b>					
Personnel Emoluments					-
Repairs, Maintenance and Improvements	1,548,474		1,548,474	1,218,970	78.72%
Local Transport / Travelling					
Electricity, Water and Conservancy					
Medical Expenses					
Administration Costs/Other vote heads	8,666,120		8,666,120	7,763,421	115.40
Activity	167,521		167,521	352,250	210.27%
Gratuity					
Lunch Programme					

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual Or Comparative	Utilization
	A	B	C=A+B	D	
	Kshs	Kshs	Kshs	Kshs	
Boarding Equipment and Stores	17,135,191		17,135,191	12,988,337	75.79%
Expenditure For Income Generating Activity					-
Rent Expenses				7,775.00	-
Bank Charges					-
Loan Principal Repayment					-
Acquisition Of Assets					-
<b>Totals</b>	<b>43,474,176</b>		<b>43,474,176</b>	<b>31,043,848</b>	<b>77.85%</b>

*[Provide below a commentary on significant underutilization (below 90% of utilization) and any overutilization above 100%]*

## **10. 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 legislation 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 school fees from parents, imprest, salary advances and other receivables and b) payables that include deposits and retention's 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* recognizes all receipts from various sources when the event occurs, and the related cash has been received by the *school*. In addition, the *school* recognizes all expenses when the event occurs, and the related cash has been paid out by the *school*. Income arising from school fees is recognized when the event occurs whether cash is received or not. Expenditure arising from operations is recognized when the event occurs irrespective of receipt of cash.

### **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 an insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

**5. Accounts Receivable**

For the purposes of these financial statements, imp-rests and advances to authorized public officers and/or institutions which were not surrendered or accounted for at the end of the financial year-are treated as receivables. Accounts receivables also include school fees billed to parents for services rendered but not paid.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 retention's held on behalf of third parties have been recognized as accounts parables. This is in recognition of the government practice of retaining a portion of contracted services and works pending the fulfillment of obligations by the contractor and to hold deposits on behalf of third parties.Parables also include expenditures incurred for the purchase of goods, works and services that have been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools.Other liabilities are disclosed in the financial statements.

**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 2024.

## 11. Notes To the Financial Statements

### 1 Government Grants for Tuition

Internal Exams		
Teaching / Learning Materials	1,249,380	1,445,867
Others (specify)*		
<b>Total</b>	<b>1,249,380</b>	<b>1,445,867</b>

\*Include others as per MOE circulars

### 2 Government Grants for Operations

Repairs And Maintenance		2,111,000
Medical	598,806	107,700
Administration Costs/Other voteheads	3,184,105	3,873,497
Activity	348,725	297,950
Other Vote Heads (specify)*		
<b>Total</b>	<b>4,131,637</b>	<b>6,390,147</b>

\*Include others as per MOE circulars

### 3 Government Grants for infrastructure

Maintenance &Improvement	3,552,140	1,768,000
Transition infrastructure grants	1,000,000.00	
Administration Block		
Economic stimulus grants		
Other (specify)(NGCDF and County govt.		
<b>Total</b>	<b>4,552,140</b>	<b>1,768,000</b>

#### 4 School Fund Income -Parents Contribution/Fees

Repairs and maintenance	1,057,357	894,352
Local transport / travelling		
Electricity and water		
Medical		
Administration costs/other vote heads	6,820,866	8,091,526
Activity	134,890	1,886,635
Fee on Boarding Equipment and stores	13,821,268	16,041,302
PA Levies*	1,602,776	904,916
Others (Accademic programme )	1,001,713	5,688,377
<b>Total</b>	<b>24,438,870</b>	<b>33,507,108</b>

\*Includes all levies charged by the school outside the fees structure but by mutual agreement with the parents.

#### 5 Miscellaneous Incomes

Rent Income	19,000	
Income From Farming Activities		
Insurance Compensation		
Income From Posho Mill		
Income From Bus Hire	430,000	392,900
Fee For Hire of Ground and Equipment		
Income From Grants and Donations*	1,607,301	1,363,869
Tender fees	2,000	51,000
Dividends Income		
Loans/Borrowings*		
Other Income (solar)*	13,000	238,000
<b>Total</b>	<b>2,071,301</b>	<b>2,045,769</b>

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

\*Ensure proper authorization from MOE before obtaining loans/borrowings.

\*Indicate what other income relates to including income arising from writebacks if any.

**6 Tuition**

Teaching / Learning Materials	861,975	1,294,030
Exams And Assessment		
Others (specify)		
<b>Total</b>	<b>861,975</b>	<b>1,294,030</b>

**7 Operations**

Service Gratuity		
Administration Cost/Other voteheads	3,689,626	4,695,048.69
Repairs And Maintenance & Improvements		1,803,000
Local Transport / Travelling		
Electricity And Water		
Medical		318,460
Activity Expenses	295,900	366,600
Insurance Cost		
Others (specify)		
<b>Total</b>	<b>3,985,526</b>	<b>7,183,109.69</b>

### 8 Infrastructure

Construction of classrooms	3,865,560	3,474,606
Construction of laboratory		
Construction of dormitory		
Purchase of furniture		
Purchase of equipment		
Purchase of apparatus		
Drilling of boreholes		
Others (specify)		
<b>Total</b>	<b>3,865,560</b>	<b>3,474,606</b>

### 9 Boarding And School Fund

Personnel Emoluments		
Service Gratuity		
Repairs And Maintenance & Improvements	1,218,970	
Local Transport / Travelling		
Electricity And Water		
Bursary	1,783,769	1,312,869
Administration Costs/Other voteheads	7,763,421	7,897,438.31
Bus expenses	794,146	744,547
Bank Charges/activity fees	352,250	314,795
Expenses On Income Generating Activities**		19,889,255
Fee On Boarding Equipment and Stores	13,988,337	4,245,104
Rent Expenses	7,775	
Insurance Cost (Life Property)		
Loan Principal Repayment		
Loan Interest Repayment		
Acquisition Of Assets		
Academic programme	1,468,600	
Others tender expenses)	16,000	83,000
<b>Total</b>	<b>27,393,268</b>	<b>34,847,008.31</b>

(Expenses on income generating activities\*\* should include all costs relating to the school earnings on miscellaneous receipts as recorded in note 5. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others).

**10 Bank Accounts**

Tuition Account		01025051513800	443,437.10	56,264
Operations Account		01021051513800	1,826,554.90	176,320
School Fund Account/Boarding		01021051513801	602,655	770,969
Savings Account		01022201846901	209,547	4,492
Infrastructural Account		0102220184600	2,213,465	99,965
<b>Total</b>			<b>5,295,659</b>	<b>1,108,010</b>

**11 Cash In Hand**

Notes and Coins		47,132	12,900
<b>Total</b>		<b>47,132</b>	<b>12,900</b>

**12 Short Term Investments**

Cooperative Shares		
Treasury Bills		
Fixed Deposit accounts		
Other Investments		
<b>Total</b>		

**13 Accounts Receivable**

Fees Arrears	4,349,216	6,970,950
<b>Other Non-Fees Receivables</b>		
Salary Advances (list/schedule attached)		
Imprest (list/schedule attached)		
Rent arrears(list/schedule attached)		
<b>Total</b>	<b>4,349,216</b>	<b>6,970,950</b>

**13 b) Ageing Analysis of Accounts Receivable**

	<b>Current FY</b>	<b>% of the total</b>	<b>Comparative FY</b>	<b>% of the total</b>
Less than 1 year	3,617,750	1.33%	4,007,874	57.49%
Between 1- 2 years	373,601	9.26%	2,963,076	42.51%
Between 2-3 years	357,865	8.87%		%
Over 3 years		%		%
<b>Total (should tie to note 13 a)</b>	<b>4,349,216</b>	<b>100%</b>	<b>6,970,950</b>	<b>100%</b>

**14 Accounts Payable**

Trade Creditors (See Ageing Below and Appendix 1)	4,531,054	3,811,941
Prepaid Fees	543,944	
Retention Monies		
Unpaid salaries and statutory deductions		
Caution money		
Other payables ( <i>specify</i> )		
<b>Total</b>	<b>5,074,998</b>	<b>3,811,941</b>

**14a. Ageing Analysis of Accounts Payable**

	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	4,369,264	96.38%	3,619,248	94.95%
Between 1- 2 years	161,790	3.62%	192,693	5.05%
Between 2-3 years		%		%
Over 3 years		%		%
<b>Total (should tie to note 14)</b>	<b>4,531,054</b>	<b>100%</b>	<b>3,811,941</b>	<b>100%</b>

**15 Fund Balance Brought Forward**

Bank Balances	5,295,659	1,108,101
Cash Balances	47,132	12,900
Short Term Investments		
Receivables	4,349,216	6,970,950
Payables	(5,074,998)	(3,811,941)
<b>Total</b>	<b>4,617,009</b>	<b>4,280,010</b>

**Other important disclosure notes**

IPSAS Cash Standard 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.

**16 Non-current Liabilities Summary**

Bank Loans		
Outstanding Leases		
Hire Purchase		
Gratuity And Leave Provision		
Others (specify)		
<b>Total</b>		

**17 Biological assets**

Cattle	1	40,000	40,000
Goats	-		
Trees	-		
Coffee Or Tea Plantation	-		
Poultry/Chicken	53	42,400	
Others (specify)	-		
<b>Total</b>	<b>1</b>	<b>82,400</b>	<b>40,000</b>

**18 Borrowings**

Borrowings at beginning of the year		
Borrowings during the year		
Repayments during the year		
<b>Balance at the end of the year</b>		

**Other important disclosure notes**

**19 Stock/ Inventory**

Food stuffs	692,018	891,444
Lab consumables	152,400	
Farm produce		
Medication		
Construction Materials		
Others (specify)		
	<b>844,418</b>	<b>891,444</b>

*(Stock to be measured at lower of cost and net realisable value. Net realisable value is the difference between selling costs less costs to sell)*

## 20 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 / Observation From Auditor	Management Comments	Resolution	Timeline
2023	Long Out-standings Accounting Receivables	The management has made debtor policy to be followed to reduce on the long out standing receivables	Not Resolved	End of financial 2025/2026
2023	Un-Supported Accounts payables	The management has made effort to support all accounts Payables	Resolved	
2023	Lack of Ownership Documents	The management has made steps to obtain ownership documents-waiting title deed	Not Resolved	End of financial 2025/2026
2023	Irregular Transfers of funds to Kenya secondary schools Heads Association	The management to follow guidelines under ministry of education when spending	Not Resolved	End of financial 2025/2026
2023	Non-Compliance with public sector accounting standards board	The management will try to comply	Resolved	

(St. Monica Girls Mulutu Secondary School)

**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Key Observations from the financial statements				
	Reporting requirements	with accounting standards as required by the ministry of education		
2023	Late submission of financial statements for audit	Submitting financials in Stipulate time	Resolved	

ST. MONICA GIRLS MULUTU  
SECONDARY SCHOOL  
  
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Sign and Date  
Principal  
P.O. Box 546 - 90200, KITUI

12. Annexes

Annex I - Analysis of Pending Accounts Payable

Supplier (Or Kind of Services)	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current FY	Outstanding Balance Capital FY	
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>Construction Of Buildings</b>						
1.						
<b>Sub-Total</b>						
<b>Supply Of Goods</b>						
1. Kenblest foods ltd	360,138	2023		360,138		
2. Jesmart Enterprises	557,150	2023		557,150		
3. Agnes Mutia	34,200	2023		34,200		
4. Katumo Alfies supplies	272,225	2023		272,225		
5. Alfridah yumbya malombe	204,400	2023		204,400		
6. Soite fresh farm	1,131,906	2023		1,131,906		
7. Zombe wood furniture ltd	490,775	2023		490,775		
8. Naivas ltd	20,739	2023		20,739		
9. Joylight electricals	79,410	2023		79,410		
10. David Munyoki kimanzi	84,000	2023		84,000		
11. Lexic contractors ltd	87,020	2023		87,020		
12. Psmg mulutu convent ac	151,651	2023		151,651		

*(St. Monica Girls Mulutu Secondary School)*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

13. Sujam Copy Shop 14.	119,700	2020			119,700
15. Fidefa Services	58,000	2023		58,000	
16. Rovenaxs Enterprises	138,500	2023		138,500	
17. Mosheni Technologies	33,500	2023		33,500	
18. Kitui Water and Sanitation Co lrd	4,980	2023		4,980	
19. Salcom Investments	15,000	2023		15,000	
20. Alphikos Worldwide Technologies lrd	346,560	2023		346,560	
21. Kimangau Enterprises	177,610	2023		117,610	
22. Cana general Supplies	121,500	2023		121,500	
23. Manzi Meu Butchery	10,800	2020			10,500
24. Dalcah Enterprises	21,290	2020			21,290
25. Stephen Kamenzi	10,000	2020			10,000
<b>TOTAL</b>	<b>4,531,054</b>	<b>-</b>	<b>-</b>	<b>4,369,264</b>	<b>161,790</b>

Annex 2 – Summary of Fixed Assets Register

Asset Class	31st July 2023	Year (Kshs)	Year (Kshs)	Year (Kshs)
Land	-	-	-	-
Buildings And Structures	-	-	-	-
Motor Vehicles	3,400,000	-	-	3,400,000
Office Equipment, Furniture and Fittings	-	-	-	-
Textbooks	-	-	-	-
ICT Equipment	-	-	-	-
Tools And Apparatus	-	-	-	-
Other Machinery and Equipment	-	-	-	-
Heritage And Cultural Assets	-	-	-	-
Intangible Assets- Soft Ware	-	-	-	-
<b>TOTAL</b>	<b>3,400,000</b>			<b>3,400,000</b>

(The school should ensure that a detailed fixed assets register is maintained).

**ST.MONICA MULUTU GIRLS SECONDARY SCHOOL**

**P.O BOX 546-90200,KITUI**

**BOARDING ACCOUNT**

**ADJUSTED TRIAL BALANCE AS AT 30TH JUNE**

**2024**

VOTE HEAD	2024		Adjustments		Final TB	
	DR	CR	DR	CR	DR	CR
<b>OPENING BALANCE</b>						
Cash in hand		9,545.00			-	9,545.00
Cash at bank-saving ac		4,492.00				4,492.00
Cash at bank-Boarding		770,969.00			-	770,969.00
Repairs,Maintainance & Improv	428,450.00	766,272.00	790,520.00	291,085.00	1,218,970.00	1,057,357.00
academic programme	1,468,600.00	979,713.00	-	22,000.00	1,468,600.00	1,001,713.00
pta	-	1,274,661.00	-	328,115.00	-	1,602,776.00
Activity fees	344,750.00	93,550.00	7,500.00	41,340.00	352,250.00	134,890.00
Boarding ,Equipment & Stores	10,313,036.00	12,533,405.00	2,675,301.00	1,287,863.00	12,988,337.00	13,821,268.00
Other Voteheads	9,564,543.00	5,488,460.00	436,917.00	1,332,406.00	10,001,460.00	6,820,866.00
prepayment	308,738.00	543,944.00		-	308,738.00	543,944.00
rent	7,775.00	19,000.00		-	7,775.00	19,000.00
Bus Hire	794,146.00	430,500.00			794,146.00	430,500.00
Bursary	1,607,301.00	1,607,301.00			1,607,301.00	1,607,301.00
Fees Arrears	-	3,235,464.00	3,302,809.00		3,302,809.00	3,235,464.00
Tender fee	16,000.00	2,000.00			16,000.00	2,000.00
Creditors	2,457,512.00			3,910,238.00	2,457,512.00	3,910,238.00
<b>CLOSING BALANCE</b>	-				-	-
Cash in hand-Boarding	46,333.00	-			46,333.00	-
Cash at bank-saving ac	5,092.00	205,655.00			5,092.00	205,655.00
Cash at bank-Boarding	602,655.00				602,655.00	-
	<b>27,964,931.00</b>	<b>27,964,931.00</b>	<b>7,213,047.00</b>	<b>7,213,047.00</b>	<b>35,177,978.00</b>	<b>35,177,978.00</b>

Prepared by:Stephen M.Ndeti

**Bursar**

Checked and Approved By:Mrs.Anne kyalo

**Chief Principal/Secretary BOM**

Sign

Sign



**ST.MONICA MULUTU GIRLS SECONDARY SCHOOL**

**P.O BOX 546-90200,KITUI**

**OPERATION ACCOUNT**

**ADJUSTED TRIAL BALANCE AS AT 30TH JUNE**

**2024**

VOTE HEAD	2024		Adjustments		Final TB	
	DR	CR	DR	CR	DR	CR
<b>OPENING BALANCE</b>						
Cash in hand		214.00			-	214.00
Cash at bank		176,320.00			-	176,320.00
Medical & insurance	-	598,806.00	-	-	-	598,806.00
Activity fees	295,900.00	348,725.00	-	-	295,900.00	348,725.00
L.T.T,PE,ADMN	3,689,626.00	3,184,105.90	1,274,478.00	-	3,689,626.00	3,184,105.90
Creditors	45,650.00	1,549,828.00	275,350.00	1,549,828.00	45,650.00	1,549,828.00
<b>CLOSING BALANCE</b>	-				-	-
Cash in hand	258.00	-			258.00	-
Cash at bank	1,826,554.90				1,826,554.90	-
	<b>5,857,988.90</b>	<b>5,857,998.90</b>	<b>1,549,828.00</b>	<b>1,549,828.00</b>	<b>5,857,988.90</b>	<b>5,857,998.90</b>

Prepared by: Stephen M. Ndeti

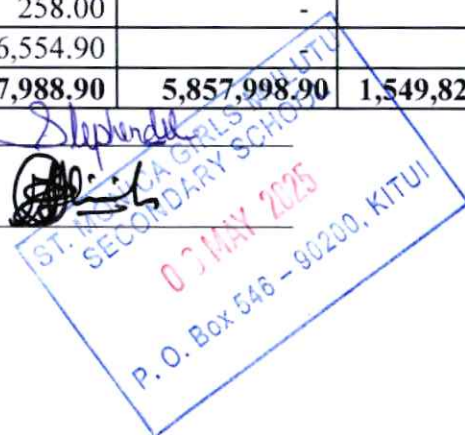
**Bursar**

Checked and Approved By: Mrs. Anne kyalo

**Chief Principal/Secretary BOM**

Sign: \_\_\_\_\_

Sign: \_\_\_\_\_



**ST.MONICA MULUTU GIRLS SECONDARY SCHOOL**

**P.O BOX 546-90200,KITUI**

**TUITION ACCOUNT**

**ADJUSTED TRIAL BALANCE AS AT 30TH JUNE 2024**

VOTE HEAD	2024		Adjustments		Final TB	
	DR	CR	DR	CR	DR	CR
<b>OPENING BALANCE</b>						
Cash at bank		56,264.00			-	56,264.00
T.L.M	861,975.00	1,249,380.10	262,210.00	-	861,975.00	1,249,380.10
bank charges	232.00	-	-	-	232.00	
Creditors	-		36,900.00	299,110.00	299,110.00	299,110.00
<b>CLOSING BALANCE</b>						
Cash at bank	443,437.10				443,437.10	-
	<b>1,305,644.10</b>	<b>1,305,644.10</b>	<b>299,110.00</b>	<b>299,110.00</b>	<b>1,604,754.10</b>	<b>1,604,754.10</b>

Prepared by: Stephen M. Ndeti

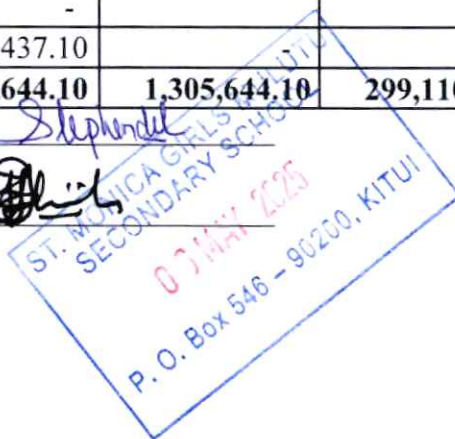
**Bursar**

Checked and Approved By: Mrs. Anne kyalo

**Chief Principal/Secretary BOM**

Sign: 

Sign: 



**ST.MONICA MULUTU GIRLS SECONDARY SCHOOL**  
**P.O BOX 546-90200,KITUI**  
**INFRASTRUCTURE ACCOUNT**

**ADJUSTED TRIAL BALANCE AS AT 30TH JUNE 2024**

VOTE HEAD	2024		Adjustments		Final TB	
	DR	CR	DR	CR	DR	CR
<b>OPENING BALANCE</b>						
Cash at hand		3,141.00				3,141.00
Cash at bank		99,965.00			-	99,965.00
classroom	2,441,240.00	3,552,140.00	-	-	2,441,240.00	3,552,140.00
TIG-Grants	-	1,000,000.00				1,000,000.00
Creditors	-		-	-	-	-
<b>CLOSING BALANCE</b>	-				-	-
cash at hand	541.00				541.00	
Cash at bank	2,213,465.00				2,213,465.00	-
	<b>4,655,246.00</b>	<b>4,655,246.00</b>	-	-	<b>4,655,246.00</b>	<b>4,655,246.00</b>

Prepared by: Stephen M. Ndeti

**Bursar**

Checked and Approved By: Mrs. Anne kyalo

**Chief Principal/Secretary BOM**

Sign: \_\_\_\_\_

Sign: \_\_\_\_\_

