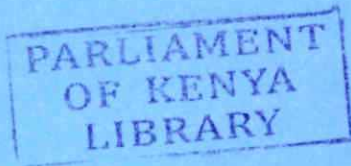


REPUBLIC OF KENYA



Enhancing Accountability

REPORT



OF

THE AUDITOR-GENERAL

ON

GATAMAIYU HIGH SCHOOL

**FOR THE SIX (6) MONTHS'
PERIOD ENDED 30 JUNE, 2021**

THE NATIONAL ASSEMBLY
PAPERS LAID

DATE: 05 MAR 2025

DAY.

Wednesday

KIAMBU COUNTY

TABLED
BY:

CLERK-AT
THE-TABLE:

Hon. Naamr Waga, MP
Deputy Majority Party Whip
A. Shibus



50
Revised 30th June 2021.



GATAMAIYU HIGH SCHOOL
PUBLIC SECONDARY SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED
30th June 2021

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

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

Table of Contents	Page
I. KEY SCHOOL INFORMATION AND MANAGEMENT	2
II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL.....	7
III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY	9
IV. REPORT OF THE INDEPENDENT AUDITORS ON THE ANNUAL FINANCIAL STATEMENTS OF GATAMAIYU HIGH SCHOOL OF THE YEAR ENDING 30 TH JUNE 2021	10
V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30 TH JUNE 2021	11
VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30 TH JUNE 2021 12	
VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30 TH JUNE 2021	14
VIII. SIGNIFICANT ACCOUNTING POLICIES.....	20
IX. NOTES TO THE FINANCIAL STATEMENTS	22

I. KEY SCHOOL INFORMATION AND MANAGEMENT

[Customise the details in this section to suit your School]

(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 03/2004 under registration number GP/A/2295/2004 and is currently categorized as a County (*National, Extra County, county and Sub County*) public school established, owned or operated by the Government.

The school is a boarding school and had 469 number of students as at 30th June 2021. It has Three streams and 26 teachers of which 06 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	REV JOHN NJURU	Chairman/Sponsor	30 TH APR 2019
2	MR. LEONARD WANJOHI	Secretary - Principal	30 TH APR 2019
3	MR. DANIEL MUNENE	Member	30 TH APR 2019
4	MR. MICHEAL THUO	Member	30 TH APR 2019
5	MRS LILIAN KAHAKI	Member	30 TH APR 2019
6	MR. HENRY NGAARI CHEGE	Member	30 TH APR 2019
7	MS MARY WAWERU	Member	30 TH APR 2019
8	REV LEAH NDEGWA	Member – Rep CEB	30 TH APR 2019
9	MRS JUDITH LIBUTS	Member Rep Teachers	30 TH APR 2019
10	MRS ESTHER NJERI	Members - Sponsor	30 TH APR 2019
11	MR. PETER NGANGA	Member- Sponsor	30 TH APR 2019
12	MR. NJUGUNA MBIGI	Member - Community	30 TH APR 2019
13	MR. JOHN KAARA WAINAINA	Member Special Needs	30 TH APR 2019
14	DAVID MWANGI KIRATHI	Rep Students	30 TH APR 2019
15	MR JOHN KIHU	Area Chief	30 TH APR 2019
16			

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

The function of the School Board of Management include:

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

(c) Committees of the Board

Provide the names of the various committees of the Board established by the Board and the names of the committee members:

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	MR LEONARD WANJOHI REV LEAH NDEGWA MR.DANIEL MUNENE REV JOHN NJURU	CHAIR PERSON	
2	Audit Committee			
3	Finance,procurement and general purposes Committee	DANIEL MUNENE JOHN NJURU ESTHER NJERI LEONARD WANJOHI	CHAIR PERSON	2
4	Academic Committee	NJUGUNA MBIGI MICHEAL THUO HAROON NGANGA JUDITH LUBUTSI LEONARD WANJOHI	CHAIR PERSON	2
5	Development Committee	MARY WAWERU JOHN NJURU LEAH NDEGWA LEONARD WANJOHI PETER NGANGA	CHAIRPERSON	2

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

		LILIAN KAHAKI HENRY NGAARI JOHN KAARA HARUN NGANGA LEONARD WANJOHI	CHAIRPERSON	
6	Discipline and welfare Committee			1
7	Adhoc Committee (if any during the year)			

(d) School operation Management

For the financial year ended 30th June 2021 the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSC Number
1	Principal	MR. LEONARD WANJOHI	285993
2	Deputy Principal	MR. HARON NGANGA	291817
3	School Bursar	MS EUNICE MBUGUA	13532956

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

(e) Schools contacts

Post Office Box: 8-00223 KAGWE
Telephone: 020-2047725
E-mail: gatamaiyuhighschool@gmail.com
Website: N/A
Facebook:
Twitter:

(f) School Bankers

The following school operated Eight number of bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

1. Name of Bank: KCB
Branch: GITHUNGURI
Account Number: 1105015793
2. Name of Bank: KCB
Branch: GITHUNGURI
Account Number: 1105030814
3. MPESA Pay Bill No. 522123 attached to 1105015793 bank account
4. Name of Bank: KCB
Branch: GITHUNGURI
Account Number: 1105026272
5. Name of Bank: KCB
Branch: GITHUNGURI
Account Number: 1261364244
6. Name of Bank: EQUITY BANK
Branch: GITHUNGURI
Account Number: 0930295169173
7. Name of Bank: KCB
Branch: GITHUNGURI
Account Number: 1104451948
8. Name of Bank: K-UNITY
Branch: GITHUNGURI
Account Number: 00210000015851

(Ensure all bank accounts operated by the school are disclosed and that all Pay Bill Numbers are also disclosed)

GATAMAIYU HIGH SCHOOL

YEAR	AMOUNT
2019	182,314.00
2020	(681,874.00)
2021	2,364,788.00

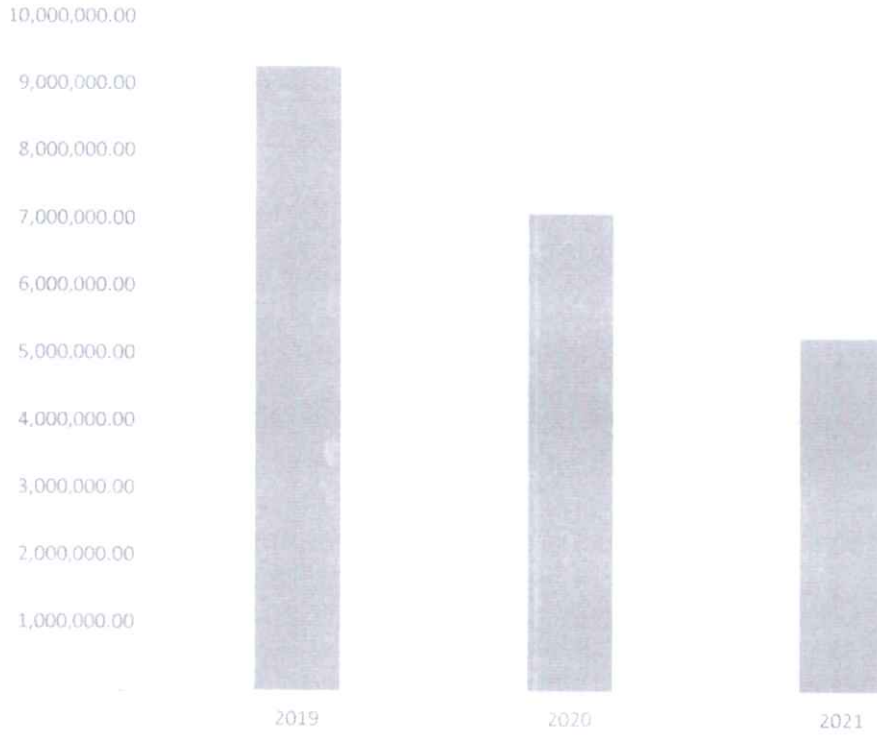
SURPLUS /DEFICIT FOR THE YEAR AND COMPARISON FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

YEAR	AMOUNT
2019	9,274,558.00
2020	7,091,391.00
2021	5,256,877.00

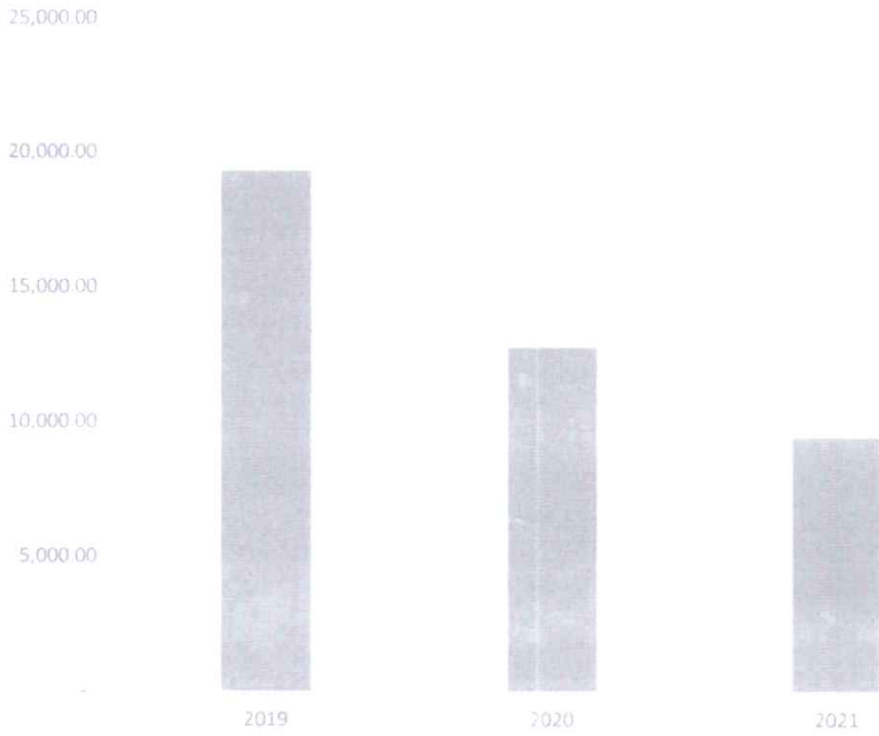
CAPITATION GRANT FOR THE YEAR AND COMPARISON FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

YEAR	AMOUNT
2019	19,322.00
2020	12,777.00
2021	9,438.00

CAPITATION GRANT/RATIO FOR PER STUDENT FOR THE YEAR AND COMPARISON FOR THREE YEARS

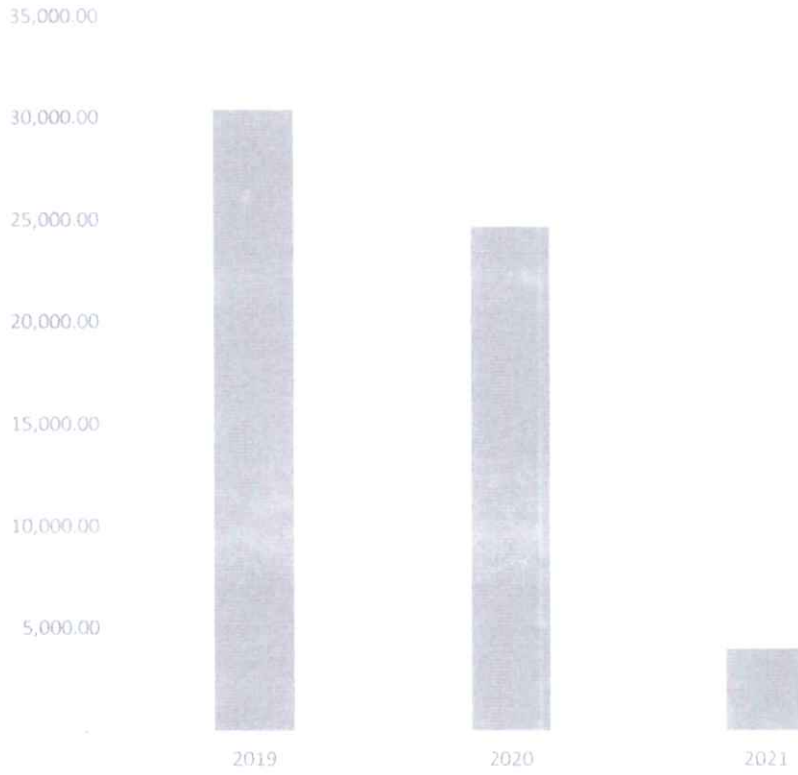


GATAMAIYU HIGH SCHOOL

YEAR	AMOUNT
2019	30,400.00
2020	24,700.00
2021	4,000.00



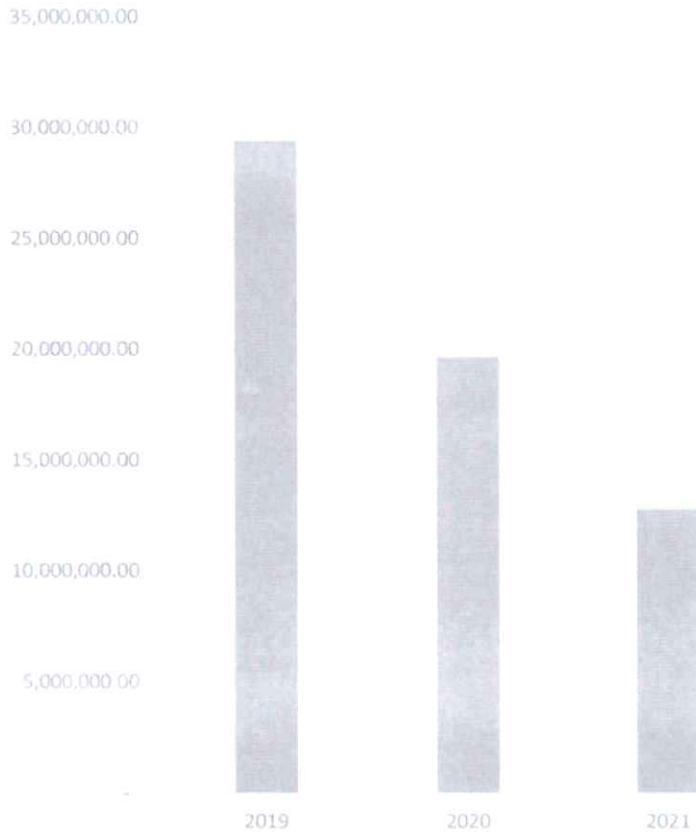
GROWTH OF OTHER INCOMES FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

YEAR	AMOUNT
2019	29,451,365.00
2020	19,664,028.00
2021	12,786,737.00

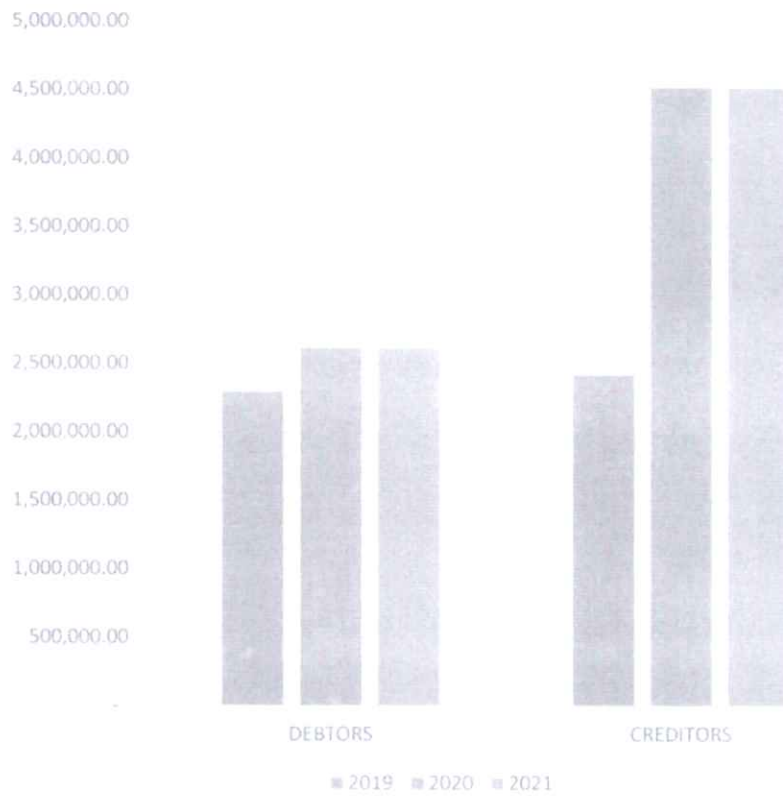
GROWTH OF EXPENDITURE FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

YEAR	DEBTORS	CREDITORS
2019	2,296,299.00	2,419,425.00
2020	2,618,053.00	4,516,288.00
2021	2,613,076.00	4,512,697.00

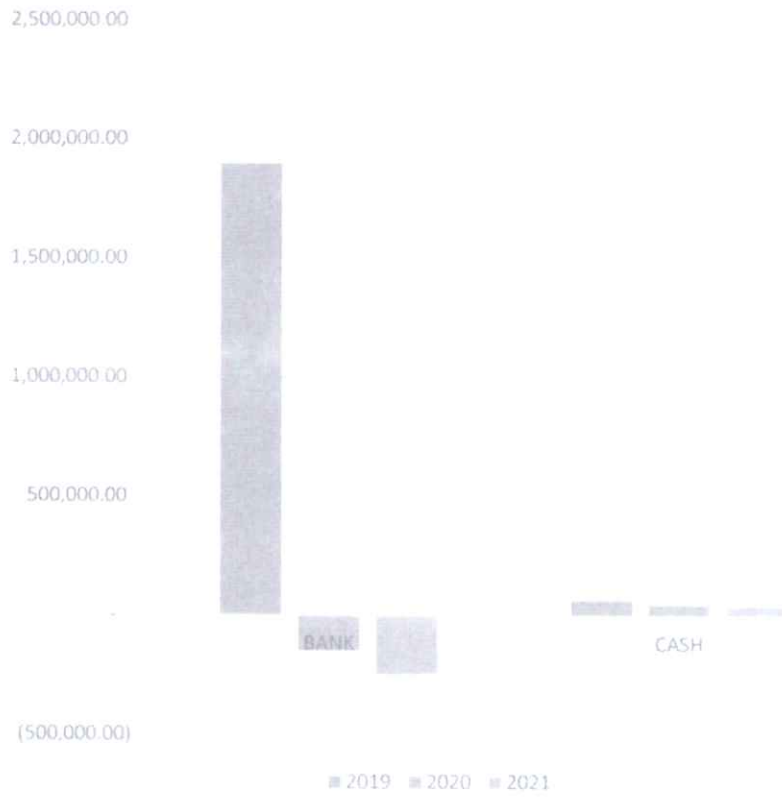
MOVEMENT OF DEBTORS AND CREDITORS FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

YEAR	BANK	CASH
2019	1,899,758.00	65,722.00
2020	(148,106.00)	47,251.00
2021	(246,399.00)	40,521.00

MOVEMENT BANK AND CASH BALANCES FOR THREE YEARS



GATAMAIYU HIGH SCHOOL

A	TEACHER STUDENT RATIO
	TSC TEACHERS.....20
	BOM TEACHERS.....6
	ONE TEACHER FOR 18 STUDENTS
	2019.....1:18
	2020.....1:20
	2021.....1:18
B	MEAN SCORE KCSE
	2019.....3.895
	2020.....4.273
	2021.....3.808
C	NUMBER OF 2021 KCSE CANDIDATES
	YEAR 2019.....76
	YEAR 2020.....110
	YEAR 2021.....93
	SCHOOL CAPACITY
	YEAR 2019.....505 SDTUDENTS
	YEAR 2020.....519 STUDENTS
	YEAR 2021.....469 STUDENTS
	DORMS
	TOILETS 30
	DINNING HALL.....1 ROOM
	LABORATIRIES :
	COMPUTER LAB
	BIOLOGY LAB
	CHEMISTRY LAB
	PHYSICS LAB

f) Development projects carried out by the school:

	<i>PROJECT</i>	<i>SOURCE OF FUNDS</i>
<i>1</i>	<i>EXTENSION OF DINNING HALL</i>	<i>M.O.E</i>
<i>2</i>	<i>PURCHASE OF DINNING TABLES & BENCHES</i>	<i>M.O.E</i>
<i>3</i>	<i>PURCHASE OF DESKS & CHAIRS</i>	<i>M.O.E</i>

Sign



School Principal


III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY

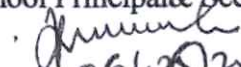
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant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

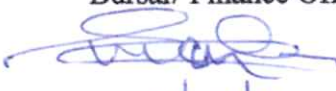
Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to be keep all proper books and records of accounts of the income, expenditure and assets of the institution.

The Board of Management of Gatamaiyu High 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, 2021, and of the school's financial position as at that date.

Name: REV JOHN NJURU
Designation: Chairman, School Board of Management
Sign: 
Date:

Name: LEONARD WANJOHI
Designation: School Principal & Secretary to Board of Management
Sign: 
Date: 06/06/2024

Name: EUNICE MBUGUA
Designation: Bursar/ Finance Officer
Sign: 
Date: 17/07/24

REPUBLIC OF KENYA

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



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

REPORT OF THE AUDITOR-GENERAL ON GATAMAIYU HIGH SCHOOL FOR THE SIX (6) MONTHS' PERIOD ENDED 30 JUNE, 2021 - 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 Government achieves value for money and that such funds are applied for the intended purpose.
- C. Report on Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, the risk management environment and the internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

An unmodified opinion does not necessarily mean that an entity has complied with all relevant laws and regulations and that its internal controls, risk management and 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 Gatamaiyu High School - Kiambu County set out on pages 11 to 31, which comprise of the statement of financial assets and financial liabilities as at 30 June, 2021, and the statement of receipts and

payments, statement of cash flows and statement of budgeted versus actuals amounts for the period 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 Gatamaiyu High School - Kiambu County as at 30 June, 2021, and of its financial performance and its cash flows for the period 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. Inaccuracies in the Financial Statements

1.1 The following variances were noted between the financial statements and supporting ledgers;

Component	Note	Financial Statements (Kshs)	Ledger (Kshs)	Variance (Kshs)
Personnel Emoluments	6	1,724,939	1,724,959	(20)
Repairs and Maintenance & Improvements	7	481,790	418,790	63,000
Fee on Boarding Equipment and Stores	7	762,393	5,762,393	(5,000,000)
Total		2,969,122	7,906,142	(4,937,020)

1.2 The following variances were noted in the financial statements;

Component	Financial Statements (Kshs)	Notes (Kshs)	Variance (Kshs)
Statement of Receipts and Payments			
Capitation Grants for Tuition	722,670	808,970	(86,300)
School Fund Income - Parents Contribution	2,430,366	2,693,071	(262,705)
School Fund Income - Other Receipts	7,464,281	9,818,407	(2,354,126)
Payments for Tuition	530,447	1,246,217	(715,770)

Component	Financial Statements (Kshs)	Notes (Kshs)	Variance (Kshs)
Boarding and School Fund Payments	8,316,806	10,981,102	(2,664,296)
Statement of Financial Assets and Financial Liabilities			
Bank Balance	-246,399	-245,772	(627)
Accounts Payables Comparative Balance	4,516,288	3,838,726	677,562
Fund Balance	11,558,485	13,046,652	(677,562)

1.3 The following variances were noted in the statement of cashflows;

Component	Statement of Cashflows (Kshs)	Statement of Receipts and Payments (Kshs)	Variance (Kshs)
Capitation Grants for Tuition	808,970	722,670	86,300
School Fund Income – Parents Contribution	2,585,897	2,430,366	155,531
Payments for Tuition	840,505	530,447	310,058
Payment for Operations	3,087,254	3,939,484	(852,230)
Boarding and School Fund Payments	9,986,940	8,316,806	1,670,134

In the circumstances, the accuracy of the financial statements for the year ended 30 June, 2021 could not be confirmed.

2. Unsupported School Fund Income - Parents' Contributions

The statement of receipts and payments and as disclosed in Note 3 to the financial statements reflects an amount of Kshs.2,430,366 in respect to school fund income - parents' contributions. However, it was observed that whereas the individual receipts were issued to the students, the income was not supported with detailed ledgers/schedules showing details including date, student name, admission number, mode of payment, receipt number, and amount of money received. Further, Management did not maintain individual student fee ledgers, and thus making it difficult to accurately track student fee arrears and balances.

In the circumstances, the accuracy and completeness of Kshs.2,430,366 could not be confirmed.

3. Cash and Cash Equivalents

3.1 Unsupported Bank Balance

The statement of financial assets and financial liabilities and as disclosed in Note 8 to the financial statements reflects a negative balance of Kshs.246,399 in respect to bank balance as at 30 June, 2021 which further includes Kshs.239,801 relating to four bank accounts that were not supported.

In the circumstances, the accuracy and completeness of the bank balance could not be confirmed.

3.2 Overdrawn Account and Netting-Off of Bank Balance

The statement of financial assets and financial liabilities reflects an overdraft bank balance of Kshs.246,399 as disclosed in Note 8 to the financial statements. Included in the bank balance are two (2) bank accounts with an overdraft balance of Kshs.485,562 which has been netted off bank balances contrary to Section 28(4)(5) of the Public Finance Management Act, 2012.

In the circumstances, the accuracy, completeness, existence of the overdraft bank balance of Kshs.245,772 could not be confirmed.

3.3 Unsupported Cash-In-Hand

The statement of financial assets and financial liabilities and as disclosed in Note 9 to the financial statements reflects a balance of Kshs.40,521 in respect to cash in hand as at 30 June, 2021 which includes Kshs.9,547 for the operations account and Kshs.30,974 for the school fund account which were not supported with a board of survey report.

In the circumstances, the accuracy and existence of the cash in hand balance could not be confirmed.

4. Accounts Receivables

4.1 Unsupported Accounts Receivables

The statement of financial assets and financial liabilities and as disclosed in Note 11 to the financial statements reflects a balance of Kshs.18,641,848 in respect to accounts receivable as at 30 June, 2021 which further includes Kshs.18,596,348 in respect of fees arrears. However, the balance was not supported with student fee ledgers.

In the circumstances, the accuracy and completeness of the fee arrears of Kshs.18,596,348 as at 30 June, 2021 could not be confirmed.

4.2 Long Outstanding Receivables

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.18,641,848 in respect of fees arrears as disclosed in Note 11 to the

financial statements. Included in the balance are receivables amounting to Kshs.13,760,750 which had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding receivables balance of Kshs.18,641,848 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Gatamaiyu High School Management in accordance with ISSAI 130 on Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audit 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 revenue budget and actual amounts on comparable basis of Kshs.22,437,593 and Kshs.14,862,412 respectively resulting to a revenue shortfall of Kshs.7,575,181 or 34%. However, the School spent Kshs.14,056,126 against actual receipts of Kshs.14,862,412 resulting to over-utilization of Kshs.806,286 or 5% of the receipts.

The revenue shortfall affected the planned activities and may have impacted negatively on service delivery to the stakeholders.

My opinion is not modified in respect of this matter.

Key Audit Matters

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

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

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

Basis for Conclusion

1.0 Effectiveness in Text Books Management

1.1 Poor Management of Text Books

During the year ended 30 June, 2021, the School received various textbooks from the Ministry of Education. It was observed that the School had received an excess of eighty (81) copies of each of the following eight textbooks: Blossoms of the Savannah, Inheritance, A Doll's House, Chozi la Heri, Kigogo, Tumbo Lisiloshiba, The Pearl, and Memories We Lost. In addition, the textbooks were not distributed equally among the students.

In the circumstances, the management and distribution of text books could not be confirmed.

1.2 Issuance of Books by the Ministry for Subjects Not Offered

Review of the textbook records for the year ended 30 June, 2021 revealed that the School received one hundred and seventy one (171) copies of KLB Secondary French Student's Book and four (4) copies of KLB Secondary French Teacher's Guide for Form One from the Ministry of Education. However, since the School does not offer French as a subject, the books remain unused.

In the circumstances, the effectiveness in use and distribution of text books could not be confirmed.

2.0 Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

During the year under review, the School transferred Kshs.154,540 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.154,540 could not be confirmed.

3.0 Late Submission of Financial Statements for Audit

During the year under review, Management submitted the financial statements to the Auditor-General on 26 July, 2023 instead of the statutory deadline of 30 September, 2021. 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 with Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

4.0 Unbalanced Budget

The statement of budgeted versus actual amounts reflects a final revenue budget of Kshs.22,437,593 and total expenditure budget of Kshs.19,107,952 resulting to an unbalanced budget contrary to Regulation 33(c) of Public Finance Management (National Government) Regulations, 2015 which states that budget shall be balanced.

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

5.0 Non-Compliance with Public Sector Accounting Standards Board Template

Review of the presentation and disclosure format of the financial statements for the year ended 30 June, 2021 revealed the following anomalies;

- i. The table of contents indicated numeric page numbers for the annual report instead of roman numbers as required by the reporting template. Further, the financial statements are not well paginated.
- ii. The acronyms and glossary of terms together with annexes were omitted from the table of contents.
- iii. The financial statement amounts were not rounded off to the nearest shilling as per the template.

In the circumstances, the financial statements do not comply with the PSASB reporting template.

6.0 Failure to Prepare School Improvement Plan

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

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

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

REPORT ON EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effect of the matter described in the Basis for conclusion on Effectiveness of Internal Controls, Risk Management and Governance, I confirm that nothing has come to my attention to cause me to believe that internal controls, risk management and overall governance were not effective.

Basis for Conclusion

Incomplete Assets Register and Lack of Ownership Documents

Annex 2 to the financial statements on summary of fixed assets as at 30 June, 2021 reflects assets with nil balances. However, the value of these assets, the date when the assets were acquired and the location of the assets were not disclosed. In addition, there were no valuation reports for the land, a clear indication that the land had not been revalued since the date of acquisition. Further, the land ownership documents and motor vehicle log books were not provided for audit.

In the circumstances, the valuation, ownership, existence, completeness, location and security of the assets could not be confirmed.

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

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

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

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

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

Auditor-General's Responsibilities for the Audit

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

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

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

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.
- Conclude on the appropriateness of Management's use of the applicable basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the School to cease to continue to sustain its services.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

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

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


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi


20 January, 2025


(GATAMAIYU HIGH SCHOOL)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021



V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30TH JUNE 2021

DESCRIPTION OF VOTE HEAD	Note	2020-2021	2019-2020
		Kshs	Kshs
RECEIPTS			
Capitation grants for tuition	1	722,670.75.75	904,966.00
Capitation grants for operations	2	4,534,207.25	6,186,425.00
School Fund Income- Parents' Contributions	3	2,430,366.00	3,558,593.00
School Fund Income- Other receipts	4	7,464,281.00	8,332,170.00
Proceeds from borrowings		0.00	0.00
TOTAL RECEIPTS		15,151,525.00	18,982,154.00
PAYMENTS			
Payments for Tuition	5	530,447.00	713,656.00
Payments for operations	6	3,939,484.00	6,400,243.00
Boarding and school fund payments	7	8,316,806.00	12,550,129.00
TOTAL PAYMENTS		12,786,737.00	19,664,028.00
SURPLUS/DEFICIT		2,364,788.00	(681,874.00)

The school financial statements were approved on _____ 2021 and signed by:

Sign: 
 Name: Evanon Mutua

Sign: 
 Name: Leonard Wanjohi

Sign: 
 Name: 

Chair BOM

School Principal/
 Secretary to BOM

Bursar/
 Finance Officer

Date

Date

Date 17/07/24

(GATAMAIYU HIGH SCHOOL)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30TH JUNE 2021

	Note	2020-2021	2019-2020
		Kshs	Kshs
FINANCIAL ASSETS			
,Cash and Cash Equivalents			
Bank Balances	8	(246,399.00)	(148,109.09)
Cash Balances	9	40,521.00	47,251.39
Short term Investment	10		
Total Cash and cash equivalent		(205,878)	(100,858.00)
Account's receivables	11	18,641,848.00	16,175,631.00
TOTAL FINANCIAL ASSETS		18,435,970.00	16,074,773.00
FINANCIAL LIABILITIES			
Accounts Payables	12	4,512,697.00	(4,516,288.00)
NET FINANCIAL ASSETS		13,923,273.00	11,558,485.00
5			
REPRESENTED BY			
Accumulated Fund b/fwd	13	11,558,485.00	12,240,359.00
Surplus/Deficit for the year		2,364,788.00	(681,874.00)
NET FINANCIAL POSSITION		13,923,273.00	11,558,485.00

The School's financial statements were approved on _____ 2021 and signed by:

Name: **REV. JOHN NJURU**
Chairman, BoM

Sign: 

Date:

Name: **LEONARD WANJOHI**
School Principal/Secretary to BoM

Sign: 

Date: 06/06/2024

Name: **EUNICE N MBUGUA**
Bursar/Finance

Sign: 

Date: 17/07/24

PUBLIC SECONDARY SCHOOLS - (Indicate actual name of the School)
Reports and Financial Statements
For the year ended 30th June 20xx

VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2021

		2020-2021	2019-2020
		Kshs	Kshs
Receipts for operating income			
Capitation grants for tuition	1	808,970.75	904,966.00
Capitation grants for operations	2	4,534,207.25	6,186,425.00
School fund income- Parents contributions/ fees	3	2,585,897.00	4,469,239.00
School fund income- other receipts	4	7,464,311.00	8,238,104.00
Total receipts		15,393,386.00	19,798,734.00
Payments			
Payments for Tuition	5	840,505.00	807,541.00
Payments for operations	6	3,087,254.00	6,397,130.00
Boarding and school fund payments	7	9,986,940.00	9,558,579.85
Total payments		13,914,699.00	16,763,250.85
Net cash flow from operating activities		1,478,687.00	3,035,487.15
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets			
\Acquisition of Assets		(1,583,080.00)	(5,068,942.00)
Proceeds from investments		0.00	0.00
Purchase of investments		0.00	0.00
Net cash flows from Investing Activities		(1,583,080.00)	(5068,942.00)
CASHFLOW FROM BORROWING ACTIVITIES			
Proceeds from borrowings/ loans		0.00	0.00
Repayment of principal borrowings		0.00	0.00
Net cash flow from financing activities		0.00	0.00
NET INCREASE IN CASH AND CASH EQUIVALENTS		(104,393.00)	(2,033,454.85)
Cash and cash equivalent at BEGINNING of the year		(100,857.70)	2,131,293.65
Cash and cash equivalent at END of the year		(205,250.70)	(100,857.70)

The above presentation of cash flow statement uses the direct method of cash flow presentation which is encouraged under IPSAS. Schools' should therefore adopt the direct method of cashflow as recommended by PSASB.

PUBLIC SECONDARY SCHOOLS τ (Indicate actual name of the School)
Reports and Financial Statements
For the year ended 30th June 20xx

GATAMAIYU HIGH SCHOOL STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30TH JUNE 2021

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
RECEIPTS						
(1) CAPITATION GRANT ON TUITION						
Textbooks and reference materials	0.00	0.00	0.00	0.00	0.00	0.00
Exercise books	450,000.00	0.00	450,000.00	95738	354,262.00	21.3%
Laboratory equipment	171,007.00	0.00	171,007.00	95,737.00	75,270.00	56%
Internal exams	0.00	0.00	0.00	0.00	0.00	0.0%
Teaching / learning materials	335,690.00	0.00	335,690.00	531,196.00	(195,506.00)	158%
Chalks	0.00	0.00	0.00	0.00	0.00	0%
Exams and assessment	0.00	0.00	0.00	0.00	0.00	0%
Teachers guides	0.00	0.00	0.00	0.00	0.00	0%
(2) CAPITATION GRANT ON OPERATIONS						
Personnel emoluments	1,568,000.00	0.00	1,568,000.00	1,716,632.00	(148,632.00)	109%
Repairs and maintenance	2,352,000.00	0.00	2,352,000.00	2,331,000.00	21,000.00	99%
Local transport / travelling	470,400.00	0.00	470,400.00	158,730.00	311,670.00	33.7%
Electricity and water	569,576.00	0.00	569,576.00	157,620.00	411,956.00	27.7%
Medical	0.00	0.00	0.00	0.00	0.00	0%
Administration costs	627,200.00	0.00	627,200.00	170,225.00	456,975.00	27%
Activity	0.00	0.00	0.00	0.00	0.00	0%
Gratuity	0.00	0.00	0.00	0.00	0.00	0%

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
SMASSE	0.00	0.00	0.00	0.00	0.00	0%
(3) FEES CHARGED ON PARENTS						
Personnel emoluments	1,215,200.00	0.00	1,215,200.00	575,655.00	639,545.00	47.4%
Repairs and maintenance	940,800.00	0.00	940,800.00	448,600.00	492,200.00	48%
Local transport / travelling	254,800.00	0.00	254,800.00	124,390.00	130,410.00	49%
Electricity and water	1920,800.00	0.00	1,920,800.00	909,440.00	1,011,360.00	47%
Medical	0.00	0.00	0.00	0.00	0.00	0%
Administration costs	725,200.00	0.00	725,200.00	343,041.00	382,159.00	47%
Activity	58800.00	0.00	58,800.00	29,240.00	29,560.00	50%
SMASSE	0.00	0.00	0.00	0.00	0.00	0%
Fee on Boarding		0.00	10,774,120.00	7,171,168.00	3,602,952.00	
Equipment and Stores	10,774,120.00					66.6%
OTHER INCOME						
Rent income	4000.00	0.00	4,000.00	4,000.00	0.00	100%
Income from farming activities	0.00	0.00	0.00	0.00	0.00	0%
Insurance compensation	0.00	0.00	0.00	0.00	0.0	0%
Income from Posho mill	0.00	0.00	0.00	0.00	0.00	0%
Income from Bus Hire	0.00	0.00	0.00	0.00	0.00	0%
Fee for hire of ground and equipment	0.00	0.00	0.00	0.00	0.00	0%
Interest income	0.00	0.00	0.00	0.00	0.00	0%
Income from any other investment	0.00	0.00	0.00	0.00	0.00	0%
TOTAL INCOME	22,437,593.00	0.00	22,437,593.00	14,862,412.00	7,575,154.00	66.2%
(1) EXPENDITURE FOR TUITION						

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Textbooks and reference materials	0.0	0.00	0.00	0.00	0.00	0%
Exercise books	340,805.00	0.00	340,805.00	95,738.00	245,067.00	28%
Laboratory equipment	155,585.00	0.00	155,585.00	95,737.00	59,848.00	61.5%
Internal exams	0.00	0.00	0.00	0.00	0.00	0%
Teaching / learning materials	247,454.00	0.00	247,454.00	531,196.00	(283,742.00)	214.7%
Chalks	0.00	0.00	0.00	0.00	0.00	0%
Exams and assessment	0.00	0.00	0.00	0.00	0.00	0%
Teachers guides	0.00	0.00	0.00	0.00	0.00	0%
Administration costs	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
(2) EXPENDITURE FOR OPERATIONS						
Personnel emoluments	980,000.00	744,959.00	1,724,959.00	1,724,959.00	744,959.00	100%
Repairs, maintenance & improvements	2,352,000.00	0.00	2,352,000.00	100,240.00	2,251,760.00	4%
Local transport / travelling	523,600.00	0.00	523,600.00	206,500.00	317,100.00	39.4%
Electricity, water and conservancy	569,576.00	0.00	569,576.00	214,500.00	355,076.00	37.7%
Medical	0.00	0.00	0.00	0.00	0.00	0%
Administration costs	627,200.00	0.00	627,200.00	431,015.00	196,185.00	69%
Activity Expenses	470,400.00	0.00	470,400.00	154,540.00	315,860.00	32.8%
Gratuity	0.00	0.00	0.00	0.00	0.00	0%
SMASSE	0.00	0.00	0.00	0.00	0.00	0%
(3) EXPENDITURE FOR SCHOOL FUND						
Personnel emoluments	1,007,000	287,586.00	1,294,586.00	1,294,586.00	287,586.00	100%

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Repairs, maintenance and improvements	588,000.00	0.00	588,000.00	418,790.00	169,210.00	28.8%
Local transport / travelling	180,000.00	252,065.00	432,065.00	432,065.00	252,065.00	100%
Electricity, water and conservancy	681,000.00	0.00	681,000.00	602,970.00	78,030.00	11.5%
Medical Expenses	0.00	0.00	0.00	0.00	0.00	0%
Administration costs	581,245.00	1003,436.00	1,584,681.00	1,414,681.00	833,346.00	89.3%
Activity	36,750.00	369,466.00	406,216.00	406,216.00	369,466.00	1005%
Gratuity	0.00	0.00	0.00	0.00	0.00	0%
Lunch programme	0.00	0.00	0.00	0.00	0.00	0%
Boarding Equipment and Stores	6,939,825.00	0.00	6,939,825.00	5,762,393.00	1,177,432.00	83%
Expenditure for Income Generating Activity	0.00	0.00	0.00	0.00	0.00	0%
Insurance costs	170,000	0.00	170,000.00	170,000.00	0.00	100%
Other expenses on investments	0.00	0.00	0.00	0.00	0.00	0%
Rent Expenses	0.00	0.00	0.00	0.00	0.00	0%
Bank Charges	0.00	0.00	0.00	0.00	0.00	0%
Loan Interest Repayment	0.00	0.00	0.00	0.00	0.00	0%
Loan Principal Repayment	0.00	0.00	0.00	0.00	0.00	0%
Acquisition of Assets						
TOTALS	16,450,440.00		19,107,952.00	14,056,126.00	7,369,248.00	73.56%

PUBLIC SECONDARY SCHOOLS - (Indicate actual name of the School)
Reports and Financial Statements
For the year ended 30th June 20xx

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

- i. Fees was not fully paid since only 66.2% was collected.*
- ii. Due to poor fees payments ,some expenditures were not met as per the budget.*

VIII. SIGNIFICANT ACCOUNTING POLICIES

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

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

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

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

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

2. **Recognition of receipts and payments**

The *school* recognises all receipts from the various sources when the event occurs and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs and the related cash has actually been paid out by the *school*.

3. **In-kind contributions**

In-kind contributions are donations that are made to the *school* in 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.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

5. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.

7. Non-current assets

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

8. Budget

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

9. Comparative figures

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

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2020

IX. NOTES TO THE FINANCIAL STATEMENTS

1 CAPITATION GRANT FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	0.00	0.00
Exercise books	95,738.00	489,000.00
Laboratory equipment	95,737.00	415,650.00
Internal exams	0.00	0.00
Teaching / learning materials	531,195.75	316.00
Chalks	0.00	0.00
Exams and assessment	0.00	0.00
From school fund	86300	0.00
Total	808,970.75	904,966.00

2 CAPITATION GRANT FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,716,632.25	2,109,100.00
Repairs and maintenance	2,331,000.00	2,956,000.00
Local transport / travelling	158,730.00	248,925.00
Electricity and water	157,620.00	244,500.00
Medical	0.00	97,800.00
Administration costs	170,225.00	334,500.00
Activity	0.00	195,600.00
Total	4,534,207.25	6,186,425.00

3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	575,655.00	896,662.00
Repairs and maintenance	448,600.00	624,229.00
Local transport / travelling	124,390.00	181,660.00
Electricity and water	979,140.00	1,353,988.00
Medical	0.00	0.00
Administration costs	536,046.00	725,579.00
Activity	29,240.00	39,180.00
Total	2,693,071.00	3,821,298.00

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Fee on Boarding Equipment and Stores	8,952,739.00	8,213,404.00
Rent income	4,000.00	24,700.00
Income from farming activities	0.00	0.00
Insurance compensation	0.00	0.00
Income from Posho mill	0.00	0.00
Income from Bus Hire	0.00	0.00
Fee for hire of ground and equipment	0.00	0.00
Income from grants and donations*	857,943.00	2,149,414.00
Interest income	0.00	0.00
Dividends income	0.00	0.00
Total	9,818,407.00	10,387,518.00

(Include an explanation on the kind and source of grants/ donations received by the school.)

5 PAYMENTS FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	0.00	0.00
Exercise books	196,300.00	436,331.00
Laboratory equipment	879,257.00	116,130.00
Internal exams	0.00	0.00
Teaching / learning materials	110,660.00	161,195.00
Chalks	0.00	0.00
Exams and assessment	0.00	0.00
Transfer to school fund	60,000.00	0.00
Administration Costs	0.00	0.00
Bank Charges	0.00	0.00
Total	1,246,217.00	713,656.00

NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 PAYMENTS FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,724,939.00	2,535,330.00
Service Gratuity	0.00	0.00
Administration Cost	431,015.00	1,104,741.00
Repairs and maintenance & improvements	100,240.00	1,816,487.00
Local transport / travelling	206,500.00	166,325.00
Electricity and water	214,500.00	364,790.00
Medical	0.00	0.00
Activity Expenses	154,540.00	412,600.00
SMASSE	0.00	0.00
Insurance Cost	0.00	0.00
Bank Charges	0.00	0.00
Acquisition of Assets	1,107,750.00	0.00
TOTAL	3,939,484.00	6,400,243.00

7 BOARDING AND SCHOOL FUND PAYMENTS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,297,586.00	1,478,181.00
Service Gratuity	0.00	0.00
Repairs and maintenance & Improvements	481,790.00	710,120.00
Local transport / travelling	432,065.00	825,420.00
Electricity and water	602,970.00	741,410.00
Medical Expenses	0.00	0.00
Administration costs	1,584,681.00	1,162,698.00
Lunch Programme	0.00	0.00
Bank Charges	4,071.00	2,242.74
Expenses on Income Generating Activities	0.00	0.00

(Indicate actual name of the school)
PUBLIC SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 20xx

Fee on Boarding Equipment and Stores	,762,393.00	4,733,249.00
Rent Expenses	0.00	0.00
Insurance Cost (Life Property)	0.00	0.00
Loan Principal repayment	0.00	0.00
Loan Interest repayment	0.00	0.00
Acquisition of Assets	475,330.00	5,068,942.00
TOTAL	10,981,102.00	14,996,883.00

*Expenses on income generating activities** should include all costs relating to the school earnings on other receipts as recorded in note 4. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others.*

NOTES TO THE FINANCIAL STATEMENTS (Continued)

8 BANK ACCOUNTS

Name of Bank, Account No. & currency	Bank Account Number	2020-2021	2019-2020
		Kshs	Kshs
Tuition Account KCB	1105026272	922.80	32,457.05
Operations Account KCB	1105030814	(71,907.85)	(160,456.10)
School Fund Account/Boarding KCB	1105015793	(413,655.84)	(333,769.84)
Savings Account KCB	1104451948	36,281.60	227,333.50
Parent Association Development Account/ESP EQUITY BANK	0930295169173	25,739.90	25,739.90
Income generating activities Account K-UNITY	00210000015851	60,586.20	60,586.20
Infrastructural Account	1261364244	116,261.10	
Total		(245,772.09)	(148,109.09)

9 CASH IN HAND

Description	2020-2021	2019-2020
	Kshs	Kshs
Tuition Account	0.00	0.00
Operation Account	9,547.00	29,022.00
School Fund account	30,974.39	18,229.39
Total	40,521.39	47,251.39

10 SHORT TERM INVESTMENTS

Description	2020-2021	2019-2020
	Kshs	Kshs
Cooperative shares	0.00	0.00
Treasury Bills	0.00	0.00
Fixed deposit	0.00	0.00
Equity stock	0.00	0.00
Other investments	0.00	0.00
Total	0.00	0.00

NOTES TO THE FINANCIAL STATEMENTS (Continued)

11 ACCOUNTS RECEIVABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears	18,596,347.90	16,150,130.90
Other non-fees receivables/ GNS	5000.00	0.00
Salary advances	40,500.00	25,500.00
Imprest	0.00	0.00
Total	18,641,847.90	16,175,630.90

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

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears for current year	2,613,076.00	2,318,053.00
Fees arrears for the previous year	2,222,522.00	1,469,149.00
Fees arrears for prior periods (over two years)	13,760,749.9	12,362,928.90
Total	18,596,347.90	16,150,130.90

12 ACCOUNTS PAYABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	3,317,555.00	2,252,826.00
Gns club & cotu	59,800.00	256,600.00
Retention monies	1,135,342.00	1,135,342.00
Total	4,512,697.00	3,838,726.00

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

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors for current year	3,317,555.00	2,446,784.00
Trade creditors for the previous year	0.00	0.00
Trade creditors for prior periods (over two years)	0.00	0.00
Total	3,317,555.00	2,252,826.00

NOTES TO THE FINANCIAL STATEMENTS (Continued)

13 FUND BALANCE BROUGHT FORWARD

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank balances	(148,109.09)	1,574,173.40
Cash balances	47,251.39	65,722.39
Short Term Investments	0.00	0.00
Receivables	16,175,630.90	13,833,949.41
Payables	(3,838,726.00)	(2,427,193)
Total	12,236,047.20	13,046,652.20

Other important disclosure notes

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

14 Non-current Liabilities Summary

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank loan(s)	0.00	0.00
Outstanding Leases	0.00	0.00
Hire purchase	0.00	0.00
Gratuity and leave provision	0.00	0.00
Total	0.00	0.00

15 Biological assets

Description	Numbers	2020-2021	2019-2020
		Kshs	Kshs
Cattle	-	0.00	0.00
Goats	-	0.00	0.00
Trees	2,053	0.00	0.00
Coffee or tea plantation		0.00	0.00
Poultry		0.00	0.00
Total		0.00	0.00

16 Borrowings

Description	2020-2021	2019-2020
	KShs	KShs
a) Borrowings		
Borrowing at beginning of the year	0.00	0.00
Borrowings during the year	0.00	0.00
Repayments of during the year	0.00	0.00
Balance at end of the year	0.00	0.00

Other important disclosure notes

17 Stock/ Inventory

Description	2020-2021	2019-2020
	KShs	KShs
b) Borrowings		
Stock/ inventory at beginning of the year	xxx	xxx
Stock/ inventory purchased during the year	xxx	xxx
Stock/ inventory issued during the year	(xxx)	(xxx)
Balance at end of the year	xxx	xxx

18 PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS

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

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

PUBLIC SECONDARY SCHOOLS - (Indicate actual name of the School)
Reports and Financial Statements
For the year ended 30th June 20xx

ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2021	Outstanding Balance 2021	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Construction of buildings						
1. JAMINJU RENOVATORS					193,750.00	
2. PERIS KINUTHIA					88,200.00	
3. PAUL NJIHIA					41,650.00	
Sub-Total					323,600.00	
Supply of goods						
4. MBARUK GENERAL MERCHADISE					675,600.00	
5. DAMARIS MUGO					117,000.00	
6. MENKS COMMODITY DEALERS					779,890.00	
7. MERCYBEE VENTURES					118,300.00	
8. PESTA GENERAL SUPPLIES					440,700.00	
9. GK MWAURA					88,095.00	
Sub-Total					2,219,585.00	
Supply of services						
10. PRIMAX OFFICE EQUIPMENTS					118,600.00	
11.						
12.						
13.						
Sub-Total						
Grand Total					2,661,785.00	

ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER

Asset class	Date purchased	Location	Historical Cost b/f (Kshs) 1 st July 2014	Additions during the year (Kshs)	Dis
Land 1	1964	KAGWE	20 ACRES	0.00	
Land 2	0.00	KAGWE	0.00	0.00	
Buildings and structures		KAGWE			
Motor vehicles	2010	KAGWE	0.00	0.00	
Office equipment, furniture and fittings					
ICT Equipment, and Other ICT Assets					
Tools and apparatus					

GATAMAIYU HIGH SCHOOL

SUMMARY OF FIXED ASSET REGISTER AS AT 30TH JUN 2021

ASSET CLASS	DATE PURCHASED	LOCATION	HISTORICAL COST B/F 1ST JUL 2014 (KSH)	ADDITIONS DURING THE YEAR(KSH)	DISPOSAL DURINGTHE YEAR (KSH)	DEPRECIATION KSH	HISTORICAL COST C/F (KSH) 30TH JUN 2021
LAND 1		KAGWE					
LAND 2		KAGWE					
BUILDINGS AND STRUCTURE							
CLASSROOMS							
DINNING HALL							
DORMITORIES							
STAFF HOUSES							
KITCHEN							
LABORATORIES							
480 CHAIRS AND DESKS	2004	CLASSROOMS	900,000.00	0	0	150,000.00	750,000.00
240 DOUBLE DECKER BEDS	2012	DORMS	1,824,000.00	193,750.00	0	66,750.00	1,951,000.00
4 COMPUTERS	2019	OFFICES	144,000.00	0	0	0	136,800.00
5 PRINTERS	2010	OFFICES	84,000.00	0	0	0	79,800.00
CABINETS	2016	OFFICES				0	
COPY PRINTER	2015	STORES	400,000.00	0	0	200,000.00	200,000.00
GENERATOR 60KV	2014	GEN.HSE	2,141,030.00	0	0	642,309.00	1,498,721.00
SMALL GENERATOR	2010	COMP.LAB	36,000.00	0	0	18,000.00	18,000.00
LAWN MOWER	2019	STORES	70,000.00	0	0		
POWERSAW	2007	STORES	28,000.00	0	0	19,600.00	8,400.00
WATER PUMP	1998	RIVERSIDE					
SHARFCUTTER	2012	COW SHED	32,000.00	0	0	14,400.00	17,600.00
51 SEATER BUS KBL 367G	2010	PARKING	4,806,000.00			906,000.00	3,900,000.00
MOTOR CYCLE KMDF	2014	STORES	76,000.00	0	0	26,600.00	49,400.00
ENERGY SAVING JIKOS	1998	KITCHEN	250,000.00	0	0		
SUFURIAS	1998	KITCEN	100,000.00	0	0		
WEIGHING MACHINE	2013	KITCEN					
DINNING TABLE	2021	DINNING	418,750.00	0	0		418,750.00
DINNING BENCHES	2021	DINNING	280,000.00	0	0		280,000.00
TV SET	2019	DINNING	105,000.00	0	0		105,000.00
TEXT BOOKS	2020	STUDENTS/STORE	MOE			0	0
HOT WATER SYSTEM	2019	COMPOUND	745,315.00	0	0	0	745,315.00

The management will make arrangement for the valuation of structures,buildings and land.