

REPUBLIC OF KENYA



*Enhancing Accountability*

# REPORT

PARLIAMENT  
OF KENYA  
LIBRARY

OF


THE AUDITOR-GENERAL

ON

JOY VALLEY SECONDARY SCHOOL  
FOR PHYSICALLY HANDICAPPED

FOR THE YEAR ENDED  
30 JUNE, 2023

BUNGOMA COUNTY

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 11 MAR 2025	DAY. Tuesday
TABLED BY:	Hon. Owen Boya (Deputy Majority Leader)
CLERK-AT THE-TABLE:	Getrude Chebet

OFFICE OF THE AUDITORS GENERAL  
P.O. Box 30484 - 00100, NAIROBI  
KENYA  
10 OCT 2024

Revised 30<sup>th</sup> June 2023.



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*JOYVALLEY SPECIAL SECONDARY SCHOOL FOR P.H*  
**PUBLIC SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>th</sup> June 2023**

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

THE SALVATION ARMY  
JOYVALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
09 OCT 2024  
P. O. Box 1293-50200,  
BUNGOMA

**JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H**  
**Reports and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2023**

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**JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
PUBLIC SECONDARY SCHOOL  
Annual Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2023**

**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 Bungoma County, Bumula Sub-County

The school was registered in 18 October 2018 under registration number 39530000157 and is currently categorized as a National –Special Public school established, operated by the Government.

The school is a day/boarding school and had 170 students as at 30<sup>th</sup> June 2023. It has one (1) stream and 13 teachers of which 5 teachers are employed by the School Board of Management.

**(b) School Board of Management - Board Members**

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

Ref:	Name of Board Member	Designation	Date of appointment
1	Mr Charles Mureka	Chairman	26/10/2020
2	Mr Richard Shitabule	Secretary - Principal	26/10/2020
3	Ms Risper Mumali	Member	26/10/2020
4	Ms Felistus Mukewa	Member	26/10/2020
5	Ms Janet Nyongesa	Member	26/10/2020
6	Mr Ronald Wamalwa	Member	26/10/2020
7	Ms Pamela Walucho	Member	26/10/2020
8	Mr Joseph Musungu	Member Rep CEB	26/10/2020
9	Mr Elfias Kala	Members – Rep teacher	26/10/2020
10	Mr Godmex Makokha	Member	26/10/2020
11	Mr Anaclet Mbinga	Member -Community	26/10/2020
12	Mr Benard Ndoto	Member Special needs	26/10/2020
13	Eliud Wabwire	Rep Student	10/01/2023
14	Michael Muchi	Sponsor	20/01/2022

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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.

**(e) Committees of the Board**

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Richard Shitabule Charles Mureka Risperm Mumali	Principal BOM Chair	3 out of 3
2	Audit Committee	Joseph Musungu Benard Nduta Benard Wamalwa Janet Nyongesa	Chair	3 out of 3
3	Finance, procurement and General Purposes Committee	Elfas - Kala Kepha Okuyosi Risperm Mumali Pamela Walucha	Chair	3 out of 3
4	Academic Committee	Anaclet Mbinga Elfas Kala Richard Shitabule Charles Mureka Janet Nyongesa	Chair Secretary	3
5	Development Committee	Richard Shitabule Felisters Mumali Risperm Mumali Janet Nyongesa Charles Mureka SCDE	Principal Chair PTA Member BOM Chair Member	2
6	Discipline and welfare Committee	Dodmex Makokha Pamela Nafula Ronald Ngala Colleta Lumbasi Kepha Okuyosi	Chair Member Member Member Member	3
7	Adhoc Committee (if any during the year)	Elfas kala Mercy Ikhabhi	D/Principal DOC	1

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		Kennedy Nyongesa Catherine Miluni Ernest Juma	Clerk Storekeeper members	
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**(d) School operation Management**

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

Ref:	Designation	Name	TSC Number
1	Principal	Mr Richard Shitabule	315111
2	Deputy Principal	Elfas Kala	358192
3	School Bursar	Kennedy Nyongesa	8857

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

**(e) Schools contacts**

Post Office Box: 193-50200  
Telephone:  
E-mail: joyvalleysecschool@gmail.com  
Website:  
Facebook:  
Twitter:

**(f) School Bankers**

The following school operated 4 number of bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

1. Name of Bank: co-operative  
Branch: Bungoma  
Account Number: 01129536550000
2. Name of Bank: co-operative  
Branch: Bungoma  
Account Number: 01139536550003
3. Name of Bank: co-operative  
Branch: Bungoma  
Account Number: 0113953655002
4. Name of Bank: KCB  
Branch: Bungoma  
Account Number: 1240727054
5. MPESA Pay Bill No. 400222 Account No 19677 attached to Bungoma bank account

**(g) Independent Auditors**

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

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**II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL**

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

**a) Financial performance:**

*Under this section, the following information should be given:*

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

2022-2023 surplus	2021-2022 surplus	2021 deficit
3781141.59	20768.24	236601

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

2022-2023	2021-2022	2021
11027283.8	9,624,326.65	3,393,761

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

2022-2023	2021-2022	2021
11027283.8:170	9624326.65:181	3,693,761:156

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

2022-2023	2021-2022	2021
3227381	5,240,746	2,203,009

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

2022-2023	2021-2022	2021
10,812,443	14,844,304.41	6,393,511

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

year	debtors	creditors
2021	199,465	66,990
2021-2022	361,375	434,600
2022-2023	413052	459500

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

year	cash	bank
2021	17041	166674.36
2021-2022	10750	533848.60
2022-2023	15948	4222969.19

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b) **Teacher Student ratio:** 12:181

*Teacher Student ratio 12:181*

*No teacher was transferred in the year*

*No teacher retired in the year*

*5 teachers employed by BOM*

*ENGLISH 2      PHY 1      ART AND DESIGN 1      MATH 2*

*GEO 1      KISWAHILI 2      HISTO 2      BIO 1*

*CHEM 2      CRE 2      B/ST 1*

c) **Mean score in the 2020,2021,2022 KCSE:**

*2020 2.7826*

*2021 2.084*

*2022 2.450*

d) **Number of Candidates in the 2020,2021,2022 KCSE:**

**2020 16**

**2021 31**

**2022 39**

e) **Capacity of the school:**

*75 Boys                      1 Dom*

*95 Girls                      1 Dom*

*No DH*

*No Lab*

*4 Toilet Against 75 Boys*

*3 Toilet Against 95 Girls*

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

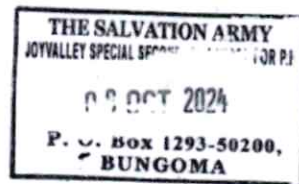
*Development projects carried out in the year and ongoing projects including a disclosure of project fund sources in a tabular format*

<i>Project</i>	<i>Sources</i>	<i>Amount</i>
<i>Construction of Girls' Dormitory</i>	<i>National Government</i>	<i>4,000,000</i>

Sign



*School Principal*



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
**III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY**

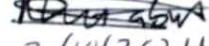
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant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


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

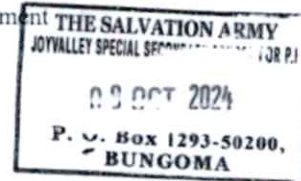
The Board of Management of *Joy valley special secondary school* accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (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, 2023, and of the school's financial position as at that date.

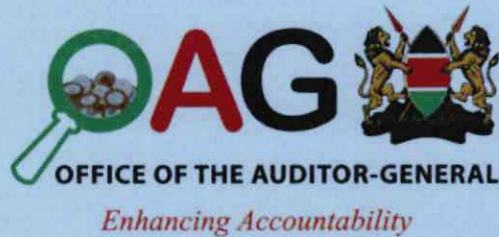
Name: CHARLES MUREKA  
Designation: Chairman, School Board of Management  
Sign:   
Date: 08/10/2024

Name: RUFAND SHARUO  
Designation: School Principal & Secretary to Board of Management  
Sign:   
Date: 3/10/2024

Name: KENNEDY NTUNGESA  
Designation: Bursar/ Finance Officer  
Sign:   
Date: 8/10/2024



# REPUBLIC OF KENYA



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

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

## REPORT OF THE AUDITOR-GENERAL ON JOY VALLEY SECONDARY SCHOOL FOR PHYSICALLY HANDICAPPED FOR THE YEAR ENDED 30 JUNE, 2023 – BUNGOMA COUNTY

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### PREAMBLE

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

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in 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 that 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, 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.

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 Joy Valley Secondary School for Physically Handicapped – Bungoma County set out on pages 1 to 18 which comprise the statement of financial assets and financial liabilities as at 30 June, 2023, and the statement of receipts and payments, statement of cash flows and statement of

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*Report of the Auditor-General on Joy Valley Secondary School for Physically Handicapped for the year ended 30 June, 2023 – Bungoma County*

comparison of budget and actual amounts for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effect of matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Joy Valley Secondary School for Physically Handicapped - Bungoma County as at 30 June, 2023 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 Basic Education Act, 2013 and the Public Finance Management Act, 2012.

### **Basis for Qualified Opinion**

#### **1. Unsupported Accounts Payables**

The statement for financial assets and financial liabilities reflects accounts payables balance of Kshs.1,713,874 as disclosed in Note 12 to the financial statements. However, evidence of request for quotations, tender evaluation minutes, tender award letters, and inspection and acceptance committee certificates or reports were not provided for audit review.

In the circumstances, accuracy and completeness of the accounts payables balance of Kshs.1,713,874 could not be confirmed.

#### **2. Unsupported Accounts Receivables**

The statement for financial assets and financial liabilities reflects accounts receivables balance of Kshs.876,451 as disclosed in Note 11 to the financial statements which further includes fees arrears balance of Kshs.731,521 which was not supported with a detailed list of the students and the amount they owe. Further, the School did not have a debt management policy to guide on collection of the outstanding balances.

In the circumstances, the accuracy and recoverability of the accounts receivables balance of Kshs.876,451 could not be ascertained.

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Joy Valley Secondary School for Physically Handicapped 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 judgment, are of most significance in the audit of the financial statements. Except for the matters described in

the Basis for Qualified Opinion section of my report, I have determined that there are no other key audit matters to communicate in my report.

I have fulfilled the responsibilities described in the Auditor's Responsibilities for the Audit section of the report, including in relation to these matters. Accordingly, the audit included the performance of procedures designed to respond to the assessment of the risks of material misstatement of the financial statements. The results of the audit procedures, including the procedures performed to address the matters below, provide the basis for my audit opinion on the accompanying financial statements.

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

### Basis for Conclusion

#### 1. Late Submission of Financial Statements to the Auditor-General

During the year under review, the Management did not submit the financial statements to the Auditor-General by the statutory date of 30 September 2023. This was contrary to the Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that Schools' financial statements should be submitted by 30 September in compliance which Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

#### 2. Unconfirmed Student Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations of Kshs.502,997 and Kshs.2,186,541 respectively. However, comparison of student enrolment data from National Education Management and information System (NEMIS) and School's attendance registers revealed the following variances:

Date	NEMIS Data (No. of students)	Class Register (No. of students)	Variance (No. of students)
20/09/2022	575	607	-32
29/12/2022	657	607	50
12/04/2023	397	611	-214

These variances contravene the Ministry of Education Circular MOE.HQS/3/13/3 dated 16 June 2021, which mandates that all learners be registered in NEMIS and that school principals ensure the accuracy of their records.

In the circumstances, the reliability of enrollment data used to determine capitation grants could not be confirmed and the Management was in breach of the law.

### **3. Failure to Prepare Bank Reconciliations Statements**

The statement for financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.4,238,916 as disclosed in Notes 8 and 9 to the financial statements. However, review of the records revealed that the School did not prepare monthly bank reconciliation statements for the period under review contrary to Regulation 90(1) of the Public Finance Management (National Government) Regulations, 2015 which states that accounting officers shall ensure bank accounts reconciliations are completed for each bank account held, every month.

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

### **4. Lack of Annual Procurement Plan**

The statement of receipts and payments reflects an amount of Kshs.14,171,585 and Kshs.10,390,443 in respect of total receipts and payments respectively. However, during the year 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 financial year as part of the annual budget preparation process'.

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

### **5. Under-Banking of School Fees Received**

Review of the cashbook and receipt payments shows that a total cash of Kshs.2,003,185 was received was not banked in the school fund bank account for the year ended 30 June, 2023. This is contrary to Regulation 64(4) of the Public Finance Management (National Government) Regulations, 2015 which requires that all public monies collected shall be paid into the designated bank accounts and shall not be used by any public officer in any manner between the time of their receipts and payment into the bank except as provided by law.

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

### **6. Lack of School's Board of Management**

During the year under review, it was noted the School did not have a regularly-appointed Board of Management (BOM) at the time of audit. The tenure of the previous BOM had expired and no effort had been made to ensure the next board was in place contrary to Regulation 7(1) of the Basic Education Regulations, 2015 which requires that the head of an institution shall, whenever a vacancy occurs application for in the board of management of the institution for which he or she is membership' responsible, notify the county education board accordingly through the sub-county education board office and request for the filling of the vacancy.

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

## **7. Non-Adherence to Infrastructure Projects Implementation Requirements**

Review of projects implemented by the School during the period under review showed that there was a construction of one (1) classroom and procurement of twenty (20) set lockers and chairs for students and ten (10) double deckers. However, retention account details were not provided for audit and the Management did not file quarterly projects progress reports to the CDE contrary to Ministry of Education Circular Ref No.MOE.HQS/3/6/36 dated 30 January, 2019 on maintenance and improvement funds.

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

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 effect of 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. Lack of Land Ownership Document**

Land ownership documents were not provided for audit to prove the ownership of the land occupied by the School. The School Management explained that the land had a succession issue but no records were produced to show the measures instituted to expedite the conclusion of the ongoing succession talks.

In the circumstances, the ownership of the School's piece of land could not be confirmed

#### **2. Incomplete Fixed Asset Register**

Annex 2 of the financial statements indicates a summary of fixed assets with a Nil balance as at 30 June, 2023. However, an inspection done in the School in the month of May, 2024 and fixed assets register provided show the School had a number of assets whose details such as date of acquisition, location, and their current status were not indicated in

the asset register. Further, the assets had not been tagged for ease of identification and no valuation of assets was conducted to determine their present values.

In the circumstances, the accuracy, completeness, existence and ownership of School's assets could not be confirmed.

### **3. Unaccounted-for Textbooks**

Review of the teachers' registers and delivery notes, which contains records of student books, teacher's guides, and set books, revealed that the School could not account for six hundred and seventy-one (671) set books with an estimated value of Kshs.301,950 during the year under review. The School did not provide evidence of measures taken to recover the unaccounted-for books.

In the circumstances, proper custody and control of the textbooks issued to the School 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 the Board of Management**

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.

In preparing the financial statements, Management is responsible for assessing the Board's ability to continue to sustain its services, disclosing as applicable, matters related to sustainability of services and using applicable basis of accounting unless Management is aware of the intention to terminate the Board or to cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

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

The Board of Management is responsible for overseeing the Board's financial reporting process, reviewing the effectiveness of how the 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 controls 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 ISSAIs 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**


**16 October, 2024**


JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
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V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30<sup>TH</sup> JUNE 2023

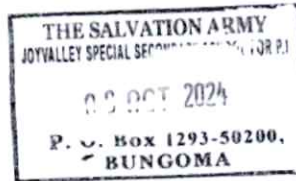
DESCRIPTION OF VOTE HEAD	Note	2022-2023	2021-2022
		Kshs	Kshs
<b>RECEIPTS</b>			
Capitation grants for tuition	1	502,997.75	893,670.00
Capitation grants for operations	2	2,186,541.90	4,112,009.65
School Fund Income- Parents' Contributions	3	3,227,381.00	5,240,746.00
School Fund Income- Other receipts	4	8,254,664.80	4,618,647.00
Proceeds from borrowings			
<b>TOTAL RECEIPTS</b>		<b>14,171,585.45</b>	<b>14,865,072.65</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	563,940.00	904,560.00
Payments for operations	6	3,014,060.86	4,418,638.00
Boarding and school fund payments	7	6,812,443.00	9,521,106.41
<b>TOTAL PAYMENTS</b>		<b>10,390,443.86</b>	<b>14,844,304.41</b>
<b>SURPLUS/DEFICIT</b>		<b>3,781,141.59</b>	<b>20,768.24</b>

The school financial statements were approved on June 2023 and signed by:

Sign:   
 Name CHARLES MUREKA  
 Chair BOM  
 Date 8/10/2024

Sign:   
 Name R. MUTAND  
 S. H. M. B. V. E.  
 School Principal/  
 Secretary to BOM  
 Date 8/10/2024

Sign:   
 Name KENNEDY  
 NTUNGESA  
 Bursar/  
 Finance Officer  
 Date 8/10/2024




JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
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VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT  
 30<sup>TH</sup> JUNE 2023

	Note	2022-2023 Kshs	2021-2022 Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	4,222,968.38	533,848.60
Cash Balances	9	15,948.00	10,750.00
Short term Investment	10		
<b>Total Cash and cash equivalent</b>		<b>4,238,916.38</b>	<b>544,598.60</b>
Account's receivables	11	876,450.82	1,454,915.25
<b>TOTAL FINANCIAL ASSETS</b>		<b>5,115,367.20</b>	<b>1,999,513.85</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payables	12	1,713,874.25	2,018,279.25
<b>NET FINANCIAL ASSETS</b>		<b>3,401,492.95</b>	<b>(18765.40)</b>
<b>REPRESENTED BY</b>			
Accumulated Fund b/fwd	13	(379,648.64)	(39,533.64)
Surplus/Deficit for the year		3781141.59	20768.24
<b>NET FINANCIAL POSSITION</b>		<b>3,401,492.95</b>	<b>(18,765.40)</b>

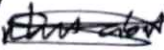
The School's financial statements were approved on \_\_\_\_\_ 2023 and signed by:

Name: CHARLES MUREKA  
 Chairman, BoM

Sign: 

Date: 8/10/2024

Name: RUTANDA  
 School Principal/Secretary  
 to BoM

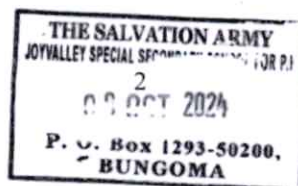
Sign: 

Date: 8/10/2024

Name: KENNETH NTONGESA  
 Bursar/Finance

Sign: 

Date: 8/10/2024



JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
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**VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2023**

		2022-2023	2021-2022
		Kshs	Kshs
<b>Receipts for operating income</b>			
Capitation grants for tuition	1	502,997.75	893,670.00
Capitation grants for operations	2	2,186,541.90	4,112,009.65
School fund income- Parents contributions/ fees	3	3,227,381.00	5,240,746.00
School fund income- other receipts	4	8,254,664.80	4,618,647.00
<b>Total Receipts</b>		<b>14,171,585.45</b>	<b>14,865,072.65</b>
<b>Payments</b>			
Payments for Tuition		563,940.00	904,560.00
Payments for operations		3,014,060.86	4,418,638.00
Boarding and school fund payments		6,812,443.00	9,521,106.41
<b>Total payments</b>		<b>10,390,443.86</b>	<b>14,844,304.41</b>
<b>Net cash flow from operating activities</b>		<b>3,781,141.59</b>	<b>20,768.24</b>
Add/less decrease/increase in receivable		578,464.43	(271,215.00)
Add/less increase /decrease in payable		(304,405.00)	611,330.00
<b>Adjusted Net cash flow from operating activities</b>		<b>4,055,201.02</b>	<b>360,883.24</b>
<b>CASHFLOW FROM INVESTING ACTIVITY</b>			
Acquisition of Assets			
Proceeds from investments			
Purchase of investments			
<b>Net cash flows from Investing Activities</b>			
<b>CASHFLOW FROM BORROWING ACTIVITIES</b>			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
<b>Net cash flow from financing activities</b>			
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>		<b>4,055,201.02</b>	<b>360,883.24</b>
<b>Cash and cash equivalent at BEGINNING of the year</b>		<b>544,598.60</b>	<b>183,715.36</b>
<b>Cash and cash equivalent at END of the year</b>		<b>4599,799.62</b>	<b>544,598.60</b>

JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
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VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c = a+b	d	e = c-d	f = d/c %
	Kshs	Kshs			Kshs	Kshs
<b>RECEIPTS</b>						
<i>(1) CAPITATION GRANT ON TUITION</i>						
Textbooks and reference materials	10,000	15,000	25,000	(5000)	20,000	-20
Exercise books	328,000	285,000	613,000	43,000	570,000	7
Laboratory equipment	392,774	350,000	742,774	42,774	700,000	5.8
Internal exams						
Teaching / learning materials	212,850	300,000	512850	(87,150)	600,000	-17
Chalks						
Exams and assessment						
Teachers guides						
<i>(2) CAPITATION GRANT ON OPERATIONS</i>						
Personnel emoluments	1560,000	1320,000	2,880,000	240,000	2,640,000	8.3
Repairs and maintenance	1,000,000	1,000,000	2,000,000	0	2,000,000	0
Local transport / travelling	571,000	550,000	1,121,000	21000	1,100,000	1.9
Electricity and water	47,000	47000	94,000	0	94,000	0
Medical						
Administration costs	132,000	132,000	264,000	0	264,000	0
Activity	200,000	150,000	350,000	50,000	300,000	14.3
Gratuity						
SMASSE						

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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 %
	K.shs	K.shs			K.shs	K.shs
<b>(3) FEES CHARGED ON PARENTS</b>						
Personnel emoluments						
Repairs and maintenance	400,000	400,000	800,000	0	800,000	0
Local transport / traveling						
Electricity and water						
Medical						
Administration costs						
Activity						
SMASSE						
Fee on Boarding Equipment and Stores	2,558,000	2,558,000	5,116,000		5,116,000	0
<b>OTHER INCOME</b>						
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						
<b>TOTAL INCOME</b>	2,958,000	2,958,000	5,916,000		5,916,000	

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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
<b>(1) EXPENDITURE FOR TUITION</b>						
Textbooks and reference materials						
Exercise books	328,000	1000	329,000	400,000	71,000	21.6
Laboratory equipment	392,774	300	393,074	395,500	2,426	0.6
Internal exams	600,00	10,000	70,000	80,000	10,000	14.3
Teaching / learning materials	94,000	15,000	109,000	110,000	1,000	0.9
Chalks						
Exams and assessment						
Teachers guides	24,600	25,000	49,600	50,000	400	0.8
Administration costs	132,000	50,000	182,000	200,000	18,000	9.9
Bank Charges						
<b>(2) EXPENDITURE FOR OPERATIONS</b>						
Personnel emoluments	1,560,000	40,000	1,600,000	1,500,000	10,000	93.8
Repairs, maintenance & improvements	1,400,000	100,000	1,500,000	1,400,000	10,000	93.3
Local transport/travelling	571,000	5,000	576,000	570,000	6,000	93.3
Electricity, water and conservancy	47,000	40,000	87,000	47,000	40,000	54
Medical						
Administration costs	132,000	68,000	200,000	140,000	60,000	70
Activity Expenses	200,000	40,000	240,000	200,000	40,000	83.33
Gratuity						
<b>SMASSF</b>						
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>						

JOY VALLEY SPECIAL SECONDARY SCHOOL FOR P.H  
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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
Personnel emoluments						
Repairs, maintenance and improvements	75,900	75,900	151,800	151,800	151,800	100
Local transport / travelling						
Electricity, water and conservancy						
Medical Expenses						
Administration costs						
Activity						
Gratuity						
Lunch Programme						
Boarding Equipment and Stores	5,694,340	5,694,340	11,388,680	3,883,745	7,504,935	34.10
Expenditure for Income Generating Activity						
Insurance costs						
Other expenses on investments						
Rent Expenses						
Bank Charges	31,348	31,348	31,348	31,348	31,348	100
Loan Interest Repayment						
Loan Principal Repayment						
Acquisition of Assets						
<b>TOTALS</b>	<b>5,801,588</b>	<b>5,801,588</b>	<b>11,571,528</b>	<b>4,066,893</b>	<b>7,688,083</b>	

## **IX. SIGNIFICANT ACCOUNTING POLICIES**

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

### **1. Statement of compliance and basis of preparation**

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

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

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

### **2. Recognition of receipts and payments**

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

### **3. In-kind contributions**

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

### **4. Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

- 5. Accounts Receivable**  
For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.
- 6. Accounts Payable**  
For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.
- 7. Non-current assets**  
Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.
- 8. Budget**  
The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *school's* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.
- 9. Comparative figures**  
Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.
- 10. Subsequent events**  
There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2023.

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**X. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

	2022-2023	2019-2020
	Kshs	Kshs
Textbooks and reference materials		
Exercise books		
Laboratory equipment		
Internal exams		
Teaching / learning materials	502,997.75	893,670.00
Chalks		
Exams and assessment		
Teachers guides		
<b>Total</b>	<b>502,997.75</b>	<b>893,670.00</b>

**2 CAPITATION GRANT FOR OPERATIONS**

	2022-2023	2021-2022
	Kshs	Kshs
Personnel emoluments		
Repairs and maintenance	731,000.00	843,750.00
Local transport / travelling		
Electricity and water		
Medical	36,500.00	
Other voteheads	1,318,416.90	3,268,259.65
Activity	100,625.00	
<b>Total</b>	<b>2,186,541.90</b>	<b>4,112,009.65</b>

**3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT**

	2022-2023	2021-2022
	Kshs	Kshs
B,e,s	3,163,481.00	5,094,866.00
Repairs and maintenance	63,900.00	145,880.00
Local transport / travelling		
Electricity and water		
Medical		
Administration costs		
Activity		
<b>Total</b>	<b>3,227,381.00</b>	<b>5,240,746</b>

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2022-2023	2021-2022
	Kshs	Kshs
SNE	4,076,082.80	3,328,397.00
Rent income		
Income from farming activities		
Insurance compensation		
Income from Posho mill		
Income from Bus Hire	102,500.00	
Fee for hire of ground and equipment		
Income from grants and infrastructure	4,076,082.00	1,290,250.00
Interest income		
Dividends income		
<b>Total</b>	<b>8254664.80</b>	<b>4618647.00</b>

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

5 PAYMENTS FOR TUITION

	2022-2023	2021-2022
	Kshs	Kshs
Textbooks and reference materials		
Exercise books		
Laboratory equipment		
Internal exams		
Teaching / learning materials	562,500	903,240
Chalks		
Exams and assessment		
Teachers guides		
Administration Costs		
Bank Charges	1440.00	1320.00
<b>Total</b>	<b>563,940.00</b>	<b>904,560.00</b>

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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	332,635.00	1,804,545
Local transport / travelling		
Other voterheads	2,650,331.00	2,605,213.00
Medical		
Activity Expenses	25,440.00	
SMASSE		
Insurance Cost		
Bank Charges	5,654.86	8,880.00
Acquisition of Assets		
<b>TOTAL</b>	<b>3,014,060.86</b>	<b>4,418,638.00</b>

**7 BOARDING AND SCHOOL FUND PAYMENTS**

	2022-2023	2021-2022
	Kshs	Kshs
Personnel emoluments		
Service Gratuity		
Repairs and maintenance & Improvements		
Local transport / travelling	75,900.00	758,565.00
Electricity and water		
Medical Expenses		
Administration costs		
tuition		
Bank Charges		5,840.00
Expenses on Income Generating Activities	31,348.00	30,611.41
Fee on Boarding Equipment and Stores		
SNE	3,883,745.00	4,631,271.00
Insurance Cost (Life Property)	1,652,736.00	3,147,995.00
Loan Principal repayment		
Loan Interest repayment		
Acquisition of Assets (infrastructure expenditure)		
<b>TOTAL</b>	<b>1,168,714.00</b>	<b>946,824.00</b>

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

**8 BANK ACCOUNTS**

Name of Bank, Account No. & currency	Bank Account Number	2022-2023 Kshs	2021-2022 Kshs
Tuition Account	01139536550002	74,746.30	11,688.55
Operations Account	01139536550003	4,144,066.00	6,945.97
School Fund Account/Boarding	01129536550000	1,772.68	94,116.68
Savings Account			
Parent Association Development Account			
Income generating activities Account			
Infrastructural Account	1240727054	2,383.40	421,097.40
<b>Total</b>		<b>4,222,968.38</b>	<b>533,848.60</b>

**9 CASH IN HAND**

Description	2022-2023 Kshs	2021-2022 Kshs
Tuition Account	00	00
Operation Account	7,239.00	1,881.00
School Fund account	8,709.00	8,869.00
<b>Total</b>	<b>15,948.00</b>	<b>10,750.00</b>

**10 SHORT TERM INVESTMENTS**

Description	2022-2023 Kshs	2021-2022 Kshs
Cooperative shares		
Treasury Bills		
Fixed deposit		
Equity stock		
Other investments		
<b>Total</b>		

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

**11 ACCOUNTS RECEIVABLE**

Description	2022-2023	2021-2022
	Kshs	Kshs
Fees arrears	731,521.00	1,178,499.00
Other non-fees receivables		
Interborrowing operation a/c to tuition a/c	119,729.82	251,216.25
NSSF	25,200.00	25,200.00
<b>Total</b>	<b>876,450.82</b>	<b>1,454,915.25</b>

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

Description	2022-2023	2021-2022
	Kshs	Kshs
Fees arrears for current year	413,052.00	361,375.00
Fees arrears for the previous year	167,615.00	356,165.00
Fees arrears for prior periods (over two years)	150,854.00	460,959.00
<b>Total</b>	<b>731,521.00</b>	<b>1178499.00</b>

**12 ACCOUNTS PAYABLE**

Description	2022-2023	2021-2022
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	1,208,483.00	1,378,983.00
Prepaid fees	192,735.00	326,640.00
Interborrowing tuition/c to operation a/c	251,216.25	251,216.25
NHIF	61,440.00	61,440.00
<b>Total</b>	<b>1,713,874.25</b>	<b>2,018,279.25</b>

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

Description	2022-2023	2021-2022
	Kshs	Kshs
Trade creditors for current year	459,500.00	434,600.00
Trade creditors for the previous year	434,600.00	
Trade creditors for prior periods (over two years)	314,383.00	944,383.00
<b>Total</b>	<b>1,208,483.00</b>	<b>1,378,983.00</b>

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

**13 FUND BALANCE BROUGHT FORWARD**

Description	2022-2023	2021-2022
	Kshs	Kshs
Bank balances	166,674.36	166,674.36
Cash balances	17,041.00	17,041.00
Short Term Investments		
Receivables	1,454,915.25	1,183,700.25
Payables	(2,018,279.25)	(1,406,949.25)
<b>Total</b>	<b>(379,648.64)</b>	<b>(39,533.64)</b>

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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	2022-2023	2021-2022
	Kshs	Kshs
Bank loan(s)		
Outstanding Leases		
Hire purchase		
Gratuity and leave provision		
<b>Total</b>		

**15 Biological assets**

Description	Numbers	2022-2023	2021-2022
		Kshs	Kshs
Cattle			
Goats			
Trees	1500		
Coffee or tea plantation			
Poultry			
<b>Total</b>	<b>1500</b>		

**16 Borrowings**

Description	2022-2023	2021-2022
	KShs	KShs
<b>a) Borrowings</b>		
Borrowing at beginning of the year		
Borrowings during the year		
Repayments of during the year		
<b>Balance at end of the year</b>		

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Other important disclosure notes

17 Stock/ Inventory

Description	2022-2023	2021-2022
	KShs	KShs
<b>b) Borrowings</b>		
Stock/ inventory at beginning of the year	154,400.00	150,000.00
Stock/ inventory purchased during the year	5,494,200.00	6,500,000.00
Stock/ inventory issued during the year	(5,367,300.00)	(6,495,600.00)
<b>Balance at end of the year</b>	<b>281,300.00</b>	<b>154,400.00</b>

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**18 PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS**

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor.

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

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**ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE**

Supplier of Goods or Services	Original Amount a Kshs	Date Contracted b Kshs	Amount Paid To-Date c Kshs	Outstanding Balance 2023 d=a-c Kshs	Outstanding Balance 2022 Kshs	Comments
<b>Construction of buildings</b>						
1.						
2.						
3.						
	<b>Sub-Total</b>					
<b>Supply of goods</b>						
4. Reginald dymuru	304,000		190,000	114,000		
5. Joseph kabili	266,000		77,150	188,850		
6. Milken investment	31,400		20,000	11,400		
7. Aitto engineering	120,000		60,000	60,000	60,000	
8. Constant coosa	145,250		90,000	55,250		
	<b>Sub-Total</b>		<b>437,150</b>	<b>369,500</b>	<b>60,000</b>	
<b>Supply of services</b>						
9.						
10.						
11.						
	<b>Sub-Total</b>					
	<b>Grand Total</b>					

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

Asset class	Date purchased	Location	Historical Cost b/f (Kshs) 1 <sup>st</sup> July 20xx	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 <sup>th</sup> June 20xx
Land 1						
Land 2						
Buildings and structures						
Motor vehicles						
Office equipment, furniture and fittings						
ICT Equipment, and Other ICT Assets						
Tools and apparatus						
Textbooks						
Other Machinery and Equipment						
Heritage and cultural assets						
Intangible assets- soft ware						
<b>Total</b>						