

REPUBLIC OF KENYA



*Enhancing Accountability*

**REPORT**

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OF

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 11 MAR 2025	DAY: Tuesday
TABLED	Hon. Owen Baya, MP
CLERK-AT THE-TABLE:	Deputy Majority Leader Cecilia Chebet

**THE AUDITOR-GENERAL**

ON

**CARDINAL OTUNGA GIRLS' HIGH SCHOOL**

**FOR THE YEAR ENDED  
30 JUNE, 2022**

**BUNGOMA COUNTY**



09 SEP 2024

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**CARDINAL OTUNGA GIRLS HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED  
30<sup>TH</sup> JUNE 2022**

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

# **CARDINAL OTUNGA GIRLS HIGH SCHOOL**

## **Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

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# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### I. Key School Information And Management

#### (a) Background information

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in Bungoma County, Bungoma South Sub-County

The school was registered in 1972 under registration number 39530000190 and is currently categorized as Extra County public school established, owned or operated by the Government.

The school is a day/boarding school and had 1905 numbers of students as at 30<sup>th</sup> June 2022. It has 8 streams and 65 teachers of which 19 teachers are employed by the School Board of Management.

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

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

Ref:	Name of Board Member	Designation	Date of appointment
1	DR.BEN WEKALAO	Chairman	11TH MARCH 2022
2	EMELDA J.A. ODIEMBO	Secretary – Principal	11TH MARCH 2022
3	HENRY TABANI	Member	11TH MARCH 2022
4	CALEB KERE	Member	11TH MARCH 2022
5	SAMSON WACHIYE	Member	11TH MARCH 2022
6	WERE RACHAEL	Member	11TH MARCH 2022
7	MARY SITUMA	Member	11TH MARCH 2022
8	DR.ANNETE OKOTH	Member – Rep CEB	11TH MARCH 2022
9	MR.ALEX WASIKE	Member Rep Teachers	11TH MARCH 2022
	FR.SIMON JUDE OBORE DR. BEN WEKALAO		
10	PROF. ENG.BERNATTE SABUNI	3 Members - Sponsor	11TH MARCH 2022
11	MRS BEATRICE DABANI	Member - Community	11TH MARCH 2022
12	MR.HENRY OPILO	Member Special Needs	11TH MARCH 2022
13	SKITTER MWENDE	Rep Students	11TH MARCH 2022

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### Key School Information and Management (Continued)

#### The function of the School Board of Management include:

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

#### (c) Committees of the Board

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Dr.BenWekalao Mr.Caleb Kere Adv.Amos Makokha Fr.Simon Jude Obore		1
2	Audit Committee	Adv.Makokha Amos		
3	Finance,procurement and general purposes Committee	Opilo Henry Caleb Kere Mary Situma Henry Tabani		2
4	Academic Committee	Prof.Eng B.Sabuni Dr.Annette Okoth Mr.SamsonWachiye Mr.Wekalao wasike		-
5	Development Committee	Emelda J.A.Odiembo Mr.Caleb Kere Dr.Ben Wekalao Mr.Henry Tabani Mr.Samson Wachiye		2
6	Discipline and welfare Committee	Adv.Amos Makokha Fr.Simon Jude Obore Mrs. Rachel Were Mrs. Beatrice.Dabani Mr. SamsonWachiye		1
7	Adhoc Committee (if any during the year)	N/A		-

### Key School Information and Management (Continued)

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### (d) School operation Management

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

Ref:	Designation	Name	TSC Number
1	Principal	Mrs.Elmelda.O.Oyumbe	254667
2	Deputy Principal	Mrs.Lilian Simiyu	395104
3	School Bursar	Benard K. Wanyama	N/A

### (e) Schools contacts

Post Office Box: 376. Bungoma  
Telephone: 0743498098  
E-mail: Cardinalotunga@hotline.com  
Website: www.cardinalgirls.co.ke  
Facebook:  
Twitter:

### (f) School Bankers

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

1. Name of Bank: KCB  
Branch: Bungoma  
Account Number: 1106222962
2. Name of Bank: Co-operative Bank  
Branch: Bungoma  
Account Number: 01139049923601 (Operation Account)  
01139049923600 (Tuition Account)  
01139049923602 (Infrastructure Account)  
01141049923600 (County Development Fund Account)
3. Name of Bank: Equity Bank  
Branch: Bungoma  
Account Number: 048028283815
4. MPESA Pay Bill No. 684557 attached to KCB Bank account

### (g) Independent Auditors

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

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**II. Summary Report Of Performance Of The School**

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

**a) Financial performance:**

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

Year	2021/2022	2020/2021
Surplus/(deficit)	5,168,327	6,428,442

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

Year	2021/2022	2020/2021	2020
Tuition	5,539,493.60	1,889,333	2,633,246
Operation	24,254,246	12,443,445	19,464,420

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

Year	2021/2022	2020/2021
Ratio per student		

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

Year	2021/2022	2020/2021
Expenditure	142,620,205	44,778,753

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

Year	2021/2022	2020/2021
Debtors	21,834,380.50	14,953,653
Creditors	9,244,591	3,227,348

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

Year	2021/2022	2020/2021
Cash balance	172,648.05	309,031
Bank balance	2,386,634.53	2,068,142

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

*Summary Report of the Performance of the School (Continued)*

**b) Teacher Student ratio:**

TEACHERS	NUMBER
No. of teachers retired	1
Number of Teachers TSC	46
BOM	19
No. of teachers recruited and posted	2
Total	65

**NUMBER OF TEACHERS PER SUBJECT**

S/NO	SUBJECT	TSC TEACHERS	BOM TEACHERS
1	English	6	3
2	Kiswahili	6	3
3	Mathematics	6	2
4	Chemistry	4	2
5	Biology	3	4
6	History	4	1
7	CRE	4	1
8	Geography	4	1
9	Home science	1	-
10	Computer studies	1	-
11	French	1	-
12	Business studies	2	1
13	Agriculture	2	-
14	physics	2	1
	Total	46	19

5

**c) Mean score in the 2019 - 2021 KCSE:**

YEAR	POPULATION	MEAN SCORE	MEAN GRADE
2019	196	7.28	C+
2020	241	7.57	B-

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

2021	293	7.22	C+
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*Summary Report of the Performance of the School (Continued)*

**d) Number of Candidates in the 2021 KCSE:**

YEAR	NUMBER OF CANDIDATES
2019	196
2020	241
2021	293

**e) Capacity of the school:**

No. of students	dormitories	Dining hall	laboratories	Toilets	Others
1905	15	1	3	52	-

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

PROJECT	SOURCE OF FUNDS	CONTRACTOR	AMOUNT
MULTI-PURPOSE HALL	(M&I, CDF AND HARAMBEE)	KALIFONIA BUILDING CONTRACTOR AND SUPPLY	52,739,310

School Principal



# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022


### III. Statement Of School Management Responsibility

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

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

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

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30<sup>th</sup> June, 2022, and of the school's financial position as at that date.

.....  


**Name:** Dr. Ben Wekalao

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

**Date:**

.....  


**Name:** Emelda.O. Oyombe

**Designation:** School Principal & Secretary to Board of Management

**Date:**



.....  


**Name:** Benard.K. Wanyama

**Designation:** Bursar/ Finance Officer

**Date:**

# 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 CARDINAL OTUNGA GIRLS' HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 - BUNGOMA COUNTY**

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### PREAMBLE

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

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

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

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

## REPORT ON THE FINANCIAL STATEMENTS

### **Qualified Opinion**

I have audited the accompanying financial statements of Cardinal Otunga Girls' High School - Bungoma County set out on pages 1 to 19, which comprise the statement of financial assets and financial liabilities as at 30 June, 2022 and the statement of receipts and payments, statement of cash flows and statement of budgeted verses actual amounts for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit

In my opinion, except for the effects of the 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 Cardinal Otunga Girls' High School – Bungoma County as at 30 June, 2022 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**

#### **Long Outstanding Accounts Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.21,834,380 in respect of fees arrears as disclosed in Note 11 to the financial statements, However, included in the balance are fees arrears amounting to Kshs.8,008,564 which had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding accounts receivables balance of Kshs.21,834,380 could not be confirmed.

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

### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgement, are of most significance in the audit of the financial statements. Except for the matter described in the

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

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

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

### Conclusion

As required by Article 229(6) of the Constitution and based on the audit procedures performed, except for the effect of the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

### Basis for Conclusion

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

The annual report and financial statements for year ended 30 June, 2022 were submitted to the Auditor-General on 14 February, 2023, instead by the statutory deadline of 30 September, 2022. This was contrary to Section 47(1) of the Public Audit Act, 2015 which states that the financial statements required under the Constitution, the Public Finance Management Act, 2012 and any other legislation, shall be submitted to the Auditor-General within three months after the end of the fiscal year to which the accounts relate.

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

#### 2. Unconfirmed Student Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition, and capitation grants for operation of Kshs.5,584,762, and Kshs.24,401,148 respectively as disclosed in Note 1 and 2 to the financial statements. However, during the year under review, National Education Management and information System (NEMIS) and County Director of Education (CDE) reported a total number of one thousand, six hundred and ninety-seven (1,697) students while the enrolment records provided by the School indicated a total of one thousand, nine hundred and eighty-one (1,981) students, resulting an unexplained variance of two hundred and eighty-four (284) students. As a result of the variances, the School was under funded by an amount of Kshs.7,954,009.

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

### **3. 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.110,497,820 as disclosed in Note 7 to the financial statements. Included in the expenditure is an amount of Kshs.139,000 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.130,000 could not be confirmed.

### **4. Excess Supply of Textbooks**

During the year under review, the Ministry of Education distributed textbooks to Public Secondary Schools through Kenya institute of Curriculum Development (KICD). Examination of records revealed that the institute distributed one thousand, nine hundred and eighty-eight (1,988) books to the school while only one thousand, eight hundred (1,800) books were issued to the students, resulting to unexplained excess one hundred and eighty-eight (188) books lying unutilized in the School book store.

In the circumstances, value for money on the excess one hundred and eighty-eight (188) books could not be confirmed.

### **5. Lack of a Professional Opinion in Tender Evaluation Reports**

The tender evaluation reports for the year under review lacked a professional opinion, as required by Section 84(1) of the Public Procurement and Asset Disposal Act, 2015 which states that the head of procurement function of a procuring entity shall, alongside the report to the evaluation committee as secretariat comments, review the tender evaluation report and provide a signed professional opinion to the accounting officer on the procurement proceedings.

In the circumstances, the fairness of the amounts quoted by suppliers and the assurance that the School received value for money could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (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 comply, in all material respects, with the authorities that govern them. I believe that the

audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

## REPORT ON THE 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 effect of matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

### **Basis for Conclusion**

#### **1. Improperly Constituted Audit Committee**

During the period under review, the audit committee in place had only one-member contrary to regulation 174. (4) of the Public Finance Management (National Government) 2015 which requires each audit committee to be constituted with a minimum of three members.

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

#### **2. Lack of Risk Management Policy**

Review of the School's internal controls revealed that the school did not have approved risk management policy. Further, Management did not provide evidence of whether it had documented, identified and assessed risks and controls developed to respond to the risk identified contrary to Section 165 of the Public Finance Management (National Government) Regulations 2015, which stipulates that the accounting officer shall ensure that the national government entity develops risk management strategies.

In the circumstances, the effectiveness of controls implemented to control risks by the School could not be confirmed.

#### **3. Lack of an Approved ICT Policy and Governance Framework**

The school did not have an approved ICT Policy in place to govern and manage its ICT resources. Further, there was no ICT Steering Committee in place to guide the development of an ICT policy framework and assist the School in achieving its long-term ICT strategic goals by developing necessary rules and procedures to minimize risks such as errors, fraud, and the compromise of data confidentiality, integrity, and availability.

In the circumstances, the effectiveness of data confidentiality, integrity, and availability at the School could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs) 2315 and 2330. The Standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk management and overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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 control, risk management and overall governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to as going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management is aware of the intention to 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 are in compliance with the authorities which govern them, and that public resources are applied in an effective way.

The Board of Management 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 overall control environment.

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

My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the International Standards for Supreme Audit Institutions (ISSAIs). The standards require

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

In conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way. In addition, I consider the entity's control environment in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015.

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

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

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

**Nairobi**


**07 November, 2024**

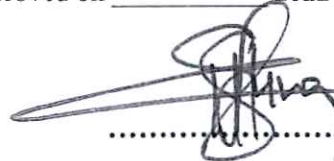
**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**V. Statement Of Receipts And Payments Period To 30<sup>th</sup> June 2022**


<b>DESCRIPTION OF VOTE HEAD</b>	<b>Note</b>	<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
<b>RECEIPTS</b>			
Capitation grants for tuition	1	5,584,762	1,889,333
Capitation grants for operations	2	24,401,148	12,443,445
School Fund Income- Parents' Contributions	3	98,494,159	24,949,805
School Fund Income- Other receipts	4	19,308,464.25	11,924,612
Proceeds from borrowings			
<b>TOTAL RECEIPTS</b>		<b>147,788,532</b>	<b>51,207,195</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	5,560,560	1,908,170
Payments for operations	6	26,561,825	9,383,089
Boarding and school fund payments	7	110,497,820	33,487,494
<b>TOTAL PAYMENTS</b>		<b>142,620,205</b>	<b>44,778,753</b>
<b>SURPLUS/DEFICIT</b>		<b>5,168,327</b>	<b>6,428,442</b>

The school financial statements were approved on \_\_\_\_\_ 2022 and signed by:







  
 28/8/2024

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**Name:** Dr.Ben Wekalao

**Name:** Emelda.O. Oyombe

**Name:** Benard.K. Wanyama

**Chair BOM**

**School Principal/ Secretary to BOM**

**Bursar/ Finance Officer**

**Date:**

**Date:**

**Date:**

**VI. Statement Of Financial Assets And Financial Liabilities As At 30<sup>th</sup> June 2022**

	<b>Note</b>	<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	2,386,634	2,068,142
Cash Balances	9	172,648	309,031
Short term Investment	10	-	-
<b>Total Cash and Cash Equivalents</b>		<b>2,559,282</b>	<b>2,377,173</b>
Account's receivables	11	21,834,381	14,953,653
<b>TOTAL FINANCIAL ASSETS</b>		<b>24,393,662</b>	<b>17,330,826</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payable	12	9,244,591	7,350,082

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

<b>NET FINANCIAL SSETS</b>		<b>15,149,071</b>	<b>9,980,744</b>
<b>REPRESENTED BY</b>			
Fund balance b/fwd...	13	9,980,744	3,552,302
Surplus/Deficit for the year		5,168,327	6,428,442
<b>NET FINANCIAL POSITION</b>		<b>15,149,071</b>	<b>9,980,744</b>

*The opening balances of financial assets and financial liabilities differ from the balances reflected because the different is as a result of inter account borrowing. The account borrowings cannot be reflected as an assets or liabilities.*

The school's financial statements were approved on \_\_\_\_\_ 2022 and signed by:

  
 .....

**Name:** Dr. Ben Wekalao

**Chair BOM**

**Date:**

  
 .....

**Name:** Emeida O. Oyombe

**School Principal/ Secretary to BOM**

**Date:**



.....

**Name:** Benard K. Wanyama

**Bursar/ Finance Officer**

**Date:** 28/8/2024



**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**VII. Statement of Cash Flows for The Period Ended 30<sup>th</sup> June 2022**

		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
<b>CASHFLOW FROM OPERATING ACTIVITIES</b>			
Capitation grants for tuition	1	5,584,762	1,889,333
Capitation grants for operations	2	24,401,148	12,443,445
School fund income- Parents contributions/ fees	3	98,494,159	24,949,805
School fund income- other receipts	4	19,308,464	11,924,612
<b>Total receipts</b>		<b>147,788,532</b>	<b>51,207,195</b>
<b>Payments</b>			
Payments for Tuition		5,560,560	1,908,170
Payments for operations		26,561,825	9,383,089
Boarding and school fund payments		110,497,820	33,487,494
		<b>142,620,205</b>	<b>44,778,753</b>
cash flow from operating activities before working capital adjustments		<b>5,168,327</b>	<b>6,428,442</b>
Add/less decrease/increase in receivables		(6,880,728)	(4,353,189)
Add/less increase/decrease in payables		1,894,509	(864,422)
<b>Net cash flows from Operating Activities</b>		<b>182,108</b>	<b>1,210,831</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		-	-
Proceeds from investments		-	-
<b>Net cash flows from Investing Activities</b>		<b>-</b>	<b>-</b>
<b>CASHFLOW FROM FINANCING ACTIVITIES</b>			
Proceeds from borrowings/ loans		-	-

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Repayment of principal borrowings		-	-
<b>Net cash flows from borrowing Activities</b>		-	-
<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>		<b>182,108</b>	<b>1,210,831</b>
<b>Cash and cash equivalent at BEGINNING of the year</b>	10	<b>2,377,173</b>	<b>1,166,342</b>
<b>Cash and cash equivalent at END of the year</b>		<b>2,559,282</b>	<b>2,377,173</b>

*(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 cashflow as recommended by PSASB).*

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**VIII. Statement of Budgeted Versus Actual Amounts for The Year Ended 30<sup>th</sup> June 2022**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
<b>RECEIPTS</b>						
<i>(1) CAPITATION GRANT ON TUITION</i>						
Textbooks and reference materials						
Exercise books						
Laboratory equipment						
Internal exams						
Teaching / learning materials	7,894,320	-	7,894,320	5,539,493	2,354,827	71%
Chalks						
<i>(2) CAPITATION GRANT ON OPERATIONS</i>						
Personnel emoluments						
Maintenance and Improvement	9,525,000	-	9,525,000	8,859,500	665,000	93%
Local transport / travelling						
Electricity and water						
Other Vote heads	17,907,000	-	17,907,000	15,055,546	2,851,454	84%
Medical	3,810,000		3,810,000		3,470,800	9%
Administration costs						
Activity	2,857,5000		2,857,500		2,857,500	
Gratuity						
SMASSE						
<i>(3) FEES CHARGED ON PARENTS</i>						
Personnel emoluments						
Repairs and maintenance	3,810,000		3,810,000	5,456,464	(1,646,464)	143%
Local transport / travelling						

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Electricity and water						
Other Vote heads	22,231,350	-	22,231,350	33,331,826.25	(11,100,476.25)	150%
Administration costs						
Activity	952,500		952,500	816,251.25	136,248.75	86%
SMASSE	381,000	-	381,000	-	381,000	-
Fee on Boarding Equipment and Stores	57,397,650	-	57,397,650	58,889,617	(1,491,967)	103%
<b>OTHER INCOME</b>						
Rent income						
Income from farming activities						
Insurance compensation						
Income from Posho mill						
Income from Bus Hire						
Fee for hire of ground and equipment						
Interest income						
Income from any other investment						
<b>TOTAL INCOME</b>	<b>126,766,320</b>	<b>-</b>	<b>126,766,320</b>	<b>128,287,897.50</b>	<b>(1,521,577.5)</b>	<b>101%</b>
<b>(1) EXPENDITURE FOR TUITION</b>						
Textbooks and reference materials						
Exercise books						
Laboratory equipment						
Internal exams						
Teaching / learning materials	7,894,320	-	7,894,320	5,560,560	2,333,760	70%
Chalks						
Exams and assessment						

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
<b>(2) EXPENDITURE FOR OPERATIONS</b>						
Personnel emoluments						
Maintenance and Improvement	9,525,000	-	9,525,000	10,219,000	(694,000)	107%
Other vote heads	17,907,000		17,907,000	16,342,825	1,564,175	91%
Electricity, water and conservancy						
Medical	3,810,000		3,810,000		3,810,000	
Administration costs						
Activity	2,857,500		2,857,500		2,857,500	
Gratuity						
SMASSE						
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>						
Personnel emoluments						
Repairs, maintenance and improvements	3,810,000		3,810,000	4,378,465	(568,465)	115%
Other voteheads	22,231,350		22,231,350	36,222,012	(13,990,662)	163%
Electricity, water and conservancy						
Medical Expenses						
Administration costs						
Boarding Equipment and Stores	57,397,650	-	57,397,650	51,937,729	5,459,921	90%
Activity	952,500		952,500	199,240	753,260	21%
SMASSE	381,000		381,000		381,000	
Rent Expenses						
Acquisition of Assets						
<b>TOTAL EXPENDITURE</b>	<b>126,766,320</b>	<b>-</b>	<b>126,766,320</b>	<b>124,859,831</b>	<b>1,906,489</b>	

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

- i. Co-curricular January to July most of the expenditure will spill to the subsequent year. (2022/2023)
- ii. The over utilization come as a result of inflation. (Increase in prices of commodities)

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### IX. Significant Accounting Policies

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

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

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

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

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

#### 2. Recognition of receipts and payments

The school recognises all receipts from the various sources when the event occurs and the related cash has actually been received by Cardinal Otunga High School. In addition, the school recognises all expenses when the event occurs and the related cash has actually been paid out by Cardinal Otunga Girls' High School.

#### 3. In-kind contributions

In-kind contributions are donations that are made to Cardinal Otunga Girls' High 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. This is in recognition of the government practice where the Imprest payments are recognized as expenditure when fully accounted for by the Imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

# **CARDINAL OTUNGA GIRLS HIGH SCHOOL**

## **Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

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### **Significant Accounting Policies (Continued)**

- 6. Accounts Payable**  
For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.
- 7. Non-current assets**  
Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.
- 8. Budget**  
The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The Cardinal Otunga Girls' High school's budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.
- 9. Comparative figures**  
Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.
- 10. Subsequent events**  
There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2022.

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### X. Notes To The Financial Statements

#### 1 Capitation Grant for Tuition

	2021-2022	2020-2021
	Kshs	Kshs
Textbooks and reference materials		
Exercise books		
Laboratory equipment		
Internal exams		
Teaching / learning materials	5,539,493.60	1,889,333.00
CDF Bursary cheques	45,268.00	
Chalks		
Exams and assessment		
Reference/Library		
Teachers guides		
<b>Total</b>	<b>5,584,761.60</b>	<b>1,889,333.00</b>

#### 2 Capitation Grant for Operations

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments		
Maintenance and Improvement	8,859,500.00	5,439,500.00
Local transport / travelling		
Electricity and water		
Medical	339,200.00	
Other vote heads	15,055,546.00	7,003,945.00
Administration costs		
CDF Bursary cheques	146,902.00	
Activity		
<b>Total</b>	<b>24,401,148.00</b>	<b>12,443,445.00</b>

#### 3 Parents Contribution/Fees - School Fund Account

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	-	
Fee on Boarding Equipment and Stores	58,889,617.00	12,582,127.00
Maintenance and Improvement	5,456,464.00	2,391,581.40
Local transport / travelling		
Other vote heads	33,331,826.25	9,897,959.00
Administration costs		
Activity	816,251.25	78,138.00
<b>Total</b>	<b>98,494,158.50</b>	<b>24,949,805.40</b>

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

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**Notes to The Financial Statements (Continued)**

**4 Other Receipts – School Fund Account**

		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Rent income		-	
Income from farming activities		374,298.00	139,815.00
Insurance compensation			
Income from Posho mill			
Income from Bus Hire			
Income from bakery		1,606,650.00	673,600.00
Fee for hire of ground and equipment			
Income from grants-infrastructure grants		10,219,000.00	4,102,000.00
Tender fees			
CDF Grants		1,600,000.00	
Caution Money			
Harambee		5,508,516.25	7,009,197.00
<b>Total</b>		<b>19,308,464.25</b>	<b>11,924,612.00</b>

**5 Payments for Tuition**

		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Textbooks and reference materials			
Exercise books			
Laboratory equipment			
Internal exams			
Teaching / learning materials		5,560,560.00	1,908,170.00
Chalks			
Exams and assessment			
Teachers guides			
Administration Costs			
Bank Charges			
<b>Total</b>		<b>5,560,560.00</b>	<b>1,908,170.00</b>

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### Notes to The Financial Statements (Continued)

#### 6 Payments for Operations

		2021-2022	2020-2021
		Kshs	Kshs
Personnel emoluments			
Service Gratuity			
Administration Cost			
Maintenance and Improvement		10,219,000.00	4,102,000.00
Local transport / travelling			
Electricity and water			
Medical			
Insurance Cost			
Other vote heads		16,342,825.00	5,281,089.00
Bank Charges			
Activity Expenses			
<b>TOTAL</b>		<b>26,561,825.00</b>	<b>9,383,089.00</b>

#### 7 Boarding and School Fund Payments

		2021-2022	2020-2021
		Kshs	Kshs
Personnel emoluments			
Service Gratuity			
Maintenance & Improvements		4,378,465.00	1,033,225.00
Local transport / travelling			
Electricity and water			
Medical Expenses			
Administration costs			
Home science			
Other vote heads		36,222,012	12,341,763.00
Computer			
Bank Charges			
Expenses on Income Generating Activities		1,297,264.00	695,818.00
Fee on Boarding Equipment and Stores		51,937,729.00	12,913,412.00
Harambee		5,875,860.00	3,058,400.00
Insurance			
Activity Expenses		199,240.00	100,000.00
Medical Expenses			
Loan Interest repayment			
Acquisition of Assets		10,587,250.00	3,344,876.00
<b>TOTAL</b>		<b>110,497,820.00</b>	<b>33,487,494.00</b>

### Notes to The Financial Statements (Continued)

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### 8 Bank Accounts

Name of Bank, Account No. & currency	Bank Account Number	2021-2022	2020-2021
		Kshs	Kshs
Tuition Account		28,115.15	3,914.55
Operations Account		101,970.00	798,842.00
School Fund Account/Boarding		187,229.38	473,437.18
School fund account(equity bank)		45,620.00	
Parent Association Development Account			
CDF		1,633,385.00	33,385
Infrastructural Account		390,314.00	758,564.00
<b>Total</b>		<b>2,386,634.53</b>	<b>2,068,142</b>

### 9 Cash in Hand

Description		2021-2022	2020-2021
		Kshs	Kshs
Tuition Account		481.50	481.50
Operation Account		1,244.30	184.30
Infrastructure account		-	-
School Fund account		170,922.25	308,365.20
<b>Total</b>		<b>172,648.05</b>	<b>309,031.00</b>

### 10 Short Term Investments

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

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**Notes to The Financial Statements (Continued)**

**11 Accounts Receivable**

<b>Description</b>		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Fees arrears		21,834,380.50	14,953,653.00
Other non-fees receivables			
Inter - borrowing-School fund			
Inter-borrowing-School fund to Tuition a/c			
Imprest			-
<b>Total</b>		<b>21,834,380.50</b>	<b>14,953,653.00</b>

*An ageing of the fees / non fees arrears below*

<b>Description</b>		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Fees arrears for current year		10,530,026.00	6,945,089.00
Fees arrears for the previous year		3,295,790.50	1,040,789.00
Fees arrears for prior periods (over two years)		8,008,564.00	6,967,775.00
<b>Total</b>		<b>21,834,380.50</b>	<b>14,953,653.00</b>

**12 Accounts Payable**

<b>Description</b>		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Trade creditors (See ageing below and appendix 1)		9,244,591.00	3,227,348.00
Inter-borrowing-Operation by School fund a/c			
Prepaid fees		-	4,122,734.00
Inter-borrowing-Tuition a/c by School fund a/c			
<b>Total</b>		<b>9,244,591.00</b>	<b>7,350,082.00</b>

*An ageing of the creditor's arrears below*

<b>Description</b>		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Trade creditors for current year		9,244,591.00	-
Trade creditors for the previous year			3,227,348
Trade creditors for prior periods (over two years)		-	-
<b>Total</b>		<b>9,244,591.00</b>	<b>3,227,348.00</b>

## CARDINAL OTUNGA GIRLS HIGH SCHOOL

### Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

#### Notes to The Financial Statements (Continued)

#### 13 Fund Balance Brought Forward

<b>Description</b>		<b>2021-2022</b>	<b>2020-2021</b>
		<b>Kshs</b>	<b>Kshs</b>
Bank balances		2,068,142	558,342
Cash balances		309,031.00	608,000.35
Short Term Investments		-	-
Receivables		14,953,653.00	10,600,464.00
Payables		(7,350,082.00)	(8,214,504.00)
<b>Total</b>		<b>9,980,744</b>	<b>3,552,302</b>

# CARDINAL OTUNGA GIRLS HIGH SCHOOL

## Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

### Other important disclosure notes

IPSAS 1 encourages an entity to disclose accrual related information in relation to an entity's assets and liabilities. The notes outlined below are disclosure notes in relation to the school's non- financial assets and liabilities.

#### 14 Non-current Liabilities Summary

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

#### 15 Biological assets

Description	Numbers	2021-2022	2020-2021
		Kshs	Kshs
Cattle		9	7
Goats		-	-
Trees		1,000	992
Coffee or tea plantation		-	-
Poultry		-	-
<b>Total</b>		-	-

#### 16 Borrowings

Description		2021-2022	2020-2021
		KShs	KShs
<b>a). Borrowings</b>			
Borrowing at beginning of the year		-	-
Borrowings during the year		-	-
Repayments of during the year		-	-
<b>Balance at end of the year</b>		-	-

### Other important disclosure notes

#### 17 Stock/ Inventory

Description		2021-2022	2020-2021
		KShs	KShs
Stock/Inventory			
Stock/ inventory at beginning of the year		600,000	-
Stock/ inventory purchased during the year		46,000,000	-

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**

**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Stock/ inventory issued during the year		(45,800,000)	-
<b>Balance at end of the year</b>		<b>800,000</b>	<b>-</b>

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**18 Progress On Follow Up Of Auditor Recommendations**

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

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



Sign and Date  
Principal



## CARDINAL OTUNGA GIRLS HIGH SCHOOL

### Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022

#### Annex 1 - Analysis Of Pending Accounts Payable

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2022	Outstanding Balance 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>Supply of goods</b>						
1. PROTUS MASINDE	469,115	14/1/2020	469,115	0	469,115	
2. MASTER ELECTRONICS	135,000	21/6/2020	135,000	0	135,000	
3. AUGUSTINE LUJAYA	242,400	2/3/2020	242,400	0	242,400	
4. CATHERINE WASILWA	168,000	10/1/2020	168,000	0	168,000	
5. PASOCHA	215,500	21/1/2020	215,500	0	215,500	
6. KISIMA WOMEN GROUP	300,800	6/1/2020	300,800	0	300,800	
7. DIWANI ENTERPRISE	175,000	22/1/2020	175,000	0	175,000	
8. SOOLE WOMEN GROUP	120,000	15/1/2020	120,000	0	120,000	
9. ROSE KISAKA	99,500	26/2/2020	99,500	0	99,500	
10. JUSTUS NESER	130,000	26/1/2020	130,000	0	130,000	
11. NALIAKA GENERAL	102,500	1/4/ 2020	102,500	0	102,500	
12. PATRICK MUKOYA	110,000	1/4/2020	110,000	0	110,000	
13. JANE WASWA	72,000	4/2/2020	72,000	0	72,000	
14. WORKERS' SALARY	791,533		791,533	0	791,533	
15. BABS SECURITY	96,000	May 2020	96,000	0	96,000	
<b>Construction of buildings</b>						
16. ELGON GREAT WALL	400,000	18/1/2022	Nil	400,000		
17. TENACIAS PAINT HARDWARE	758,650	2/6/2022	Nil	758,650		
<b>Supply of goods</b>						

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2022	Outstanding Balance 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
18. NEW ADATIA WHOLESALERS	990,000	31/5/2022	Nil	990,000	0	
19. MUTS TECHNOLOGIES	480,700	30/5/2022	Nil	480,700	0	
20. ZENITH LIMITED	710,000	30/4/2022	Nil	710,000	0	
21. BRIGID SITUMA	420,000	22/4/2022	Nil	420,000	0	
22. COLLETA WANYAMA	795,000	6/6/2022	Nil	795,000	0	
23. METRINE MURUTU	170,500	April- June 2022	Nil	170,500	0	
24. CATHERINE WASILWA	210,000	10/6/2022	Nil	210,000	0	
25. PETER SIMIYU	710,000	3/1/2022 11/5/2022	Nil	710,000	0	
26. PATRICK MUKOYA	93,900	Jan- April 2022 25/4/2022	Nil	93,900	0	
27. RABECCA MBOYA	250,000	7/1/2022	Nil	250,000	0	
28. ROBERT LUKHALE	102,000	25/3/2022	Nil	102,000	0	
29. PHILIP MAKOKHA	47,500	25/4/2022	Nil	47,500	0	
30. ALEX WAFULA	139,000	25/4/2022	Nil	139,000	0	
31. ROSEMARY WANASWA	92,000	25/4/2022	Nil	92,000	0	
32. NINDE WOMEN GROUP	70,000	25/4/2022	Nil	70,000	0	
33. BENSON MABONGA	185,000	20/6/2022	Nil	185,000	0	
34. DAVID MAKOKHA	177,000	11/4/2022	Nil	177,000	0	
35. ANTHONY NAKHABALA	243,000	April – June 2022	Nil	243,000	0	
36. JOJAY SHALOM ENTERPRISE	272,000	18/6/2022	Nil	272,000	0	

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**

**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2022	Outstanding Balance 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
37. PATRICK KHAEMBA	900,000	31/5/2022	Nil	900,000	0	
38. WADORWA GENERAL SUPPLIES	210,000	30/4/2022	Nil	210,000	0	
39 WORKERS' SALARY	818,341	29/6/2022	Nil	818,341	0	
<b>Grand Total</b>	<b>12,471,939</b>		<b>3,227,348</b>	<b>9,244,591</b>	<b>0</b>	

**CARDINAL OTUNGA GIRLS HIGH SCHOOL**  
**Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022**

**Annex 2 – Summary Of Fixed Assets Register**

<b>Asset class</b>	<b>Date purchased</b>	<b>Location</b>	<b>Historical Cost b/f (Kshs) 1<sup>st</sup> July 2021</b>	<b>Additions during the year (Kshs)</b>	<b>Disposals during the year (Kshs)</b>	<b>Historical Cost c/f (Kshs) 30<sup>th</sup> June 2022</b>
Land 1	7-01-1975	KIBABII	48,000,000	-	-	48,000,000
Land 2	-	-	-	-	-	-
Buildings and structures	03/3/2021		190,000,000	-	-	190,000,000
Motor vehicles (i) KAE 210F	20-02-1991	KIBABII	558,000	-	-	558,000
(ii) KBN 831E	06-07-2011	KIBABII	7,000,000	-	-	7,000,000
Office equipment, furniture and fittings	20/2/2016	KIBABII	80,000	-	-	80,000
ICT Equipment, and Other ICT Assets	20/3/2018	KIBABII	520,000	-	-	520,000
Tools and apparatus	03/01/2018	KIBABII	850,000	-	-	850,000
Textbooks (i) Top National mocks	10/6/2022	KIBABII		-	-	2,525,000
Peak guide KCSE	10/6/2022	KIBABII	2,525,000	-	-	
Other Machinery and Equipment	08/5/2022	KIBABII	1,300,000	-	-	1,300,000
Heritage and cultural assets	10/3/2022	KIBABII	430,000	-	-	430,000
Intangible assets- soft ware						
<b>Total</b>			<b>251,263,000</b>			<b>251,263,000</b>

**CARDINAL OTUNGA GIRLS HIGH SCHOOL****Reports and Financial Statements for the year ended 30<sup>th</sup> June 2022****TRIAL BALANCE AS AT 30TH JUNE 2022**

	<b>DR</b>	<b>CR</b>
	<b>Kshs</b>	<b>Kshs</b>
<b>Cash and Cash equivalents</b>		
Bank Balances	2,386,634.53	
Cash Balances	172,648.05	
Short term investments	-	
Receivables	21,834,380.50	
<b>Payments</b>		
Payments for Tuition	5,560,560.00	
Payments for operations	26,561,825	
Boarding and school fund payments	110,497,820.00	
<b>Receipts</b>		
Capitation grants for tuition		5,584,761.60
Capitation grants for operations		24,401,148.00
School Fund Income- Parents' Contributions		98,494,158.50
School Fund Income- Other receipts		19,308,464.25
Proceeds from borrowings		
<b>Prior Year Adjustment</b>		
Fund Balance b/f		9,980,744.00
Payables		9,244,591.00
<b>TOTAL</b>	<b>167,013,867.08</b>	<b>167,013,867.08</b>