

REPUBLIC OF KENYA



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**REPORT**

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 12 NOV 2024	DAY: TUESDAY
TABLED BY:	HON. KIMANI IGUMGWAH MAJORITY LEADER
OP PRESENTED AT THE TABLE:	IAZOPU MWALE

**THE AUDITOR-GENERAL**

**ON**

**SAWAGONGO HIGH SCHOOL**

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

**SIAYA COUNTY**



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**SAWAGONGO HIGH SCHOOL**

**PUBLIC SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED  
30TH JUNE 2022**

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

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL  
Annual Report and Financial Statements  
For the year ended 30th June 2022**

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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

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**2 KEY SCHOOL INFORMATION AND MANAGEMENT**

**(a). Background information**

**Sawagongo Boys High School** is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in Siaya County, Gem Yala Sub-County.

The school was registered on **2021** under registration number **41S30001157** and is currently categorized as Extra County, Public school, established, owned or operated by the Government

The school is Boys Boarding school and has **1964** students as at **30th June 2022**. It has **8** streams and **61** teachers of which **19** is 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. Gabriel Otiende	Chairman	26/10/2018
2	Mr. Maurice Ogutu	Secretary/Principal	26/10/2018
3	Mrs. Alice Ochieng	Member	26/10/2018
4	Rev. Joel Ateng'	Member	26/10/2018
5	Mr. John Diro	Member	26/10/2018
6	Mr. Benard Omondi	Member	26/10/2018
7	Mr. George Oluande	Member	26/10/2018
8	Mr. Booker Onguko	Member	26/10/2018
9	Mrs. Monica Olewe	Member	26/10/2018
10	Mr. David Kabunge	Member	26/10/2018
11	Mr. David Mukhayi	Member	26/10/2018
12	Mrs Ruth Osolo	Member	26/10/2018
13	Mrs. Clarice Achuodho	Member	26/10/2018
14	Mr. Dan Owuor	Member	26/10/2018
15	Mr. Paul Omolo	Member	26/10/2018
16	Mrs. Beatrice Okungu	Member	26/10/2018
17	Ven. Edward Onyango	Member	26/10/2018

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

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

- 1 Promote the best interest of the school and ensure its development
- 2 Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, 2013.
- 3 Ensure and assure the provision of proper and adequate facilities of the school
- 4 Manage the school's affairs in accordance with the rules and regulations governing occupational safety and health.
- 5 Advise the County Education Board on the staffing needs of th school
- 6 Determine cases of pupils discipline and make reports to the CEB
- 7 Prepare comprehensive termly report on all arears on its mandate and submit the report to the CEB
- 8 Administer and manage the resources of the school
- 9 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 paragraph 21 and 23 of the Basic Education Act, 2013.

**© Committees of the Board**

Ref.	Name of Committee	Names of Members	Designation	Number of meetings attended during the years
<b>1</b>	<b>Executive Committee</b>	Mrs Ruth Osolo	Chairman	2 out of 3
		Mr. David Mukhayi	Member	2 out of 3
		Mr. David Kabunge	Member	2 out of 3
		Mrs. Alice Achayo	Member	2 out of 3
		Mr. Maurice Ogutu	Member	2 out of 3
<b>2</b>	<b>Audit Committee</b>	Mrs Ruth Osolo	Chairman	2 out of 3
		Mr. David Mukhayi	Member	2 out of 3
		Mr. David Kabunge	Member	2 out of 3
		Mrs. Alice Achayo	Member	2 out of 3
		Mr. Maurice Ogutu	Member	2 out of 3
<b>3</b>	<b>Finance, Procurement and gneral purposes committee</b>	Mrs Ruth Osolo	Chairman	2 out of 3
		Mr. David Mukhayi	Member	2 out of 3
		Mr. David Kabunge	Member	2 out of 3
		Mrs. Alice Achayo	Member	2 out of 3
		Mr. Maurice Ogutu	Member	2 out of 3

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

<b>4</b>	<b>Academic Committee</b>	Mr. Benard Omondi	Chairman	2 out of 3
		Mr. Maurice Ogutu	Member	2 out of 3
		Mrs. Clarice Achuodho	Member	2 out of 3
		Rev. Joel Atong'	Member	2 out of 3
		Mr. George Olwande	Member	2 out of 3
<b>5</b>	<b>Development Committee</b>	Dr. Dan Opiyo	Chairman	2 out of 3
		Mr. Maurice Ogutu	Member	2 out of 3
		Mrs. Ruth Osolo	Member	2 out of 3
		Rev. Joel Atong'	Member	2 out of 3
		Mr. Gabriel Otiende	Member	2 out of 3
		Ven Edward Onyango	Member	2 out of 3
<b>6</b>	<b>Discipline and Welfare Committee</b>	Mr. Dan Opiyo	Chairman	2 out of 3
		Mr. Booker Onguko	Member	2 out of 3
		Ven. Edward Onyango	Member	2 out of 3
		Mrs Ruth Osolo	Member	2 out of 3
		Mr. Paul Omolo	Member	2 out of 3
		Mrs. Beatrice Okungu	Member	2 out of 3
<b>7</b>	<b>Adhoc Committee (If any during the year)</b>	N/A		N/A

**(d) School Operation Management**

For the financial year ended 30th June 2022 the school day-to-day management was under the following persons:

<b>Ref.</b>	<b>Designation</b>	<b>Name</b>	<b>TSC Number</b>
1	Principal	Mr Maurice Ogutu	304351
2	Deputy Principal	Mr. Wencilius Musazili	420956
3	Finance Officer	Mr Kefa Erick Oduor	22450184

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

**e School contacts**                      0725630168

**Post Office Box**    :    120 - 40612 Saeagongo  
**Telephone**         :       0725630168  
**E-mail**                :       [sawagongohigh@yahoo.com](mailto:sawagongohigh@yahoo.com)  
**Website**             :    www.sawagongo.sc.ke  
**Facebook**          :    N/A  
**Twitter**              :    N/A

**(f) School Bankers**

The school operated the following 9 bank accounts:

1	Name of Bank : KCB	6 NBK
	Branch : Kisumu	Kisumu
	Account Number: 1103964437	01021023524000
2	Name of Bank : KCB	7 NBK
	Branch : Kisumu	Kisumu
	Account Number: 1103800744	01025025792100
3	Name of Bank : KCB	8 NBK
	Branch : Siaya	Kisumu
	Account Number: 1270750313	01242023795400
4	Name of Bank : KCB	9 Co-op Bank
	Branch : Siaya	Yala
	Account Number: 1270751077	01141255253000
5	Name of Bank : KCB	Equity Bank
	Branch : Siaya	Siaya
	Account Number : 1114270148	0970282533210

**(g) Independent Auditors**

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

**sawagongo high school**  
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**3 SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL**

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

**(a) Financial Performance**

	<b>2022</b>	<b>2021</b>	<b>2020</b>
<b>Surplus/Deficit</b>	8,429,381.72	(468,359.90)	7,105,254.00
<b>Capitation grants from MOE</b>			
Tuition	6,125,170.60	2,123,288.75	2,603,577.00
Operations	26,830,014.00	13,287,349.35	11,489,550.00
Infrastructure	15,059,888.00	3,756,000.00	8,131,612.00
<b>Total Capitation Grants received</b>	<b>48,015,072.60</b>	<b>19,166,638.10</b>	<b>22,224,739.00</b>
<b>Other Funds Received</b>			
School Fund	98,645,288.50	19,918,851.00	40,788,079.70
<b>Total Other Funds Received</b>	<b>98,645,288.50</b>	<b>19,918,851.00</b>	<b>40,788,079.70</b>
<b>Total Funds received</b>	<b>146,660,361.10</b>	<b>39,085,489.10</b>	<b>63,012,818.70</b>
<b>Ratio of Capitation grants/student</b>			
<b>Sudent enrolment</b>	1964	1790	1327
Tuition	3,118.7	1,186.2	1,962.0
Operations	13,660.9	7,423.1	8,658.3
Infrastructure	7,668.0	2,098.3	6,127.8
School Fund	50,226.7	11,127.8	30,737.1
<b>Movement of Debtors</b>	22,039,548.76	25,252,040.60	27,727,457.60
<b>Movement of Creditors</b>	6,556,355.75	13,220,684.45	15,259,095.85
<b>Movement of Cash Balances</b>	7.20	9,597.00	502.00
<b>Movement of Bank Balances</b>	7,666,341.22	2,679,206.56	2,719,655.86

**SAWAGONGO HIGH SCHOOL  
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**3. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL (continued)**

**(b) Teacher Student Ratio**

	No. of Teachers
<b>Teacher student ratio</b>	61:1964
<b>No. of teachers posted to the school during the year</b>	
<b>No. of teachers transferred/retired during the year</b>	3
<b>No. of teachers employed by TSC during the year</b>	14
<b>No. of teachers employed by BOM during the year</b>	4
<b>Teachers per Subject:</b>	
English	4
Kiswahili	5
Mathematics	8
Biology	4
Physics	2
Chemistry	6
History	6
CRE	3
Geography	3
Agriculture	3
Business Studies	4

**© Mean Score in the 2021 KCSE**

YEAR	ENT	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E	X	Y	Z	MEAN GRADE
2019	263	0	8	37	41	42	39	31	25	23	13	1	0	2	0	1	7.23
2020	358	0	9	33	45	61	74	74	45	16	1	0	0	2	0	0	7.19
2021	346	0	11	34	56	54	70	57	30	25	8	1	0	0	0	0	7.24

**UNIVERSITY TRANSITION DATA**

YEAR	NO. OF STUDENTS THAT MET UNIVERSITY REQUIRMENT	NO. OF ACTUAL CANDIDATES WHO SAT FOR KCSE	PERCENTAGE
2019	167	263	63.49%
2020	222	358	62.01%
2021	225	346	65.03%

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**3. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL (continued)**

**(d) Number of candidates in the 2021 KCSE**

Year	No. of candidates
2022	386
2021	346
2020	358

**(e) Capacity of the school**

	Number
Student population	1964
Dormitories	14
Classrooms	26
Toilets	56
Bathrooms	18
Library	1
Computer Lab	1
Dining Hall	1
Laboratories	4

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

The following development projects were undertaken in year 2022

Project	Source of funds	Status
Construction of Classrooms	MIF	Ongoing
Construction of 150 Capacity Dormitory	MIF	Completed
Tiling of 21 Classrooms	Parents	Ongoing
Construction of 18-door Pit Latrines	Parents	Ongoing
Renovation of Student Urinals	Parents	Ongoing
Renovation two pit latrines	Parents	Ongoing
Murraming of Highways	Parents	Ongoing
Purchase of 200 Chairs and Lockers	MIF	Completed

Sign.....

School Principal

**CHIEF PRINCIPAL  
SAWAGONGO HIGH SCHOOL  
P.O. BOX 120,  
SAWAGONGO**

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**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 of Kenya from time to time.

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


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

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

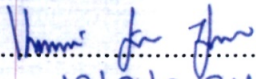
Name : **DR. DAN OPIYO OWUOR**  
Designation: Chairman, School Board of Management

Sign :   
Date : **12/7/2024**

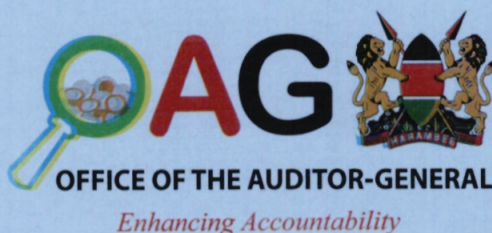
Name : **OGUTU M'A**  
Designation: School Principal & Secretary to Board of Management

Sign :   
Date : **12/7/2024**  
**CHIEF PRINCIPAL  
SAWAGONGO HIGH SCHOOL  
P.O.BOX 120,  
SAWAGONGO**

Name : **KEFA ERUK O. OJUR**  
Designation: Finance Officer

Sign :   
Date : **12/7/2024**

# REPUBLIC OF KENYA



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E-mail: 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 SAWAGONGO HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 – SIAYA 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 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 the 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 overall governance systems are properly designed and were working effectively in the financial year under review.

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

### REPORT ON THE FINANCIAL STATEMENTS

#### Adverse Opinion

I have audited the accompanying financial statements of Sawagongo High School – Siaya County set out on pages 1 to 17, 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 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, because of the significance of the matters discussed in the Basis for Adverse Opinion section of my report, the financial statements do not present fairly, the financial position of Sawagongo High School – Siaya 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 do not comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

## **Basis for Adverse Opinion**

### **1 Accounts Receivables**

#### **1.1. Unsupported Accounts Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.22,039,549 which includes balances of Kshs.16,371,233 and Kshs.5,668,315 in respect of fee arrears and non-fee arrears respectively and as disclosed in Note 14 to the financial statements. However, the supporting schedule with students details and dates the fees arrears were incurred were not provided for audit. Further, non-fees receivables of an amount of Kshs.5,668,315 which included amount of Kshs.2,303,511, Kshs.424,161 and Kshs.1,946,330 in respect of MIF, generator and alumni project but whose supporting details indicating their relevance with other non-fees receivables were not provided. Management did not prepare an ageing analysis to assess the status of outstanding fees owed to the School by students and the length of time they had remained outstanding. In addition, significant accounting policies on accounts receivables as disclosed in Note 5 is silent on the treatment of the students' fees balances which is the major source of income for the School.

#### **1.2. Long Outstanding Receivables**

The statement of financial assets and financial liabilities reflects accounts receivable balance of Kshs.16,371,233 in respect of fees arrears as disclosed in Note 14 to the financial statements. However, included in the balance are receivables amounting to Kshs.13,260,369 which had been outstanding for more than two (2) years.

In the circumstances, the accuracy and completeness of accounts receivables balance of Kshs.22,039,549 could not be confirmed.

### **2. Accounts Payables**

#### **2.1. Unsupported Accounts Payable**

The statements of financial assets and liabilities reflects accounts payable balance of Kshs.6,556,356 which includes balances of Kshs.4,207,416 and Kshs.2,348,940 in respect of trade creditors and other creditors respectively and as disclosed in Note 13 to the financial statements. However, the supporting documents including ledger schedule with detailed list of the suppliers, invoices, delivery notes, local service or local purchase

order numbers, interim or completion certificates for the works done, issues and receipts vouchers and the dates when the bills were incurred to confirm the validity of the payables. Further, other creditors included prepaid fees of an amount of Kshs.2,348,940 which were not supported with student details. The Management did not prepare an ageing analysis to assess the status of outstanding balances due to the creditors and the length of time they had remained outstanding.

In the circumstances, the accuracy and completeness of trade payables balance of Kshs.6,556,356 could not be confirmed.

### **3. Cash and Cash Equivalents Balance**

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.7,666,348 which includes balances of Kshs.7,666,341 and Kshs.7 in respect of bank balance and cash in hand respectively and as disclosed in Notes 10 and 11 to the financial statements. However, the following unsatisfactory matters were observed;

#### **3.1. Undisclosed and Unsupported Bank Balances**

The bank balance of Kshs.7,666,341 was in respect of ten (10) bank accounts. However, review of the original financial statements submitted to the Auditor-General included one (1) bank account with a balance of Kshs.238,468 that was not disclosed in the amended financial statements. Further, the cash books, certificates of bank balances and bank reconciliation statements in respect of the bank accounts were not provided for review.

#### **3.2. Unsupported Cash and Cash Equivalents**

The bank balance of Kshs.7,666,341 was in respect of ten (10) bank accounts which were not supported with certificates of bank balances, bank statements and bank reconciliation statements. Further, the cash in hand balance was not supported with a Board of Cash Survey Report.

In the circumstances, the accuracy and completeness of cash and cash equivalents balance of Kshs.7,666,348 could not be confirmed.

### **4. Unsupported School Fund Income-Parents Contribution**

The statement of receipts and payments reflects an amount of Kshs.97,338,340 in respect of school fund income-parent's contributions/fees and as disclosed in Note 3 to the financial statements. However, supporting schedules including student fee receipts statements and bank statements were not provided for review.

In the circumstances, the accuracy and completeness of parent's contributions/fees-school fund account of an amount of Kshs.97,338,340 could not be confirmed.

### **5. Unsupported Other Receipts - Infrastructure**

The statement of receipts and payments reflects an amount of Kshs.15,059,888 in respect of other receipts -infrastructure and as disclosed in Note 5 to the financial statements. However, supporting schedules including receipts schedules and statements were not provided for review.

In the circumstances, the accuracy and completeness of other receipts -infrastructure of an amount of Kshs.15,059,888 could not be confirmed.

#### **6. Unsupported Payments for Tuition**

The statement of receipts and payments reflects an amount of Kshs.6,161,228 in respect of payments for operations and as disclosed in Note 7 to the financial statements. However, the schedules provided for audit review did not include the details of payments as per cash book such as date, payment voucher no, payee, cheque number, vote head and amount.

In the circumstances, the accuracy and completeness of boarding and school fund payments of an amount of Kshs.6,161,228 could not be confirmed.

#### **7. Unsupported Boarding and School Fund Payments**

The statement of receipts and payments reflects an amount of Kshs.90,792,795 in respect of boarding and school fund payments and as disclosed in Note 9 to the financial statements. However, supporting documents including expenditure schedules and bank statements were not provided for review.

In the circumstances, the accuracy and completeness of boarding and school fund payments of Kshs.90,792,795 could not be confirmed.

#### **8. Unsupported Personnel Emoluments Expenditure**

The statement of receipts and payments reflects payments for operations and payments for boarding account of Kshs.27,781,221 and Kshs.90,792,795 which include amounts of Kshs.4,190,620 and Kshs.12,157,806 in respect of personnel emoluments respectively totalling to Kshs.16,348,426 and as disclosed in Notes 8 and 9 to the financial statements. However, supporting documents including payrolls, approved staff establishment were not provided for audit. Further, payments including payments to Board of Management (BOM) teachers were not included for review.

In the circumstances, the accuracy and completeness of personnel emoluments payments totalling to an amount of Kshs.16,348,426 could not be confirmed.

#### **9. Unsupported Payments for Infrastructure**

The statement of receipts and payments reflects an amount of Kshs.13,593,126 in respect of payments for infrastructure and as disclosed in Note 10 to the financial statements. However, supporting documents including bills of quantities of works done, payment vouchers, procurement records, certificates of inspection and acceptance and certificates of works completed were not provided for review.

In the circumstances, the accuracy and completeness of payments for infrastructure of Kshs.13,593,126 could not be confirmed.

#### **10. Inaccuracies in the Financial Statements**

Review of the financial statements submitted for audit revealed the following inaccuracies in the amounts and balances;

### 10.1. Variances Between the Financial Statements and Trial Balance

The financial statements presented for audit reflect balances that was at variance with those reflected in the trial balance as detailed below;

Item Description	Financial Statements Amount (Kshs.)	Trial Balance Amount (Kshs.)	Variance (Kshs.)
<b>Receipts</b>			
Capitation Grants for Tuition	6,125,170	0	6,125,170
School Fund income – Parents’ Contributions	97,338,340	140,841,351	43,503,011
School Fund Income – Other Receipts	1,306,948	0	1,306,948
<b>Payments</b>			
Payment for Tuition	6,161,228	3,811,363	2,349,865
Payments for Operation	27,781,221	26,448,313	1,332,908
0Boarding and School Fund Payments	90,792,795	130,987,968	40,195,173
Payments for Infrastructure	13,593,126	0	13,593,126
<b>Assets and Liabilities</b>			
Bank Balance	7,666,341	6,550,017	1,116,324
Accounts Receivables	22,039,549	7,453,643	14,585,906
Accounts Payables	6,556,356	13,653,265	7,096,909
Bank Balance B/F	2,679,207	0	2,679,207

### 10.2 Variances Between Financial Statements and Supporting Schedules

The audit revealed balances in the financial statements that differed with the supporting schedules as detailed below;

Item Description	Note	Financial Statements Amount (Kshs.)	Supporting Schedule Amount (Kshs.)	Variance (Kshs.)
Capitation Grants for Tuition	1	6,125,171	5,301,873	823,298
Capitation Grants for Operations	2	26,830,014	23,400,700	3,429,314
Payments for Tuition	6	6,161,228	2,093,650	4,067,578
Payments for Operation	8	27,781,221	16,162,521	11,618,700
Accounts Payables	13	6,556,355	18,966,535	(12,410,180)

The resultant variances were not explained or reconciled.

In the circumstances, the accuracy and completeness of the respective balances in the financial statements could not be confirmed.

### 10.3. Anomalies in the Statement of Cash Flows

The statement of cash flows reflects a balance of Kshs.7,666,348 in respect of cash and cash equivalents at the end of the year. The statement was prepared through indirect method of presentation of the cash flow statements. However, the statement did not present a reconciliation from profit to cash flows by adjusting surplus or deficit from non-operating and non-cash transactions and for changes in working capital. This was contrary to Section 4.3.3 of the Public Sector Accounting Standards Board (PSASB)

Guidelines on Implementation of International Public Sector Accounting Standards (IPSAS) by Secondary Schools in Kenya of 20 August, 2021.

In the circumstances, the accuracy and completeness of the statement of cash flows could not be confirmed.

#### **10.4 Inaccuracies in the Statement of Budgeted Versus Actual Amounts**

The statement of budgeted versus actual amounts reflects final income budget and actual on a comparable basis of Kshs.107,873,109 and Kshs.79,542,882 resulting to an underfunding of Kshs.49,535,015, respectively. The statement also reflects final expenditure budget and actual on a comparable basis of Kshs.107,873,109 and Kshs.55,532,612 resulting to an under expenditure of Kshs.75,646,267 respectively. However, recasting the accuracy of the statement revealed an underfunding and an under expenditure of Kshs.28,330,227 and Kshs.52,340,497 resulting to unexplained and unreconciled variances of Kshs.21,204,788 and Kshs.23,305,770, respectively. Further, review of the statement revealed that the actual receipts and expenditure on a comparable basis were at Kshs.79,542,882 and Kshs.55,532,612, respectively which were at variance with amounts in the statements of receipts and payments of Kshs.148,160,361 and Kshs.139,730,979 resulting to unexplained and unreconciled variances of Kshs.68,617,479 and Kshs.84,198,367, respectively.

In the circumstances, the accuracy and completeness of the amounts in the statement of budgeted versus actual amounts could not be confirmed.

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

#### **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.107,873,109 and Kshs.79,542,882 respectively, resulting to an under-funding of Kshs.49,535,015 or 46 % of the budget. However, the School spent a balance of Kshs.55,532,612 against actual receipts of Kshs.79,542,882 resulting to an under-utilization of Kshs.24,010,270 or 30 % of actual receipts.

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

My opinion is not modified in respect of this matter.

#### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. There were no key audit matters to report in the year under review.

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

### Conclusion

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

### Basis for Conclusion

#### 1. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association (KESSHA)

Review of supporting documents including payments vouchers revealed that the School transferred co-curricular funds totalling Kshs.573,000 to Kenya Secondary Schools Heads Association in respect of co-curriculum activities. 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.573,000 could not be confirmed.

#### 2. Under Funding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations amount of Kshs.6,125,171 and Kshs.26,830,014 respectively as disclosed in Notes 1 and Note 2 to the financial statements. During the financial year, NEMIS reported a total number of one thousand eight hundred and six (1,806) students while the enrolment records provided by the School indicated a total number of one thousand eight hundred and thirty seven (1,837) students, resulting to an unexplained variance of thirty-seven (87) students. As a result of the variances, the School was under-funded by an amount of Kshs.728,882.

In the circumstances, the under-funding of the School may have affected service delivery to the schools and value for money could not be confirmed.

#### 3. Unconfirmed Students Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operations and infrastructure grants totalling Kshs.32,955,185 and as disclosed in Note 1 and 2 to the financial statements. Comparison of data from National Education Management and Information System (NEMIS) with records from the County Director of Education revealed that during the financial year/period 2021/2022, NEMIS reflected one thousand eight hundred and six (1,806) students while records from the County Director of Education had one thousand eight hundred and thirty seven (1,837) students, resulting to an under-funding of the School by an amount of Kshs.728,882. This was contrary to the Ministry of Education Circular MOE.HQS/3/13/3 on implementation of Free Day

Secondary Education (FDSE) which requires all learners be registered in NEMIS and the principals to ensure their records are accurate.

In the circumstances, underfunding of the School may have affected service delivery to the students.

#### **4. Excess Supply of Books**

During the year/period 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 two thousand and twelve (2,012) books to the School while only one thousand three hundred and fifty-eight (1,358) books were issued to the students, resulting to an unexplained excess text books of six hundred and fifty-four (654) books in the School store.

In the circumstances, value for money on the excess six hundred and fifty-four (654) text books could not be confirmed.

#### **5. Long Outstanding Payables**

The statement of financial assets and financial liabilities and as disclosed in Note 13 to the financial statements reflects payables balance of Kshs.4,207,416. However, included in the balance are trade payables balance of Kshs.1,150,000 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.

#### **6. Failure to Prepare School Improvement Plan**

During the year/period under review, the School did not have an approved School Improvement Plan, contrary to Section 2.2 of the Ministry of Education Operation Manual for Utilization of Learner Capitation Grant and Other School Funds, which requires schools to identify in every three-year school improvement planning cycle, one priority area in each of the four key areas which include curriculum implementation, foundational literacy and numeracy outcomes, an enabling environment for learning and parental involvement and community engagement for implementation.

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

#### **7. Unapproved Fees on Parents Association Support Programme**

The statement of receipts and payments reflects school fund income - parents' contributions amount of Kshs.97,338,340 as disclosed in Note 3 to the financial statements which includes PTA Development Support Programme amount of Kshs.6,762,646. Examination of the records revealed that the School charged an amount to support the programme which had not been approved by the Ministry of Education through the County Education Board. This was contrary to Government Circular No.MOE.HQS/3/13/3 dated 16 June, 2021 on guidelines on implementation of Free Day and Secondary Education programme which stipulates that parents will only pay for

school uniforms, boarding related costs as reflected in the boarding fees structure and lunch for the day scholars.

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

#### **8. Lack of Procurement Plan**

The statement of receipts and payments reflects an amount of Kshs.148,160,361 and Kshs.139,730,979 in respect of total receipts and payments respectively. However, during the year Management did not prepare an annual procurement plan as part of the annual budget preparation process. This was contrary to Regulation 40 of the Public Procurement and Asset Disposal Regulations, 2020 which states that 'a procuring entity prepare a procurement plan for each financial year as part of the annual budget preparation process'.

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

#### **9. Unapproved Budget**

The budget amounts presented in the statement of budgeted versus actual amounts were not supported by an approved budget. This was contrary to Regulation 31(1)(2) of the Public Finance Management (National Government) Regulations, 2015 which states that 'an Accounting Officer shall ensure that the draft estimates relating to her or his department are prepared in conformity with the Constitution, the Act and these Regulations. Further, the Accounting Officer is responsible, in particular for ensuring that all services which can be reasonably foreseen are included in the estimates and that they are within the capacity of her or his national government entity during the financial year and the estimates are submitted to The National Treasury in the manner and format to be issued by the Cabinet Secretary'.

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

#### **10. Failure to Rental Income from Staff Houses**

The statement of receipts and payments reflects other receipts - school account of an amount of Kshs.1,306,948 which includes an amount of Kshs.144,878 in respect of rental and service charge and as disclosed in Note 4 to the financial statements. Review of the School's housing inventory revealed that the School had twenty-seven (27) staff houses with monthly rental income of Kshs.15,838 or an annual rent potential of Kshs.427,626 at full occupancy level. However, despite the full occupancy, rent collected during the year from the staff houses was Kshs.144,878 resulting to uncollected revenue of Kshs.283,626. Further, the tenancy agreements relating to the occupancy of the houses and supporting documents including payroll deductions or receipts on payments by respective staff were not provided for audit review. This implied that there was no evidence of any efforts having been made by Management to enforce the collections or recover the outstanding amount from the respective tenants as provided for under Regulation 64(1) (b) of Public Finance Management (National Government) Regulations, 2015.

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

## **11. Non-Compliance with the Public Sector Accounting Standards Board (PSASB) Reporting Requirements**

The financial statements presented for audit did not include all information provided in the format prescribed and published by the Public Sector Accounting Standards Board (PSASB) as follows;

- i. The header indicating the School name and reporting period is omitted at page number 12 and 19 as required in the reporting format prescribed by the Public Sector Accounting Standards Board.
- ii. The table of contents indicates page numbers (iv), (v) and (vi) that do not align to the actual pages of the annual reports and financial statements. Similarly, page number 17 of the financial statements is duplicated resulting to inconsistency in the pagination flow.
- iii. The background information on pages (iii) and (viii) indicates enrolment population of 1,964 students which was at variance with the NEMIS records of 1,806 resulting to unexplained and unreconciled number of 158 students.
- iv. The statement of financial assets and financial liabilities refers to notes 10 to 14 which do not align to the actual notes in the financial statements.
- v. Details of prior year issues are not included in appendix in respect of progress on following up in audit recommendations.

In the circumstances, the financial statements were not compliant with the format prescribed in the Annual Financial Reporting template issued by the Public Sector Accounting Standards Board.

In the circumstances, Management was in breach of the PSASB guidelines. Further, lack relevant information may affect users' reliance on the financial statements for decision making.

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

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

#### **Conclusion**

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

## **Basis for Conclusion**

### **1. Lack of Internal Audit Function and Audit Committee (Internal Controls, Risk Management and Governance)**

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) Regulations, 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. Lack of Risk Management Policy and IT Policy**

Review of the documents provided for audit revealed that the School Management had not established a Risk Management Policy to guide on the development of risk management strategies, which include fraud prevention mechanism and a system of risk management and internal control that builds robust business operations'. In addition, the School did not approve Information Technology Policy for governance and management of its ICT resources.

In the circumstances, the effectiveness of risk management could not be confirmed.

### **3. Lack of Insurance Cover for Assets**

Review of the financial statements and assets records revealed that the School Management did not have insurance cover for its assets and equipment.

In the circumstances, the School is exposed to losses without compensation in case of fire, theft or any other unforeseen calamities.

### **4. Weak Human Resource Management Practices**

Review of personnel records show that the School does not have in place a human resource policy, an approved salary structure, an approved scheme of service for its staff, defined job categories by profession, qualifications and experience, career progression and conditions of progression. In the absence of the scheme of service, it was not possible to ascertain how recruitments, promotion and rewards of staff were determined. This has the effect of creating unfair human resource practices affecting employee's morale negatively. In addition, the payrolls were maintained in excel format which can be altered without a trail. The payrolls do not include personal numbers, date of employment, date of retirement and job grade of the employees.

In the circumstances, the regularity of personnel emoluments could not be confirmed.

### **5. Management of Scholarship and Bursaries**

During the year under review, the School Management did not maintain a complete list of students issued with bursaries/scholarships indicating the admission numbers and financiers/donors. Further, School's manual enrolment register for the period under

review revealed inconsistencies between the number of students captured in the two registers with the number of students captured in NEMIS being less than the number in the School's manual register.

In the circumstances, effectiveness of controls over management of student enrolment could not be confirmed.

## **6. Failure to Maintain Complete Fixed Asset Register**

The financial statements presented for audit did not include a summary of the fixed assets register as prescribed in the reporting requirements set by the Public Sector Accounting Standards Board and fixed assets register was not maintained. Further, physical verification of land ownership documents indicated that a parcel of land measuring approximately 8.8 hectares on which the School stands on was leased to the School by the defunct Siaya County Council in 2006. However, the School's Board of Management had not initiated the process of acquiring its title deed. In addition, it was noted that School owns a separate parcel of land measuring approximately 2.26 hectares used for farming activities whose ownership documents were not provided for audit verification thereby exposing the School to possible land disputes which may arise.

In the circumstances, the existence of an effective assets management mechanism and the ownership of the School land could not be confirmed.

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal 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 controls as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and overall governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to continue to sustain its services, disclosing and 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 are

in compliance with the authorities which govern them, and that public resources are applied in an effective way.

Those charged with governance are responsible for overseeing the 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 control in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal control 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 control 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 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 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 Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence and 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**



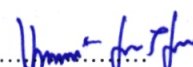
**23 October, 2024**

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL  
Annual Report and Financial Statements  
For the year ended 30th June 2022**

**6 STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30TH JUNE 2022**

DESCRIPTION OF VOTE HEADS	Note	2022	2021
<b>RECEIPTS</b>		<b>Kshs</b>	<b>Kshs</b>
Capitation grants for tuition	1	6,125,170.60	2,123,288.75
Capitation grants for operations	2	26,830,014.00	13,287,349.35
School Fund Income - Parents' contribution	3	97,338,340.50	18,900,151.00
School Fund Income - Other Receipts	4	1,306,948.00	1,018,700.00
Infrastructure - Other Receipts	5	15,059,888.00	3,756,000.00
NG -CDF - Other Receipts	6	1,500,000.00	-
<b>TOTAL RECEIPTS</b>		<b>148,160,361.10</b>	<b>39,085,489.10</b>
<b>PAYMENTS</b>			
Payments for Tuition	7	6,161,228.00	2,093,650.00
Payment for Operation	8	27,781,221.00	12,336,889.00
Boarding and School Fund Payments	9	90,792,795.00	22,404,110.00
Payments for Infrastructure	10	13,593,126.00	2,719,200.00
Payments for NG-CDF	11	1,402,609.38	-
<b>TOTAL PAYMENTS</b>		<b>139,730,979.38</b>	<b>39,553,849.00</b>
<b>SURPLUS</b>		<b>8,429,381.72</b>	<b>(468,359.90)</b>

The school financial statements were approved on 14/10/2022 and signed by:

Name..... <u>DAV OPIYO</u> Chairman BOM	Name..... <u>OGUTU MA</u> Principal/Secretary BOM	Name..... <u>KEFA ERUK O-odvon</u> Finance Officer
Sign..... 	Sign..... 	Sign..... 
Date..... <u>12/7/24</u>	Date..... <u>12/7/2024</u>	Date..... <u>12/7/2024</u>

**CHIEF PRINCIPAL  
SAWAGONGO HIGH SCHOOL  
P.O. BOX 120,  
SAWAGONGO**

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL  
Annual Report and Financial Statements  
For the year ended 30th June 2022**

**7 STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT  
30TH JUNE 2022**

DESCRIPTION OF VOTE HEADS	Note	2022	2021
<b>FINANCIAL ASSETS</b>		<b>Kshs</b>	<b>Kshs</b>
<b>Cash and Cash Equivalents</b>			
Bank Balances	10	7,666,341.22	2,679,206.56
Cash Balances	11	7.20	9,597.00
<b>Total Cash and Cash Equivalents</b>		<b>7,666,348.42</b>	<b>2,688,803.56</b>
Accounts Receivables	12	22,039,548.76	25,252,040.60
<b>TOTAL FINANCIAL ASSETS</b>		<b>29,705,897.18</b>	<b>27,940,844.16</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payables	13	6,556,355.75	13,220,684.45
<b>NET FINANCIAL ASSETS</b>		<b>23,149,541.43</b>	<b>14,720,159.71</b>
<b>REPRESENTED BY</b>			
Accumulated Fund b/f	14	14,720,159.71	15,188,519.61
Surplus for the year		8,429,381.72	(468,359.90)
<b>NET FINANCIAL POSITION</b>		<b>23,149,541.43</b>	<b>14,720,159.71</b>

The school financial statements were approved on 14/10 2022 and signed by:

Name DAN OPIYO Name OGUTUMA Name KIFA ERUKO - adu a  
 Chairman BOM Principal/Secretary BOM Finance Officer  
 Sign [Signature] Sign [Signature] Sign [Signature]  
 Date 12/7/2024 Date 12/7/2024 Date 12/7/2024

**CHIEF PRINCIPAL  
SAWAGONGO HIGH SCHOOL  
P.O. BOX 120.  
SAWAGONGO**

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL  
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For the year ended 30th June 2022**

**8 STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2022**

Description	Note	2022 Kshs	2021 Kshs
<b>CASHFLOW FROM OPERATING ACTIVITIES</b>			
<b>Receipts for operating income</b>			
Capitation grants for tuition	1	6,125,170.60	2,123,288.75
Capitation grants for operations	2	26,830,014.00	13,287,349.35
School fund income - Parents' contributions/fees	3	97,338,340.50	18,900,151.00
School fund income - other receipts	4	1,306,948.00	1,018,700.00
Infrastructure - Other Receipts	5	15,059,888.00	3,756,000.00
NG -CDF - Other Receipts	6	1,500,000.00	-
<b>Total Receipts</b>		<b>148,160,361.10</b>	<b>39,085,489.10</b>
<b>Payments</b>			
Payments for tuition	7	6,161,228.00	2,093,650.00
Payments for operations	8	27,781,221.00	12,336,889.00
Payments for boarding and school fund	9	90,792,795.00	22,404,110.00
Payments for Infrastructure	10	13,593,126.00	2,719,200.00
	11	1,402,609.38	-
Increase in receivables	14	(3,212,491.84)	(2,475,417.00)
Decrease in payables	15	6,664,328.70	2,038,411.40
<b>Total Payments</b>		<b>143,182,816.24</b>	<b>39,116,843.40</b>
<b>Net Cashflow from Operating Activities</b>		<b>4,977,544.86</b>	<b>(31,354.30)</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of assets		-	-
Acquisition of assets		-	-
Proceeds from investments		-	-
Purchase of investments		-	-
<b>Net Cashflow from Investing Activities</b>		<b>4,977,544.86</b>	<b>(31,354.30)</b>
<b>CASHFLOW FROM FINANCING ACTIVITIES</b>			
Proceeds from borrowings/loans		-	-
Repayment of principal borrowings		-	-
<b>Net cashflow from Financing Activities</b>		<b>4,977,544.86</b>	<b>(31,354.30)</b>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>		<b>4,977,544.86</b>	<b>(31,354.30)</b>
<b>Cash and Cash Equivalents at the beginning of the year</b>		<b>2,688,803.56</b>	<b>2,720,157.86</b>
<b>Cash and Cash Equivalents at the end of the year</b>		<b>7,666,348.42</b>	<b>2,688,803.56</b>

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**9 STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR  
ENDED 30TH JUNE 2022**

Receipts/Expenses Item	Original Budget	adjustment	Final Budget	Actual	Budget Utilization	% of
	a	b	c	d	Difference e = c - d	Utilization f = d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>RECEIPTS</b>						
<b>(1) CAPITATION GRANT ON TUITION</b>						
Text books & Reference Mats & T/Guides	-		-	-	-	-
Exercise Books	1,050,207.00		1,050,207.00	1,525,380.00	(475,173.00)	145.25
Laboratory equipment	1,590,376.00		1,590,376.00	3,754,063.60	(2,163,687.60)	236.05
Internal Exams	-		-	-	-	-
Teaching/Learning materials	1,050,207.00		1,050,207.00	644,767.00	405,440.00	61.39
Other Learning Materials	-		-	-	-	-
	-		-	-	-	-
<b>(2) CAPITATION ON OPERATIONS</b>						
Personal emoluments	4,348,476.00		4,348,476.00	6,233,109.20	(1,884,633.20)	143.34
Repairs and maintenance	7,645,000.00		7,645,000.00	9,278,000.00	(1,633,000.00)	121.36
Local transport & traveling	-		-	1,508,892.00	(1,508,892.00)	-
Electricity and water	4,817,879.00		4,817,879.00	2,653,928.00	2,163,951.00	55.08
Medical & Insurance	-		-	469,120.00	(469,120.00)	-
Administration costs	2,403,588.00		2,403,588.00	4,719,364.80	(2,315,776.80)	196.35
Activity	-		-	-	-	-
Infrastructure	-		-	15,059,888.00	3,756,000.00	-
<b>Sub totals c/f</b>	<b>22,905,733.00</b>		<b>22,905,733.00</b>	<b>45,846,512.60</b>	<b>(4,124,891.60)</b>	<b>958.82</b>

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**STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR  
ENDED 30TH JUNE 2022 (Continued)**

<b>(3) FEES CHARGED ON PARENTS</b>	<b>a</b>	<b>b</b>	<b>c</b>	<b>d</b>	<b>e = c - d</b>	<b>f = d/c %</b>
<b>Sub totals b/f</b>	<b>22,905,733.00</b>	<b>-</b>	<b>22,905,733.00</b>	<b>45,846,512.60</b>	<b>(4,124,891.60)</b>	<b>958.82</b>
Personal Emoluments	12,143,850.00		12,143,850.00	12,397,526.00	(253,676.00)	102.09
Repairs and Maintenance	4,261,000.00		4,261,000.00	3,374,264.00	886,736.00	79.19
Local transport & traveling	2,486,298.00		2,486,298.00	2,641,771.00	(155,473.00)	106.25
Electricity and water	6,286,173.00		6,286,173.00	8,333,635.00	(2,047,462.00)	132.57
Medical & Insurance	-		-	-	-	-
Administration costs	5,172,260.00		5,172,260.00	6,228,837.00	1,172,006.00	120.43
Activity	532,625.00		532,625.00	575,459.00	117,484.00	108.04
Boarding quipment and Stores/Lunch	54,085,170.00		54,085,170.00	144,878.00	53,940,292.00	0.27
<b>TOTAL INCOME</b>	<b>107,873,109.00</b>	<b>-</b>	<b>107,873,109.00</b>	<b>79,542,882.60</b>	<b>49,535,015.40</b>	<b>1,607.66</b>
<b>(1) EXPENDITURE FOR TUITION</b>						
Text books and reference materials	-		-	-	-	-
Exercise books	1,050,207.00		1,050,207.00	1,435,000.00	384,793.00	136.64
Laboratory equipment	1,590,376.00		1,590,376.00	1,725,569.00	135,193.00	108.50
Ref Materials	-		-	100,000.00	100,000.00	-
Teaching/Learning materials	1,050,207.00		1,050,207.00	549,834.00	500,373.00	52.35
Other Learning Materials	-		-	-	-	-
Exams and Assessments						
Bank charges					-	-
<b>(2) EXPENDITURE FOR OPERATION</b>						
Personal Emoluments	4,348,476.00		4,348,476.00	4,190,620.00	157,856.00	96.37
Repairs and Maintenance	7,645,000.00		7,645,000.00	-	7,645,000.00	-
<b>Sub totals c/f</b>	<b>15,684,266.00</b>		<b>15,684,266.00</b>	<b>8,001,023.00</b>	<b>7,683,243.00</b>	<b>393.87</b>

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**STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR  
ENDED 30TH JUNE 2022 (Continued)**

<b>(2) EXPENDITURE FOR OPERATION ACTIVITIES</b>						
	<b>a</b>	<b>b</b>	<b>c</b>	<b>d</b>	<b>e = c - d</b>	<b>f = d/c %</b>
<b>Sub totals b/f</b>	<b>15,684,266.00</b>		<b>15,684,266.00</b>	<b>8,001,023.00</b>	<b>7683243</b>	<b>393.87</b>
Local transport & traveling	-		-	1,378,450.00	(1,378,450.00)	0.00
Electricity and water	4,817,879.00		4,817,879.00	2,510,426.00	2,307,453.00	52.11
Medical & Insurance	-		-	487,552.00	(487,552.00)	0.00
Administration costs	2,403,588.00		2,403,588.00	5,489,655.00	(3,086,067.00)	228.39
Acitivity	-		-	766,610.00	(766,610.00)	0.00
Infrastructure	-		-	13,593,126.00	(13,593,126.00)	0.00
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>					-	0.00
Boarding Equipment & Stores	54,085,170.00		54,085,170.00	17,717,922.00	54,085,170.00	32.76
Personal emoluments	12,143,850.00		12,143,850.00	1,453,078.00	12,143,850.00	11.97
Repairs and maintenance	4,261,000.00		4,261,000.00	-	4,261,000.00	0.00
Local Transport and traveling	2,486,298.00		2,486,298.00	684,865.00	2,486,298.00	27.55
Electricity and water	6,286,173.00		6,286,173.00	1,749,203.00	6,286,173.00	27.83
Medical and Insurance	-		-	-	-	0.00
Administration costs	5,172,260.00		5,172,260.00	750,442.00	5,172,260.00	14.51
Activity	532,625.00		532,625.00	950,260.00	532,625.00	178.41
<b>TOTAL EXPENDITURE</b>	<b>107,873,109.00</b>		<b>107,873,109.00</b>	<b>55,532,612.00</b>	<b>75,646,267.00</b>	<b>967.38</b>

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**10 SIGNIFICANT ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of these financial statements are set out here 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 accounting and applicable government legislations and regulation. 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 accounting has been supplemented with accounting for; (a) receivables and advances includes imprest, salary, and other receivables, and (b) payables that includes 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 off 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 various sources when the event occurs and the related cash has actually been received by the school. In addition, the school recognises all expenses when the event occurs and the related cash has actually been paid out by the school.

**3 In-kind contributions**

In-kind contributions are donations that are made to the school in form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personal services. Where the financial value received for in-kind can be reliably determined, the school includes such values 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 subjected to insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

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**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**5 Accounts Receivable**

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the receivables financial year are treated as receivables. This is in recognition of the government practice where imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement of 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 other retentions held on behalf of third parties have been recognized as accounts payable. 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 included in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from the 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's 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 Board of Management. A comparison of the actual performance against the comparable budget of the financial year under review has been included in the financial statements.

**9 Comparative figures**

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

**10 Subsequent events**

There have been no event subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2022.

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**11. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

Description	2022	2021
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	1,525,380.00	301,180.00
Laboratory equipment	3,754,063.60	-
Library/Reference materials	200,960.00	-
Internal exams		-
Teaching/learning materials	644,767.00	1,822,108.75
Chalks & Dusters	-	-
<b>Total</b>	<b>6,125,170.60</b>	<b>2,123,288.75</b>

**2 CAPITATION GRANT FOR OPERATIONS**

Description	2022	2021
	Kshs	Kshs
Personal emoluments	6,233,109.20	4,841,836.85
Repair, Maintenance & Improvement	9,278,000.00	6,103,000.00
Local transport and traveling	1,508,892.00	146,340.00
Electricity and water	2,653,928.00	1,389,162.50
Medical & Insurance	830,320.00	-
Administration costs	4,719,364.80	766,335.00
Activity	1,606,400.00	40,675.00
<b>Total</b>	<b>26,830,014.00</b>	<b>13,287,349.35</b>

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

Description	2022	2021
	Kshs	Kshs
Boarding Equipment & Stores	57,024,202.50	11,631,657.00
Personal emoluments	12,397,526.00	2,725,744.00
Repairs and maintenance	3,374,264.00	968,375.00
Local transport and traveling	2,641,771.00	565,544.00
Electricity and water	8,333,635.00	1,719,341.00
Administration costs	6,228,837.00	1,172,006.00
Activity	575,459.00	117,484.00
PTA Development	6,762,646.00	-
<b>Total</b>	<b>97,338,340.50</b>	<b>18,900,151.00</b>

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

**4 OTHER RECEIPTS - SCHOOL FUND ACCOUNT**

Description	2022	2021
	Kshs	Kshs
Farm	129,150.00	4,200.00
Alumni Project	895,920.00	1,000,000.00
Rent	144,878.00	14,500.00
Bus Hire	45,000.00	-
Tender	92,000.00	-
<b>Total</b>	<b>1,306,948.00</b>	<b>1,018,700.00</b>

**5 OTHER RECEIPTS - INFRASTRUCTURE**

Description	2022	2021
	Kshs	Kshs
Maintenance & Improvement	15,059,888.00	3,756,000.00
		-
<b>Total</b>	<b>15,059,888.00</b>	<b>3,756,000.00</b>

**6 OTHER RECEIPTS - NG -CDF ACCOUNT**

Description	2022	2021
	Kshs	Kshs
NG-CDF	1,500,000.00	-
	-	-
<b>Total</b>	<b>1,500,000.00</b>	<b>-</b>

**7 PAYMENTS FOR TUITION**

Description	2022	2021
	Kshs	Kshs
Text books	-	-
Exercise books	1,435,000.00	1,000,000.00
Laboratory equipment	1,725,569.00	300,000.00
Teaching/Learning materials	549,834.00	788,180.00
Internal Examinations	-	-
Reference & Library	100,000.00	-
Dusters & Chalk	-	-
Bank charges	960.00	5,470.00
Sundry Creditors	2,349,865.00	-
<b>Total</b>	<b>6,161,228.00</b>	<b>2,093,650.00</b>

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

**8 PAYMENTS FOR OPERATIONS**

Description	2022	2021
	Kshs	Kshs
Personal emoluments	4,190,620.00	4,879,423.00
Local transport and traveling	1,378,450.00	326,316.00
Electricity and water	2,510,426.00	2,221,600.00
Administration costs	5,489,655.00	1,113,550.00
Maintenance & Improvement	11,625,000.00	3,756,000.00
Activity	766,610.00	40,000.00
Medical & Insurance	487,552.00	-
Sundry Creditors	1,332,908.00	-
<b>Total</b>	<b>27,781,221.00</b>	<b>12,336,889.00</b>

**9 BOARDING AND SCHOOL FUND PAYMENTS**

Description	2022	2021
	Kshs	Kshs
Lunch programme/ BES	50,867,821.00	17,717,922.00
Electricity Water & Conservancy	9,436,245.00	1,749,203.00
Local Travelling & Transport	2,437,462.00	684,865.00
Administration Costs	6,646,091.00	750,442.00
P.Emoluments	12,157,806.00	1,453,078.00
Activity	950,260.00	48,600.00
PTA Development	289,100.00	-
Bus Hire	7,000.00	-
Tender	34,650.00	-
Sundry Creditors 2020	3,622,318.00	-
Sundry Creditors 2021	4,344,042.00	-
<b>Total</b>	<b>90,792,795.00</b>	<b>22,404,110.00</b>

**10 OTHER PAYMENTS - INFRASTRUCTURE ACCOUNT**

Name of Bank Account	2022	2021
	Kshs	Kshs
Dormitory Construction	1,517,705.00	2,719,200.00
Tuition Block	7,972,685.00	-
Lockers & Chairs	2,232,500.00	-
Bank charges/Contingencies	1,336.00	-
Sundry Creditors(Infrastructure)	1,868,900.00	-
<b>Total</b>	<b>13,593,126.00</b>	<b>2,719,200.00</b>

**11 OTHER PAYMENTS - NG -CDF ACCOUNT**

Name of Bank Account	2022	2021
	Kshs	Kshs

Sanitation -NG- CDF	1,402,609.38	-
	-	-
<b>Total</b>	<b>1,402,609.38</b>	<b>-</b>

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

**12 BANK ACCOUNTS**

Name of Bank Account	Bank Account Number	2022 Kshs	2021 Kshs
Tuition Account	010250792100	2,510.65	38,568.05
Operations Account	1103800744	3,789.75	954,996.75
School Fund Account	1103964437	1,226,311.20	896,447.40
Infrastructure Account	1270750313	5,220,014.00	419,765.00
Co-op	0110025525300	-	149,685.62
KCB	1270751077	964,458.00	145,968.00
NBK	01242023795400	36,300.00	38,637.74
Economic Stimulus	1114270148	35,138.00	35,138.00
Equity	0970282533210	80,429.00	-
NG - CDF	0114125523000	97,390.62	-
<b>Total</b>		<b>7,666,341.22</b>	<b>2,679,206.56</b>

**13 CASH IN HAND**

Description	2022 Kshs	2021 Kshs
Tuition Account	-	-
Operation Account	-	-
School Fund Account	7.20	9,597.00
Infrastructure Account	-	-
<b>Total</b>	<b>7.20</b>	<b>9,597.00</b>

**14 ACCOUNTS RECEIVABLE**

Description	2022 Kshs	2021 Kshs
Fees Arrears (see ageing below)	16,371,233.76	24,533,135.60
Other non-fees receivables (see ageing below)	5,668,315.00	718,905.00
<b>Total</b>	<b>22,039,548.76</b>	<b>25,252,040.60</b>

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

**ACCOUNTS RECEIVABLE AGEING**

Description	2022	2021
	Kshs	Kshs
Fees arrears for 2020 b/f	3,110,864.20	3,110,864.20
Fees arrears for 2019 & back b/f	13,260,369.56	21,422,271.40
Fees arrears for 2018 b/f	-	-
<b>Total</b>	<b>16,371,233.76</b>	<b>24,533,135.60</b>
<b>Other non-fees receivables</b>		
KCSE	36,237.00	6,000.00
MIF	2,303,511.00	-
KCB Gratuity Savings	852,447.00	-
Generator	424,161.00	-
Equity savings	24,534.00	-
Rent	8,770.00	-
Farm	72,325.00	7,825.00
Alumni Project	1,946,330.00	705,080.00
<b>Total</b>	<b>5,668,315.00</b>	<b>718,905.00</b>

**15 ACCOUNTS PAYABLE**

Description	2022	2021
	Kshs	Kshs
Trade creditors (see ageing below & annex 1)	4,207,416.00	9,894,321.00
Other creditors (see ageing below)	2,348,939.75	3,326,363.45
<b>Total</b>	<b>6,556,355.75</b>	<b>13,220,684.45</b>

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

**AGEING OF CREDITORS**

Description	2022	2021
	Kshs	Kshs
Trade creditors for 2019 b/f - School Fund a/c	1,150,000.00	6,836,905.00
Trade creditors for 2020 b/f - School fund a/c	3,057,416.00	3,057,416.00
<b>Total</b>	<b>4,207,416.00</b>	<b>9,894,321.00</b>
<b>Other Creditors</b>		
Prepaid fees	2,348,939.75	3,326,363.45
<b>Total</b>	<b>2,348,939.75</b>	<b>3,326,363.45</b>

**16 ACCUMULATED FUND BALANCE BROUGHT FORWARD**

Description	2022	2021
	Kshs	Kshs
Bank balances	2,679,206.56	2,719,655.86
Cash balances	9,597.00	502.00
Receivables	25,252,040.60	27,727,457.60
Payables	13,220,684.45	15,259,095.85
<b>Total</b>	<b>14,720,159.71</b>	<b>15,188,519.61</b>

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**OTHER IMPORTANT DISCLOSURES**

IPSAS I 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.

**15 Non- current Liabilities Summary**

Description	2022	2021
Kshs	Kshs	Kshs
Gratuity and leave provisions	-	-
<b>Total</b>	-	-

**16 Biological Assets**

Description	2022	2021
Kshs	Kshs	Kshs
Cattle	-	-
Goats		
Trees		
Poultry		
<b>Total</b>	-	-

**17 Borrowings**

Description	2022	2021
Kshs	Kshs	Kshs
Borrowings at the beginning of the year	-	-
Borrowings during the year		
Repayments during the year		
<b>Balance at the end of the year</b>	-	-

**18 Stock/Inventory**

Description	2022	2021
Kshs	Kshs	Kshs
Stock/inventory at the beginning of the year	-	-
Stock/inventory purchased during the year		
Stock/inventory at the end of the year		
<b>Total</b>	-	-

**19 Creditors**

Description	2022	2021
Kshs	Kshs	Kshs
Creditors 2022 (See Annex I)	18,966,535.00	-
		-
<b>Total</b>	<b>18,966,535.00</b>	-

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**OTHER IMPORTANT DISCLOSURES (Continued)**

**20 DEBTORS 2022**

Description	2022	2021
	Kshs	Kshs
Fee arrears 2022 (See Annex 3)	8,277,299.00	-
	-	-
<b>Total</b>	<b>8,277,299.00</b>	<b>-</b>

**21 PROGRESS ON FOLLOW UP ON AUDITOR RECOMMENDATIONS**

Ref. No.	Issue/Observation from Auditor	Management comments	Status: (Resolved/ Not Resolved)	Timeframe: Date to be Resolved
1				
2				
3				
4				
5				

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL**  
Annual Report and Financial Statements  
For the year ended 30th June 2022

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

	Original Amount	Date Contracted	Amount paid to date	Outstanding Balance 2022	Outstanding Balance 2021	
Supplier of Goods or Services	a Kshs	b Kshs	c Kshs	d=a-c Kshs	Kshs	Comments
<b>Construction of buildings</b>						
<b>Sub Total</b>				-		
<b>Supply of Goods (Tuition)</b>						
1 Chichimac Lab Supplies				1,723,800.00		Lab Equipments
2 Koffi & BEE Enterprises				1,390,000.00		Lab Equipments
<b>Sub Total</b>				<b>3,113,800.00</b>		
<b>Supply of Services (School Fund)</b>						
1 Kanyamalo Investment				360,000.00		B.E.S
2 Rollets Enterprises				155,000.00		B.E.S
3 Giltech Fabrications				255,000.00		B.E.S
4 Mobiwego G Agencies				487,310.00		B.E.S
5 Steyumo Investment				620,000.00		B.E.S
6 Jocasam Enterprises				372,000.00		B.E.S
7 Wagai Enterprises				3,122,450.00		B.E.S
8 Deitas Engineering				665,000.00		B.E.S
9 Refloection Furniture				907,500.00		B.E.S
10 Beshona Enterprises				195,000.00		ADMIN
11 Mantone Investment				267,300.00		ADMIN
12 Licada Enterprises				316,000.00		ADMIN
13 Eliado Enterprises				60,000.00		ADMIN
14 Benotis Agencies				1,248,500.00		ADMIN
15 Technology Dimension				192,220.00		ADMIN

16	John Onyango Obunge			204,200.00	E W C
17	Rhapen Consultancy			35,000.00	E W C
18	Baspol Engineering			100,000.00	E W C
19	Car & General			400,000.00	GENERATOR
20	Wagai Enterprises			218,700.00	GENERATOR
	<b>Sub Total</b>			<b>10,181,180.00</b>	
<b>Supply of Services (Operations)</b>					
1	Kiscen Enterprises			707,750.00	ACTIVITY
2	Chemoxalic Supplies Ltd			108,000.00	ACTIVITY
3	Beshona Enterprises			463,500.00	ADMN
4	Mantone Investment			51,500.00	ADMN
5	Licada Enterprises			947,100.00	ADMN
6	Anvi Emporium			842,350.00	ADMN
7	Lamina Investment			502,000.00	ADMN
8	Copy Cat Ltd			638,000.00	ADMN
9	Edward Okwatch Ragule			346,950.00	EWC
10	Kawaka Electricals			1,064,405.00	EWC
	<b>Sub Total</b>			<b>5,671,555.00</b>	
<b>Grand Total</b>				<b>18,966,535.00</b>	

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL**  
Annual Report and Financial Statements  
For the year ended 30th June 2022

**ANNEX 2 - SUMMARY OF FIXED ASSET REGISTER**

<b>Asset Class</b>	<b>Date Purchased</b>	<b>Location</b>	<b>Historical cost b/f Kshs</b>	<b>Additions in the year Kshs</b>	<b>Disposals during the year Kshs</b>	<b>Historical cost c/f Kshs</b>
Land						
Buildings and structures						
Office quipment, furniture and fittings						
ICT equipment and other ICT assets						
Tools and apparatus						
Textbooks						
Other machinery and equipment						
Heritage and cultural assets						
Intangible assets - software						
<b>Total</b>						

**SAWAGONGO HIGH SCHOOL  
PUBLIC SECONDARY SCHOOL**  
Annual Report and Financial Statements  
for the year ended 30th June 2022

**ANNEX 3 - SUMMARY OF FEES ARREARS AS AT 30TH JUNE 2022**

<b>CLASS</b>	<b>AMOUNT</b>
FORM 1	392,205.00
FORM 2	1,833,045.00
FORM 3	3,613,450.00
FORM 4	2,438,599.00
<b>TOTAL</b>	<b>8,277,299.00</b>

**SAWAGONGO HIGH SCHOOL  
TRIAL BALANCE AS AT 30TH JUNE 2022  
TUITION ACCOUNT**

VOTE HEAD	F/N.	ESTIMATE	DEBIT	CREDIT	COMM.	BALANCE
BALANCE-B/FWD - CASH		-	-	-	-	-
- BANK		-	-	38,568.05	-	-
Laboratory equipment	1		1,725,569.00	3,754,063.60		
Exercise books	2		1,435,000.00	1,525,380.00		
Teaching/Learning materials	3		549,834.00	644,767.00		
Bank charges	4		960.00			
Creditors	5		2,349,865.00			
Ref Materials	6		100,000.00	200,960.00		
BALANCE B/DWN - BANK			2,510.65			
		-	<b>6,163,738.65</b>	<b>6,163,738.65</b>		

**BANK RECONCILIATION STATEMENT AS AT 30/06/2022**

	KSHS.	KSHS.
Balance as per bank statement		2,510.65
Balance as per Bank Statement		<u>2,510.65</u>

PREPARED BY: NAME OF BURSAR .....

SIGN ..... DATE.....

APPROVED BY: NAME OF PRINCIPAL .....

SIGN ..... DATE .....

**SAWAGONGO HIGH SCHOOL  
OPERATION ACCOUNT TRIAL BALANCE  
AS AT 30/06/2022**

VOTE HEAD	F/N.	ESTIM	DEBIT	CREDIT	COMM.	BALANCE
BALANCE-B/FWD - CASH		-	-	-	-	-
BANK		-	-	954,996.75	-	-
ADMIN COSTS	1		5,489,655.00	4,719,364.80		
MAINTENANCE & IMPROVEMENT	2		11,625,000.00	9,278,000.00		
LOCAL TRANSPORT & TRAVELING	3		1,378,450.00	1,508,892.00		
PERSONAL EMOLUMENT	4		4,190,620.00	6,233,109.20		
EW&C	5		2,510,426.00	2,653,928.00		
NHIF	6		57,200.00	57,200.00		
NSSF	7		79,916.00	79,916.00		
PAYE	8		10,496.00	10,496.00		
NTS Welfare	9		581,878.00	581,878.00		
ACTIVITY	10		766,610.00	1,606,400.00		
MEDICAL & INSURANCE	11		487,552.00	830,320.00		
CREDITORS 2021	12		1,332,908.00	-		
BALANCE-B/DWN- CASH						
BANK			3,789.75			
		-	<b>28,514,500.75</b>	<b>28,514,500.75</b>	-	-

**BANK RECONCILIATION STATEMENT AS AT 30/06/2022**

KSHS. KSHS.

Balance as per bank statement 3,789.75

Balance as per bank statement 3,789.75

PREPARED BY: NAME OF BURSAR .....

SIGN ..... DATE .....

APPROVED BY: NAME OF PRINCIPAL .....

SIGN ..... DATE .....

**SAWAGONGO HIGH SCHOOL  
BOARDING ACCOUNT TRIAL BALANCE  
AS AT 30/06/2022**

VOTE HEAD	F/N	ESTIM	DEBIT	CREDIT	COMM.	BALANCE
BALANCE B/FWD- CASH				9,597.00		
BANK				896,447.40		
BOARDING	1		50,867,821.00	57,024,202.50		
EWC	2		9,436,245.00	8,333,635.00		
L T T	3		2,437,462.00	2,641,771.00		
RMI	4		0.00	3,374,264.00		
ADMIN COSTS	5		6,646,091.00	6,228,837.00		
P.EMOL	6		12,157,806.00	12,397,526.00		
ACTIVITY	7		950,260.00	575,459.00		
NBK SAVINGS	8		1,058,036.00	1,000,000.00		
ARREARS	9		0.00	7,453,643.20		
PREPAYMENTS	10		36,868,286.30	35,760,576.60		
BURSARY	11		5,800,442.00	5,800,442.00		
SUNDRY CREDITORS 2018	12		989,700.00			
INFRASTRUCTURE	13		4,423,487.00	1,090,000.00		
KCSE	14		65,100.00	34,863.00		
FARM	15		64,500.00	129,150.00		
ALUMNI PROJECT	16		1,241,250.00	895,920.00		
SUNDRY CREDITORS 2019	17		4,697,205.00			
NTS WELFARE	18		1,524,662.00	1,524,662.00		
NHIF	19		122,150.00	122,150.00		
NSSF	20		459,994.00	459,994.00		
PAYE	21		20,992.00	20,992.00		
RENT	22		8,770.00	144,878.00		
SUNDRY CREDITORS 2020	23		3,622,318.00			
MIF	24		3,434,888.00	1,131,377.00		
KCB GRATUITY SAVINGS	25		852,447.00			
BUS HIRE	26		7,000.00	45,000.00		
SUNDRY CREDITORS2021	27		4,344,042.00			
GENERATOR	28		2,888,721.00	2,464,560.00		
TENDER	29		34,650.00	92,000.00		
CO-OP SAVINGS	30			149,685.00		
PTA DEVELOPMENT	31		289,100.00	6,762,646.00		
EQUITY SAVINGS	32		1,679,534.00	1,655,000.00		
TUITION ACCOUNT	23		0.00			
BALANCE B/DWN -CASH				7.20		
BANK			1,226,311.20			
			<b>158,219,277.70</b>	<b>158,219,277.70</b>		

0.00

PREPARED BY: NAME OF BURSAR .....

SIGN ..... DATE.....

APPROVED BY: NAME OF PRINCIPAL .....

SIGN ..... DATE .....



**SAWAGONGO HIGH SCHOOL  
 NG -CDF ACCOUNT  
 AS AT 30/06/2022**

VOTE HEAD	F/N.	ESTIM	DEBIT	CREDIT	COMM.	BALANCE
BALANCE-B/FWD - CASH		-	-	-	-	-
- BANK		-	-	-	-	-
NG -CDF	1		-	1,500,000.00		
SANITATION	2	-	1,402,609.38	-	-	-
BALANCE-B/DWN - CASH		-	-	-	-	-
- BANK		-	97,390.62	-	-	-
		-	<b>1,500,000.00</b>	<b>1,500,000.00</b>	-	-

**BANK RECONCILIATION STATEMENT AS AT 30/06/2022**  
**KSHS. KSHS.**

Balance as per bank statement 97,390.62

BALANCE AS PER CASH BOOK 97,390.62

PREPARED BY: NAME OF BURSAR .....

SIGN ..... DATE.....

APPROVED BY: NAME OF PRINCIPAL .....

SIGN ..... DATE .....