

REPUBLIC OF KENYA



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REPORT

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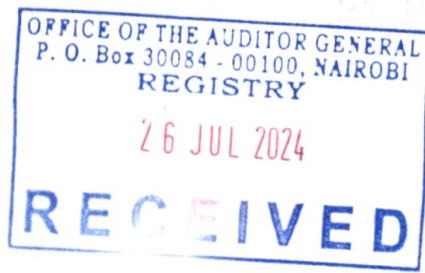
THE AUDITOR-GENERAL

ON

**MOI GIRLS SCHOOL
NAIROBI**

**FOR THE YEAR ENDED
30 JUNE, 2023**

NAIROBI COUNTY



MOI GIRLS' SCHOOL NAIROBI
PO Box 43112
NAIROBI



Tel. 0792959502 Email: moigirls@yahoo.com

MINISTRY OF EDUCATION

**MOI GIRLS, SCHOOL NAIROBI
PUBLIC SECONDARY SCHOOL**

Moi Girls' School Nairobi
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30TH JUNE 2023

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

Moi Girls' School Nairobi
Annual Report and Financial Statements for the year ended 30th June 2023

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

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1. Acronyms and Glossary of Terms

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education

Moi Girls' School Nairobi

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2. Key School Information and Management

(a) Background information

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is in **NAIROBI** County, **KIBRA** Sub-County.

The school was registered in **JANUARY 2020** under registration number **47P120000297** and is currently categorized as a **EXTRA COUNTY** (*National, Extra County, County and Sub County*) public school established, owned or operated by the Government.

The school is a day/boarding school and had **1970** number of students as at *30th June 2023*. It has **8** streams and **56** teachers of which **13** 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. Cosmus O. Joshua	Chairman (Sponsor)	14/07/2021
2	Mrs. Margaret N Njaggah	Secretary- Chief Principal	14/07/2021
3	Prof. Elizabeth Kuria	Member	14/07/2021
4	Dr. James Mutura	Member	14/07/2021
5	Bishop Leonard Kirui	Member PA Chairman	14/07/2021
6	Surveyor Isaac Ndunda	Member (Sponsor)	14/07/2021
7	Dr. Stella Kirongo	Member	14/07/2021
8	Prof. Josephine Arasa	Member – Rep CEB	14/07/2021
9	Snr. Counsel Nancy Nderitu	Member	14/07/2021
10	Mr. Gideon Gitu	Members - Sponsor	14/07/2021
11	Mr. Laban Maina	Member – Rep Teachers	14/07/2021
12	Mrs. Hellen Kinyua	Member	14/07/2021
13	Ms. Everlyne Achieng	Member – Community	14/07/2021

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

The functions of the School Board of Management are to:

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, 2013.
- Ensure and assure the provision of proper and adequate facilities for the School.
- Manage the School's affairs in accordance with the rules and regulations governing occupational safety and health.
- Advise the County Education Board on the staffing needs of the School.
- Determine cases of pupils' discipline and make reports to the CEB.
- Prepare comprehensive termly report on all areas of its mandate and submit the report to CEB.
- Administer and manage the resources of the School.
- Receive, collect and account for any funds accruing to the institution in accordance with Article 226 (1) (a) of the Constitution of Kenya, Section 81 of the Public Finance Management Act, 2012 and the Fourth Schedule para 21 and 23 of the Basic Education Act, 2013.

(c) Committees of the Board

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	1. Mr. Cosmas O. Joshua 2. Mrs. M N Njaggah 3. Prof. E. Kuria 4. Dr. James Mutura 5. Bishop L. Kirui	Chairman Chief Principal/Secretary Member Member PA Chairman	3 out of 3 3 out of 3 3 out of 3 3 out of 3 3 out of 3
2	Audit Committee			X out of XX
3	Finance, procurement and general purposes Committee	1. Dr. James Mutura 2. Cosmas O. Joshua 3. Laban Mwangi 4. Isaac Ndunda 5. Hellen Kinyua	Chairman Member Member Member Member	2 out of 2 2 out of 2 2 out of 2 2 out of 2 2 out of 2
4	Academic Committee	1. Prof. E. Kuria 2. Pro. Josephine A. 3. Bishop L. Kirui	Chairman Member Member Member	2 out of 2 2 out of 2 2 out of 2 2 out of 2

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

		4. Dr. Stella Osoro 5. Hellen Kinyua 6. Dr. J. Mutura	Member Member	2 out of 2 2 out of 2
5	Development Committee			
6	Discipline and welfare Committee	1. Snr. Counsel Nancy Nderitu 2. Prof. J. Arasa 3. Surv. Isaac Ndunda 4. Mrs. M N Njaggah 5. Dr. Stella Osoro 6. Bishop L. Kirui	Chairman Member Member Member/Principal Member member	3 out of 3 3 out of 3 3 out of 3 3 out of 3 3 out of 3 3 out of 3
7	Adhoc Committee (if any during the year)			

(d) School operation Management

For the financial year ended 30th June 2023 the School day-to-day management was under the following persons:

Ref:	Designation	Name	Identification
1	Chief Principal	Margaret N Njaggah (Mrs)	TSC No. 274918
2	Deputy Principal	Mrs. Penanah Omondi	TSC No. 358730
3	School Bursar	Mary Wanyoike	BOM
4	Other (specify)		

(e) Schools contacts

Post Office Box: 43112-00100
 Telephone: 0792959502
 E-mail: moigirls@yahoo.com
 Website: -
 Facebook: -
 Twitter: -

(f) School Bankers

ACCOUNT	BANK	BRANCH	ACCOUNT No.
1. School Fund - Current A/C	National Bank of Kenya	Harambee Av.	01021002835401
2. School Fund - Current A/C	Equity Bank	Kibra	1170279089938
3. Income Generating Activities	National Bank of Kenya	Harambee Av	01021002835402
4. Operations - Current A/C	Co-operative Bank of Kenya	Parliament Rd	01139006919501
5. Infrastructure A/C	Equity Bank	Kibra	1170279226535
6. Tuition - Current A/C	Co-operative Bank	Parliament Rd	01139006919500

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

(g) Independent Auditors

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

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

3. Summary Report of Performance of the School

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

a) Financial performance:

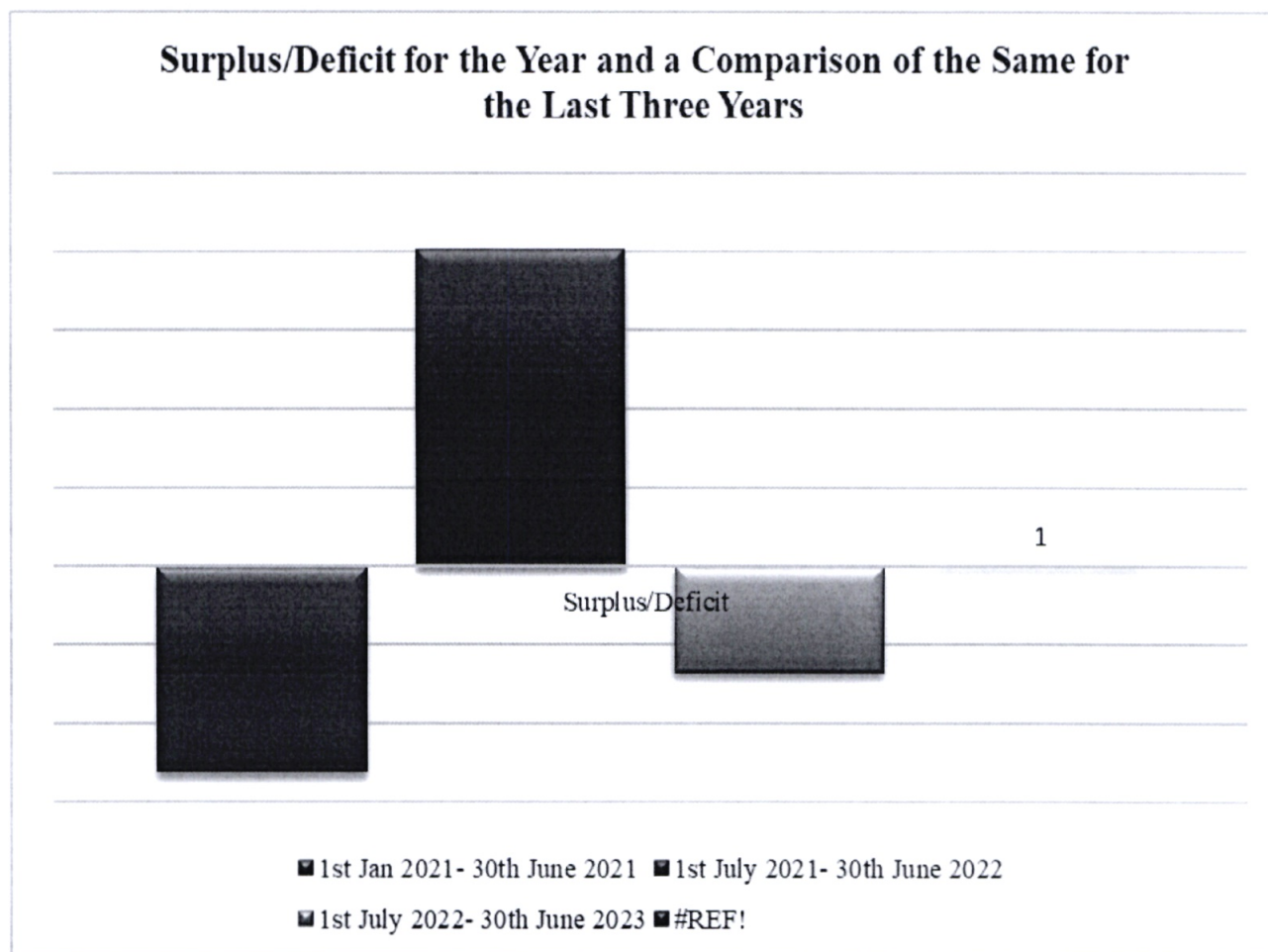
Under this section, we present the actual financial performance trend of the school for the last three years' period and the current year which is summarized as follows:

Surplus/Deficit for the Year and a Comparison of the Same for the Last Three Years

Year/Period	2020- 2021	2021- 2022	2022- 2023
Surplus/Deficit	(2,612,379)	4,039,458	(1,350,935)

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

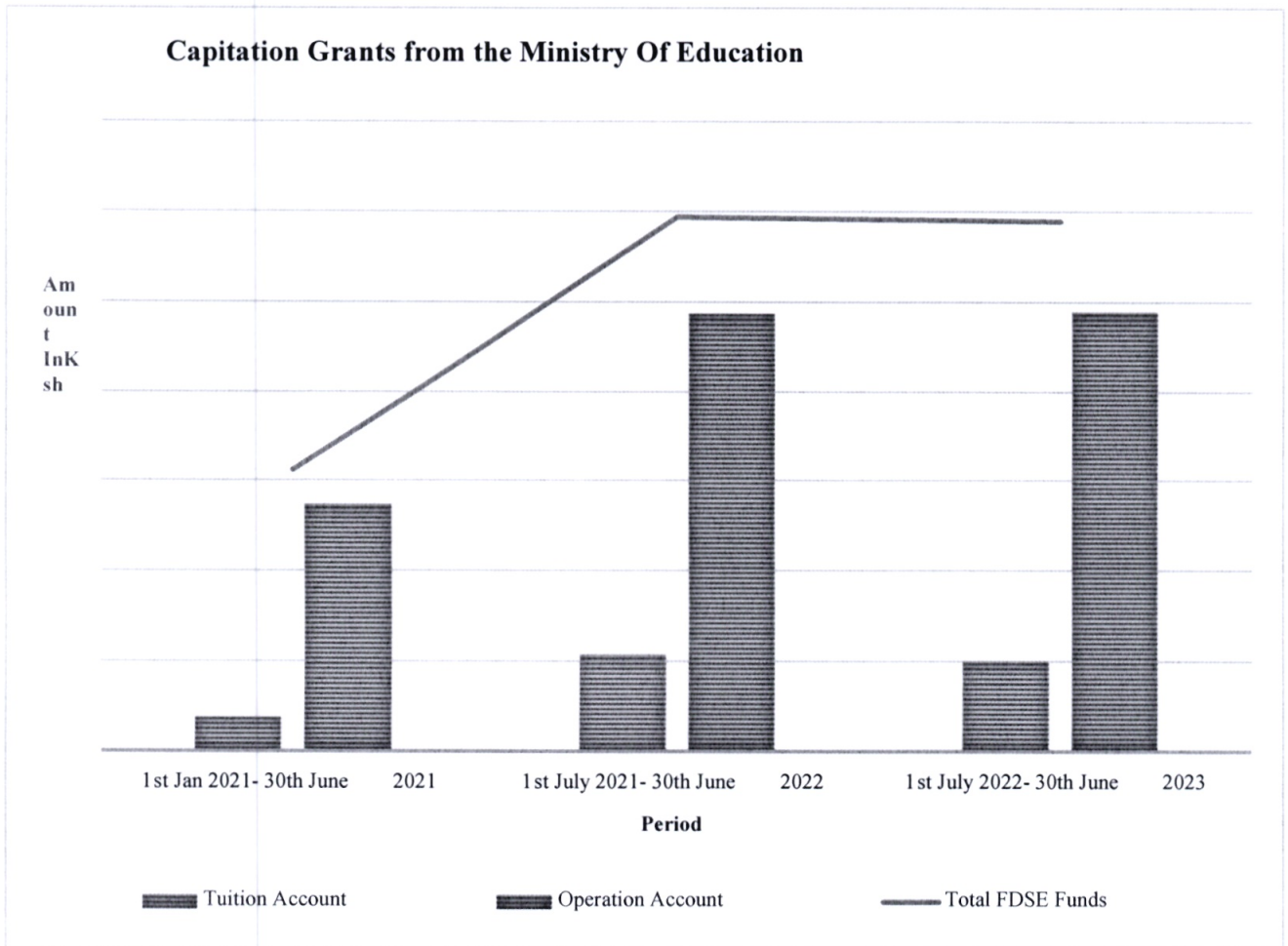


Capitation Grants from the Ministry Of Education for the Last Three Years

Year/Period	2021- 2021	2021- 2022	2022- 2023
Tuition Account	1,908,308	5,354,768	5,025,185
Operation Account	13,656,080	24,312,903	24,420,712
Total FDSE Funds	15,564,389	29,667,671	29,445,897

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023



Ratio of Capitation Grants per student over the last three years

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

Student Population	1,397	1,625	1,635
Total Capitation Grants	15,564,389	29,667,671	29,445,897
Amount Per Student	11,141	18,257	18,009
Year/Period	2021-2021	2021- 2022	2022- 2023

Moi Girls' School Nairobi

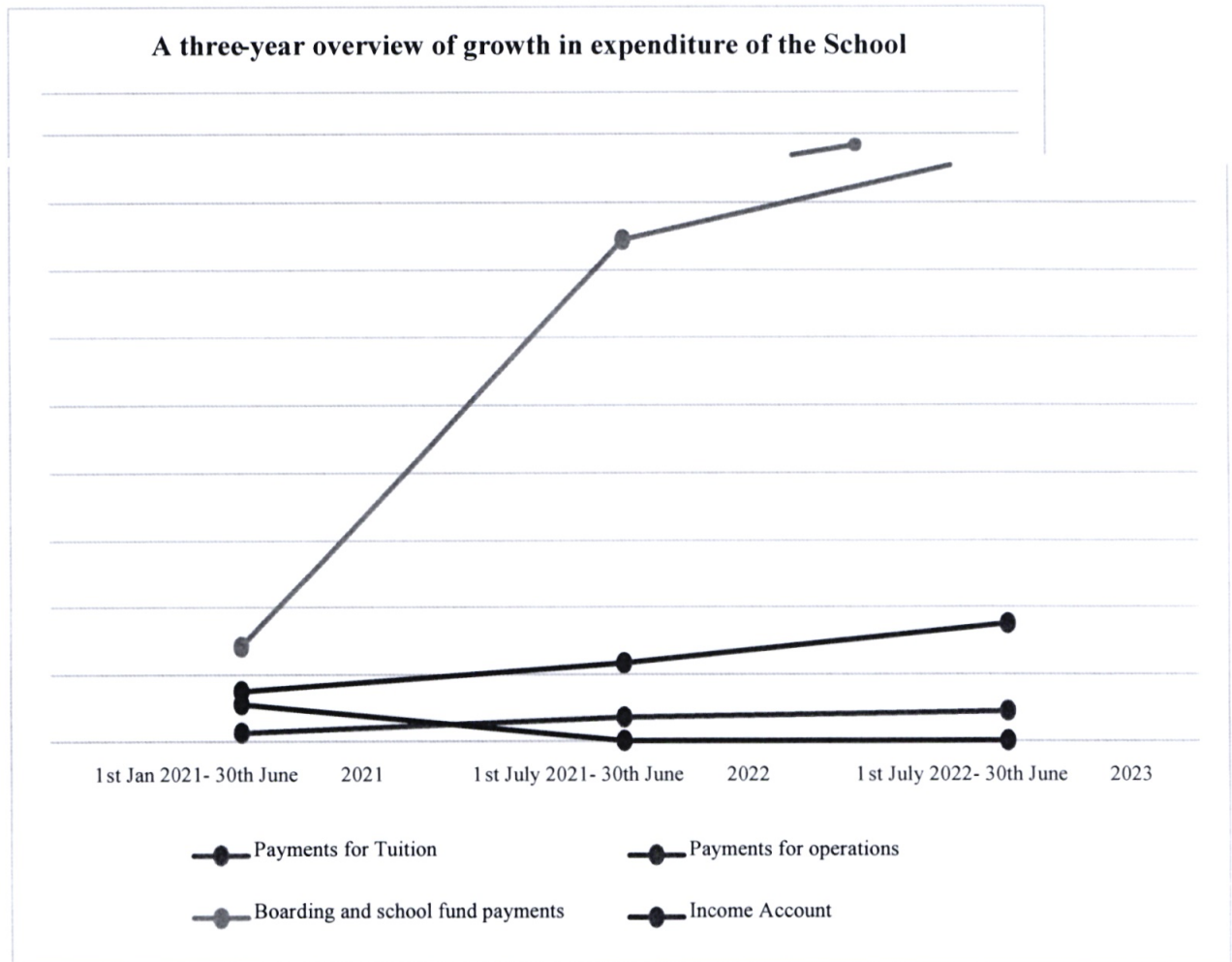
Annual Report and Financial Statements for the year ended 30th June 2023

ACCOUNTS	2021-2021	2021-2022	2022-2023
Payments for Tuition	2,472,208	7,014,816	8,820,657
Payments for operations	14,954,269	23,302,096	34,936,160
Boarding and school fund payment	28,273,260	148,961,824	174,526,987
Income Account	11,082,085	-	-

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

Moi Girls' School Nairobi

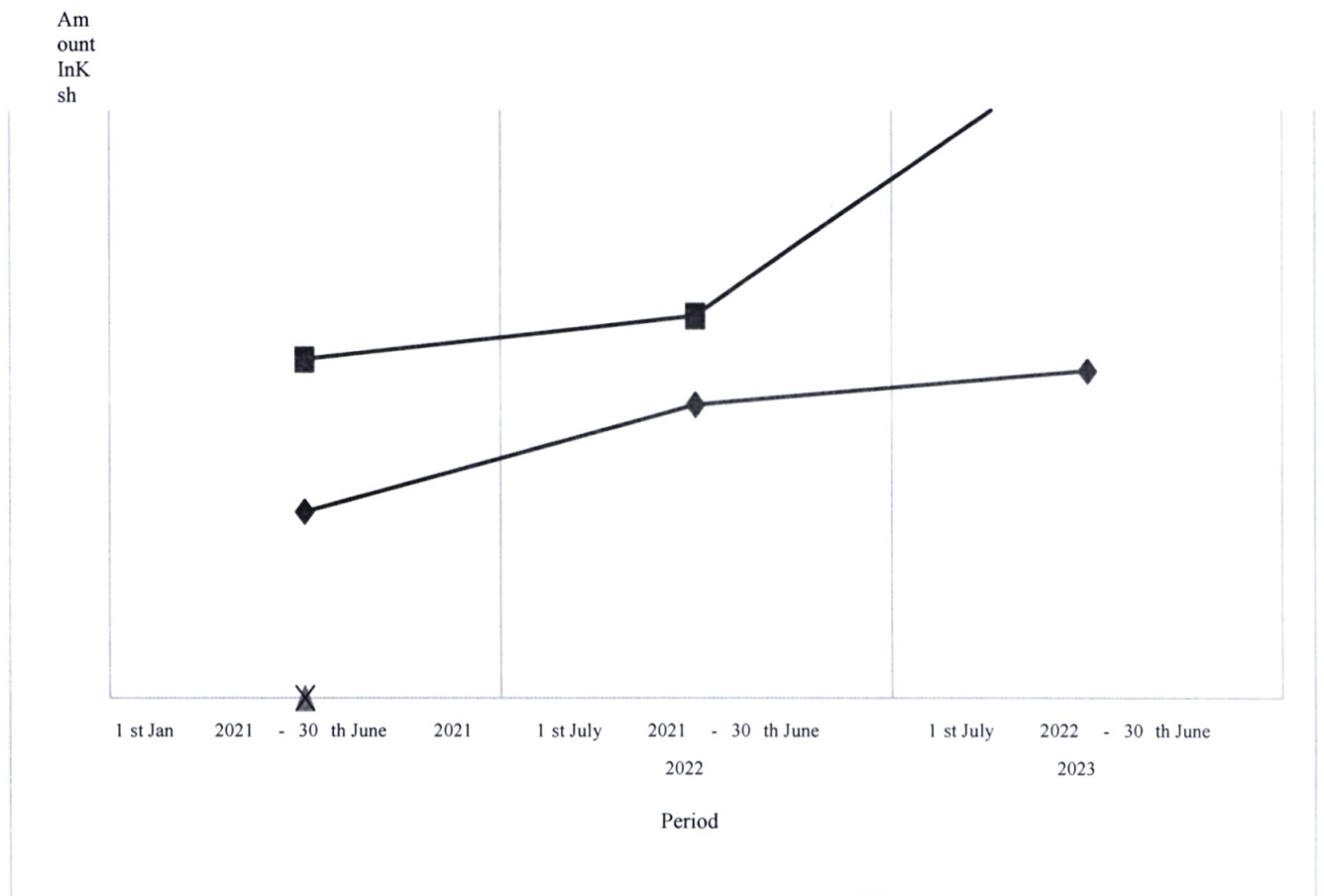
Annual Report and Financial Statements for the year ended 30th June 2023



ACCOUNTS	2021- 2021	2021- 2022	2022- 2023
Debtors	22,739,913	35,882,390	39,937,376
Creditors	41,450,580	46,750,909	79,801,945

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023



Moi Girls' School Nairobi

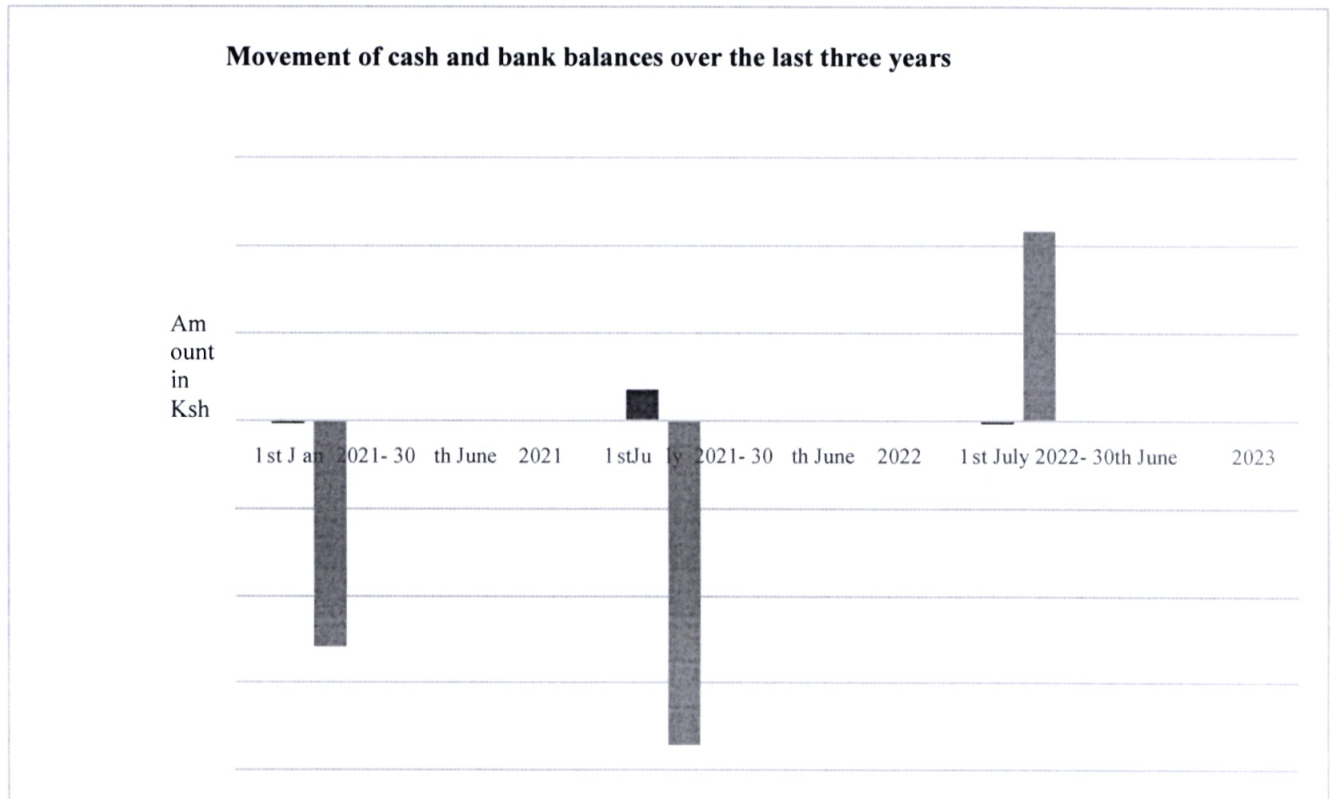
Annual Report and Financial Statements for the year ended 30th June 2023

ACCOUNTS	2021-2021	2021-2022	2022-2023
Cash	(28,306)	1,761,861	(22,960)
Bank	(13,001,898)	(18,594,754)	10,835,181

Movement of cash and bank balances over the last three years

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023



b) Teacher Student ratio

TEACHERS PER SUBJECT

SUBJECT	NO. REQUIRED	PRESENT	SHORTAGE
MATHEMATICS	8	5	3
ENGLISH	8	6	2
KISWAHILI	8	8	0
BUSINESS EDUCATION	4	3	1
CRE	5	3	2
PHYSICS	6	5	1
BIOLOGY	7	6	1
CHEMISTRY	7	5	2
GEOGRAPHY	4	4	0
HISTORY	5	5	0
IRE	1	1	0
DRAWING AND DESIGN	1	1	0
FRENCH	1	1	0
GERMAN	1	1	0

Moi Girls' School Nairobi

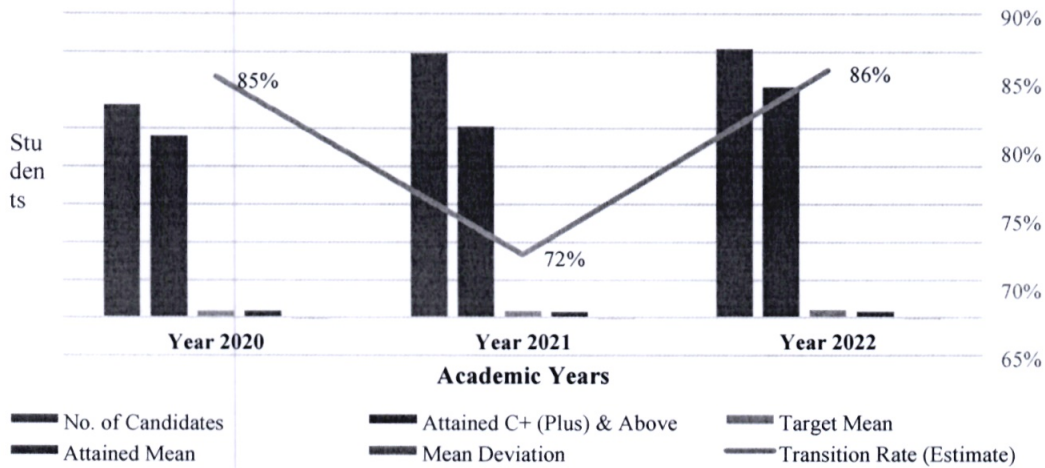
Annual Report and Financial Statements for the year ended 30th June 2023

HOME SCIENCE	2	2	0
AGRICULTURE	1	1	0
COMPUTER	2	2	0

c) KCSE Mean Scores Over the Past School Calendar Years & Transition Rate

Academic Year	Year 2020	Year 2021	Year 2022
No. of Candidates	281	348	354
Attained C+ (Plus) & Above	240	252	304
Target Mean	9	9	10
Attained Mean	8.6	7.6	8.1
Mean Deviation	(0.4)	(1.4)	(1.9)
Transition Rate (Estimate)	85%	72%	86%

KCSE Mean Scores Over the Past School Calendar Years & Transition Rate



Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

d) Capacity of the school for the Period Ending 30th June, 2023

FACILITIES	NUMBERS
MULTIPURPOSE DINNING HALL	1
LABORATORIES	5
TOILETS	148
CHAPEL	1
OFFICES	16
STAFFROOMS	2
DORMITORIES	5
EXTENSIONS	3
LIBRARY	1
CLASSROOMS	27
STORES FOOD	3
MOTOR VEHICLES	5
BOARD ROOM	1
COMPUTERS	49
STORES STATIONERY	1

e) Development projects carried out by the school

Project	Source of funds	Status	Initial Cost (Kshs)
5No. Classrooms	M & I, Parents	100 % Complete	13,865,485

Sign: _____

Name: _____

Chief Principal/Secretary BOM

Date: _____

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

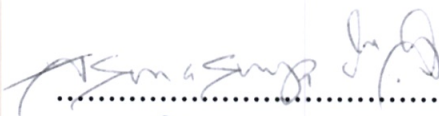
4. Statement of School Management Responsibility

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

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

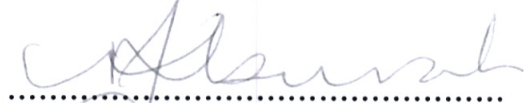
The Board of Management of Moi Girls' School Nairobi accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2023, and of the school's financial position as at that date.



.....

Name: COSMAS KAMUKAMA
Designation: Chairman, School Board of Management
Date: 23/07/2024



.....

Name: MARGARET NTAGAHA
Designation: School Principal & Secretary to Board of Management
Date: 23/07/2024



.....

Name: MARY KAMUKAMA
Designation: Bursar/ Finance Officer
Date: 23/07/2024

REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
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 MOI GIRLS SCHOOL- NAIROBI FOR THE YEAR ENDED 30 JUNE, 2023 – NAIROBI COUNTY

PREAMBLE

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

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure 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

Qualified Opinion

I have audited the accompanying financial statements of Moi Girls' School- Nairobi set out on pages 1 to 26, which comprise the statement of financial assets and financial liabilities as at 30 June, 2023 and the statement of receipts and payments, statement of

Report of the Auditor-General on Moi Gils School Nairobi for the year ended 30 June, 2023 – Nairobi County

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

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Moi Girls School Nairobi - Nairobi 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

1.0 Unsupported Cash and Cash Equivalentents

The statement of financial assets and financial liabilities reflects a balance of Kshs.10,812,222 with respect to cash and cash equivalentents as at 30 June, 2023. This includes an amount of Kshs.10,835,181 in respect of bank balances, and a negative amount of Kshs.22,960.00 in respect of bank balance. However, review of records relating to cash and cash equivalentents revealed the following unsatisfactory matters:

However, the School did not prepare monthly bank reconciliations for two school fund accounts held in two separate commercial banks contrary to Regulation 90(1) of the Public Finance Management Regulations, 2015 which states that Accounting Officers shall ensure bank accounts reconciliations are completed for each bank account held by that Accounting Officer, every month and submit a bank reconciliation statement not later than the ten (10) day of the subsequent month to The National Treasury with a copy to the Auditor-General.

Further, the financial statements disclosed that the institution operate thirteen (13) bank accounts with different banks. However, it was noted that out of these, seven (7) accounts were dormant. The details are as listed below:

No.	Name of Bank	Account Number	Account Type
1.	Equity Bank	1170279226554	Income Generating Activities
2	National Bank of Kenya	01242003214101 01242003214100 01242002835400	Savings
3	Co-operative Bank	01100006919500	Savings
4	Housing Finance	200-0019992 200-0019587	Savings

In the circumstances, the accuracy of the cash and cash equivalents balance of Kshs.10,812,222 could not be confirmed.

2.0 Unaccounted for Other Receipts

The statement of receipts and payments reflects an amount of Kshs.107,742,561 in respect of miscellaneous income as disclosed under Note 4 to the financial statements. Included in this component is Kshs.154,246 in respect to PA academic programs receipts. However, there was no acknowledgement receipts to support the reported balance of Kshs.154,246. In the circumstance, the accuracy and completeness of the miscellaneous income of Kshs.154,246 in respect of academic programs disclosed in Note 4 to the financial statements could not be confirmed.

3.0. Inaccuracies in Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition and operations amount of Kshs.5,025,185 and Kshs.27,836,248 as disclosed in Notes 1 and 2 to the financial statements. However, comparison of banks statements and the financial statements reflects an amount of Kshs.4,825,185 and Kshs.21,630,142 resulting to an unexplained variance of Kshs.200,000 and Kshs.6,206,106 respectively.

In the circumstances, the accuracy and completeness of capitation grants for tuition and operations of Kshs. 5,025,185 and Kshs. 27,836,248 could not be confirmed

4.0. Poor Inventory Management

Note 10 on other important disclosures to the financial statements reflected a stock/inventory balance of Kshs.Nil as at 30 June, 2023. However, re-computation of the same revealed a balance of Kshs.663,757 resulting to a variance of Kshs.663,757. Further, the store balance ledger as at 30 June, 2023 reflected a balance of Kshs.5,364,514 thus unreconciled balance of Kshs.4,700,757.

In the circumstances, the accuracy of the inventory's balances could not be confirmed.

5.0 Unsupported Payments

The statement of receipts and payments reflects operations amount of Kshs. 34,309,895 as disclosed in Note 7 to the financial statements. However, examination of payment vouchers amounting to Kshs.250, 000 revealed that Management made payments without proper support documents such as requisitions, local purchase orders, delivery notes, inspection reports, and goods received notes, certificate of payments.

In the circumstances, the regularity, accuracy and completeness of the operations amounting to Kshs.250, 000 could not be confirmed

6.0. Unsupported Student Accounts Receivables

The statement of financial assets and financial liabilities reflects accounts receivable balance of Kshs. 39,400,321 as disclosed in Note 13 to the financial statements. However, the supporting schedules, detailed aging analysis and issued invoices were not provided for audit review.

In the circumstances, the accuracy of the accounts receivables balance of Kshs. 39,400,321 could not be confirmed.

EMPHASIS OF MATTER

Budgetary Control and Performance

The statement of budgeted versus actual amounts reflects final receipts budget and actual on a comparable basis of Kshs. 154,317,828 and Kshs. 178,542,756, respectively, resulting to an over-funding of Kshs. 24,224,928 or 14% of the budget. However, the School spent a balance of Kshs.140,390,580 against actual receipts of Kshs.178, 542,756 resulting to an under-utilization of Kshs 38,152,176 or 27% of actual receipts.

The over-funding and under-utilization affected the planned activities and may have impacted negatively on service delivery to the public.

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

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.

Other Matter

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing

Report of the Auditor-General on Moi Gils School Nairobi for the year ended 30 June, 2023 – Nairobi County

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

1.0. Late Submission of Financial Statements for Audit

During the year under review, Management submitted the financial statements to the Auditor-General on 20 February 2024 instead of the statutory deadline 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 the School's financial statements should be ready by 30 September, 2023 in compliance with 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.

2.0. Long Outstanding Trade Payables

The statement of financial assets and financial liabilities and as disclosed in Note 14 to the financial statements reflects payables balance of Kshs.57,510,742. However, included in the balance are trade payables balance of Kshs. 17,230,331 which had been outstanding for more than two (2) years. This was contrary to Section 53 (8) of the Public Procurement and Asset Disposal Act, 2015 which states that 'an Accounting Officer shall not commence any procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contract (s) are reflected in approved budget estimates'.

In the circumstances, the School Management was in breach of the law and there is risk loss of public funds through litigations, interests and penalties.

3.0 Infrastructure Funds and School -Parents Contribution

Note 4 to the statement of receipts and payments reflects Kshs.107,742,561 with respect to the other receipts-school fund Account. Included in this component is a balance of Kshs.30,299,600 in respect to Infrastructure funds. Audit review revealed that the institution obtained approval from the Ministry of Education vide letter Ref No. MOE.HQS/3/7/23 (84) dated 30 December, 2021 to charge an extra levy of Kshs.15,000 per child payable per year for a period of one year only. These funds were to be utilized for construction of a tuition block with classrooms, laboratory, library, and dormitory.

However, it was noted that Management did not set up a separate bank account for the collection of the extra charged levies for Infrastructure but mixed with school fees paid to support boarding and operational activities.

In the circumstances, it is not clear how Management reconciled revenues from the various funds since they were not separated, for efficient and effective management of collections received.

4.0 Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflects boarding and school fund payments amount of Kshs. 133,916,166 as disclosed in Note 8 to the financial statements. Included in the expenditure is an amount of Kshs. 789,000 transferred to Kenya Secondary School Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs. 789,000 could not be confirmed.

5.0 Failure to Deduct and Remit Statutory Deductions

The statement of receipts and payments reflects payments for operations of Kshs.34,309,895. Included in this is payment of Kshs.343,145 paid to six (6) teachers employed by the Board of Management for a period of five (5) months. However, a review of the expenditure records in support of the payments revealed the following that statutory deductions including PAYE, NHIF and NSSF were not deducted from the staff salaries contrary to Regulation 23(2)(a) of the Public Finance Management Regulation (National Government), 2015.

In addition, application letters, evidence that interviews were conducted and appointment letters to confirm terms of engagement for the staff were not provided for audit review. Evidence that the board of management approved the salary paid to the teachers was also not provided for audit review.

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

6.0 Late Transfer of Infrastructure Funds from Operations Bank Account

The statement of receipts and payments reflects operations grants amount of Kshs.27,836,248 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. Included in the amount is Kshs. 7,120,000 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the School's facilities. However, only Kshs. 6,837,760 was transferred to infrastructure account, leaving a balance of Kshs. 282,240 as at 30 June, 2024. Further, an amount of Kshs 4,000 was transferred after 27 days of receipt. This was contrary to The Ministry of Education Circular Ref. No: MOE.HQS/3/13/3.which directed that infrastructure grants as well as maintenance and improvement funds should be transferred to the school infrastructure account fifteen (15) days upon receipt of the funds in the operations account.

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

7.0 Under Funding of Capitation Grants

The statement of receipts and payments reflects an amount of Kshs.5, 025,185 in respect to capitation grant for tuition as disclosed in Note 1 to the financial statements. However, review of the School's budget for the year indicated that the School anticipated to receive Government subsidy for tuition amounting to Kshs.7, 459,200. The School was, therefore, under-funded for tuition to a tune of Kshs.2, 434,015.

In the circumstances, the over-funding of the School may have affected service delivery to the other schools which did not receive capitation for students and value for money could not be confirmed.

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

REPORT ON EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015 and based on the audit procedures performed, except for the matters described in the Basis for Conclusion on the 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 Internal Audit Function and Audit Committee

During the year under review, the School had not constituted an audit committee and an internal audit unit as required by Regulation 166 (1) and (2) of the Public Finance Management (National Government), 2015 which states that, the internal audit unit of a National Government entity to assess effectiveness of the School through an internal performance appraisal commenting on its effectiveness in the annual report to The National Treasury.

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

2. Weakness in the Information Communication Technology Environment

Review of the Information Technology Internal Controls revealed the following:

- a. The School did not constitute an IT strategic committee which performs oversight function and formulation of policies to ensure that the IT department functions properly.
- b. The School did not have an IT steering committee and periodic IT reports which are supposed to assess the status of implementation of IT systems and suggest corrective measures.
- c. Further, all of the procedures and functions in the finance and accounting department were manually performed as the department is yet to embrace information communication technology in all of its operational areas.

In the circumstances, Management is in breach of the Information Communication Technology internal control guidelines.

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards 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 (Cash Basis) and for maintaining effective internal control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and overall governance.

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

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

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

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

Auditor-General's Responsibilities for the Audit

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

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

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

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

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

I communicate with 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.


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

26 September, 2024

Report of the Auditor-General on Moi Gils School Nairobi for the year ended 30 June, 2023 – Nairobi County

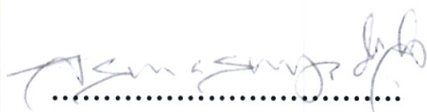
Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

6. Statement Of Receipts and Payments For the Year Ended 30th June 2023

Description Of Vote Head	Note	2022-2023 Kshs	2021-2022 Kshs
Receipts			
Government grants for tuition	1	5,025,185	5,354,768
Government grants for operations	2	27,836,248	24,312,903
School fund income- parents' contributions	3	60,489,408	57,215,954
School fund income-other receipts	4	107,742,561	75,845,276
Income account	5	15,002,958	13,973,855
Total Receipts		216,096,361	176,702,756
Payments			
Tuition	6	4,162,877	5,341,395
Operations	7	34,309,895	22,802,097
Boarding and school fund	8	133,916,165	138,981,029
Income Account	9	15,462,063	13,380,924
Total Payments		187,851,000	180,505,445
Surplus/Deficit		28,245,361	(3,802,689)

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



Name: COSMAS KARARI

Chair BOM

Date: 23/07/2024



Name: MARGARET NJIRAGU
School Principal/ Secretary to
BOM

Date: 23/07/2024



Name: MARY WANJIKU

Bursar/ Finance Officer

Date: 23/07/2024

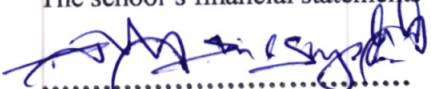
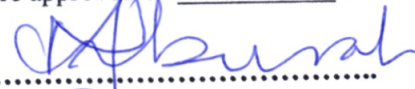

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

7. Statement of Assets and Liabilities As At 30th June 2023

Financial Assets			
Cash and cash equivalents			
Bank balances	10	10,835,181	(18,594,754)
Cash balances	11	(22,960)	1,761,861
Short term investments	12	-	-
Total cash and cash equivalent		10,812,222	(16,832,893)
Account's receivables	13	39,,400,321	26,363,340
Total financial assets		50,212,543	9,530,447
Financial liabilities			
Accounts payables	14	57,510,742	45,074,007
Net financial assets		(7,298,199)	(35,543,560)
Represented by			
Accumulated fund b/fwd 1 st July	15	(35,543,560)	(31,740,871)
Surplus/deficit for the year		28,245,361	3,802,689
Net financial position		(7,298,199)	(35,543,560)

The school's financial statements were approved on _____ 2023 and signed by:

		
.....
Name: <u>COSMAS KARIUKI</u> Chair BOM	Name: <u>MARGARET NJIRAGU</u> School Principal/ Secretary to BOM	Name: <u>MARY WANJOHI</u> Bursar/ Finance Officer
Date: <u>23/07/2024</u>	Date: <u>23/07/2024</u>	Date: <u>23/07/2024</u>

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

8. Statement of Cash Flows for the Year Ended 30th June 2023

Description	Note	2022-2023 Kshs	2021-2022 Kshs
Receipts from operating activities			
Capitation grants for tuition	1	5,025,185	5,354,768
Capitation grants for operations	2	27,836,248	24,312,903
School fund income- Parents contributions/ fees	3	60,489,408	57,215,954
School fund income- other receipts	4	107,742,561	75,845,275
Income account	5	15,002,958	13,973,855
Net decrease in debtors		472,594	
Net increase in Creditors		18,916,075	
Total receipts		235,485,030	176,702,756
Payments			
Payments for Tuition		4,162,877	5,341,395
Payments for operations		34,309,895	22,802,097
Boarding and school fund payments		133,916,166	138,981,029
Income account		15,462,063	13,380,924
		187,851,001	180,505,445
Net decrease in Creditors		6,479,339	-
Net increase in debtors		13,509,575	-
Net cash flow from operating activities		27,645,115	(3,802,689)
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets			
Acquisition of Assets		-	-
Proceeds from investments		-	-
Net cash flows from Investing Activities		-	-
NET CASHFLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
Net cash flows from Investing Activities		-	-
NET INCREASE IN CASH AND CASH EQUIVALENT		27,645,115	(3,802,688)

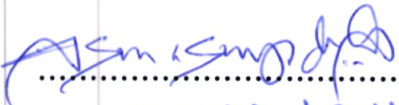
Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

Cash and cash equivalent at BEGINNING of the year		(16,832,893)	(13,030,204)
Cash and cash equivalent at END of the year		10,812,222	(16,832,893)

*Note: Cash and Cash Equivalent is the summation of Note 10, 11 and 12.
 (The above presentation of cash flow statement uses the direct method of cash flow presentation which is encouraged under IPSAS. Schools should therefore adopt the direct method of cash flow as recommended by PSASB).*

The school's financial statements were approved on _____ 2023 and signed by:



Name: COSMAS KARIUKI

Chair BOM

Date: 23/07/2024



Name: MARGARET NJIRAGU

School Principal/ Secretary to BOM

Date: 23/07/2024



Name: MARY WANJIKU

Bursar/ Finance Officer

Date: 23/07/2024

Moi Girls' School Nairobi
Annual Report and Financial Statements for the year ended 30th June 2023

9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Receipts					
(1) Capitation Grant on Tuition					
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Internal Exams	-	-	-	-	-
Teaching / Learning Materials	-	-	-	-	-
Exams And Assessment	-	-	-	-	-
Tuition	7,459,200	-	7,459,200	1,771,126	24%
(2) Capitation Grant on Operations					
Personnel Emoluments	13,555,800	-	13,555,800	4,853,923	35%
Repairs And Maintenance	9,000,000	-	9,000,000	5,263,000	58%
Local Transport / Travelling	1,692,000	-	1,692,000	1,554,034	92%
Electricity And Water	3,384,000	-	3,384,000	1,713,538	51%
Medical	-	-	-	351,400	

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

Administration Costs	3,384,000	-	3,384,000	1,396,001	41%
Activity	2,700,000	-	2,700,000	702,800	26%
Gratuity	-	-	-	-	-
3) FDSE for infrastructure					
Maintenance & Improvement MoE	8,185,000	-	8,185,000	5,263,000	64%
M&I parents' contribution	27,000,000	-	27,000,000	30,299,600	112%
Economic Stimulus Programs	-	-	-	-	-
Transition Infrastructure Grants	-	-	-	-	-
Administration Block	-	-	-	-	-
(4) Fees Charged on Parents					-
Personnel Emoluments	13,555,800	-	13,555,800	19,145,843	141%
Repairs And Maintenance	3,600,000	-	3,600,000	4,535,690	126%
Local Transport / Travelling	4,752,000	-	4,752,000	7,119,295	150%
Electricity And Water	12,240,000	-	12,240,000	18,313,024	150%
Medical	-	-	-	-	-
Administration Costs	6,120,000	-	6,120,000	8,889,119	145%
Activity	1,436,400	-	1,436,400	2,173,970	151%

Moi Girls' School Nairobi
Annual Report and Financial Statements for the year ended 30th June 2023

SMASSE	-	-	-	-	-
Fee On Boarding Equipment and Stores	54,693,000	-	54,693,000	65,197,389	119%
5) Miscellaneous Income					
Loans / Borrowing	-	-	-	-	-
Rent income	-	-	-	-	-
Income From Farming Activities	-	-	-	-	-
Insurance Compensation	-	-	-	-	-
Income From Posho Mill	-	-	-	-	-
Income From Bus Hire	-	-	-	-	-
Fee For Hire of Ground and Equipment	-	-	-	-	-
Interest Income	-	-	-	-	-
Income From Any Other Investment	-	-	-	-	-
Total Income	154,317,828		154,317,828	178,542,756	
(6) Expenditure For Tuition					
Textbooks	-	-	-		
Reference Materials	-	-	-		
Exercise Books	3,470,000	-	3,470,000	-	-

Moi Girls' School Nairobi

Annual Report and Financial Statements for the year ended 30th June 2023

Laboratory Equipment	1,768,400	-	1,768,400	-	-
Internal Exams	3,405,000	-	3,405,000	2,699,222	79%
Teaching / Learning Materials	1,295,530	-	1,295,530	1,462,215	112%
Chalks	-	-	-	-	-
Exams And Assessment	-	-	-	-	-
Teachers Guides	-	-	-	-	-
Administration Costs	-	-	-	-	-
Tuition A/C	-	-	-	6,837,600	-
Bank Charges	-	-	-	-	-
<i>(7) Expenditure For Operations</i>	-	-	-	-	-
Personnel Emoluments	23,809,388	-	23,809,388	8,468,621	35%
Repairs, Maintenance & Improvements	39,072,600	-	39,072,600	3,510,000	8%
Local Transport / Travelling	6,444,000	-	6,444,000	90,000	1%
Electricity, Water and Conservancy	10,250,000	-	10,250,000	2,715,591	26%
Medical	-	-	-	-	-
Administration Costs	9,504,600	-	9,504,600	110,000	1%
Activity Expenses	4,332,600	-	4,332,600	802,000	18%

Moi Girls' School Nairobi
Annual Report and Financial Statements for the year ended 30th June 2023

Gratuity	-	-			
SMASSE	-	-			
<i>(8) Expenditure For infrastructure</i>	-	-			
Construction of classrooms	27,000,000	-	27,000,000	13,865,485	51%
Construction of LAB	-	-	-	-	-
Construction of DORMS	-	-	-	-	-
Purchase of furniture	-	-	-	-	-
Purchase of equipment	-	-	-	-	-
Purchase of machinery	-	-	-	-	-
<i>(9) Expenditure For school fund/lunch/boarding</i>					
Personnel Emoluments	13,582,800	-	13,582,800	10,368,910	76%
Repairs, Maintenance and Improvements	3,072,600		3,072,600	11,484,567	4%
Local Transport / Travelling	4,752,000	-	4,752,000	7,160,000	150%
Electricity, Water and Conservancy	12,240,000	-	11,220,000	4,981,713	44%
Medical Expenses	-	-	-	802,416	-
Administration Costs	6,120,000	-	6,120,000	18,143,841	296%

Moi Girls' School Nairobi**Annual Report and Financial Statements for the year ended 30th June 2023**

Activity	1,632,600	-	1,632,600	2,077,800	127%
Gratuity	-	-	-	-	-
Lunch Programme	-	-	-	-	-
Boarding Equipment and Stores	40,707,929	-	40,707,929	44,810,599	110%
Expenditure For Income Generating Activity	-	-	-	-	-
Insurance Costs	-	-	-	-	-
Other Expenses On Investments	-	-	-	-	-
Rent Expenses	-	-	-	-	-
Bank Charges	-	-	-	-	-
Loan Interest Repayment	-	-	-	-	-
Loan Principal Repayment	-	-	-	-	-
Acquisition Of Assets	-	-	-	-	-
Total Expenditures	196,154,382	-	196,154,382	140,390,580	

10. Significant Accounting Policies

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

1. Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS) with particular emphasis on Cash Basis Financial Reporting under the Cash Basis of Accounting and applicable government 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 school fees from parents, 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*. Income arising from school fees is recognised when the event occurs whether cash is received or not. Expenditure arising from operations is recognised when the event occurs irrespective of receipt of cash.

3. In-kind contributions

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

4. Cash and cash equivalents

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

5. Accounts Receivable

For the purposes of these financial statements, 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. Accounts receivables also include school fees billed to parents for services rendered but not paid. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits and 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. Payables also include expenditure incurred for the purchase of goods, works and services that has been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools. Other liabilities are disclosed in the financial statements.

7. Non-current assets

Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.

8. Budget

The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *school's* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

9. Comparative figures

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

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2023.

11. Notes To The Financial Statements

1 GOVERNMENT GRANTS FOR TUITION

Description	2022-2023	2021-2022
	Kshs	Kshs
Tuition	1,771,126	5,348,168
Exercise books		
Laboratory equipment and apparatus		
Teaching/learning materials	3,254,058	6,600
chalks		
Internal exams		
Reference books		
Total	5,025,185	5,354,768

2 GOVERNMENT GRANTS FOR OPERATIONS

	2022-2023	2021-2022
	Kshs	Kshs
Personnel emoluments	6,547,142	7,626,426
Maintenance and improvement	7,120,000	-
Local transport / travelling	2,018,839	2,721,969
Electricity and water	2,344,345	2,476,610
Other Votes		-
Medical	351,400	
Administration costs	1,927,207	2,389,432
SNE	316,646	424,460
MOE		-
Activity	1,004,563	-
Savings		
Cheques fees		171,754
Other incomes	90,000	
Infrastructure Grants	6,116,105	8,502,250
Total	27,836,248	24,312,903

Moi Girls' School Nairobi**Annual Report and Financial Statements for the year ended 30th June 2023****3 SCHOOL FUND INCOME - PARENTS CONTRIBUTION/FEES**

	2022-2023	2021-2022
	Kshs	Kshs
Personnel emoluments	19,145,843	18,140,234
Repairs and maintenance	7,119,295	6,329,283
Local transport / travelling	4,535,690	5,928,014
Electricity and water	18,313,024	16,182,208
Medical	312,465	4,246
Administration costs	8,899,119	8,841,617
Activity	2,173,970	1,790,350
Total	60,489,408	57,215,954

4 SCHOOL FUND ACCOUNT -OTHER RECEIPTS

	2022-2023	2021-2022
	Kshs	Kshs
Fee on Boarding Equipment and Stores/Lunch programme	65,197,389	59,735,311
Electricity, water & C		424,633
Local transport / travelling		
administration cost		
Repairs and Maintenance		
Personal Emoluments	-	-
Personal items	29,500	
PA projects	-	4,274,922
Infrastructure	30,299,600	
Caution Money	21,305	268,165
Rent income	5	
Income from boosters	-	
Motivational workshops	200,560	
Income from Sale of farm produce	-	
Income from Hire of facilities		
Fee for hire of ground and equipment		300,000
Income from grants and donations*		
Furniture	1,960,440	2,941,853
University application		19,973
Lab charges	66,770	7,107

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Matron charges	61,718	7,335
Boarding items	46,629	1,002,499
Student ID cards	216,114	237,000
PA academic programs	154,246	35,896
SES	401,157	8,045
Bursary	20,000	54,000
Tours		1,500
Professional services	650,594	
Fees arrears recovery	7,943,304	6,527,036
Farm produce	300	
Opening balance		
Smasse	300	-
Creditors	472,593	
Total	107,742,561	75,845,276

5. INCOME ACCOUNT

Accommodation	13,620,993	12,215,240
Administration	10,000	312,000
House rent		28,500
Fee		36,660
Boosters	1,129,065	1,131,455
EW & C		250,000
Personal Emoluments	199,400	
TOTAL	15,002,958	13,973,855

6 PAYMENTS FOR TUITION

	2022-2023	2021-2022
	Kshs	Kshs
Text books		
Tuition		15,000
Exercise books		2,550,390
Laboratory equipments and apparatus		188,960
Teaching/learning materials	1,462,215	1,094,615
chalks		
Internal exams	2,699,222	670,250
Reference books		150,000
Other payments (Creditors)		670,000

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Bank charges	1,440	2,180
Inter-transfer		-
Total	4,162,877	5,341,395

7. PAYMENTS FOR OPERATIONS

	2022-2023	2021-2022
	Kshs	Kshs
Personal Emoluments	11,532,414	9,111,503
Service Gratuity		
Administration Cost	110,000	2,626,176
Repairs and maintenance & improvements	17,101,447	6,021,810
Local transport / travelling	333,900	-
Electricity and water	3,363,824	4,204,716
Medical		502,802
Activity Expenses	1,059,300	174,950
CCTV cameras		
Covid 19		150,000
Other payments		
Bank Charges	10,700	10,140
Petty cash		
Acquisition of Assets	798,310.00	
TOTAL	34,309,895	22,802,097

8. BOARDING AND SCHOOL FUND PAYMENTS

	2022-2023	2021-2022
	Kshs	Kshs
Activity	2,077,800	1,027,200
Posho mill		-
Bus hire		
Pocket Money		
caution Money		
Personnel emoluments	10,368,910	11,512,077
Service Gratuity	702,801	

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Repairs, Maintenance & Improvements	11,484,567	24,758,002
Local transport / travelling	7,160,000	1,963,780
Electricity and water	4,981,713	6,433,299
Medical Expenses	802,416	507,944
Administration costs	18,143,841	15,334,067
Prize giving	-	429,000
Bank Charges	-	26,340
Infrastructure	7,800,000	-
Fee on Boarding Equipment and Stores	44,810,600	39,977,053
Other Expenses		1,361,925
SES	3,160,725	559,730
CCTV		-
Lab equipment	-	680,390
Canteen expense		592,400
University application		-
Uniforms		1,451,000
Motivation	4,474,246	3,990,700
Student ID		133,350
Boarding items/uniforms		895,000
Exams/tuition	-	6,925,425
Fees refund	91,900	22,000
Accommodation	-	2,300,000
Exercise books	5,602,320	399,660
Teaching aids	3,506,460	
KNEC	1,054,488	
Uniforms	-	
Tuition ac		6,925,425
creditors		21,873,346
Lab equipment	1,214,040	
Acquisition of Assets		-
Creditors paid	6,479,915	
TOTAL	133,916,166	138,981,029

Description	2022-2023	2021-2022
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Annual Report and Financial Statements for the year ended 30th June 2023

*Expenses on income generating activities** should include all costs relating to the school earnings on other receipts as recorded in note 4. These costs should include farm maintenance, posho mill*

9. INCOME ACCOUNT EXPENSES			
	Description	2022-2023	2021-2022
	Accommodation	1,635,400	2,300,000
	Administration Cost	1,615,317	2,522,868
	Personal emoluments	5,563,077	2,165,145
	BES	4,120,370	3,612,957
	Electricity, Water & Conservancy	180,000	631,000
	Repairs and Maintenance	598,780	42,450
	Local Transport and Travel	913,509	760,350
	Fees		22,000
	Other Payments (Creditors)		133,723
	Bank charges	14,350	771
	Exercise books		399,660
	Exams	267,750	
	Motivation		790,000
	Prize giving	465,310	
	Activity	52,200	
	TOTALS	15,462,063	13,380,924

maintenance, ground maintenance and costs incurred during hire of school bus among others.

10. BANK ACCOUNTS

	Name of Bank, Account No. & currency	2022-2023	2021-2022
		Kshs	Kshs
	Tuition Account	719,993	47,685
	Operations Account	1,176,499	(301,585)
	School Fund Account/Boarding	7,314,935	(27,055,260)
	Savings Account		
	Income generating activities Account	689,642	18,352
	Infrastructural Account	934,112	8,696,054
	Farm Account		
	Total	10,835,182	(18,594,754)

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11. CASH IN HAND

Description	2022-2023	2021-2022
	Kshs	Kshs
Tuition Account		-
Operation Account		-
Income generating activities Account	37,477	267,872
School Fund account	(60,437)	1,493,989
Total	(22,960)	1,761,861

12. SHORT TERM INVESTMENTS

Description	2021-2022	2020-2021
		Kshs
Cooperative shares		-
Treasury Bills		-
Fixed deposit		-
Equity stock		-
Other investments		-
Total		-

13. ACCOUNTS RECEIVABLE

Description	2022-2023	2021-2022
	Kshs	Kshs
Fees arrears	39,364,321	26,327,340
Other non-fees receivables		-
Salary advances	36,000	36,000
Imprest		-
Total	39,400,321	26,363,340

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

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Description	2022-2023	2021-2022
	Kshs	Kshs
Fees arrears for current year	13,509,575	4,048,059
Fees arrears for the previous year	3,575,465	3,944,512
Fees arrears for prior periods (over two years)	22,279,281	18,334,768
Total	39,364,321	26,327,340

14. ACCOUNTS PAYABLE

Description	2022-2023	2021-2022
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	49,567,438	38,546,970
Prepaid fees	7,943,304	6,527,036
Retention monies		-
Total	57,510,742	45,074,007

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

Description	2022-2023	2021-2022
	Kshs	Kshs
Trade creditors for current year	17,499,807	21,316,639
Trade creditors for the previous year	14,837,300	-
Trade creditors for prior periods (over two years)	17,230,331	17,230,331
Total	49,567,438	38,546,970

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15. FUND BALANCE BROUGHT FORWARD

Description	2022-2023	2021-2022
	Kshs	Kshs
Bank balances	10,835,181	(18,594,754)
Cash balances	(22,960)	1,761,861
Short Term Investments		
Receivables	39,364,321	26,363,340
Payables	57,510,742	45,074,077
Total	(7,298,199)	(35,543,560)

Other important disclosure notes

IPSAS Cash Standard encourages an entity to disclose accrual related information in relation to an entity's financial assets and liabilities. The notes outlined below are disclosure notes in relation to the school's financial assets and liabilities

7. Non-current Liabilities Summary

Description	2022-2023	2020-2021
	Kshs	Kshs
Bank loan(s)		-
Outstanding Leases		-
Hire purchase		-
Gratuity and leave provision		-
Total		-

8. Biological assets

Description	2022-2023	2020-2021
	Kshs	Kshs
Cattle		-
Goats		-
Trees		-
Coffee or tea plantation		-
Poultry		-
Total		-

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9. Borrowings

Description	2022-2022	2020-2021
	Kshs	KShs
a) Borrowings		
Borrowing at beginning of the year		-
Borrowings during the year		-
Repayments of during the year		-
Balance at end of the year		-

Other important disclosure notes

10. Stock/ Inventory

Description	Insert Current FY	JUNE 2021-2022
	Kshs	Kshs
Food stuffs	170,443	164,573
Lab consumables	xx	xx
Farm produce	xx	xx
Medication	493,314.50	212,585
Construction Materials	xx	xx
Others (specify)	xx	xx
	xx	xx

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

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.

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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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1.	Recovery of fees arrears amounting to kshs 35,882,390	The school to put up measures and recover the fees arrears	Partly solved recovered	
2.	Pay account payables amounting to kshs 46,750,909	The school to pay pending bills	The school paid partially	

Sign and Date
Principal

Moi Girls' School Nairobi

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16. Annexes

Annex I - Analysis of Pending Accounts Payable

CREDITORS STATUS AS AT 30th JUNE 2023						
	NAME OF SUPPLIER	BALANCE DUE			VOTEHEAD	
1	Dynamic Photo & Video	277,000			Adm.cost	FUND
2	JuheWater solution`	220,000			E.w.c	FUND
3	Pin-Point H. Services	412,100			Adm.cost	FUND
4	All Tymes Tents	261,046			Adm.cost	FUND
5	Lavington Security	927,820			P.Emolument	FUND
6	Quinex Electricals	350,000			E.w.c	FUND
7	Jackson K. Njamba	132,400			E.w.c	FUND
8	Nancy Nyawira Munyua	131,000			Activity	FUND
9	Felista Gakii	288,000			Adm.cost	FUND
10	Pest Paragon ltd	131,700			Adm.cost	FUND
11	Pool and spa Ea ltd	139,896			Activity	FUND
12	Chartech stitch services	33,615			Adm.cost	FUND
13	Derek photos	25,000			Adm.cost	FUND
14	Job karue	13,900			Bes	FUND
15	Eureka condominus ltd	50,000			Rmi	FUND
16	wideview traders	198,150			Rmi	OPERATION
17	Benchmark plumber	281,130			E.w.c	OPERATION
18	Thamperers				Ewc	OPERATION

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	E.services	96,575				
19	Equinox solutions ltd	248,560			P.Emolument	OPERATION
20	litemore ltd	200,000			Ses	TUITION
	TOTALS	4,417,892				
21	G.K. Kiongo	106,550			Bes	FUND
22	Kenyan Drapers	730,924			Bes	FUND
23	Jenito Suppliers	1,025,020			Ses	FUND
24	Utumoni F. Ltd.	967,370			Ses	FUND
25	Rafiki leon Hardware	297,110			Rmi	FUND
26	Westend Raha Enterprises	1,581,000			Bes	FUND
27	Loolopon Meat & Veg. Supplies	475,106			Bes	FUND
28	Kryptic Enterprises	190,000			Bes	FUND
29	Femu Deliveries Company	83,600			Adm.cost	FUND
30	Three Stars Electricals	172,865			Rmi	FUND
31	Belea Pharmacy	500,000			Medicine	FUND
32	Faystep General	350,000			Rmi	FUND
34	Primehood Suppliers	1,063,800			Activities	FUND
35	Dolian international	1,101,100			Bes	FUND
36	New day products	141,670			Bes	FUND
37	meatmatt ltd	421,100			Bes	FUND
38	New kcc	316,454			Bes	FUND
39	Giltech fabricators	1,125,000			Bes	FUND

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40	Axum Enterprises	556,000			uniforms	FUND
41	Phormax Enterprises	688,000			Ict	FUND
42	Bio clean investments	156,000			Adm.cost	FUND
43	Dpl Festive Ltd	2,181,966			Bes	FUND
44	Kenblest processors	893,000			Bes	FUND
45	Japama Green Growers Ltd	228,690			Bes	FUND
46	Eshfwan Enterprises	4,849,839			Bes	FUND
47	Chaelder Enterprises	259,680			Bes	FUND
48	Raken Chemicals	79,200			Adm.cost	FUND
49	Charleston Enterprises	414,800			Bes	FUND
50	Mwarosa Enterprises	379,020			Bes	FUND
51	Ganje Ventures	388,985			Bes	FUND
52	House of bakers	210,000			Bes	FUND
53	Dumack Enterprises	3,417,500			Rmi	FUND
54	Githunguri dairy farmers cooperative society	211,324			Bes	FUND
55	Nginu Enterprises Ltd	174,154			Adm.cost	FUND
56	Movers choice meat suppliers	948,500			Bes	FUND
57	Chekanda G.supplies	272,700			Bes	FUND
58	Mwanfan Enterprises	1,080,450			Bes	FUND
59	Marrow suppliers	435,000			Bes	FUND
60	Minazi Apparel	8,850			uniforms	FUND

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61	Sterling craft ltd	17,500			Adm.cost	FUND
62	Glossop General suppliers	1,487,575			Rmi	FUND
	TOTALS	30,349,401				
63	Mwaki Electrical	103,490			Rmi	OPERATION
64	Jarnic Suppliers	548,100			Rmi	OPERATION
65	Roni Enterprises	103,874			Rmi	OPERATION
	TOTALS	755,464				
66	shaanab Enterprises	277,200			Ses	TUITION
67	Bival Enterprises	300,000			Tuition	TUITION
68	jamcees Enterprises	793,304			Tuition	TUITION
69	school equipment	368,249			Lab.equipments	TUITION
70	Arakei Traders	513,000			Exams	TUITION
71	Gic Computers	925,152			Ses	TUITION
72	Fiucha focus Investments	121,206			learning materials	TUITION
73	Ingenius suppliers	521,400			learning materials	TUITION
74	Trinity petroleum ltd	326,015			lab.chemicals	TUITION
75	Rennus ventures	312,355			learning materials	TUITION
76	Cic Group	509,464			l.t.t	
	TOTALS	4,967,345				

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Annex 2 – Summary of Fixed Assets Register

Asset Class	Historical Cost b/f (Kshs) 1 st July 2023	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 th June 2023
Land	Land of unknown value	N/A	N/A	156,000,000
Buildings And Structures	Building and structures of unknown value	13,865,485	N/A	524,465,485
Motor Vehicles	N/A	N/A	N/A	12,800,000
Office Equipment, Furniture And Fittings	N/A	N/A	N/A	6,510,000
Textbooks	N/A	N/A	N/A	Government sponsored
ICT Equipment	N/A	N/A	N/A	3,160,000
Tools And Apparatus	N/A		N/A	N/A
Other Machinery And Equipment	N/A	N/A	N/A	4,533,000
Heritage And Cultural Assets	N/A	N/A	N/A	-
Intangible Assets- Soft Ware	N/A	N/A	N/A	200,000
Total				707,668,485

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