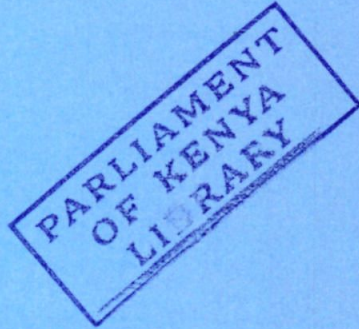


REPUBLIC OF KENYA



Enhancing Accountability



REPORT

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 04 MAR 2025	DAY: Tuesday
TABLED BY: OF	Deputy chief whip Hon. Naomi Jillo
CLERK-AT THE-TABLE:	Benson Inzafu

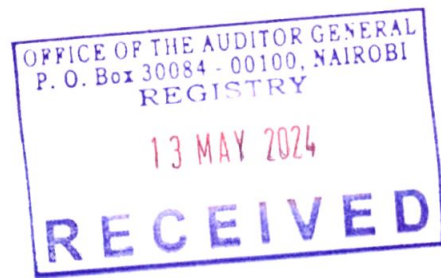
THE AUDITOR-GENERAL

ON

LARI BOYS SECONDARY SCHOOL

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

KIAMBU COUNTY



**LARI BOYS SECONDARY SCHOOL
PUBLIC SECONDARY SCHOOL**

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30th June 2023**

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

APPENDIX I

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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
FDSE	Free Day Secondary Education
FY	Financial Year

2. Key School Information and Management

(a) Background information

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

The school was registered in November (11)/1983 under registration number G/A/247/83 and is currently categorized as a County public school established, owned and operated by the Government.

The school is a boarding school and had 1195 number of students as at 30th June 2023 respectively.

It has 4 streams and 39 teachers of which 9 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	Samuel Wanjema Muiruri	Chairman- Rep sponsor	28/04/2022
2	Peter Wambugu	Secretary - Principal	28/04/2022
3	George Kagai Kihanya	Member-Rep.Parent/local community	28/04/2022
4	Virginia Muigai	Member-Rep.Parent/local community	28/04/2022
5	Eng. Simon Mburu Wachira	Member-Rep.Parent/local community	28/04/2022
6	Francis Mwaura Mwangi	Member- Representing CEB	28/04/2022
7	Mary Wangari Kinyariro	Member-Rep.Parent/local community	28/04/2022
8	Winnie Njoki Kariuki	Member-Rep.Parent/local community	28/04/2022
9	Sospeter Kimani Njoroge	Member-Representing CEB	28/04/2022
10	Jane Njeri Ndung'u	Member Rep Teachers	28/04/2022
11	Geoffrey Kimemia Kang'au	Member Rep sponsor	28/04/2022
12	James Kinyanjui Chege	Member-Rep sponsor	28/04/2022
13	Eng. Edward Kiiru Mbugua	Member-Rep.Parent/local community	28/04/2022
14	Loise Muthoni Ng'ang'a	Member-Rep Special interest	28/04/2022
15	Andrew Parsitau	Rep. Students'	28/04/2022

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 students' 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 paragraph 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	Samuel Wanjema Peter Wambugu Sospeter K. Njoroge Virginia Muigai Francis Mwaura	Chairman Secretary Member Member Member	5
2	Audit Committee	Sospeter K. Njoroge Peter Wambugu Agnes W. Mwangi Loise Ng'ang'a	Chairman Secretary Member Member	
3	Finance, procurement and general purposes committee	Sospeter K. Njoroge Peter Wambugu Agnes W. Mwangi Loise Ng'ang'a	Chairman Secretary Member Member	
4	Academic committee	George Kagai Kihanya Peter Wambugu Eng. Edward Kiiru M Virginia Muigai	Chairman Secretary Member Member	3
5	Development committee	Eng. Geoffrey Kimemia Peter Wambugu Mary Kinyariro. Eng. Simon M. Wachira	Chairman Secretary Member Member	5
6	Discipline and welfare committee	Sospeter K. Njoroge Peter Wambugu Agnes W. Mwangi Loise Ng'ang'a	Chairman Secretary Member Member	

(d) School Operation Management

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

Ref:	Designation	Name	TSC Number
1	Principal	Peter Wambugu	TSC No. 229117
2	Deputy Principal	Duncan Wainaina Ngacha	TSC No. 364259
4	School Bursar	Isaac Wangaru Mburu	ID No. 12522022

(e) Schools contacts

Post Office Box: 16-00221, Matathia
Telephone: 0710 238 408
E-mail: larisecondary@gmail.com
Facebook: Lari Secondary

(f) School Bankers

The school operates 6 bank accounts and 1 Paybill as follows:

<u>Name of Bank</u>	<u>Account Number</u>	<u>Branch</u>	<u>Postal Address</u>
1. National	01021050847100	Matathia	240-00217; Limuru
2. National	01025050847100	Matathia	240-00217; Limuru
3. National	01025050847101	Matathia	240-00217; Limuru
4. National	01022050847100	Matathia	240-00217; Limuru
5. K-Unity Sacco Ltd	00410000006852	Matathia	245-00221; Matathia
6. Equity	1110296393704	Matathia	113-00221; Matathia
7. Mpesa Paybill No.4046335	Linked to Equity Bank Account Number 1110296393704		

(g) Independent Auditors

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

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:

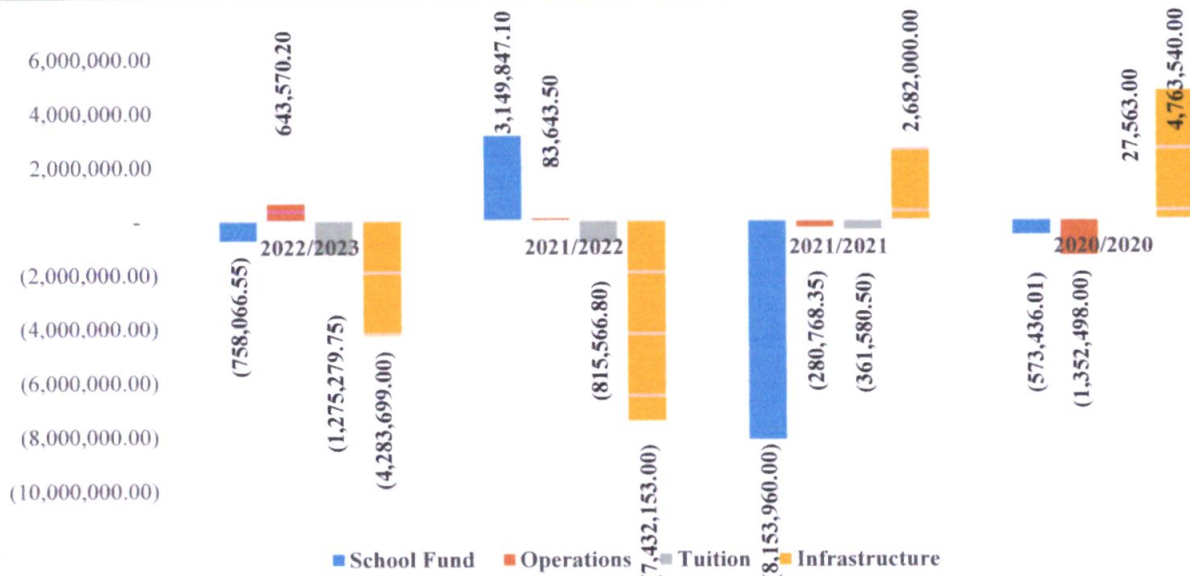
a) Financial performance:

Under this section, it reflects the actual financial performance trend for the year and last two years which covers a period of 12 months except for the financial year 2021/2021 which covers a period of 6 months (From 1st January 2021 to 30th June 2021) and is summarised as follows:

Surplus/Deficit for the year and a comparison of the last three years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
1	School Fund Account	(758,066.55)	3,149,847.10	(8,153,960.00)	(573,436.01)
2	Operations Account	643,570.20	83,643.50	(280,768.35)	(1,352,498.00)
3	Tuition Account	(1,275,279.75)	(815,566.80)	(361,580.50)	27,563.00
4	Infrastructure Account	(4,283,699.00)	(7,432,153.00)	2,682,000.00	4,763,540.00
	TOTAL	(5,673,475.10)	(5,014,229.20)	(6,114,308.85)	2,865,168.99
	Increase/Decrease	(659,245.90)	1,100,079.65	(8,979,477.84)	1,548,589.54

Trend over for the year and a comparison of the last three years



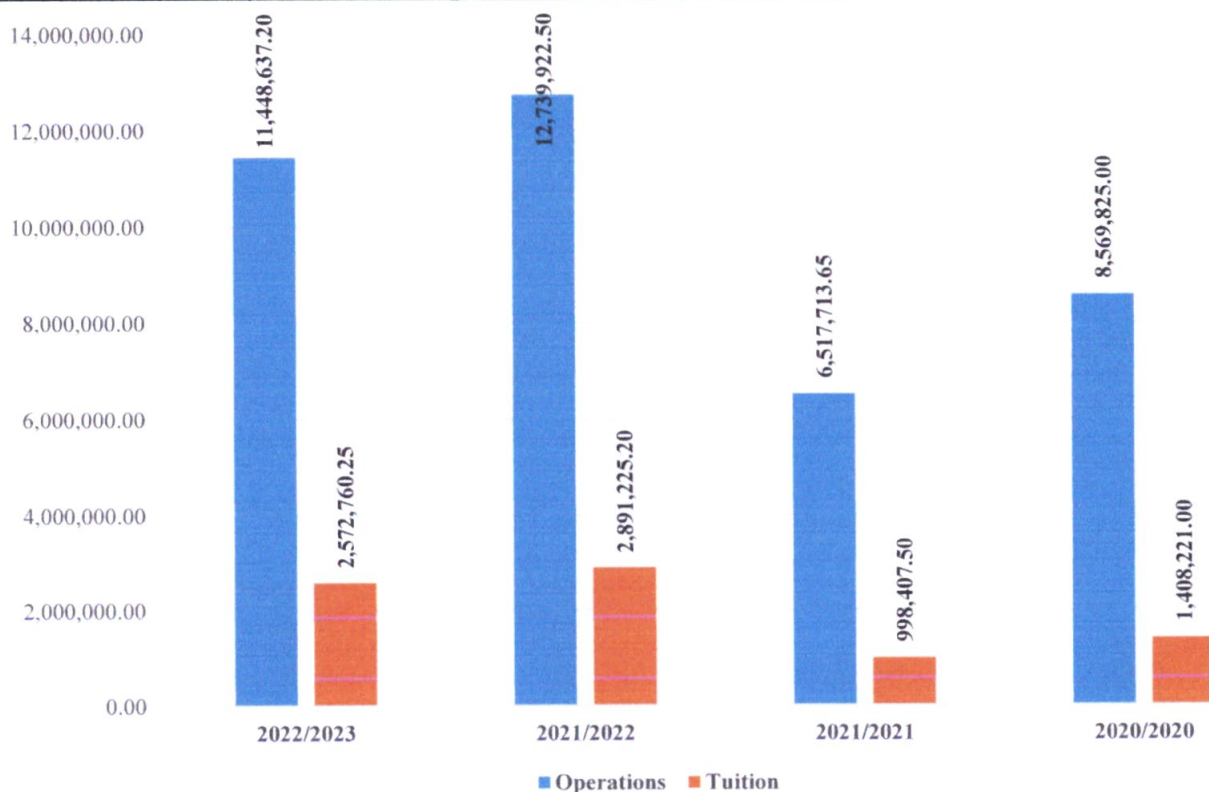
The deficit for the financial year 2022/2023 increased by Kshs 659,245.90 to Kshs 5,673,475.10 from a deficit of Kshs 5,014,229.20 in the financial year 2021/2022.

The financial year 2022/2023 has more activities during the year than the financial year 2021/2022.

Capitation grants from the Ministry of Education for the year and a comparison of the last three years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
1	Operations Account	11,448,637.20	12,739,922.50	6,517,713.65	8,569,825.00
2	Tuition Account	2,572,760.25	2,891,225.20	998,407.50	1,408,221.00
	Total	14,021,397.45	15,631,147.70	7,516,121.15	9,978,046.00
	Increase/Decrease	(1,609,750.25)	8,115,026.55	(2,461,924.85)	(3,161,617.80)
	No of Students	1195	1105	935	812
	Ratio of Capitation per student	1:11,733.00	1:14,146.00	1:8,039.00	1:12,288.00
	Retained Capitation per student	10,511.00	8,098.00	14,205.00	9,956.00

Trend over for the year and a comparison of the last three years



The capitation grant for the financial year 2022/2023 decreased by Kshs 1,609,750.25 to Kshs 14,021,397.45 from Kshs 15,631,147.70 in the year financial year 2021/2022. The net decrease is mainly attributed by less disbursement in capitation grant even though there was increase in students' enrolment.

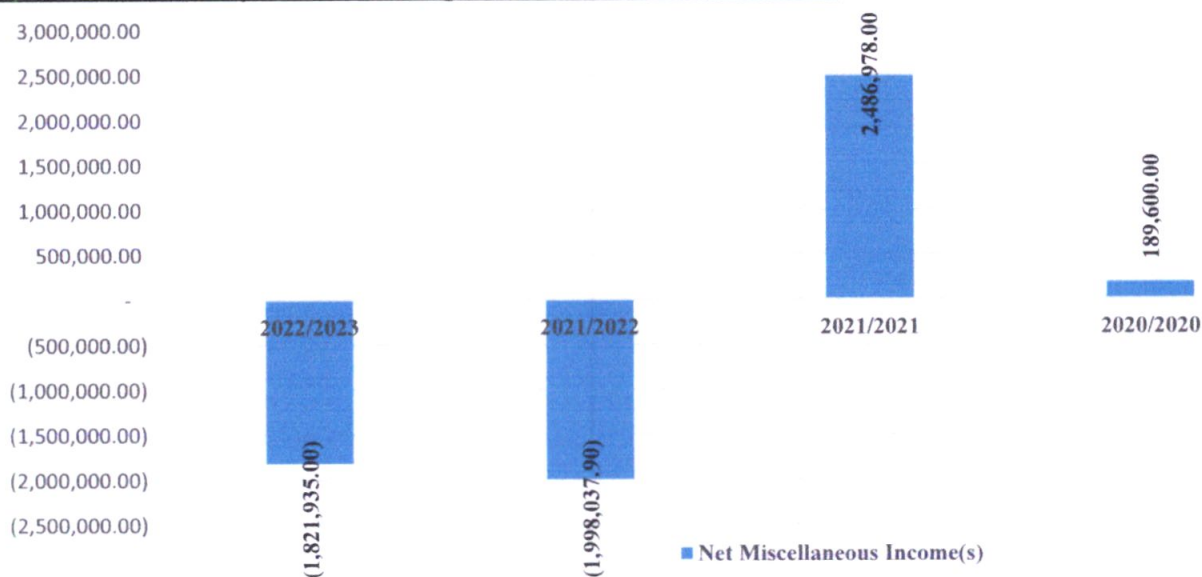
In the financial year 2022/2023, the Ministry of Education retained capitation grant of Kshs 10,511.00 per student per year.

Overview of growth of Miscellaneous income(s) for the year and a comparison of the last two years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
1	Net Growth of Miscellaneous Income(s)	(1,821,935.00)	(1,998,037.90)	2,486,978.00	189,600.00
	Total	(1,821,935.00)	(1,998,037.90)	2,486,978.00	189,600.00
	Increase/Decrease	176,102.90	(4,485,015.90)	2,297,378.00	-

The net growth of miscellaneous income(s) in the financial year 2022/2023 decreased by 176,102.90 to a deficit of Kshs 1,821,935.00 from Kshs 1,998,037.90 in the financial year 2021/2022

Trend over for the year and a comparison of the last three years

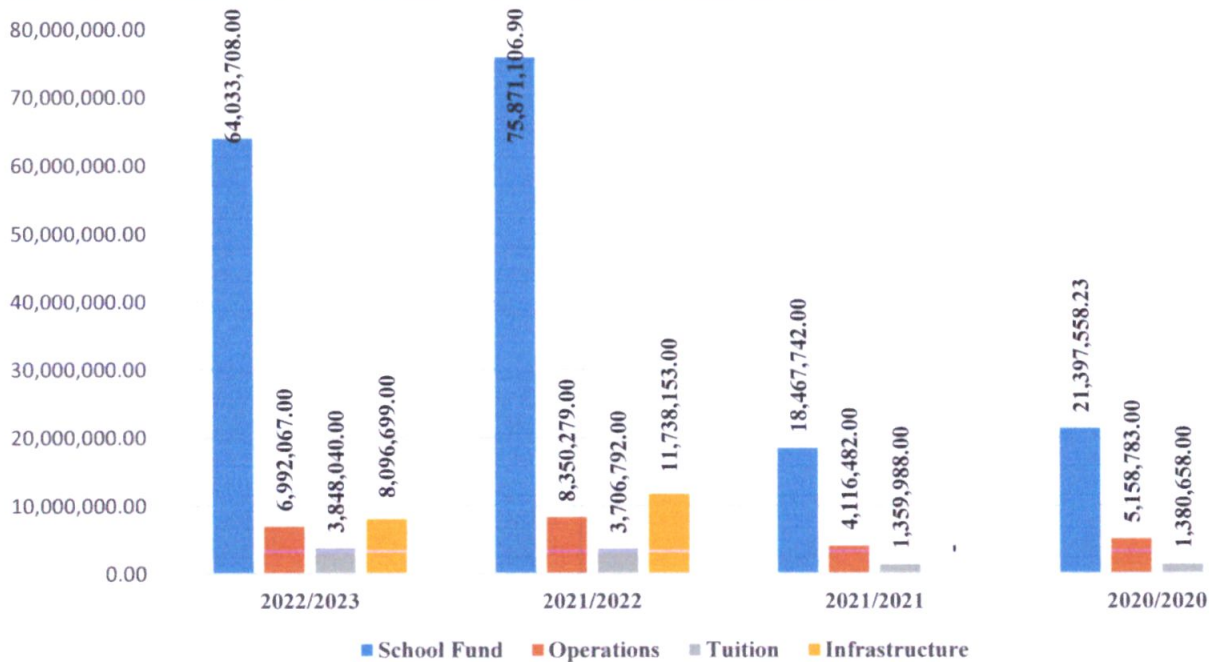


In the financial year 2022/2023 shows a decrease of growth in expenditure of Kshs 16,695,816.90 to Kshs 82,970,514.00 Kshs from Kshs 99,666,330.90 in the financial year 2021/2022 due to the decrease in activities during the year.

Overview of growth in expenditure of the school for the year and a comparison of the last three years

Sno	Description	2022/2023 12 Months Kshs	2021/2022 12 Months Kshs	2021/2021 6 Months Kshs	2020/2020 12 Months Kshs
1	School Fund Account	64,405,321.55	75,871,106.90	18,467,742.00	21,397,558.23
2	Operations Account	6,992,067.00	8,350,279.00	4,116,482.00	5,158,783.00
3	Tuition Account	3,848,040.00	3,706,792.00	1,359,988.00	1,380,658.00
4	Infrastructure Account	8,096,699.00	11,738,153.00	-	-
	Total	83,342,127.55	99,666,330.90	23,944,212.00	27,936,999.23
	Increase/Decrease	(16,324,203.35)	75,722,118.90	(3,992,787.23)	(13,422,983.77)

Trend over for the year and a comparison of the last three years

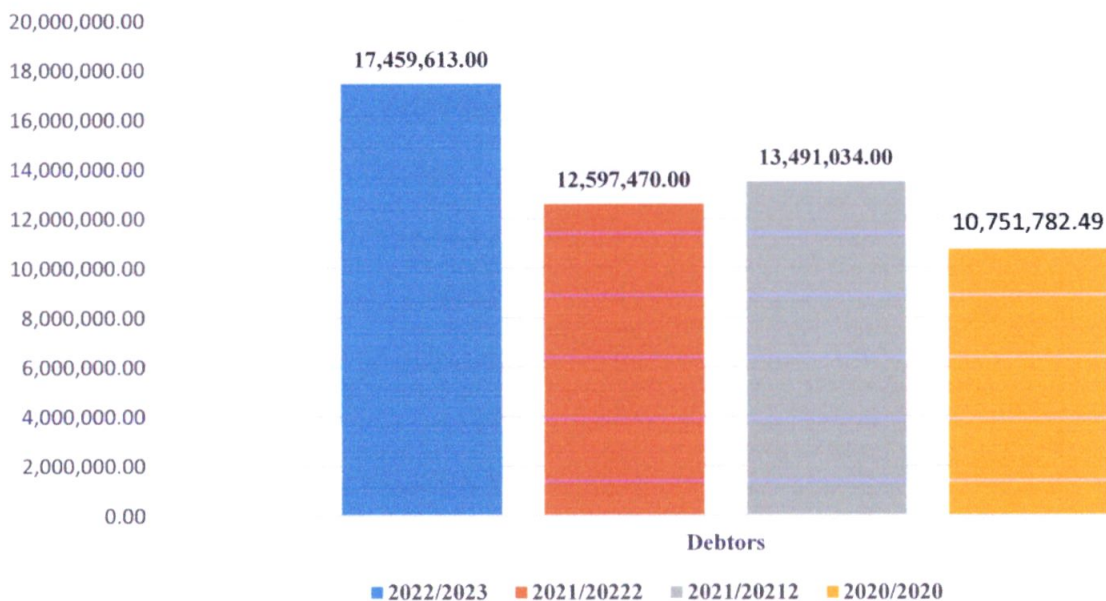


In the financial year 2022/2023 shows a decrease of growth in expenditure of Kshs 16,695,816.90 to Kshs 82,970,514.00 Kshs from Kshs 99,666,330.90 in the financial year 2021/2022 due to the decrease in activities during the year.

Movement of debtors of the school for the year and a comparison of the last three years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
a	Debtors	17,459,613.00	16,973,739.00	12,597,470.00	13,491,034.00
	Total	17,459,613.00	16,973,739.00	12,597,470.00	13,491,034.00
	Increase/Decrease	485,874.00	4,376,269.00	(893,564.00)	2,739,251.51

Trend over for the year and a comparison of the last three years

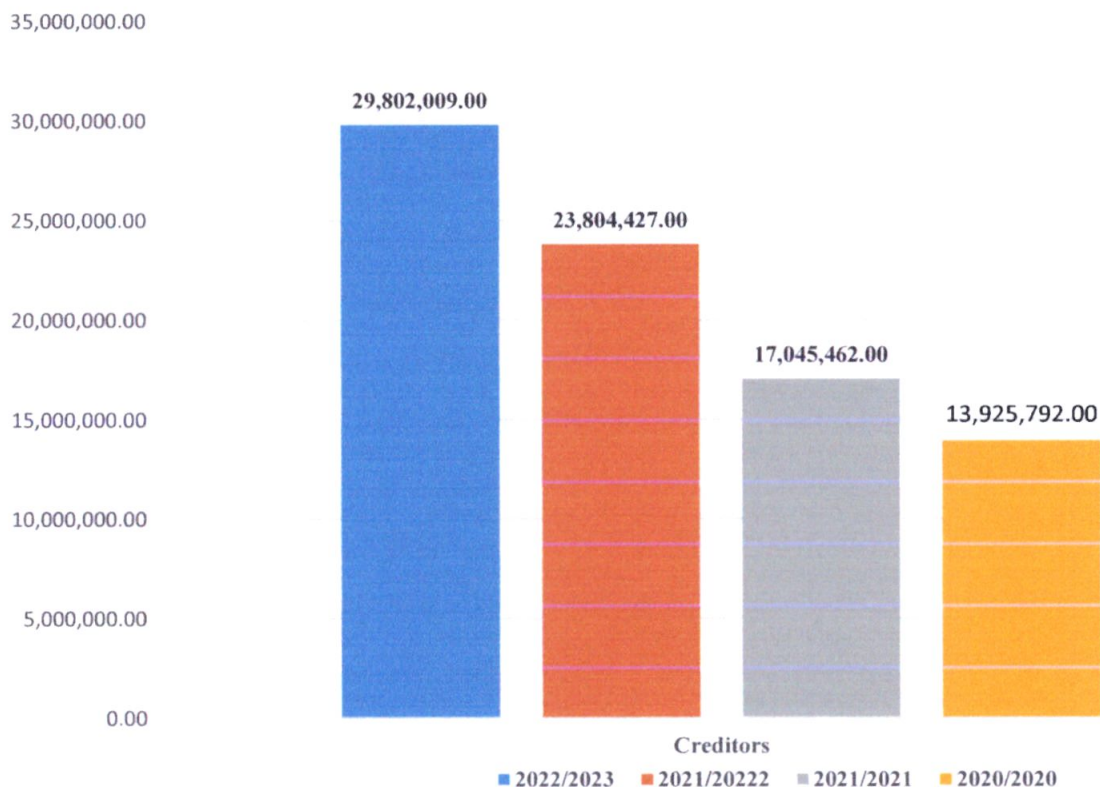


Total debtors as at 30th June 2023 increased by Kshs 485,874.00 to Kshs 17,459,613.00 from Kshs 16,973,739.00 as at the end of the financial year 2022. The main contributors to the increase in total debtors are the students' having more fees balances during the year.

Movement of creditors of the school for the year and a comparison of the last three years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
a	Creditors	29,802,009.00	23,804,424.00	17,045,462.00	13,925,792.00
	Total	29,802,009.00	23,804,424.00	17,045,462.00	13,925,792.00
	Increase/Decrease	5,997,585.00	6,758,962.00	3,119,670.00	1,958,184.38

Trend over for the year and a comparison of the last three years

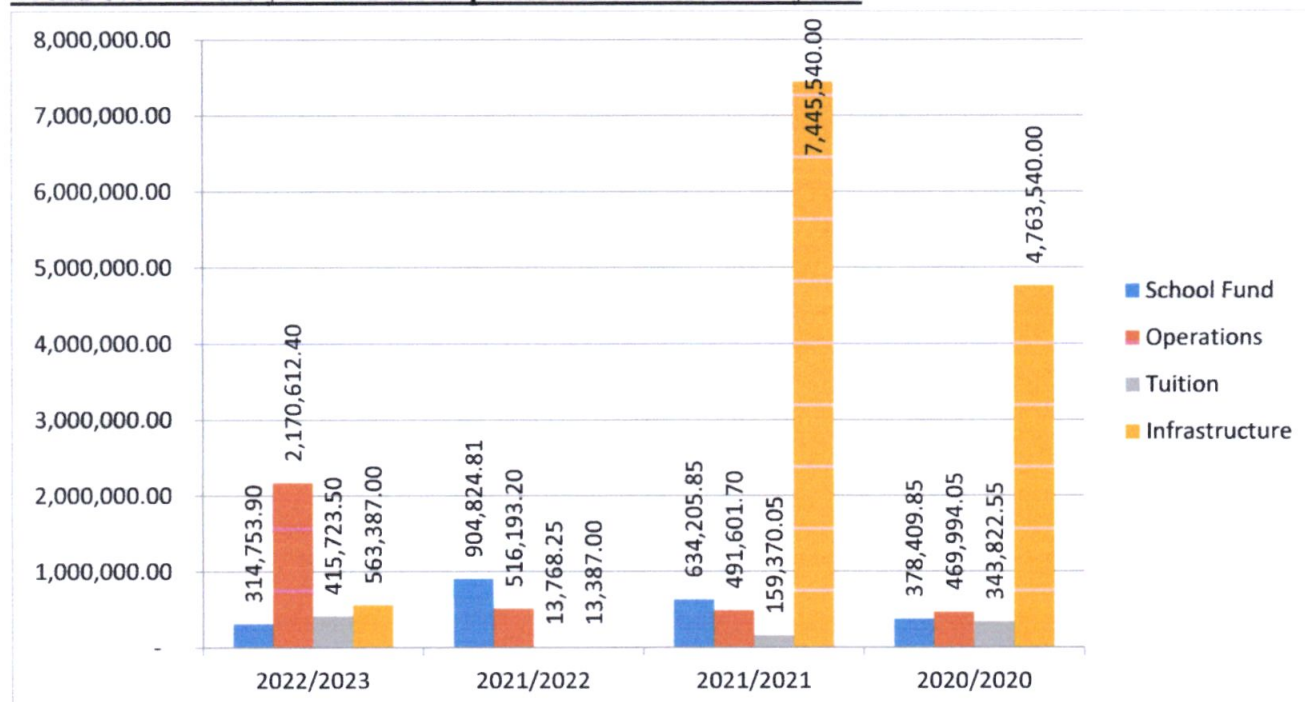


Total creditors as at 30th June 2023 increased by Kshs 5,997,585.00 to Kshs 29,802,009.00 from Kshs 23,804,424.00 as at end of the financial year 2021/2022. The main contributors to the increase of total creditors are more school fee paid in advance and suppliers' debt.

Movement of Cash and Bank Balances of the school for the year and a comparison of the last three years

Sno	Description	2022/2023	2021/2022	2021/2021	2020/2020
		12 Months	12 Months	6 Months	12 Months
		Kshs	Kshs	Kshs	Kshs
1	School Fund Account	314,753.90	904,824.81	634,205.85	378,409.85
2	Operations Account	2,170,612.40	516,193.20	491,601.70	469,994.05
3	Tuition Account	415,723.50	13,768.25	159,370.05	343,822.55
4	Infrastructure Account	563,387.00	13,387.00	7,445,540.00	4,763,540.00
	Total	3,464,476.80	1,448,173.26	8,730,717.60	5,955,766.45
	Increase/Decrease	2,016,303.54	(7,282,544.34)	2,774,951.15	5,955,766.45

Trend over for the year and a comparison of the last three years



Movement of cash and bank balances as at 30th June 2023 increased by Kshs 2,016,303.54 to Kshs 3,464,476.80 from Kshs 1,448,173.26 as at the end of the financial year 2021/2022.

Lari Boys Secondary School
Annual Report and Financial Statements for the year ended 30th June 2023

b) Teacher Student ratio:

Between the month of 1st July 2022 and 30th June 2023, the status of the teaching staff is as follows:

No. of Teachers (TSC)	No. of Students	Teachers Student Ratio
30	1195	1:39

There are 30 teachers posted by the Teachers Service Commission and 9 recruited by the Board of Management. We have a shortage of 9 teachers from the given CBE. This is due to increase in enrolment.

c) Mean score in the year 2022, 2021, 2020 and 2019 KCSE:

Year	Gender	Entry	Mss	Dev	Comment
2022	M	216	3.8426	+0.2365	Positive deviation
2021	M	168	3.6061	-0.8373	Negative deviation
2020	M	157	4.4434	+0.5509	Positive deviation
2019	M	155	3.8925	-	-

d) Capacity of the school:

Currently the school has an enrolment of 1195 students and enrolment is expected to increase rapidly up to 1500 students by the end of the next financial year 2023/2024. Below is the table tabulating the capacity of the school facilities

Sno.	Facility	Expected	Current	Shortage	Comment
1	Dinning Hall	3	1	2	Currently the school has 1 dinning with capacity of 500students. Thus, there is need to construct 2 more dinning hall that can accommodate 1000 students.
2	Laboratories	7	4	3	There is need to construct 3 laboratories in order to reduce the number groups during KCSE science practicals and accomodate more practical lessons
3	Bathrooms	60	43	17	The school has a shortage of 17 bathrooms using the ratio of 1:20 as per MOH guidelines. Thus there is need to construct 17 more bathrooms to reduce the congestion
4	Toilets	60	43	17	The school has a shortage of 17 bathrooms using the ratio of 1:20 as per MOH guidelines. Thus there is need to construct 17 more toilets to reduce the congestion more toilets to reduce the congestion
5	Classes	27	21	6	There is need to construct 3 more classrooms to decongest the existing one

e) Development projects carried out by the school:

Sno.	Project	Year	Status	Amount(Kshs)	Source of Funding
1	Construction of a dormitory	2021-2023	On-going	20,000,000.00	Maintenance & Improvement (MOE)

.....
Samuel Wanjema (Mr)
Chairperson,
Board of Management

Lari Boys Sec. School
Date: 13th Sept 2024

.....
Paul Muchoki (Mr)
Secretary,
Board of Management
/Principal

Lari Boys Sec. School
Date: 13th Sept 2024

.....
Isaac W. Mburu (Mr)

Bursar

Lari Boys Sec. School
Date: 13th Sept 2024



4. Statement of School Management Responsibility

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

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

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

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

.....
Samuel Wanjema (Mr)
Chairperson,
Board of Management

Lari Boys Sec. School
Date: 13th Sept 2024

.....
Paul Muchoki (Mr)
Secretary,
Board of Management
/Principal

Lari Boys Sec. School
Date: 13th Sept 2024

.....
Isaac W. Mburu (Mr)
Bursar

Lari Boys Sec. School
Date: 13th Sept 2024



REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
Email: info@oagkenya.go.ke
Website: www.oagkenya.go.ke



Enhancing Accountability

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

REPORT OF THE AUDITOR-GENERAL ON LARI SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2023 – KIAMBU COUNTY

PREAMBLE

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

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

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

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

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Lari Secondary School – Kiambu County set out on pages 1 to 17, which comprise of the statement of assets and liabilities

Report of the Auditor-General on Lari Secondary School for the year ended 30 June, 2023 – Kiambu County

for the year ending 30 June, 2023, 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, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Lari Secondary School for the year ending 30 June, 2023, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

Basis for Qualified Opinion

1. Unsupported Payments for Operations

The statement of receipts and payments and Note 7 to the financial statements reflects payments for operations amounting to Kshs.6,992,067 which include personnel emoluments amounting to Kshs.6,367,523. Review of payroll records and payment vouchers amounting to Kshs.5,136,620 revealed that Management engaged various Board of Management teachers and non-teaching staff but their engagement was not supported with evidence of recruitment such as interviews carried out and the terms of engagement.

In the circumstances, the completeness and accuracy of operations amounting to Kshs.6,367,523 could not be confirmed.

2. Unsupported Payments

The statement of receipts and payments and Notes 6, 7 and Note 9 to the financial statements reflects tuition, operations and boarding and school fund amounting to Kshs.3,848,040, Kshs.6,992,067 and Kshs.64,405,322 respectively. Review of payments totaling Kshs.75,245,429 showed that Management engaged various suppliers during the year but failed to support the payments with evidences of adherence to procurement procedures, market survey reports, orders issued, and inspection and acceptance reports.

In the circumstances, the accuracy, completeness and validity of payments amounting to Kshs.75,245,429 could not be confirmed.

3. Unsupported Miscellaneous Income

The statement of receipts and payments and Note 5 to the financial statements reflects miscellaneous income amounting to Kshs.4,293,000 which include Kshs.280,600 for

house rent income. However, the income was not supported with receipts and rental or lease agreements. Further, income from bus hire, damages, uniforms, school harambee and development projects of Kshs.142,000, Kshs.76,461, Kshs.2,425,685, Kshs.576,281 and Kshs.663,373 respectively were not supported with ledgers. In addition, the reported amount of Kshs.4,293,000 wrongly includes house rent arrears and salary advance of Kshs.108,600 and Kshs.20,000 respectively.

In the circumstances, the accuracy and completeness of the miscellaneous income of Kshs.4,293,000 could not be confirmed.

4. Long Outstanding Accounts Receivable

The statement of assets and liabilities reflects accounts receivables balance of Kshs.17,459,613 which includes fees arrears of Kshs.17,331,031, as disclosed in Note 12 to the financial statements. However, the arrears ledger to support the balance was not provided for review. Further, included in the balance are receivables amounting to Kshs.7,848,210 which had been outstanding for more than three (3) years.

In the circumstances, the accuracy, completeness and recoverability of the outstanding accounts receivables – fees arrears of Kshs.17,331,013 could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the Lari Secondary 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.

Emphasis of Matter

Budgetary Control and Performance

The statement of budgeted versus actual amounts reflects final receipts budget and actual on comparable basis of Kshs.84,231,800 and Kshs.77,668,652 respectively, resulting to an under-funding of Kshs.6,563,148, or 8% of the budget. Similarly, the school spent a balance of Kshs.83,342,128 against actual receipts of Kshs.77,668,652, resulting to an over-expenditure of Kshs.5,673,475, or 7% of the actual receipts.

The under-funding affected the planned activities and may have impacted negatively on service delivery to the students and over-expenditure casts doubt on the effectiveness of the budget estimates.

My opinion is not modified in respect of this matter.

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. There were no key audit matters to report in the year under review.

Other Matter

Unresolved Prior Year Matters

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in use of Public Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2024.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015 and based on the audit procedures performed, except for the matter(s) described in the Basis for Conclusion, 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. Irregular Levies on School Fees

The statement of receipts and payments reflects school fund income – parents contribution account amounting to Kshs.59,334,255 as disclosed in Note 4 to the financial statements. However, review of documents provided for audit revealed that there was a departure from the school fee's structure approved by the Ministry of Education (MOE) of Kshs.39,000 as the fees charged by the School of Kshs.42,535 were at an unexplained variance by Kshs.3,535.

In the circumstances, Management was in breach of law.

2. Lack of Procurement Plan

The statement of receipts and payments reflect total receipts and payments amounting to Kshs.77,668,652 and Kshs.83,342,128 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.

3. Irregular Pre-qualification of Suppliers

The statement of receipts and payments reflects tuition, operations and boarding and school fund amounting to Kshs.3,848,040, Kshs.6,992,067 and Kshs.75,871,107 and as disclosed in Notes 6 ,7 and 9 to the financial statements, respectively. In the year under review, the school procured goods and services totalling Kshs.48,076,200 from the list of registered suppliers. However, the school only pre-qualified and registered one supplier per item category thus avoiding fair competition among the interested tenderers. In addition, no professional opinions were not provided for audit review.

In the circumstances, Management was in breach of law.

4. Late Submission of Financial Statements for Audit

During the year under review, Management submitted the financial statements to the Auditor-General on 9 may 2024 instead of the statutory deadline of 30 September ,2023. This was contrary to the Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be ready by 30 September, 2021 in compliance which Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

5. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflect boarding and school fund amounting to Kshs.64,405,321 as disclosed in Note 9 to the financial statements. The school transferred co-curricular funds totaling Kshs.972,140 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.972,140 could not be confirmed.

6. Under Funding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operations and infrastructure grants totalling Kshs.14,021,397. Comparison of data from National Education Management and Information System (NEMIS) with the School records relating to the enrolment of students revealed unexplained variances in as analysed in the table below, resulting to an underfunding of the School by an amount of Kshs.194,867.

Month	Capitation per Student (Kshs.)	No. of Students as per NEMIS	No. of students as per Register	Variance
January 2023	602	988	1195	207
June 2023	431	1032	1195	163

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

7. Failure to Submit Bank Reconciliation Statements

The statement of assets and liabilities reflects cash and cash equivalents balance of Kshs.3,464,477 as disclosed in Notes 10 and 11 to the financial statements. However, Management did not submit monthly bank reconciliations statements for the six bank accounts to the National Treasury or the Auditor-General Office as required by Regulation 90(1) of the Public Finance Management Regulations, 2015 which states that Accounting Officers shall ensure bank accounts reconciliations are completed for each bank account held by that Accounting Officer, every month and submit a bank reconciliation statement not later than the 10th of the subsequent month to the National Treasury with a copy to the Auditor-General. In addition, the school had two bank accounts sharing a cashbook, which is against the Ministry of Education Circular.

In the circumstances, Management was in breach of law

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

Basis for Conclusion

1. Lack of Textbook Management System

Review of documents provided for audit revealed that the school received 2,794 textbooks from Kenya Institute of Curriculum Development. It was however noted that the

school did not have systems to manage the textbooks received. There were no documented policies on the issuance, control, recovery, and management of textbooks. In the circumstances, the textbook stock levels and student-to-textbook ratios could not be monitored.

2. Non-Compliance with Prescription on Board of Management and Committees

Review of documents provided for audit revealed that the school had a functional Board of Management. However, the board did not have an approved annual board work plan to facilitate the review of management 's implementation of strategies, policies and plans, board evaluation, governance, and compliance. In addition, two board members have been in the board for more than two terms of three years against the provisions of Section 3(1) of Basic Education Act, 2013 and the board did not have the human rights and student welfare committee as per the prescription o the Act.

In the circumstances, Management was in breach of law.

3. Lack of Adequate School Facilities

Audit inspection done in May, 2024 revealed that the school's facilities were inadequate in the following areas: outdoor playing facilities and equipment, both for outdoors and indoors with provisions for persons with disabilities; sanitary facilities, including bathrooms for both learners and other persons, and storeroom.

In the circumstances, the adequacy of the school's facilities could not be confirmed.

4. Lack of Ownership Documents

Annex 2 to the financial statements reflects summary of fixed assets register in respect of fixed assets which includes land with a nil balance and motor vehicles with a balance of Kshs4,000,000. However, land ownership documents were not provided for audit and the motor vehicle logbook provided for audit indicated that the vehicle was jointly owned by the school and a local bank which had financed its purchase. At the time of audit in May 2024, the bank had not transferred the vehicle's ownership to the school..

In the circumstances, the ownership and safe custody of the fixed assets could not be confirmed.

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

Responsibilities of Management and 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

Report of the Auditor-General on Lari Secondary School for the year ended 30 June, 2023 – Kiambu County

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 services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the School or to cease operations.

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

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements follow 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 overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal 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 control.
- 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 the 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

15 January, 2025


6. Statement of Receipts and Payments for the Year Ended 30th June 2023

Description	Note	2022/2023	2021/2022
		Kshs	Kshs
Receipts			
Capitation Grants for Tuition	1	2,572,760.25	2,891,225.20
Capitation Grants for Operations	2b	7,635,637.20	8,433,922.50
Capitation Grants for Infrastructure	3	3,813,000.00	4,306,000.00
School Fund Income- Parents contributions/ Fees	4a	59,354,255.00	69,981,672.00
Miscellaneous Income(s)	5a	4,293,000.00	9,039,282.00
Total Receipts		77,668,652.45	94,652,101.70
Payments			
Tuition	6a	3,848,040.00	3,706,792.00
Operations	7b	6,992,067.00	8,350,279.00
Infrastructure	8a	8,096,699.00	11,738,153.00
Boarding and School Fund	9a	64,405,321.55	75,871,106.90
Total Payments		83,342,127.55	99,666,330.90
Surplus/Deficit		(5,673,475.10)	(5,014,229.20)


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

The financial statements should be read in conjunction with the accompanying notes.


The school financial statements were approved on 13th Sept 2024 and signed by:


.....
Samuel Wanjema (Mr)
Chairperson,
Board of Management

Lari Boys Sec. School
Date: 13th Sept 2024


.....
Paul Muchoki (Mr)
Secretary,
Board of Management
/Principal

Lari Boys Sec. School
Date: 13th Sept 2024


.....
Isaac W. Mburu (Mr)
Bursar

Lari Boys Sec. School
Date: 13th Sept 2024



7. Statement of Assets and Liabilities as at 30th June 2023

Description	Note	2022/2023	2021/2022
Financial Assets		Kshs	Kshs
Cash And Cash Equivalents			
Bank Balances	10a	3,393,360.80	1,370,980.26
Cash Balances	11	71,116.00	77,193.00
Total Cash and Cash Equivalent		3,464,476.80	1,448,173.26
Accounts Receivables	12	17,459,613.00	16,973,739.00
Total Financial Assets		20,924,089.80	18,421,912.26
Financial Liabilities			
Accounts Payables	13	29,802,009.00	23,804,424.00
Bank Overdraft	10b	3,205,881.64	1,027,814.00
Total Financial Liabilities		33,007,890.64	24,832,238.00
Net Financial Assets		(12,083,800.84)	(6,410,325.74)
Represented By			
Fund Balance B/Fwd	14	(6,410,325.74)	(1,396,096.54)
Surplus/Deficit for the Year		(5,673,475.10)	(5,014,229.20)
Net Financial Position		(12,083,800.84)	(6,410,325.74)

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

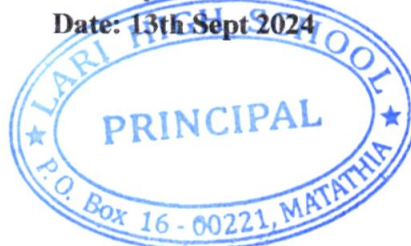
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Samuel Wanjema (Mr)
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Board of Management

Lari Boys Sec. School
Date: 13th Sept 2024

.....
Paul Muchoki (Mr)
Secretary,
Board of Management
/Principal

Lari Boys Sec. School
Date: 13th Sept 2024



.....
Isaac W. Mburu (Mr)
Bursar

Lari Boys Sec. School
Date: 13th Sept 2024

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

Description	Notes	2022/2023	2021/2022
		Kshs	Kshs
Receipts for Operating Income			
Capitation Grants for Tuition	1	2,572,760.25	2,891,225.20
Capitation Grants for Operations	2b	7,635,637.20	8,433,922.50
Capitation Grants for Infrastructure	3	3,813,000.00	4,306,000.00
School Fund Income- Parents Contributions/ Fees	4b	58,566,082.00	66,034,960.00
Miscellaneous Income(s)	5b	4,409,800.00	8,990,282.00
Total Receipts		76,997,279.45	90,656,389.70
Payments			
Cash Outflows for Tuition	6b	2,170,805.00	3,036,827.00
Cash Outflows for Operations	7c	5,981,218.00	8,409,331.00
Cash Outflows for Boarding and School Fund	9b	65,744,020.55	70,103,614.90
Total Payments		73,896,043.55	81,549,772.90
Net Cash flow from Operating Activities		3,101,235.90	9,106,616.80
Cash flow from Investing Activities			
Acquisition of Assets	8b	(3,263,000.00)	(11,738,153.00)
Net Cash flow from Investing Activities		(3,263,000.00)	(11,738,153.00)
Cash flow from Borrowing Activities			
Bank Overdraft	10b	2,178,067.64	(4,651,008.14)
Net Cash Flow from Financing Activities		2,178,067.64	(4,651,008.14)
Net Increase in Cash and Cash Equivalents		2,016,303.54	(7,282,544.34)
Cash and Cash Equivalent at Beginning of the Year		1,448,173.26	8,730,717.60
Cash and Cash Equivalent at End of the Year		3,464,476.80	1,448,173.26

The above presentation of cash flow statement uses direct method of cash flow presentation.

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

The school financial statements were approved on 13th Sept 2024 and signed by:

.....
Samuel Wanjema (Mr)
 Chairperson,
 Board of Management

Lari Boys Sec. School
 Date: 13th Sept 2024

.....
Paul Muchoki (Mr)
 Secretary,
 Board of Management
 /Principal

Lari Boys Sec. School
 Date: 13th Sept 2024

.....
Isaac W. Mburu (Mr)
 Bursar

Lari Boys Sec. School
 Date: 13th Sept 2024



9. Statement of Budgeted versus Actual Amounts for the Year Ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	% of Utilization
	a	b	c = a+b	d	e = d/c
	Kshs	Kshs	Kshs	Kshs	
Receipts					
(1) Capitation Grant on Tuition					
Teaching/Learning Materials	4,972,800.00	-	4,972,800.00	2,572,760.25	51.74%
(2) Capitation Grant on Operations					
Local, Transport & Travelling	1,800,000.00	-	1,800,000.00	1,068,189.79	59.34%
Electricity, Water & Conservancy	1,200,000.00	-	1,200,000.00	1,068,189.79	89.02%
Repair, Maintenance & Improvement	2,187,000.00	-	2,187,000.00	-	0.00%
Activity	1,800,000.00	-	1,800,000.00	365,700.00	20.32%
Medical/Insurance	2,400,000.00	-	2,400,000.00	148,814.95	6.20%
Personal Emoluments	5,280,000.00	-	5,280,000.00	3,560,777.85	67.44%
Administration Costs	3,000,000.00	-	3,000,000.00	1,423,964.82	47.47%
(3) Capitation Grant on Infrastructure					
2 no. Dormitories. Maintenance & Improvement (Moe)	6,000,000.00	-	6,000,000.00	3,813,000.00	63.55%
(4) Fees Charged on Parents					
Boarding Fees	30,462,000.00	-	30,462,000.00	36,378,170.00	119.42%
Local Travel & Transport	1,800,000.00	-	1,800,000.00	2,806,348.00	155.91%
Repair, Maintenance and Improvement	2,400,000.00	-	2,400,000.00	5,965,527.00	248.56%
Activity	900,000.00	-	900,000.00	1,975,441.00	219.49%
Electricity, Water and Conservancy	3,600,000.00	-	3,600,000.00	2,543,477.00	70.65%
Personal Emolument	6,480,000.00	-	6,480,000.00	4,038,007.00	62.31%
Administration Costs	2,400,000.00	-	2,400,000.00	4,216,749.00	175.70%
Medical Fee	600,000.00	-	600,000.00	1,430,536.00	0.00%
(5) Miscellaneous Income(s)	-	-	-	-	
Bus Hire	200,000.00	-	200,000.00	142,000.00	71.00%
Damages	80,000.00	-	80,000.00	76,461.00	95.58%
House Rent	120,000.00	-	120,000.00	280,600.00	233.83%
Uniforms	3,100,000.00	-	3,100,000.00	2,425,685.00	78.25%
School Harambee	600,000.00	-	600,000.00	576,281.00	96.05%
Development Projects	2,750,000.00	-	2,750,000.00	663,373.00	24.12%
House Rent Arrears	80,000.00	-	80,000.00	108,600.00	135.75%
Salary Advance	20,000.00	-	20,000.00	20,000.00	100.00%
Total Income	84,231,800.00	-	84,231,800.00	77,668,652.45	92.21%

Lari Boys Secondary School
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(6) Expenditure for Tuition					
T/L Materials	4,972,800.00	-	4,972,800.00	3,847,800.00	77.38%
Bank Charges	-	-	-	240.00	0.00%
(7) Expenditure for Operations	-	-	-	-	
Local, Transport & Travelling	1,800,000.00	-	1,800,000.00	127,572.00	7.09%
Electricity, Water & Conservancy	1,200,000.00	-	1,200,000.00	180,442.00	15.04%
Repair, Maintenance & Improvement	2,187,000.00	-	2,187,000.00	-	0.00%
Activity	1,800,000.00	-	1,800,000.00	627,510.00	34.86%
Medical/Insurance	2,400,000.00	-	2,400,000.00	240.00	0.01%
Personal Emoluments	5,280,000.00	-	5,280,000.00	4,227,551.00	80.07%
Administration Costs	3,000,000.00	-	3,000,000.00	1,828,752.00	60.96%
(8) Expenditure For Infrastructure	-	-	-	-	
Construction of 2 no. dormitories	6,000,000.00	-	6,000,000.00	8,096,699.00	134.94%
((9) Expenditure for school fund/boarding	-	-	-	-	
Boarding Fees	30,462,000.00	-	30,462,000.00	40,360,801.55	132.50%
Local Travel & Transport	1,800,000.00	-	1,800,000.00	1,787,785.00	99.32%
Repair, Maintenance and Improvement	2,400,000.00	-	2,400,000.00	3,272,512.00	136.35%
Activity	900,000.00	-	900,000.00	2,050,720.00	227.86%
Electricity, Water and Conservancy	3,600,000.00	-	3,600,000.00	2,666,425.00	74.07%
Personal Emolument	6,480,000.00	-	6,480,000.00	4,152,084.00	64.08%
Administration Costs	2,400,000.00	-	2,400,000.00	3,481,214.00	145.05%
Medical Fee	600,000.00	-	600,000.00	488,915.00	81.49%
Bank Charges	-	-	-	29,930.00	0.00%
Expenses From Miscellaneous Income(s)	-	-	-	-	
Bus Hire	200,000.00	-	200,000.00	103,500.00	51.75%
Damages	80,000.00	-	80,000.00	-	0.00%
House Rent	120,000.00	-	120,000.00	133,100.00	110.92%
Uniforms	3,100,000.00	-	3,100,000.00	3,071,635.00	99.09%
School Harambee	600,000.00	-	600,000.00	-	0.00%
Development Projects	2,750,000.00	-	2,750,000.00	2,698,100.00	98.11%
House Rent Arrears	80,000.00	-	80,000.00	108,600.00	135.75%
Salary Advance	20,000.00	-	20,000.00	-	
Total expenditure	84,231,800.00	-	84,231,800.00	83,342,127.55	98.94%

Budget commentary

- i. The school received 92.21% of the expected total revenue.
- ii. The school has only utilized 98.50% of the total revenue collected.

10. Significant Accounting Policies

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

1. Statement of compliance and basis of preparation

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

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

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

2. Recognition of receipts and payments

The school recognises all receipts from the various sources when the event occurs, and the related cash has actually been received by the school. In addition, the school recognises all expenses when the event occurs, and the related cash has actually been paid out by the school. Income arising from school fees is recognised when the event occurs whether cash is received or not. Expenditure arising from operations is recognised when the event occurs irrespective of receipt of cash.

3. In-kind contributions

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

4. Cash and cash equivalents

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

5. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. Accounts receivables also include school fees billed to parents for services rendered but not paid. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. Payables also include expenditure incurred for the purchase of goods, works and services that has been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools. Other liabilities are disclosed in the financial statements.

7. Non-current assets

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

8. Budget

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

9. Comparative figures

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

10. Subsequent events

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

11. Notes to the Financial Statements

1 Capitation Grant for Tuition

	2022/2023	2021/2022
	Kshs	Kshs
Teaching / Learning materials	2,572,760.25	2,891,225.20
Total	2,572,760.25	2,891,225.20

2 Capitation Grant for Operations

	2022/2023	2021/2022
	Kshs	Kshs
Personnel Emoluments	3,560,777.85	4,168,061.10
Repairs, Maintenance & Improvements	3,813,000.00	4,306,000.00
Local, Transport & Travelling	1,068,189.79	1,417,140.10
Electricity, Water & Conservancy	1,068,189.79	1,333,781.20
Administration costs	1,423,964.82	1,417,140.10
Activity	365,700.00	97,800.00
Medical and Insurance	148,814.95	-
2(a) Total	11,448,637.20	12,739,922.50
Adjustments		
Less: Repair, Maintenance Transferred to Infrastructure	(3,813,000.00)	(4,306,000.00)
2(b) Net Total	7,635,637.20	8,433,922.50

3 Capitation Grant for Infrastructure

	2022/2023	2021/2022
	Kshs	Kshs
Maintenance and Improvement (MOE)	3,813,000.00	4,306,000.00
Total	3,813,000.00	4,306,000.00

Lari Boys Secondary School
Annual Report and Financial Statements for the year ended 30th June 2023

4 School Fund Income - Parents' Contribution/Fees

		2022/2023	2021/2022
		Kshs	Kshs
Boarding Fees		36,378,170.00	41,331,871.00
Personnel emoluments		4,038,007.00	10,213,546.00
Repairs and maintenance		5,965,527.00	5,793,357.00
Local transport / travelling		2,806,348.00	3,069,551.00
Electricity and water		2,543,477.00	3,283,388.00
Administration costs		4,216,749.00	4,469,693.00
Activity		1,975,441.00	1,258,585.00
Medical		1,430,536.00	561,681.00
4(a) Total		59,354,255.00	69,981,672.00
Adjustments			
Add: Fees Arrears Recovered		4,351,864.00	1,058,970.00
Add: Pre-Paid Fees 2023		1,136,092.00	1,321,591.00
Sub Total		64,842,211.00	72,362,233.00
Less: Fees Arrears 2023		(4,934,538.00)	(5,386,239.00)
Less: Pre-Paid Fees 2022		(1,321,591.00)	(941,034.00)
Less: Salary Advance 2023		(20,000.00)	-
4(b) Net Total		58,566,082.00	66,034,960.00

5 Miscellaneous Income(s)

		2022/2023	2021/2022
		Kshs	Kshs
House Rent		280,600.00	187,200.00
Bus Hire		142,000.00	44,000.00
Donations		-	39,137.00
Damages		76,461.00	23,380.00
Uniforms		2,425,685.00	4,980,945.00
School Harambee		576,281.00	3,313,790.00
Development Projects		663,373.00	401,830.00
House Rent Arrears		108,600.00	49,000.00
Salary Advance		20,000.00	-
5(a) Total		4,293,000.00	9,039,282.00
Adjustments			
Add: House Rent Arrears 2022		225,400.00	-
Sub -Total		4,518,400.00	9,039,282.00
Less: House Rent Arrears 2023		(108,600.00)	(49,000.00)
5(b) Net Total		4,409,800.00	8,990,282.00

6 Tuition

		2022/2023	2021/2022
		Kshs	Kshs
Teaching / learning materials		3,847,800.00	3,706,792.00
Bank Charges		240.00	-
6(a) Total		3,848,040.00	3,706,792.00
Adjustments			
Add: Sundry Creditors Paid		1,698,315.00	1,028,350.00
Sub Total		5,546,355.00	4,735,142.00
Less: Sundry Creditors 2023		(3,375,550.00)	(1,698,315.00)
6(b) Net Total		2,170,805.00	3,036,827.00

7 Operations

		2022/2023	2021/2022
		Kshs	Kshs
Personnel emoluments		4,227,551.00	5,345,345.00
Repairs and maintenance		3,813,000.00	4,306,000.00
Local transport / travelling		127,572.00	129,330.00
Electricity and water		180,442.00	347,090.00
Administration costs		1,828,752.00	2,178,134.00
Activity		627,510.00	350,380.00
medical and insurance		240.00	-
7(a) Total		10,805,067.00	12,656,279.00
Adjustments			
Less: Repair, Maintenance Transferred to Infrastructure		(3,813,000.00)	(4,306,000.00)
7(b) Sub Total		6,992,067.00	8,350,279.00
Add: Sundry Creditors Paid		600,500.00	704,216.00
Sub Total		7,592,567.00	9,054,495.00
Less: Sundry Creditors 2023		(1,611,349.00)	(645,164.00)
7(c) Net Total		5,981,218.00	8,409,331.00

8 Infrastructure

		2022/2023	2021/2022
		Kshs	Kshs
Science Laboratories		8,096,699.00	11,738,153.00
Bank Charges		-	-
Total		8,096,699.00	11,738,153.00
Adjustments			
Add: Sundry Creditors Paid		-	-
Sub Total		8,096,699.00	11,738,153.00
Less: Sundry Creditors 2023		(4,833,699.00)	-
6(b) Net Total		3,263,000.00	11,738,153.00

9 Boarding and School Fund

	2022/2023	2021/2022
	Kshs	Kshs
Boarding Fees	40,360,801.55	42,842,799.00
Personnel emoluments	4,152,084.00	4,197,677.00
Repairs and maintenance	3,272,512.00	6,426,194.00
Local transport / travelling	1,787,785.00	1,970,014.00
Electricity and water	2,666,425.00	2,514,537.00
Administration costs	3,481,214.00	4,905,702.00
Activity	2,050,720.00	1,435,605.00
Medical	488,915.00	541,259.00
Bank Charges	29,930.00	-
Expenses on Miscellaneous Income(s)	6,114,935.00	11,037,319.90
9(a) Total	64,405,321.55	75,871,106.90
Adjustments		
Add: Sundry Creditors Paid	18,397,505.00	10,905,009.00
Sub Total	82,802,826.55	86,776,115.90
Less: Sundry Creditors 2023	(17,058,806.00)	(16,672,501.00)
9(b) Net Total	65,744,020.55	70,103,614.90

10 (a) Bank Accounts

Name of Bank, Account No. & currency	Status	Bank Account Number	2022/2023	2021/2022
			Kshs	Kshs
Tuition Account	Active	01025050847100	415,723.50	13,768.25
Operations Account	Active	01025050847101	2,170,612.40	516,193.20
School Fund Account	Active	00410000006852	243,637.90	827,631.81
Infrastructure Account	Active	01022050847100	563,387.00	13,387.00
Total			3,393,360.80	1,370,980.26

10 (b) Bank Accounts

Name of Bank, Account No. & currency	Status	Bank Account Number	2022/2023	2021/2022
			Kshs	Kshs
School Fund Account	Active	01021050847100	2,419,574.76	545,435.38
School Fund Account	Active	1110296393704	786,306.88	482,378.62
Total			3,205,881.64	1,027,814.00

11 Cash in Hand

Description	2022/2023	2021/2022
	Kshs	Kshs
Notes & Coins	71,116.00	77,193.00
Total	71,116.00	77,193.00

12 Accounts Receivable

Description	2022/2023	2021/2022
	Kshs	Kshs
Fees arrears (See ageing below and appendix 1)	17,331,013.00	16,748,339.00
House Rent Arrears	108,600.00	225,400.00
Salary Advance	20,000.00	-
Total	17,459,613.00	16,973,739.00

12 b) Ageing Analysis of Accounts Receivable

Description	2022/2023		2021/2022	
	Kshs	% of the total	Kshs	% of the total
Less than 1 year	4,934,538.00	20%	5,386,239.00	14%
Between 1 - 2 years	4,548,265.50	25%	3,513,890.50	28%
Between 2 - 3 years	-	-	-	-
Over 3 years)	7,848,209.50	55%	7,848,209.50	58%
Total	17,331,013.00	100%	16,748,339.00	100%

13 Accounts Payable

Description	2022/2023	2021/2022
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	26,879,404.00	20,696,320.00
Prepaid fees	1,136,092.00	1,321,591.00
Caution Money	1,786,513.00	1,786,513.00
Total	29,802,009.00	23,804,424.00

13 b) Ageing Analysis of Accounts Payable

Description	2022/2023		2021/2022	
	Kshs	% of the total	Kshs	% of the total
Less than 1 year	26,879,404.00	87%	19,015,980.00	89%
Between 1 - 2 years	-	13%	1,680,340.00	11%
Between 2 - 3 years	-	-	-	-
Over 3 years)	-	-	-	-
Total	26,879,404.00	100%	20,696,320.00	100%

14 Fund Balance Brought Forward

Description	2022/2023	2021/2022
	Kshs	Kshs
Bank balances	1,370,980.26	8,692,286.60
Cash balances	77,193.00	38,431.00
Receivables	16,973,739.00	12,597,470.00
Payables	(23,804,424.00)	(17,045,462.00)
Bank Overdraft	(1,027,814.00)	(5,678,822.14)
Total	(6,410,325.74)	(1,396,096.54)

Other important disclosure notes

IPSAS Cash Standard 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 Biological assets

Description	Numbers	2022/2023	2021/2022
		Kshs	Kshs
Trees	340		-
Total			-

16 Stock/Inventory

Description		2022/2023	2021/2022
		Kshs	Kshs
Food stuffs			-
Lab consumables			-
Boarding Items			-
Stationeries			-
TOTAL			-

13. Annexes

Annex 1 - Analysis of Pending Accounts Payable

Sno	Supplier of Goods or Services	Balance B/F 01/07/2022	Additions During the Year	Total Outstanding Balance	Amount Paid	Outstanding Balance as at as 30/06/2023
		Kshs	Kshs	Kshs	Kshs	Kshs
			b	c = a+b	d	e = c-d
	Infrastructure Account					
1	Everstep Enterprises	-	418,649.00	418,649.00	-	418,649.00
2	Jidbryan General	-	4,415,050.00	4,415,050.00	-	4,415,050.00
	Sub-Total (a)	-	4,833,699.00	4,833,699.00	-	4,833,699.00
					-	
	Tuition Account					
1	Equilab Supplies	451,670.00	984,940.00	1,436,610.00	451,670.00	984,940.00
2	Njiwa Stationers Ltd	1,246,645.00	2,256,860.00	3,503,505.00	1,246,645.00	2,256,860.00
3	Travjade Company	-	54,250.00		-	54,250.00
4	Cliewlite Ventures	-	43,500.00		-	43,500.00
5	Pejumu Enterprises	-	36,000.00		-	36,000.00
	Sub-Total (b)	1,698,315.00	3,375,550.00	4,940,115.00	1,698,315.00	3,375,550.00
					-	
	Operations Account					
1	Mucklin General Enterprises	310,650.00	1,249,285.00	1,559,935.00	310,650.00	1,249,285.00
2	Marketscan Enterprises Ltd	168,614.00	-	168,614.00	168,614.00	-
3	Kimendeflorida Electricals Contractors	165,900.00	-	165,900.00	165,900.00	-
4	Graceztech Merchants	-	262,030.00	262,030.00	-	262,030.00
5	Threc Sisters Enterprises	-	44,000.00	44,000.00	-	44,000.00
6	Hemmssoft solution	-	22,784.00	22,784.00	-	22,784.00
7	Rehoboth Well Enterprises	-	33,250.00	33,250.00	-	33,250.00
	Sub-Total (c)	645,164.00	1,611,349.00	2,256,513.00	645,164.00	1,611,349.00
					-	-
	School Fund/Boarding Account					
1	Marketscan Enterprises Ltd	168,614.00	356,568.00	525,182.00	168,614.00	356,568.00
2	Mariclinks Enterprises	-	64,500.00	64,500.00	-	64,500.00
3	Kimendeflorida Electricals Contractors	-	364,370.00	364,370.00	-	364,370.00
4	Gaston Kenya Ltd	-	143,317.00	143,317.00	-	143,317.00
5	Mucklin General Enterprises	406,100.00	417,765.00	823,865.00	406,100.00	417,765.00
6	Weaverbird Garments	-	1,652,920.00	1,652,920.00	-	1,652,920.00

Lari Boys Secondary School
Annual Report and Financial Statements for the year ended 30th June 2023

7	Graceztech Merchants	182,620.00	-	182,620.00	182,620.00	-
8	Immaculate Heart Hospital	31,539.00	2,015.00	33,554.00	31,539.00	2,015.00
9	Kennedy Karogo Kiarie	31,500.00	-	31,500.00	31,500.00	-
10	Jaminju Renovators	366,800.00	140,600.00	507,400.00	366,800.00	140,600.00
11	Eagle One Enterprises	128,000.00	208,200.00	336,200.00	128,000.00	208,200.00
12	Mary Wambui Njenga	-	519,750.00	519,750.00	-	519,750.00
13	Shademwa Investment	-	900,000.00	900,000.00	-	900,000.00
14	Romanza Enterprises	-	700,000.00	700,000.00	-	700,000.00
15	Naphtary Ng'ang'a Wanjohi	326,418.00	252,315.00	578,733.00	326,418.00	252,315.00
16	Joan Wanjiru	340,900.00	300,600.00	641,500.00	340,900.00	300,600.00
17	James Muringu	396,000.00	324,000.00	720,000.00	396,000.00	324,000.00
18	Kenafic Bakers Ltd	546,975.00	200,880.00	747,855.00	546,975.00	200,880.00
19	Margaret Wangui Karanu	396,000.00	-	396,000.00	396,000.00	-
20	Nancy Nyokabi	209,700.00	83,500.00	293,200.00	209,700.00	83,500.00
21	Sportsta Agencies	535,850.00	308,830.00	844,680.00	535,850.00	308,830.00
22	Quality Raw Food Supplies	1,260,215.00	2,411,001.00	3,671,216.00	1,260,215.00	2,411,001.00
23	Sapena Investments	1,123,680.00	1,333,440.00	2,457,120.00	1,123,680.00	1,333,440.00
24	Antiques Traders	1,432,000.00	1,722,000.00	3,154,000.00	1,432,000.00	1,722,000.00
25	Elise Enterprises	732,550.00	2,037,200.00	2,769,750.00	732,550.00	2,037,200.00
26	Gideon Mwaura Chege	48,000.00	30,240.00	78,240.00	48,000.00	30,240.00
27	Lydia Njeri Munge	670,880.00	1,034,025.00	1,704,905.00	670,880.00	1,034,025.00
28	Edmon Ventures Ltd	1,076,460.00	1,076,460.00	2,152,920.00	1,076,460.00	1,076,460.00
29	Weaverbird Garments	4,925,290.00	-	4,925,290.00	4,925,290.00	-
30	Kenswins General	-	11,650.00	11,650.00	-	11,650.00
31	Three Sisters Enterprises	101,270.00	-	101,270.00	101,270.00	-
32	silas Gichuhi Chege	107,000.00	-	107,000.00	107,000.00	-
33	Julota Agencies	250,400.00	-	250,400.00	250,400.00	-
34	stephen Kimani Mbugua	900.00	5,660.00	6,560.00	900.00	5,660.00
35	Nycety general Supplies Ltd	2,255,000.00	-	2,255,000.00	2,255,000.00	-
36	Muster Great Suppliers	15,000.00	-	15,000.00	15,000.00	-
37	Rehoboth Well Enterprises	26,450.00	-	26,450.00	26,450.00	-
38	John kamau Kimemia	380,000.00	457,000.00	837,000.00	380,000.00	457,000.00
39	Gaston Kenya Ltd	35,844.00	-	35,844.00	35,844.00	-
40	Penaju Plumbers	13,500.00	-	13,500.00	13,500.00	-
	Sub-Total (d)	18,521,455.00	17,058,806.00	35,580,261.00	18,521,455.00	17,058,806.00
	(e = a+b+c+d)	20,864,934.00	26,879,404.00	47,610,588.00	20,864,934.00	26,879,404.00

Annex 2 - Summary of Fixed Assets Register

Sno	Asset class	Historical Cost b/f 01/07/2022	Addition during the year	Disposal during the year	Historical Cost c/f 30/06/2023
		Kshs	Kshs	Kshs	Kshs
1	Land	-	-	-	-
2	Buildings and Structure	-	-	-	-
3	Motor Vehicles	4,000,000.00	-	-	-
4	Office Equipment, Furniture and Fittings	-	-	-	-
5	ICT Equipment and Other ICT Assets	-	-	-	-
6	Tools and Apparatus	-	-	-	-
7	Textbooks	-	-	-	-
8	Other Machinery and Equipment	-	-	-	-
9	Intangible Assets-Software	-	-	-	-
	Total	-	-	-	-

(List attached)

APPENDIX II



MINISTRY OF EDUCATION
State Department of Early Learning & Basic Education

Telephone: Kiambu (office) 0768 970412

Email: directoreducationkiambu@yahoo.com
When replying please quote

COUNTY DIRECTOR OF EDUCATION
KIAMBU COUNTY
P. O. Box 2300
KIAMBU

KBU/CDE/FIN/1/Vol. II

23rd March, 2023

The Principal and BOM
Lari Boys Secondary School

Thro'
The Sub-County Director of Education
LARI


RE: APPROVAL BY THE COUNTY EDUCATION BOARD FOR THE SCHOOL TO CHARGE Kshs 2,000.

Reference is made to your letter dated 6th February, 2023 requesting to be allowed to charge Kshs 2,000 per parent for the year 2023 for:-

1. Purchase of 75 beds
2. Purchase of 100 set of desks and chairs

The above request is hereby approved as per the County Education Board meeting held on 15th March, 2023 vide Min. No. 07/SP CEB/15/03/2023. The approximate amount expected to be fund raised is 1200 students x 2,000= Kshs 2,400,000.

You are reminded to submit reports of the implementation of the projects done by parents fund raising and those projects be branded as appropriate.


COUNTY DIRECTOR OF EDUCATION
KIAMBU COUNTY
23 MAR 2023

SIMON M. WANJOHI P. O. Box 2300 - 00900
COUNTY DIRECTOR OF EDUCATION / CEB SECRETARY
KIAMBU COUNTY



MINISTRY OF EDUCATION

Office of the Principal Secretary, State Department for Basic Education

Telegrams: "EDUCATION", Nairobi
Telephone: Nairobi 3318581
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E-mail: ps@education.go.ke
When replying please quote

PRINCIPAL SECRETARY
JOGOO HOUSE "B"
HARAMBEE AVENUE
P. O. BOX 30040-0100
NAIROBI

MOE. HQS/3/10/18/(112)

15th November 2022

County Directors of Education

RE: GUIDELINES ON IMPLEMENTATION OF FREE DAY SECONDARY EDUCATION FOR THE YEAR 2023

1.0 INTRODUCTION

1.1 Purpose

This circular is issued in accordance with article 48 of the Public Finance Management (PFM) Act, 2012, and article 39 of the Basic Education Act 2013, to provide guidelines for the utilization of the Government Subsidy to Secondary schools in the implementation of Free Day Secondary Education (FDSE) programme for the Year 2023. The academic calendar will revert to 39 weeks from 30 weeks. The purpose of the circular is to provide: -

1.1 Specific Guidelines for secondary schools on: -

- 1.1.1 Funding for secondary education under the FDSE programme
- 1.1.2 Bank accounts to be held by schools and how they are to be operated
- 1.1.3 Fees Structures
- 1.1.4 Parental obligations in secondary schools
- 1.1.5 Financial obligation of secondary schools
- 1.1.6 Ineligible expenditures in secondary schools
- 1.1.7 Employment by Board of Management of secondary schools

1.2 Information on: -

- 1.2.1 Medical insurance cover for students in secondary schools
- 1.2.2 Transfers and re-entry
- 1.2.3 Procurement and Delivery of SET books to secondary schools
- 1.2.4 The annual procurement plan for secondary schools



2.0 Background

In 2023, the Government of Kenya (GOK) will continue to ensure attainment of Universal Secondary Education (USE) as provided for in the Medium-Term Plan III (2018-2022) of Vision 2030, the Constitution of Kenya, 2010, the Post COVID 19 Economic Recovery Strategy and Sessional paper No 1 of 2019, a policy framework for Education Training and Research. Secondary schools are required to: (i) meet schooling needs of all learners; (ii) ensure high quality and relevant content delivery; (iii) raise standards of secondary education; (iv) ensure gender parity in enrolment; and (v) unlock technology for effective service delivery.

3.0 SPECIFIC GUIDELINES

3.1 FDSE Capitation to Schools

GOK subsidy (Capitation) to schools to actualize Free Day Secondary Education (FDSE) will be KES.22,244.00 annually per learner as stipulated in Table 1.

Table 1: FDSE Structure

Item	Description	Amount
(i)	Tuition (Teaching learning materials and exams)	4,144.00
(ii)	Medical/Insurance	2,000.00
(iii)	Activity	1,500.00
(iv)	SMASSE	200.00
(v)	*Other Vote heads - (Local Transport and Travel, Administrative Costs, Electricity, Water and Conservancy, Personnel Emolument)	9,400.00
(vi)	Maintenance and Improvement	5,000.00
Grand Total		22,244.00

Provision of the GOK Subsidy (capitation grants) to schools on a termly basis as will be communicated. The following shall apply during disbursements:-

3.1.1 The GOK subsidy will be provided to public schools under the following conditions: -

3.1.1.1 The school **MUST** be duly registered and headed by a Principal appointed by Teachers Service Commission (TSC).

3.1.1.2 The school **MUST** be registered on the National Education Management Information System (NEMIS) platform

3.1.1.3 The school **MUST** register and update learners records on NEMIS

3.1.1.4 Bank accounts for Tuition, Operations and Infrastructure Grants as operated by the school **MUST** be registered in NEMIS and with MOE at all its levels.

- 3.1.1.5 Details of Bank accounts for Infrastructure be submitted to the Ministry before the end of the second quarter i.e March 15th.
- 3.1.2 Enrolment data to be used for provision of the GOK Subsidy will be obtained from NEMIS on various dates as follows: -
 - 3.1.2.1 First Tranche 15th December 2022
 - 3.1.2.2 Second Tranche 31st March 2023
 - 3.1.2.3 Third Tranche 30th June 2023
- 3.1.3 Under the Operations Account, schools may seek authority from the CEBs to vire savings or surplus funds from one item to another when it is absolutely necessary but the same does not apply for both Tuition and the Infrastructure Accounts.
- 3.1.4 Personnel emolument will not be restricted to payment of Non-teaching staff.

3.2 School Data on NEMIS

It is the responsibility of the Principal to ensure accuracy of the data available on NEMIS where every eligible learner is fully registered on the platform. The following shall apply: -

- 3.2.1 NEMIS must be used at all times during admission and transfer of students;
- 3.2.2 Transfers of students should be avoided in the course of the academic year and may only be sanctioned by the Director General under special circumstances;
- 3.2.3 Funds will be disbursed using the data available on NEMIS at the time of disbursement as indicated in 3.1.2;
- 3.2.4 Schools which receive GOK subsidy for students above the enrolment will be penalized and the Principal surcharged for loss of public resources as provided for in the PFM Act, 2012 Sections 197,198 and 202;
- 3.2.5 Principals should ensure that schools records on NEMIS are accurate at all times by regularly updating these records;
- 3.2.6 Changes in information on a school's bank accounts WILL ONLY be done at MOE headquarters. Requests for change should be generated by the school and forwarded by the Sub County Director of Education to Director Secondary Education.

3.3 Insurance and Students Medical Cover

To ensure effective implementation of the five-year contract entered between the Ministry of Education (MOE) and the National Hospital Insurance Fund (NHIF) for the provision of comprehensive medical cover to all the students in public secondary schools, the following should be adhered to: -

- 3.3.1 Principals SHOULD acquaint themselves with the terms of the cover to ensure that students access quality health services

from NHIF accredited health facilities and cease requesting parents to meet medical expenses.

- 3.3.2 Schools **MUST** fully register a student in NEMIS for him/her to obtain an NHIF number to be able to access services even when on holidays.
- 3.3.3 Principals **MUST** ensure that all learners know their UPI and NHIF numbers by entering this information in their Identification Cards.
- 3.3.4 Principals should inform parents about the requirement for the cover.
- 3.3.5 Principals **SHOULD** to send death notification letters to the Principal Secretary within seven (7) days of death of any student in their schools and also help their parents/guardians fill a claim form for last expense and group life benefits.
- 3.3.6 MOE will retain **KES.1,350.00** from the medical vote head to fund the medical cover. The rest of the vote head funds will be disbursed to schools to meet insurance related expenses.
- 3.3.7 At the health care provider, students shall present a letter of introduction written, duly endorsed and signed by the respective school Principal or the Deputy Principal. The letters must be original letters and not copies.
- 3.3.8 The letter should contain the name of student, their age, Gender, Admission number and UPI number. Schools should keep copies of the letters and a register of the students who have been released to seek health care services.

3.4 Fees Structures

Given that the academic calendar will revert to 39 weeks from 30 weeks for the academic year commencing on January 2023, Parents will continue to pay approved fees. In this regard, the fees to be paid for the various category of schools is as indicated in parts 3.4.1, 3.4.2, 3.4.3 and 3.4.4 respectively.

3.4.1 Fees structure for Day Schools

GOK will continue to offer free day schooling and the fees structure for day schools in shown in Table 2.

Table 2: Fees Structure for Day Schools

Vote Heads	Parent	GOK (KSH)
Teaching learning materials and exams	0	4,144.00
SMASSE	0	200.00
Maintenance and Improvement	0	5,000.00
Activity fee	0	1,500.00
Medical and Insurance	0	2,000.00
*Other vote heads - (Local Transport and travel, Administrative Costs, Electricity, Water and Conservancy, Personnel Emolument)	0	9,400.00
Total school fees	0	22,244.00

3.4.2 Fees structure for Boarding Schools Category A*

Schools classified as Category A* are all National Schools and Extra County Schools that are located in the following towns: Nairobi, Mombasa, Nakuru, Kisumu, Nyeri, Thika and Eldoret only. For these schools, GOK will provide a subsidy for each learner in that is equal to the subsidy for each learner in a day school. In order to meet the cost of boarding as well as maintenance and improvement, parents will pay the boarding fees as shown in Table 3.

Table 3: Fees Structure for Category A* Boarding schools

Vote head	GOK	Parent	Total (Ksh)
Teaching, Learning materials and Exams	4,144	0	4,144.00
Boarding Equipment and Stores	0	30,385	30,385.00
Maintenance and Improvement	5,000	2,000	7,000.00
*Other vote heads- (Local Transport and Travel, Administrative Costs, Electricity, Water and Conservancy, Personnel Emolument)	9,400	20,371	29,771.00
Activity fees	1,500	798	2,298.00
Medical and Insurance	2,000	-	2,000.00
SMASSE	200	-	200.00
Total school fees	22,244	53,554	75,798.00

3.4.3 Fees structure for Boarding Schools Category B*

For these schools, GOK will provide a subsidy for each learner in that is equal to the subsidy for each learner in a day school. In order to meet the cost of boarding as well as maintenance and improvement, parents will pay the boarding fees as shown in Table 4.

Table 4: Fees Structure for category B* Boarding schools

Vote Head	GOK	Parent	Total (Ksh)
Teaching, Learning Materials and Exams	4,144	0	4,144.00
SMASSE	200		200.00
Medical and Insurance	2,000	0	2,000.00
Activity fees	1,500	250	1,750.00
Boarding Equipment and Stores	0	25,385	25,385.00
Maintenance and Improvement	5,000	2,000	7,000.00
*Other Vote heads- (Local Transport and travel, Administrative Costs, Electricity, Water and Conservancy, Personnel Emolument)	9,400	12,900	22,300.00
Total school fees	22,244	40,535	62,779.00

3.4.4 Fees structure for Special Needs Boarding Schools

Schools classified as Special needs are those schools that cater for learners with impairment e.g. visual, physical, hearing and mental. For this schools GOK will provide an enhanced capitation to KES.57,974.00 per learner. This includes a GOK subsidy of KES.23,220.00 per learner for Boarding Equipment and Stores and a top up grant of KES.12,510.00 per learner to cater for assistive devices and any additional personnel

needed. In order to meet the cost of boarding as well as maintenance and improvement, parents will pay the boarding fees as shown in Table 5.

Table 5: Fees Structure for Special Needs Boarding Schools

Vote Heads	GOK	Parent	Total (Ksh)
Teaching, Learning Materials and Exams	4,144	0	4,144.00
Boarding Equipment and Stores	23,220	10,790	34,010.00
Maintenance and Improvement	5,000	2000	7,000.00
*Other Vote heads (Local Transport and Travel, Administrative Costs, Electricity, Water and Conservancy, Personnel Emolument)	9,400	0	9,400.000
Activity fees	1,500	0	1,500.00
Medical and Insurance	2,000	0	2,000.00
**Top Up	12,510	0	12,510.00
SMASSE	200	0	
Total school fees	57,974	12,790	70,764.00

3.4.5 Maintenance and Improvement Funds

MOE has provided for the use of KES.5,000.00 per student from the GOK subsidy as Maintenance and Improvement Fund per year to ensure a proper learning environment with adequate school infrastructure and other improvements. Similarly, for boarding schools, an additional KES.2,000.00 per student is provided for as a parent's contribution. This vote should only be used for immovable assets and other form of infrastructure in the school that may require upgrading. Approval must be sought from the relevant office on utilization of this vote. Detailed guidelines will be issued on the approval of projects under this fund.

3.5 Bank Accounts

To ensure accountability and smooth implementation of the FDSE programme, all schools are required to operate the following bank accounts.

- 3.5.1 **Tuition Account:** - For banking of tuition funds and all payments should strictly be made by cheques. Funds in the tuition account must be utilized for the procurement of teaching and learning material (TLMs) only.
- 3.5.2 **Operations Account:** - This account is used for banking of all GoK subsidies except the tuition and infrastructure funds.
- 3.5.3 **School Infrastructure Account:** - for banking infrastructure grants from GOK and Maintenance and Improvement (M&I) funds.
- 3.5.4 **Boarding Account:** - This account is for banking of funds paid by parents for boarding related expenses.
- 3.5.5 **A Saving Account:** - This account is for banking funds from the Boarding Account Cash Book that cannot be put to immediate use.

- 3.5.6 Schools with income generating activities shall open separate bank accounts for the same.

3.6 Operational Procedures for School Bank Accounts

In addition to the above, the following procedures will continue to apply:

- 3.6.1 Each account must have a separate cash book.
- 3.6.2 All schools must acknowledge receipt of funds by a letter to the CDE/uploading an official receipt on the NEMIS plat form.
- 3.6.3 A receipt is issued to every learner for the amount received as GOK subsidy for every disbursement made.
- 3.6.4 Schools must post on their notice boards the amounts received.
- 3.6.5 No virement is authorized from the Tuition Account.
- 3.6.6 All CDF and donations or funds from Harambee must be receipted officially and entered into the school Cash books. These include incomes from hire of school facilities e.g., grounds, classrooms, halls or billboards on school compounds.
- 3.6.7 School may open additional bank accounts as may be necessary. For example, school may need a bank account for CDF funds only.

3.7 Financial Obligations

All schools' management are expected to ensure prudence in the use of school funds and to adhere to the laid down financial regulations as stipulated in the reviewed **Handbook on Financial Management for Public Secondary Schools, Teacher Training Colleges and Technical and Vocational Colleges in Kenya** issued by the MOE, the Public Finance Management Act, 2012 and the Public Procurement and Disposal Act, 2015.

All stipulated accounting procedures and other necessary measures, including cost-saving, must be adhered to by all schools at all times. In addition, the following will apply: -

- 3.7.1 Schools **MAY NOT** enter into financial contracts e.g., Hire purchase, bank loans without the express written approval of the Cabinet Secretary in line with Section 18 of 4th Schedule of the Basic Education Act, 2013.
- 3.7.2 Every Principal shall be responsible for application and utilization of funds as the **Accounting Officer** of the school. Guidelines of the same shall be given for each disbursement.

3.8 Ineligible Expenditures

As stipulated in the **Public Finance Management (PFM) Act, 2012,**

- 3.8.1 Every public officer employed in a public entity shall comply with the Constitution and all laws relating to the conduct of public officers when carrying out a responsibility or exercising a power under this Act.
- 3.8.2 Without prejudice to PFM Act provisions, a public officer shall ensure that the resources in his purview are used in a way,

which is (a) lawful and authorized; and (b) Effective, efficient, economical and transparent.

3.8.3 All procurement of goods and services is to be carried out in accordance with Article 227 of the Constitution and the relevant legislation on procurement and disposal of assets.

3.8.4 An Accounting Officer may not authorize payment to be made out of funds earmarked for specific activities for other purposes other than those activities.

Ineligible expenditure will arise when such expenditures do not adhere to the law and are not aligned towards the goal of students learning, which are the school's main activities.

3.9 Board of Management (BOM) Employees

MOE will continue to disburse funds to support the BOM employees. To minimize costs, it is necessary to rationalize the recruitment of such cadre of staff. It shall be the responsibility of the Boards of Management (BOMs) to hire Non-Teaching Staff at terms commensurate with qualification and capacity to pay. It is also important for schools to hire persons who are qualified for the job.

3.10 Transfers and Re-Entry

Cases of re-admission of dropouts and transfers should be dealt with on individual basis as stipulated in the student transfer guidelines. All transfers must be handled through NEMIS. The receiving school will initiate the process on NEMIS and the releasing school will complete the process as approved by the Various MOE personnel.

3.11 Set Books

The Ministry of Education will supply English Literature and Fasihi set books to Form three students in all the public secondary schools in 2023 as guided by the syllabus requirements. School principals are therefore advised not to procure the set books for forms three and four. The enrolment data obtained on NEMIS will be used for this purpose. Funds to actualize the procurement and delivery of the Set books shall be retained from the GOK Subsidy to schools.

3.12 Annual procurement plan

As provided for in article 26 the Public Procurement and Disposal act 2015, all procurement shall be within the approved budget of the procuring entity (school) and shall be planned by the procuring entity concerned through an annual procurement plan. Consequently, all schools MUST prepare an annual procurement plan (Annex 1) and execute it after approval by the Board of Management.

3.13 Parental Obligations

Parents will continue to meet the following cost:

- 3.13.1 School uniforms.
- 3.13.2 Boarding related costs as reflected in the boarding school fees structure.
- 3.13.3 Lunch for the day scholars; and
- 3.13.4 Clear their fees balances for continuing students prior to January 2023.

All County Directors of Education are required to ensure strict adherence to the guidelines on implementation of the FDSE programme and bring this information to the attention of all field officers and secondary schools principals under their purview.



Julius O. Jwan, PhD, CBS
PRINCIPAL SECRETARY

Copy to: Cabinet Secretary
Chief Executive Officer, Teachers Service Commission
Director Schools Audit Services
Director, Quality Assurance and Standards
All Regional Directors of Education

APPENDIX III

ADVANCE RECOVERABLE 2023 – Appendix III

Boniface Njioka Ngeene – Ksh. 20,000.00

Total: 20,000.00

PN



APPENDIX IV

John Macharia Wanjiru	1P	12097	3,000.00				1,000.00			2,000.00	1,000.00	7,000.00
Sanaet Deggratras Leshan	1P	12297					435.00					435.00
Njau Kelvin>Maina	1P	12304	4,645.00	590.00	990.00	990.00	1,200.00	585.00	700.00	1,000.00	1,000.00	11,700.00
Patience Maina	1P	12198					90.00					90.00
Njoroge Wilfred Kairuthi	1P	12011	1,815.00				785.00		400.00			3,000.00
George Nienga	1P	12242	855.00	590.00	990.00							2,435.00
Stephen Kimani	1P	12116	3,055.00	590.00	990.00	990.00	785.00	590.00		2,000.00	2,000.00	11,000.00
S. Will Waichaguru	1P	12016	6,225.00		990.00		785.00				2,000.00	10,000.00
Fabregas Gichuki Kibariki	1P	12027					35.00					35.00
Njoroge Charles Kinuthia	1P	12040			990.00			545.00	400.00			1,935.00
Chira Newton Andrew Karuri	1Y	12187			990.00		855.00	590.00				2,435.00
Mathew Kamau Ngumi	1Y	12030	1,635.00	590.00			785.00	590.00	400.00	1,000.00		5,000.00
Nchoke Partoli Pello	1Y	12299			35.00							35.00
Nyathira Joseph Thuku	1P	11999					435.00				1,000.00	1,435.00
Besire Austine Mogaka	1G	11996			990.00	610.00				1,000.00		2,600.00
Martin Teller Mukuna	1G	12238		590.00	990.00			590.00	835.00			3,005.00
Muiruri Venusa Maina	1G	12220	35.00									35.00
Joshua Saiguran Lesikar	1G	12257					100.00					100.00
Njuga Lawrence Njuguna	1R	12003	1,000.00				1,000.00				1,000.00	3,000.00
Onyango Hemstone Obuya	1R	12034	825.00									825.00
Kanyoka Davis Mwangela	1R	12194					435.00					435.00
Lines Jim Lyke	1Y	12135	785.00				2,380.00			1,000.00	1,000.00	5,165.00
Wambua Brian Gitonga	1Y	12159		590.00	420.00			590.00	400.00	1,000.00		3,000.00
Stephen Ndungu	1Y	12105					1,005.00			2,000.00	2,000.00	5,005.00
Maina David Mwangi	1G	12323			135.00							135.00
Gitau James Njenga	2B	11654	7,090.00	590.00	990.00		785.00	590.00	400.00			11,435.00
Wangati Levis Mburu	1Y	12025	3,000.00							2,000.00	2,000.00	7,000.00
Kariuki Darius Irungu	1R	11669					1,600.00					1,600.00
Charles Ahmed Kihara Mboya	2B	11669						85.00				85.00
James Mbugua Kibunja	2P	11989					335.00					335.00
Tingaru Richard Taigan	1Y	12306		30.00								30.00
Melvis Ngũyo Maina	1Y	12075	3,865.00									3,865.00
Karanja Paul Mbote	2G	11621		450.00	1,970.00	1,970.00	785.00	590.00	400.00	1,000.00	2,000.00	9,165.00
Njenga Charlespeter Njoro	2P	11644							165.00			165.00
Kariuki Francis Ndungu	2P	11765					165.00					165.00
Njenga Kelvin Mwangi	1P	12284	2,655.00	590.00	990.00	990.00	785.00	590.00	400.00			7,000.00
Njenga Stephen Nduati	2B	11795	12,115.00	1,970.00	3,290.00	1,970.00	2,630.00	1,970.00	1,320.00	2,000.00	2,000.00	29,265.00
Omollo Frankline Otieno	2B	11800					1,335.00					1,335.00
Nyauma Benard Achiayia	2B	11849						400.00				400.00
Nesta Gathore Maina	2B	11854	215.00				785.00			2,000.00	2,000.00	5,000.00
Kamoro Abraham Karanja	2B	11884	1,020.00		990.00	990.00						3,000.00
Alex Manchester Ongera	2O	11940	500.00							1,000.00	1,000.00	2,500.00
Mungai Ian Wamae	2G	11611	4,200.00	590.00	3,290.00		2,630.00	590.00	400.00			11,700.00
Mwendia Dennis Karanja	2R	11799	2,500.00									2,500.00
Erick Kariri Kamau	3Y	11361	2,220.00				785.00					3,005.00
Mwangi Samuel Nganga	3Y	11457								1,000.00	1,000.00	2,000.00
Njogu David Ngugi	2G	11662	4,005.00	590.00	3,290.00					2,000.00	2,000.00	11,885.00
Muriu Alvan Njenga	2B	12321	2,215.00				785.00			1,000.00	1,000.00	5,000.00
Kiarie Emmanuel Kamau	1R	12282	575.00	590.00	990.00	990.00		590.00	400.00	1,000.00	1,000.00	6,135.00
Somoiro Isaya Saruni	1Y	12171		35.00								35.00
Waiganjo Joseph Ndungu	1R	12089					1,435.00					1,435.00
Ithebu Austine Nganga	1Y	12000	3,935.00									3,935.00
Kihereko Ian Mbugua	1G	12200					435.00			1,000.00		1,435.00
Njagi Robert Thuo	1P	12249	1,365.00							1,000.00	1,000.00	3,365.00
Gathumbi Joseph Kamau	1Y	12038		50.00								50.00
Mcbride Mutitika Kihungi	1R	12125			990.00	620.00		590.00	400.00			2,600.00
Muchiri Samuel Chege	1Y	12057					20.00					20.00
Wangui David Kinyanjui	1B	12048	3,355.00	590.00	990.00	990.00	785.00	590.00	400.00	2,000.00	2,000.00	11,700.00
Kamiti Nganga Alex	1P	12254	2,165.00									2,165.00
Gachora Samuel Nahudo	2G	11882	1,564.00	1,790.00	3,290.00	990.00	2,630.00	590.00	1,320.00			12,174.00
Omolo Frankline Otieno	2G	11800	8,000.00							2,000.00	2,000.00	12,000.00
Wangari Erick Mutgai	4B	11169	1,635.00									1,635.00
Partoire Stephen Kipareu	4B	11222	3,260.00				785.00					4,045.00
Wamaitha Lius Anthony	4B	11019			990.00	990.00	785.00	590.00	230.00	1,000.00	1,000.00	5,585.00
Njoroge Paul Njuguna	4R	11046	7,975.00	590.00	990.00	990.00	2,630.00	590.00	400.00	1,000.00	1,000.00	16,165.00
Wambui Isaac Gitonga	4G	11068					470.00					470.00
Kelvin Shirima Joseph	4R	11247		1,970.00	1,970.00	990.00	785.00	590.00	360.00	2,000.00	2,000.00	10,665.00
Kinuthia Kelvin Mwangi	4B	11060	8,235.00	590.00	990.00		785.00					10,600.00
Boris Nganga Wangeri	3B	11372					1,465.00					1,465.00
Lesikar Edwin Kilanta	3B	11432	1,347.00		990.00	990.00	785.00	590.00	400.00	1,000.00	1,000.00	7,102.00
Nkodidio Benson Parmuat	3R	11431	2,705.00	590.00						1,000.00	1,000.00	5,295.00
Erick Njoroge Mungai	3Y	11369	420.00	590.00	3,290.00	990.00	785.00	590.00	400.00	1,000.00	1,000.00	9,065.00
Karinka Benson Santamu	2B	11889	1,435.00									1,435.00
Onzere Evans Asena	2B	11968			1,650.00		785.00					2,435.00
Meshoe Wesley Parsitau	4O	11258	1,590.00	590.00	990.00	990.00	785.00	590.00	400.00	1,000.00	1,000.00	7,935.00
Wairimu Brian Mugo	3Y	11321		600.00								600.00
Kibigo Collins Njoroge	3R	11327	1,250.00				2,630.00		400.00	2,000.00	2,000.00	8,280.00
Wanyeri Leon Kamau	1Y	12199							65.00			65.00
Kelvin maheli Imboha	2Y	11970					765.00					765.00
Wanyala Isaac Musyoki	2O	11914	1,765.00									1,765.00
Marango Nemwell Nyarango	1Y	12007							435.00			435.00
Kisoyoni Abraham Mpika	1Y	12237			4,665.00							4,665.00
Star Bill Waichanguru	1R	12161	10,435.00									10,435.00
Makombi Ryan Mwangombe	1G	12248					2,600.00					2,600.00
Mughendu Richard Muiruri	3G	11462						435.00				435.00
Lawrence Mwaniki Njuguna	1R	12015	2,695.00	990.00	3,290.00	1,970.00	2,630.00	590.00	400.00	2,000.00	2,000.00	16,565.00
Tumate David Kishoyan	3Y	11461					600.00					600.00
Patrick Kuria Muchiri	2Y	11671	655.00	590.00	990.00	990.00	785.00	590.00	400.00	2,000.00	2,000.00	9,000.00
David Parasho Leteiyo	3G	11402	2,115.00							2,000.00	1,000.00	5,115.00
Lenkishon Timothy Leshan	3P	11511	1,390.00		3,290.00		785.00					5,465.00
Maina Titus Paul Njuguna	2R	11703					1,435.00					1,435.00
Kaseenji Jacob Nkadayo	2R	11708	4,875.00	590.00	990.00	990.00		590.00	400.00			8,435.00
Mwangi Daniel Maina	2R	11773	8,655.00				785.00					9,440.00
Ochieng John Omutere	2P	11850						435.00	1,000.00	1,000.00		2,435.00
Towett David Mugendi	2R	11858	2,815.00				785.00	400.00				4,000.00
Oroche Asha Makori	2R	11828		1,970.00			785.00	590.00	1,320.00			4,665.00
Ngugi Benson Waweru	2R	11838	7,815.00		3,290.00		2,630.00			2,000.00	2,000.00	17,735.00

Sonaet Deogratias Leshan	1P	12297				435.00							435.00
Njoroge Francis Thuku	1B	12211	360.00	590.00	990.00	990.00	785.00	590.00	400.00	2,000.00	1,000.00		7,705.00
Omondi Regan Odhiambo	2O	11900					600.00						600.00
Chris Karu Mweru	2B	11664	1,335.00	590.00			785.00	590.00	400.00				3,700.00
Wahome Lewis Waweru	2O	11942			435.00								435.00
ui Victor Kinyanjui	2Y	11761		590.00	365.00	990.00		590.00	400.00	1,000.00			3,935.00
Kelvin Mbugua	2Y	11691					2,345.00		1,320.00	2,000.00			5,665.00
Samuel Kinyanjui	2B	11618	2,600.00										2,600.00
Lavert Amos Saruni	1P	12278		590.00	990.00	595.00		590.00	400.00				3,165.00
Maina Lawrence Ndegwa	2Y	11716	1,435.00										1,435.00
Kahura Stephen Karanja	2Y	11615								2,000.00	2,000.00		4,000.00
Mugo Edward Kamau	2Y	11756	1,000.00										1,000.00
Christian Lenkeu Mbotela	2O	11911					765.00						765.00
Muhia Imani Wambaa	1G	12068	1,200.00										1,200.00
													0.00
TOTAL			476,513.00	52,725.00	111,634.00	69,685.00	133,840.00	48,073.00	36,900.00	110,320.00	96,400.00		1,136,090.00



APPENDIX V



LARI BOYS SECONDARY SCHOOL - KIAMBU
P.O BOX 16-00221 MATATHIA 0710238408
E-mail: larisecondary@gmail.com
SCHOOL MOTTO: STRIVE FOR EXCELLENCE

PHYSICAL CASH ON HAND CERTIFICATE
(To be attached to the Monthly Trial Balance)

DENOMINATIONS

A. (i)	1,000/=	42,000/=
	500/=	26,000/=
	200/=	1,800/=
	100/=	1,300/=
	50/=	/
	40/=	/
	20/=	/
	10/=	/
	5/=	15/=
	1/=	1/=

B. Cheques and money orders as per list attached Kshs. _____ - _____

C. Imprest as list attached Kshs. _____ - _____

GRAND TOTAL KSHS. _____ 71,116/= _____

D. Cash book balance 'Cash' column Kshs. _____ 71,116/= _____

E. Remarks: There was Kshs.71,116/- in the cash box for school fund Account as at 30th June, 2023.

F. Signature of the Head _____ 

Signature of the Bursar / Account clerk _____ 

School stamp





LARI BOYS SECONDARY SCHOOL - KIAMBU
P.O BOX 16-00221 MATATHIA 0710238408
E-mail: larisecondary@gmail.com
SCHOOL MOTTO: STRIVE FOR EXCELLENCE

TUITION ACCOUNT

BANK RECONCILIATION STATEMENT FOR THE MONTH OF JUNE YEAR 2023 A/C 01025050847100

Balance as per bank statement				461,723.50
<u>LESS THE UNPRESENTED CHEQUES</u>				
CHEQUE	AMOUNT	CHEQUE	AMOUNT	
000415	46,000			<u>46,000.00</u>
	Balance as per cash book			<u>415,723.50</u>

OPERATION ACCOUNT

BANK RECONCILIATION STATEMENT FOR THE MONTH OF JUNE YEAR 2023 A/C 01025050847101

Balance as per bank statement				2,239,412.40
<u>LESS THE UNPRESENTED CHEQUES</u>				
CHEQUE	AMOUNT	CHEQUE	AMOUNT	
001400	68,800			<u>68,800.00</u>
	Balance as per cash book			<u>2,170,612.40</u>

INFRASTRUCTURE ACCOUNT

BANK RECONCILIATION STATEMENT FOR THE MONTH OF JUNE YEAR 2023 A/C 01022050847100

Balance as per bank statement				563,387.00
<u>LESS THE UNPRESENTED CHEQUES</u>				
				<u>-</u>
	Balance as per cash book			<u>563,387.00</u>

SIGN


PRINCIPAL



SIGN


BURSAR

