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REPORT

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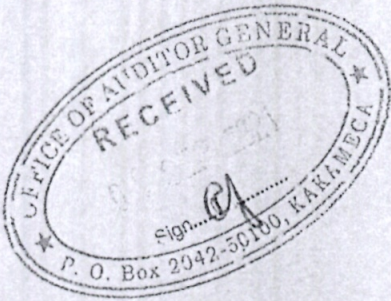
PAPERS LAID	
DATE	15/11/2022
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COMMITTEE	
CLERK AT THE TABLE	L. Mbaya

THE AUDITOR-GENERAL

ON

TRANS NZOIA COUNTY ELIMU BURSARY FUND

FOR THE YEAR ENDED 30 JUNE, 2021



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**TRANS NZOIA COUNTY ELIMU BURSARY FUND**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED JUNE 30, 2021**

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



*Trans Nzoia County Elimu Bursary Fund*  
**Reports and Financial Statements**  
**For the year ended June 30, 2021**

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**Trans Nzoia County Elimu Bursary Fund  
Reports and Financial Statements  
For the year ended June 30, 2021**

**1. KEY ENTITY INFORMATION AND MANAGEMENT**

**a) Background information**

Trans Nzoia Elimu Bursary Fund is established by and derives its authority and accountability from Elimu Bursary Act 2014 with amendments of 29<sup>th</sup> February 2016. The Fund is wholly owned by the County Government of Trans Nzoia and is domiciled in Kenya.

The Fund's objective is to provide financial support to needy students from Trans Nzoia County subject to availability of funds.

The Fund's principal activity is to receive bursary funds as appropriated in the County's approved budget estimates and disbursement of funds by the County Government through the Board to beneficiaries as a grant to be channelled to needy and bright students in the manner provided for by this Act.

The Trans Nzoia Elimu Bursary Fund had a budget of Kshs.50 Million for the FY 2020/21. The first payment of Kshs25, 000,000 was paid on 8<sup>th</sup> June 2021. The second payment cash in transit of Kshs25,000,000 was paid on 7<sup>th</sup> July 2021. The Trans nzoia Elimu Bursary Fund Board allocated Kshs1,840,000 per ward for each of the 25 wards, Kshs 2,500,000 Emergency allocation (5% of 50,000,000) and the 3% of 50,000,000(Kshs1,500,000) administrative costs as stipulated in the Act. The amounts spend for use of Goods and Services totalled Kshs 475,000 and ledger fees were Kshs 130,562.

A total number of Seven thousand, four hundred and fifty four (7,454) students benefited from the Fund during the Financial Year Ended June 30, 2021. There has been continuous increased transition rates and retention of students in school as a result of the establishment of the fund.

**b) Principal Activities**

The principal activity/mission/ mandate of the Fund is to establish the Trans Nzoia County Elimu Bursary Fund through an Act of County Assembly of Trans Nzoia, legally enable the County government of Trans Nzoia award bursaries to extremely needy students in Secondary, College and University from Trans Nzoia County and also give priority to orphans, students from single parent families and others who come from poor backgrounds pursue quality education.

**c) Board of Trustees/Fund Administration Committee**

Ref	Name	Position
1	Ms Susan Nekesa Ngera	Chief officer Education and ICT
2	Mr. Emmanuel Sikuku Wanjala	Chief Officer Finance
3	Mr. Bernard Lidaywa Madegwa	Principal Accountant

**Trans Nzoia County Elimu Bursary Fund  
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**d) Key Management**

Ref	Name	Position
1	Dr. Isaack Kogo	Chairman/CEC Education and ICT
2	Ms.Susan Nekesa Ngera	Secretary/CO Education and ICT
3	Ms. Lydia Chemutai Maritim	Youth Representative
4	Ms. Margaret Kasisi	Women Representative
5	Mr. Robert Moseti	People with Disability
6	Hon.Mr. Simon Makhanu	Member of County Assembly, Chair Education committee

**e) Registered Offices**

P.O. Box 4211-30200  
Social Hall Building,

Machinjoni Road,

Next to Kitale Nursing Home (Maitha)

KITALE, KENYA

**f) Fund Contacts**

Telephone: (254)30301/2

E-mail: countyoftransnzoia@gmail.com

Website: [www.countyoftransnzoia.go.ke](http://www.countyoftransnzoia.go.ke)

**g) Fund Bankers**

1. Kenya Commercial Bank  
Account Number 1202165516

***Trans Nzoia County Elimu Bursary Fund***  
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**For the year ended June 30, 2021**

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**h) Independent Auditors**

Auditor General  
Kenya National Audit Office  
Anniversary Towers, University Way  
P.O. Box 30084  
GOP 00100  
Nairobi, Kenya

**i) Principal Legal Adviser**

The Attorney General  
State Law Office  
Harambee Avenue  
P.O. Box 40112  
City Square 00200  
Nairobi, Kenya

**Trans Nzoia County Elimu Bursary Fund**  
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**For the year ended June 30, 2021**

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**2. THE BOARD OF TRUSTEES (or any other corporate governance body for the Fund)**

<b>Name</b>	<b>Details of qualifications and experience</b>
1. Mr. Emmanuel Wanjala	Provide a concise description of each Trustee's date of birth, key academic and professional qualifications and work experience. Indicate whether the trustee is independent or an executive director and which committee of the Board the trustee chairs where applicable.
2. Ms Susan Nekesa Ngera	
3. Mr. Bernard Madegwa	

**Trans Nzoia County Elimu Bursary Fund  
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**3. MANAGEMENT TEAM**

Name	Details of qualifications and experience
1. Dr.Isaac Kogo	Date of Birth: 16 <sup>th</sup> June 1974 Duration as Chair of the Board: 2013-2022 1994-1998: Bachelor of Arts Education, Moi University 2000-2001: PGD in Human Resource Management, Moi University 2001-2004: Masters of Philosophy in Communication Studies 2008-Date: Doctor of philosophy in Communication Studies
2. Ms Susan N Ngera	
3. Ms Lydia Chemutai Maritim	
4. Mrs Margaret Kasisi	Date of Birth: 24/12/1953 Duration as Women Representative : 2019-2022 1961-1966 Amanang Primary School 1966-1969: Gamatui Girls Primary School 1970-1973: Sacred Heart Girls Sec Schoo, EACE and S.C 1973 1975-1979- UT Teacher at Sikinwa Primary School 1979-1981-Mosoriot TTC P1 Course 1981-2009: Professional Teacher 1981-2009: Professional Teacher
5. Mr. Robert Moseti	
6. Hon Simon Makhanu	
<b>Note:</b> The Fund Administrator will feature under both the 'Board' and 'Management'.	

**Trans Nzoia County Elimu Bursary Fund  
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**4. BOARD/FUND CHAIRPERSON'S REPORT**

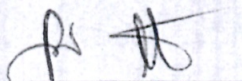
**INTRODUCTION**

The Fund came into existence after the enactment of the Trans Nzoia County Elimu Bursary Fund Act, 2014. The Trans Nzoia Elimu Bursary Fund had a budget of Kshs.50 Million for the FY 2020/21. The first payment of Kshs 25,000,000 was paid on 8<sup>th</sup> June 2021. The second payment cash in transit of Kshs25,000,000 was paid on 7<sup>th</sup> July 2021. The Trans Nzoia Elimu Bursary Fund Board allocated Kshs1,840,000 per ward for each of the 25 wards, Kshs2,500,000 Emergency allocation (5% of 50,000,000) and the 3% of 50,000,000(Kshs1,500,000) administrative costs as stipulated in the Act. The amounts spend for use of Goods and Services totalled Kshs475,000 and ledger fees were Kshs130,562.

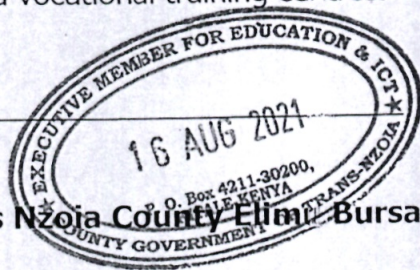
The fund is administered by an executive board at the County level known as the Trans Nzoia County Elimu Bursary Fund Board, established by the Act, and comprises of 8 members. The board is assisted in its work by the respective ward Bursary Committees in each ward under this Act in each ward, whose responsibility include receiving, vetting and approving of bursary applications and recommending deserving cases to the Board.

**PERFORMANCE**

Beneficiaries of the Fund include Secondary Schools, Middle level colleges, universities, driving schools and vocational training centres.

  
Dr. Isaac Kogo

**Chairman-Trans Nzoia County Elimu Bursary Fund Board**



**Trans Nzoia County Elimu Bursary Fund  
Reports and Financial Statements  
For the year ended June 30, 2021**

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**5. REPORT OF THE FUND ADMINISTRATOR**

The Trans Nzoia Elimu Bursary Fund had a budget of Kshs.50 Million for the FY 2020/21. The amount was shared at Kshs 1,840,000 per ward for each of the 25 wards, Kshs2,500,000 was set aside for Emergency Fund. The amounts spend for use of Goods and Services totalled Kshs 475,000 and ledger fees were Kshs 130,562.

**PERFORMANCE**

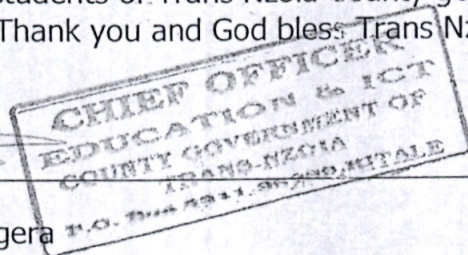
A total number of Seven thousand, four hundred and fifty four (7,454) students benefited from the Fund during the Financial Year Ended June 30, 2021. There has been continuous increased transition rates and retention of students in school as a result of the establishment of the fund.

**CONCLUSION**

On behalf of the board, I wish to take this earliest opportunity to thank all the members of the County Assembly for the unwavering support during the execution of the board's mandate, and further assure the members of our continued cooperation with them to ensure that the students of Trans Nzoia County get financial support as they pursue their education. Thank you and God bless Trans Nzoia.

Yours \_\_\_\_\_

Susan Nekesa Ngera



**FUND ADMINISTRATOR/SECRETARY ELIMU BURSARY FUND BOARD**

***Trans Nzoia County Elimu Bursary Fund***  
**Reports and Financial Statements**  
**For the year ended June 30, 2021**

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**6. CORPORATE GOVERNANCE STATEMENT**

There is established an executive Board to be known as the Trans Nzoia County Elimu Bursary Fund Board. The board shall be responsible for;-

- ✓ Receiving the funds from the County's appropriated budget estimates
- ✓ Distributing the funds among the wards in equal amounts
- ✓ Setting at least 5% of the funds to the reserve funds

The board shall;

1. Ensure timely and efficient disbursement of funds to the learning institutions of beneficiaries as approved by the ward bursary committee
2. Ensure efficient management of the fund
3. Perform such other duties that are deemed necessary in the management of the fund

Removal of the member from the board can be done as a result of;

1. Lack of integrity
2. Gross misconduct
3. Gross violation of the constitution or any statute
4. Physical incapacitation or mental infirmity
5. Pecuniary embarrassment
6. Failure to attend three consecutive meetings without apology

***Trans Nzoia County Elimu Bursary Fund***  
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**7. REPORT OF THE TRUSTEES**

The trustees submit their report together with the audited financial statements for the year ended June 30, 2021 which show the state of the Fund affairs.

**Principal activities**

The principal activities of the Fund are;

1. To cushion households from the impact of poverty by increasing access, retention and completion rates of secondary ,universities, middle level and tertiary institutions by the children of Trans Nzoia County
2. To mitigate children from effects of socio-cultural factors like early marriages, pregnancies.

**Trans Nzoia County Elimu Bursary Fund  
Reports and Financial Statements  
For the year ended June 30, 2021**

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**8. STATEMENT OF MANAGEMENT'S RESPONSIBILITIES**

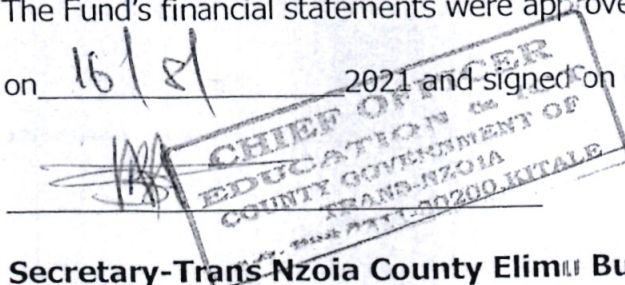
Section 167 of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the Administrator of a County Public Fund established by Trans Nzoia County Elimu Bursary Fund Act, 2014 shall prepare financial statements for the Fund in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board.

The Administrator of the County Public Fund is responsible for the preparation and presentation of the Fund's financial statements, which give a true and fair view of the state of affairs of the fund for and as at the end of the financial year ended on June 30, 2021. This responsibility includes; (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Fund; (iii) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the Fund; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Administrator of the County Public Fund accepts responsibility for the Funds financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgements and estimates, in conformity with International Public Sector Accounting Standards (IPSAS), and in the manner required by the PFM Act, 2012 and Trans Nzoia County Elimu Bursary Act, 2014 with amends of 2016. The administrator of the Fund is of the opinion that the Fund's financial statements give a true and fair view of the state of Fund's transactions during the financial year ended June 30, 2021 and of the Fund's financial position as at that date. The administrator further confirm the completeness of the accounting records maintained for the Fund, which have been relied upon in the preparation of the Fund's financial statements as well as the adequacy of the systems of internal financial control.

**Approval of the financial statements**

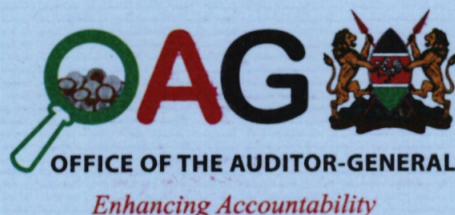
The Fund's financial statements were approved were approved by the Board  
on 16/07 2021 and signed on its behalf by:



**Secretary-Trans Nzoia County Elimu Bursary Fund Board**

# REPUBLIC OF KENYA

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

## **REPORT OF THE AUDITOR-GENERAL ON TRANS NZOIA COUNTY ELIMU BURSARY FUND FOR THE YEAR ENDED 30 JUNE, 2021**

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### **PREAMBLE**

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

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

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

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

### **REPORT ON THE FINANCIAL STATEMENTS**

#### **Adverse Opinion**

I have audited the accompanying financial statements of Trans Nzoia County Elimu Bursary Fund set out on pages 15 to 35, which comprise of the statement of financial position as at 30 June, 2021, and the statement of financial performance, statement of changes in net assets, statement of cash flows and statement of 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, because of the significance of the matters discussed in the Basis for Adverse Opinion section of my report, the financial statements do not present fairly, the financial position of Trans Nzoia County Elimu Bursary Fund as at 30 June, 2021, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Accrual Basis) and do not comply with the Public Finance Management Act, 2012, and the Trans Nzoia Elimu Bursary Fund Act, 2014.

## **Basis for Adverse Opinion**

### **1. Unreconciled Bank Balance**

The statement of financial position reflects a cash and cash equivalents balance of Kshs.45,054,438 as disclosed under Note 6 to the financial statements. However, the balance differs from the cash book balance of Kshs.49,447,562 resulting to an unexplained variance Kshs.4,393,124. Further, Management did not provide a bank reconciliation statement for the month of June, 2021 and no explanation was provided for the variance.

In addition, the cash book was written in erasable ink and did not indicate dates of transactions, contrary to the provisions of Regulation 16 of the Public Finance Management (County Governments) Regulations, 2015, which stipulates that all financial records and documents shall be in indelible ink and shall contain adequate narration of the particulars of the services, goods or works procured and being paid for.

In the circumstances, the accuracy of the cash and cash equivalents balance could not be confirmed.

### **2. Unreconciled Bursary Payments**

The statement of financial performance reflects a comparative amount of Kshs.102,610,000 for bursary payments while the previous year's audited financial statements reflected an amount of Kshs.100,747,000. No explanation was provided for the variance of Kshs.1,863,000. Similarly, the statement of cash outflows reflects a comparative amount of Kshs.102,610,000 under bursary payments which is at variance with the amount of Kshs.100,747,000 reflected in the previous year's audited financial statements .

In the circumstances, the accuracy of the statement of financial performance could not be confirmed.

### **3. Unreconciled Changes in Net Assets**

The statement of changes in net assets reflects a deficit of Kshs.104,671,074 for the year ended 30 June, 2020, which is at variance with the deficit of Kshs.48,085,950 in the

audited financial statements for that year resulting to an unreconciled variance of Kshs.56,585,124.

In the circumstance, the accuracy of the statement of changes in net assets could not be confirmed.

#### **4. Variance in the Transfers from the County Government**

The statement of financial performance reflects an amount of Kshs.50,000,000 under transfers from the County Government. However, the statement of comparison of budget and actual amounts reflects a nil balance resulting to a variance of Kshs.50,000,000. In addition, the statement of comparison of budget and actual amounts indicates same amount for budget and actual amounts for Fund administration expenses and bursary payments respectively. However, the column for percentage utilization reflects 69% and 91% on fund administration expenses and bursary payments respectively. No explanation was provided for the anomalies.

In the circumstances, the accuracy of the statement of comparison of budget and actual amounts could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Trans Nzoia County Elimu Bursary Fund Management in accordance with ISSAI 130 on Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my adverse 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. There were no key audit matters to report in the year under review.

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

#### **Conclusion**

As required by Article 229(6) of the Constitution, because of the significance of the matters discussed in the Basis for Adverse Opinion and Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources sections of my report, based on the audit procedures performed, I confirm that public resources have not been applied lawfully and in an effective way.

#### **Basis for Conclusion**

##### **1. Failure to Gazette Ward Bursary Committee Members**

Members of the Ward Bursary Committees from the 25 Wards were not gazetted as required by Section 12(4) of the Trans Nzoia County Elimu Bursary Fund Act, 2014, which

states that the County Executive Committee Member of Education shall cause the names of the persons appointed as members of Ward Bursary Committee to be published in the County Gazette.

In the circumstance, the Fund Management was in breach of the law.

## **2. Lack of an Approved Budget**

The Fund did not have an approved budget for the year under review as required by Section 149(2) of the Public Finance Management Act, 2012, and Section 14 of the Trans Nzoia County Elimu Bursary Fund Act, 2014, which require the accounting officer to prepare estimates of the revenue and expenditure for the year, submit them to the County Member for Education for review and approval and eventually to the Executive Committee and County Assembly for approval.

In the circumstance, the Fund Management was in breach of law.

## **3. Irregular Bursary Payments**

The statement of financial performance reflects an amount of Kshs. 4,340,000 for bursary payments, which as disclosed in Note 4 to the financial statements, includes an amount of Kshs.2,500,000 as emergency bursary payments. However, no documentary evidence such as vetting records and application forms were provided to indicate the type and cause of the emergency if indeed there was any. This is contrary to the provisions of Section 11(6) (c) of the Trans Nzoia Elimu Bursary Fund Act, 2014, which provides that an emergency shall be construed to mean an urgent, unforeseen bursary need for which in the opinion of the Ward Bursary Committee cannot be delayed, until the next disbursement, without harming the interest of the beneficiary.

Similarly, the bursary payments includes an amount of Kshs.1,840,000 relating to scholarships and other educational benefits. However, these payments were not supported by copies of national identity cards, admission numbers and other details of students, endorsement from the local administration (Assistant Chief) as well as endorsement from the learning institutions showing how much the students owed the institutions.

In the circumstances, the authenticity of the disbursements could not be confirmed and the Fund Management was in breach of law.

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

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

## **Conclusion**

As required by Section 7(1)(a) of the Public Audit Act, 2015, because of the significance of the matters discussed in the Basis for Adverse Opinion and Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources sections of my report, based on the audit procedures performed, I confirm that internal controls, risk management and governance were not effective.

## **Basis for Conclusion**

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

## **Responsibilities of Management and those Charged with Governance**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Accrual 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 Fund's ability to sustain services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the Fund or to cease operations.

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

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

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

## **Auditor-General's Responsibilities for the Audit**

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

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

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal controls in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal controls would not necessarily disclose all matters in the internal controls that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

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

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

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

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.
- Conclude on the appropriateness of the Management's use of the applicable basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Fund's ability to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the Fund to cease to sustain its services.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the Fund to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with the Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

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

**Nairobi**

**07 September, 2022**

**Trans Nzoia County Elimu Bursary Fund**  
**Reports and Financial Statements**  
**For the year ended June 30, 2021**

**10. FINANCIAL STATEMENTS**


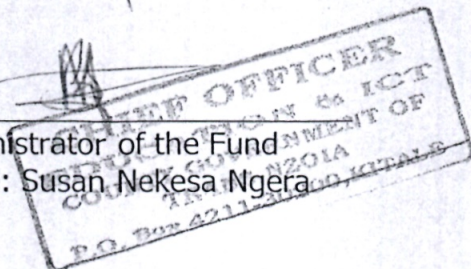
**10.1. STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30<sup>th</sup> JUNE 2021**

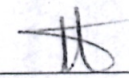
	Note	2020/2021	2019/2020
		KShs	KShs
<b>Revenue from non-exchange transactions</b>			
Transfers from the County Government	1	50,000,000	55,000,000
<b>Total revenue</b>		<b>50,000,000</b>	<b>55,000,000</b>
<b>Expenses</b>			
Fund administration expenses	3	475,000	2,175,000
Bursary payments	4	4,340,000	102,610,000
General expenses	5	130,562	163,950
<b>Total expenses</b>		<b>4,945,562</b>	<b>104,948,950</b>
<b>Surplus/( deficit) for the period</b>		<b>45,054,438</b>	<b>(49,948,950)</b>

The notes set out on pages 22 to 24 form an integral part of these Financial Statements

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved

on 18/06 2021 and signed by:

  
 Administrator of the Fund  
 Name: Susan Nekesa Ngera  


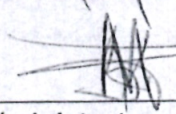
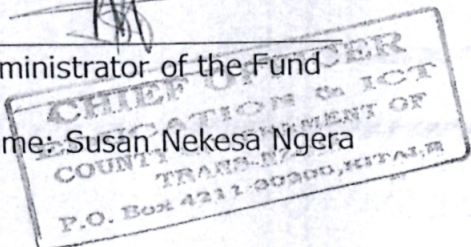
  
 Fund Accountant  
 Name: CPA Kizito Simiyu Wanyonyi  
 ICPAK Member Number: 17832

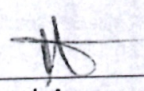
**Trans Nzoia County Elimu Bursary Fund**  
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**10.2. STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020**

	Note	2019/2020 KShs	2019/2020 KShs
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	6	45,054,438	792,562
		<b>45,054,438</b>	<b>792,562</b>
<b>Non-current assets</b>			
Property, plant and equipment			
<b>Total assets</b>		<b>45,054,438</b>	<b>792,562</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables from exchange transactions			
<b>Non-current liabilities</b>			
Non-current employee benefit obligation			
<b>Total liabilities</b>			
Total assets		0	0
Accumulated surplus		<b>45,054,438</b>	<b>792,562</b>
<b>Total net assets and liabilities</b>		<b>45,054,438</b>	<b>792,562</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved on 16/8 2021 and signed by:

  
 Administrator of the Fund  
 Name: Susan Nekesa Ngera  


  
 Fund Accountant  
 Name: CPA Kizito Simiyu Wanyonyi  
 ICPAK Member Number: 17832

*Trans Nzoia County Elimu Bursary Fund*  
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**10.3. STATEMENT OF CHANGES IN NET ASSETS AS AT 30 JUNE 2021**

	Accumulated surplus	Total
	KShs	KShs
<b>Balance as at 1 July 2019</b>	48,878,512	48,878,512
Surplus/Deficit	(104,671,074)	(104,671,074)
Funds received during the year	55,000,000	55,000,000
<b>Balance as at 30 June 2020</b>	<b>792,562</b>	<b>792,562</b>
<b>Balance as at 1 July 2020</b>	<b>792,562</b>	<b>792,562</b>
Surplus/(deficit) for the period	44,261,876	44,261,876
<b>Balance as at 30 June 2021</b>	<b>45,054,438</b>	<b>45,054,438</b>

(Provide details on the nature and purpose of reserves)

**Trans Nzoia County Elimu Bursary Fund**  
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**10.4.STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2021**

	Note	2020/2021	2019/2020
		KShs	KShs
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Transfers from the County Government	1	50,000,000	55,000,000
<b>Payments</b>			
Fund administration expenses	3	475,000	2,175,000
Bursary payments	4	4,340,000	102,610,000
General expenses	5	130,562	163,950
<b>Total Payments</b>		<b>4,945,562</b>	<b>104,948,950</b>
<b>Net cash flows from operating activities</b>		<b>45,054,438</b>	<b>(49,948,950)</b>
<b>Cash flows from investing activities</b>			
Loan disbursements paid out		-	-
<b>Net cash flows used in investing activities</b>			
<b>Cash flows from financing activities</b>			
Repayment of borrowings		-	-
<b>Net cash flows used in financing activities</b>			
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>45,847,000</b>	<b>49,671,074</b>
Cash and cash equivalents at 1 JULY 2020		792,562	48,878,512
<b>Cash and cash equivalents at 30 JUNE 2021</b>	6	<b>45,054,438</b>	<b>792,562</b>

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(IPSAS 2 allows an entity to present the cash flow statement using the direct or indirect method but encourages the direct method. PSASB also recommends the use of direct method of cash flow preparation. The above illustration assumes direct method)

**10.5. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE PERIOD ENDED 30<sup>th</sup> JUNE 2021**

	Original budget	Adjustments	Final budget	Actual on comparable basis	Performance difference	% Utilisation
	2020	2020	2020	2020	2020	2020
	KShs	KShs	KShs	KShs	KShs	
<b>Revenue</b>						
Transfers from County Govt.	50,000,000	50,000,000	50,000,000	50,000,000	0	100
<b>Total income</b>	<b>50,000,000</b>	<b>50,000,000</b>	<b>50,000,000</b>	<b>50,000,000</b>	<b>0</b>	
<b>Expenses</b>						
Fund administration expenses	475,000	-	475,000	475,000	-	100%
Bursary payments	4,340,000	-	4,340,000	4,340,000	-	100%
General expenses	0	0	130,562	130,562	0	0
<b>Total expenditure</b>	<b>4,815,000</b>	<b>0</b>	<b>4,945,562</b>	<b>4,945,562</b>	<b>-</b>	<b>100%</b>
<b>Surplus for the period</b>						

**Budget notes**

1. Provide explanation of differences between actual and budgeted amounts (10% over/ under) IPSAS 24.14
2. Provide an explanation of changes between original and final budget indicating whether the difference is due to reallocations or other causes. (IPSAS 24.29)

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3. *Where the total of actual on comparable basis does not tie to the statement of financial performance totals due to differences in accounting basis (budget is cash basis, statement of financial performance is accrual) provide reconciliation.*

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**10.6.SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

The Fund's financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS). The financial statements are presented in Kenya shillings, which is the functional and reporting currency of the Fund. The accounting policies have been consistently applied to all the years presented.

The financial statements have been prepared on the basis of historical cost, unless stated otherwise. The cash flow statement is prepared using the direct method. The financial statements are prepared on accrual basis.

**2. Adoption of new and revised standards**

**a) Relevant new standards and amendments to published standards effective for the year ended 30 June 2020**

Standard	Impact
<b>IPSAS 40:</b> Public Sector Combinations	<b>Applicable: 1<sup>st</sup> January 2019</b> The standard covers public sector combinations arising from exchange transactions in which case they are treated similarly with IFRS 3 (applicable to acquisitions only). Business combinations and combinations arising from non-exchange transactions are covered purely under Public Sector combinations as amalgamations.

**b) New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2020**

Standard	Effective date and impact:
<b>IPSAS 41:</b> Financial Instruments	<b>Applicable: 1<sup>st</sup> January 2022:</b> The objective of IPSAS 41 is to establish principles for the financial reporting of financial assets and liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an entity's future cash flows. IPSAS 41 provides users of financial statements with more useful information than IPSAS 29, by: <ul style="list-style-type: none"> <li>• Applying a single classification and measurement model for financial <u>assets</u> that <u>considers</u> the</li> </ul>

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Standard	Effective date and impact:
	<p>characteristics of the asset's cash flows and the objective for which the asset is held;</p> <ul style="list-style-type: none"> <li>• Applying a single forward-looking expected credit loss model that is applicable to all financial instruments subject to impairment testing; and</li> <li>• Applying an improved hedge accounting model that broadens the hedging arrangements in scope of the guidance. The model develops a strong link between an entity's risk management strategies and the accounting treatment for instruments held as part of the risk management strategy.</li> </ul>
<p><b>IPSAS 42: Social Benefits</b></p>	<p><b>Applicable: 1<sup>st</sup> January 2022</b></p> <p>The objective of this Standard is to improve the relevance, faithful representativeness and comparability of the information that a reporting entity provides in its financial statements about social benefits. The information provided should help users of the financial statements and general purpose financial reports assess:</p> <ul style="list-style-type: none"> <li>(a) The nature of such social benefits provided by the entity;</li> <li>(b) The key features of the operation of those social benefit schemes; and</li> <li>(c) The impact of such social benefits provided on the entity's financial performance, financial position and cash flows.</li> </ul>

**c) Early adoption of standards**

The entity did not early – adopt any new or amended standards in year 2020.

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Revenue recognition**

i) Revenue from non-exchange transactions

Transfers from other government entities

Revenues from non-exchange transactions with other government entities are measured at fair value and recognized on obtaining control of the asset (cash, goods, services and property) if the transfer is free from conditions and it is probable

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that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably.

#### **4. Budget information**

The original budget for FY 2020/2021 was approved by the County Assembly on 4<sup>th</sup> June 2021. Subsequent revisions or additional appropriations were made to the approved budget in accordance with specific approvals from the appropriate authorities. The additional appropriations are added to the original budget by the entity upon receiving the respective approvals in order to conclude the final budget. Accordingly, the Fund recorded additional appropriations of nil on the FY 2020/2021 budget following the governing body's approval.

The entity's budget is prepared on a different basis to the actual income and expenditure disclosed in the financial statements. The financial statements are prepared on accrual basis using a classification based on the nature of expenses in the statement of financial performance, whereas the budget is prepared on a cash basis. The amounts in the financial statements were recast from the accrual basis to the cash basis and reclassified by presentation to be on the same basis as the approved budget. A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, is then presented in the statement of comparison of budget and actual amounts.

In addition to the Basis difference, adjustments to amounts in the financial statements are also made for differences in the formats and classification schemes adopted for the presentation of the financial statements and the approved budget.

A statement to reconcile the actual amounts on a comparable basis included in the statement of comparison of budget and actual amounts and the actuals as per the statement of financial performance has been presented under section xxx of these financial statements.

#### **5. Nature and purpose of reserves**

The Entity creates and maintains reserves in terms of specific requirements.

#### **6. Changes in accounting policies and estimates**

The entity recognizes the effects of changes in accounting policy respectively. The effects of changes in accounting policy are applied if retrospective application is impractical.

#### **7. 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 the Central Bank of Kenya and at various commercial banks at the

***Trans Nzoia County Elimu Bursary Fund***  
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end of the financial year. For the purposes of these financial statements, cash and cash equivalents also include short term cash imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

### **8. Comparative figures**

Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

### **9. Events after the reporting period**

There were no material adjusting and non- adjusting events after the reporting period.

### **10. Ultimate and Holding Entity**

The entity is a County Public Fund established by Elimu Bursary Act 2014 under the Ministry of Education. Its ultimate parent is the County Government of Trans Nzoia.

### **11. Currency**

The financial statements are presented in Kenya Shillings (Kshs).

### **12. Significant judgments and sources of estimation uncertainty**

The preparation of the Entity's financial statements in conformity with IPSAS requires management to make judgments, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period. However, uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods.

State all judgements, estimates and assumptions made: e.g

Estimates and assumptions – The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The Entity based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the Entity. Such changes are reflected in the assumptions when they occur. IPSAS 1.140.

### **Useful lives and residual values**

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

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- The condition of the asset based on the assessment of experts employed by the Entity
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

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**10.7. NOTES TO THE FINANCIAL STATEMENTS**

**1. Transfers from County Government**

Description	2019/2020	2019/2020
	KShs	KShs
<b>Transfers from County Govt.</b>		
1 <sup>st</sup> Tranche(08.06.2021)	25,000,000	5,000,000
2 <sup>nd</sup> Tranche(07.07.2021)Cash in transit	25,000,000	50,000,000
<b>Total</b>	<b>50,000,000</b>	<b>55,000,000</b>

**2. Other incomes**

Description	2020/2021	2019/2020
	KShs	KShs
Fund balances from FY 2020/2021	45,054,438	48,878,512
Miscellaneous income	0	0
<b>Total other income</b>	<b>45,054,438</b>	<b>48,878,512</b>

**3. Fund administration expenses**

Description	2020/2021	2019/2020
	KShs	KShs
General expenses	475,000	2,175,000
<b>Total</b>	<b>475,000</b>	<b>2,175,000</b>

**4. Bursary payments**

Description	2019/2020	2019/2020
	KShs	KShs
Scholarships and other educational benefits	1,840,000	95,000,000
Emergency bursary payments	2,500,000	7,610,000
<b>Total</b>	<b>4,340,000</b>	<b>102,610,000</b>

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**5. General expenses**

Description	2019/2020	2019/2020
	KShs	KShs
Bank Charges	130,562	163,950
Other Expenses	0	0
<b>Total</b>	<b>130,562</b>	<b>163,950</b>

**6. Cash and cash equivalents**

Description	2020/2021	2019/2020
	KShs	KShs
Current Account-Kenya Commercial Bank Ltd	45,054,438	792,562
Others	0	0
<b>Total</b>	<b>45,054,438</b>	<b>792,562</b>

Detailed analysis of the Cash and cash equivalents are as follows:

Description		2020/2021	2019/2020
Financial Institutions	Account Number	KShs	KShs
<b>(a) Fixed Deposits Account</b>			
Kenya Commercial Bank			
Equity Bank Etc			
<b>Sub Total</b>			
<b>(b) On call Deposits</b>			
Kenya Commercial Bank			
Equity Bank Ltd etc			
<b>Sub total</b>			
<b>(c) Current Account</b>			
Kenya Commercial Bank Recurrent Account	1202165516	45,054,438	792,562

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Others			
Sub total			
(d ) Others (Specify)			
Cash in transit			
Cash in hand			
M Pesa			
Sub total			
Grand Total		45,054,438	792,562

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**11. 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. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
Use of Goods and Services	Included in the use of goods and services figure of Kshs. 1,774,870 is Kshs. 1,635,000 for hospitality and supplies and Kshs.139,870 for other operating expenses of which the payment vouchers verified indicated that both payments related to allowances paid to committee members who worked in the prior period of 2016/2017. However, it was noted that there was no budget provision during the year under review for committee members' allowances. An audit visit conducted on some wards revealed that committee members are finding it difficult to execute their mandate due to lack of any form of facilitation since the whole amount of Kshs. 50,000,000.00 received during the year	The Board approved the allowances	M/s Linekar N. Bwile Chief Officer Education & ICT	Resolved	The board allowances were paid during the financial year ended 30 <sup>th</sup> June 2019

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved/ Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
	<p>was disbursed to various institutions as student bursaries, leaving the Fund without any money for administrative expenses as per the requirements of Part II, Section 6 (7) of Trans Nzoia Elimu Bursary Fund, 2014.</p> <p>In the circumstances, it was not possible to ascertain probity of the expenditure of Kshs.1,774,870 incurred on use of goods and services during the year.</p>				
<b>Un-Disbursed Funds</b>	<p>The approved final budget for financial year 2017/2018, Elimu Bursary Fund was allocated a total of Kshs.143,000,000 and the amounts appropriately allocated by the ward bursary committees from various wards in the County. However, only Kshs.50,000, 000 was disbursed leaving a balance of Kshs.93,000,000 undisbursed from the County Treasury. Further, the County Treasury has not yet disbursed the balance of Kshs.93,000,000 as per the requirement of Part II, Section 11 (5) of</p>	<p>Bursary is a recurrent item in the Budget. Any delay in the disbursement of funds from the national treasury, do affect it. The failure to disburse the balance is as a result of the cash flow disbursement delays</p>	<p>Chief Officer Finance Mr.Emmanuel Wanjala</p>	<p>Not resolved</p>	<p>30<sup>th</sup> June 2021</p>

**Trans Nzoia County Elimu Bursary Fund  
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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
	Trans Nzoia Elimu Bursary Fund. Failure to disburse the funds in time may have denied the needy students of the much required bursaries as per the requirements of Part II, Section 10 (6) of the Trans Nzoia Elimu Bursary Fund Act, 2014.				
<b>Non-Provision of Emergency Fund</b>	<p>Out of Kshs. 50,000,000 received during the year, the management was expected to set aside Kshs. 2,500,000 (5% of Kshs.5,000,000) for emergency. However, no such provision was made as per the requirements of Part II Section 11 (6) (a) of The Trans Nzoia Elimu Bursary Fund, 2014.</p> <p>In the circumstances, the residents of Trans Nzoia may not have received the services planned and approved and further, the Fund breached the regulation requiring 5% emergency to be set aside.</p>	Delays in the disbursement schedule from the National Treasury	Chief Officer Education and ICT Ms Linekar N Bwile	Resolved	30 <sup>th</sup> June 2019

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Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
<b>Unsubmitted Board's Report to the County Assembly</b>	Review of records availed for audit revealed that since inception of the Fund in 2014, the Board has not prepared a report and submitted to the Committee of the Assembly detailing summary of the beneficiaries from the wards in the preceding disbursement and a summary of the status of the disbursements from the County Government as per the requirement of Section 8 (3) of Trans Nzoia Elimu Bursary Fund, 2014.	The Assembly Committee of Education met with the Departmental officers in a retreat in Eldoret , various issues were discussed including the list of beneficiaries, an increasing number of applicants for bursary, need to enhance the bursary fund etc	Chief Officer of Education and Ms Linekar N Bwile	Resolved	The matter was resolved before the end of 30 <sup>th</sup> June 2020
<b>Non-Disclosure of Prior Year Matters</b>	It was noted that progress on follow up of prior year matters on audit recommendations was not recorded in the audited copy of financial statements for the year 2017/18 as per the provisions of Public Sector Accounting Standards Board.	The issue has been resolved.	Chief Officer education and ICT Ms Linekar N Bwile	Resolved	30 <sup>th</sup> June 2020
<b>Unequitable Distribution of</b>	The verification of the list provided by the management indicates that Kaplamai Ward	The issue has been noted and won't recur	Chief Officer Education and ICT	Resolved	30 <sup>th</sup> June 2021

**Trans Nzoia County Elimu Bursary Fund  
Reports and Financial Statements  
For the year ended June 30, 2021**

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
<b>Bursary Funds</b>	<p>received an allocation of Kshs.2,000,000 for bursary during the year under review to be distributed to students from various institutions and the beneficiaries identified from various sub-locations in the ward. Further, it was noted that one institution, Kapchepsir Vocational Training Centre benefited with a total of Kshs.1,640,000, leaving only Kshs.360,000 to be shared among students from other institutions including secondary and universities, resulting into unequal allocation of the bursaries contrary to the provisions of Part 3 Section 11 of the Trans Nzoia County Elimu Bursary Fund, 2014.</p> <p>In the circumstances, the management of Fund was in breach of the regulations.</p>	again.	Ms Linekar N Bwile		

**Guidance Notes:**

***Trans Nzoia County Elimu Bursary Fund***  
**Reports and Financial Statements**  
**For the year ended June 30, 2021**

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- a) Use the same reference numbers as contained in the external audit report;
- b) Obtain the "Issue/Observation" and "management comments", required above, from final external audit report that is signed by Management;
- c) Before approving the report, discuss the timeframe with the appointed Focal Point persons within your entity responsible for implementation of each issue;
- d) Indicate the status of "Resolved" or "Not Resolved" by the date of submitting this report to County Treasury.