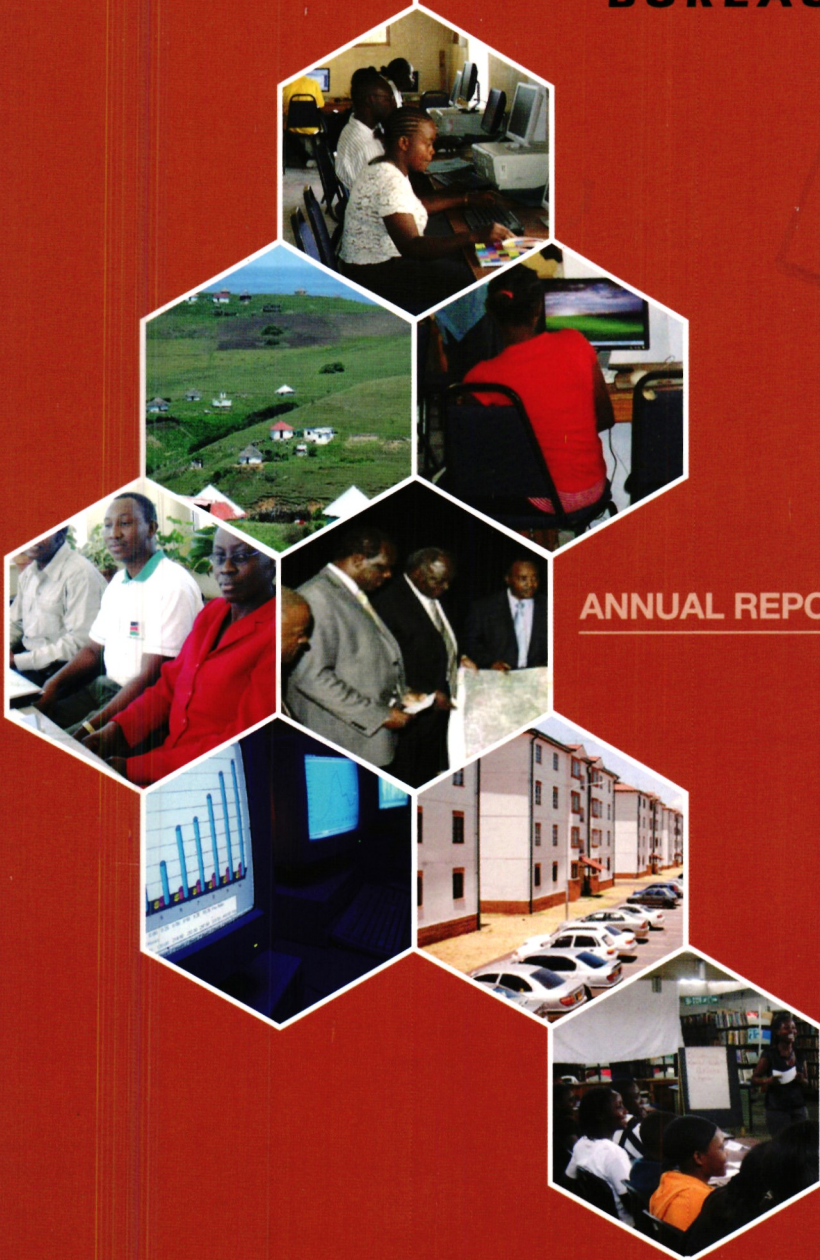


# KNBS

**KENYA NATIONAL  
BUREAU OF STATISTICS**



**ANNUAL REPORT & FINANCIAL STATEMENTS**

2009/2010

..keeping you informed



*Inauguration of the 2<sup>nd</sup> Board of Directors-KNBS Top Management*

Annual Report and Financial  
Statements

PARLIAMENT  
OF KENYA  
LIBRARY

2009/2010

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## CORPORATE INFORMATION

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### Registered Office

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Herufi House, Lt. Tumbo Avenue, off Harambee Avenue.  
P.O Box 30266 -00100,  
NAIROBI

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### Auditors

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Controller & Auditor General  
Kenya National Audit Office,  
Anniversary Towers,  
P.O Box 30084 - 00100,  
NAIROBI.

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### Bankers

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Standard Chartered Bank Kenya Limited,  
Kenyatta Avenue Branch,  
P.O Box 30001-00100,  
NAIROBI.

Kenya Commercial Bank Limited,  
Moi Avenue Branch,  
P.O. Box 30081- 00100,  
NAIROBI.

Co-operative Bank of Kenya,  
Kimathi Street Branch,  
P.O. Box 7512- 00100,  
NAIROBI.

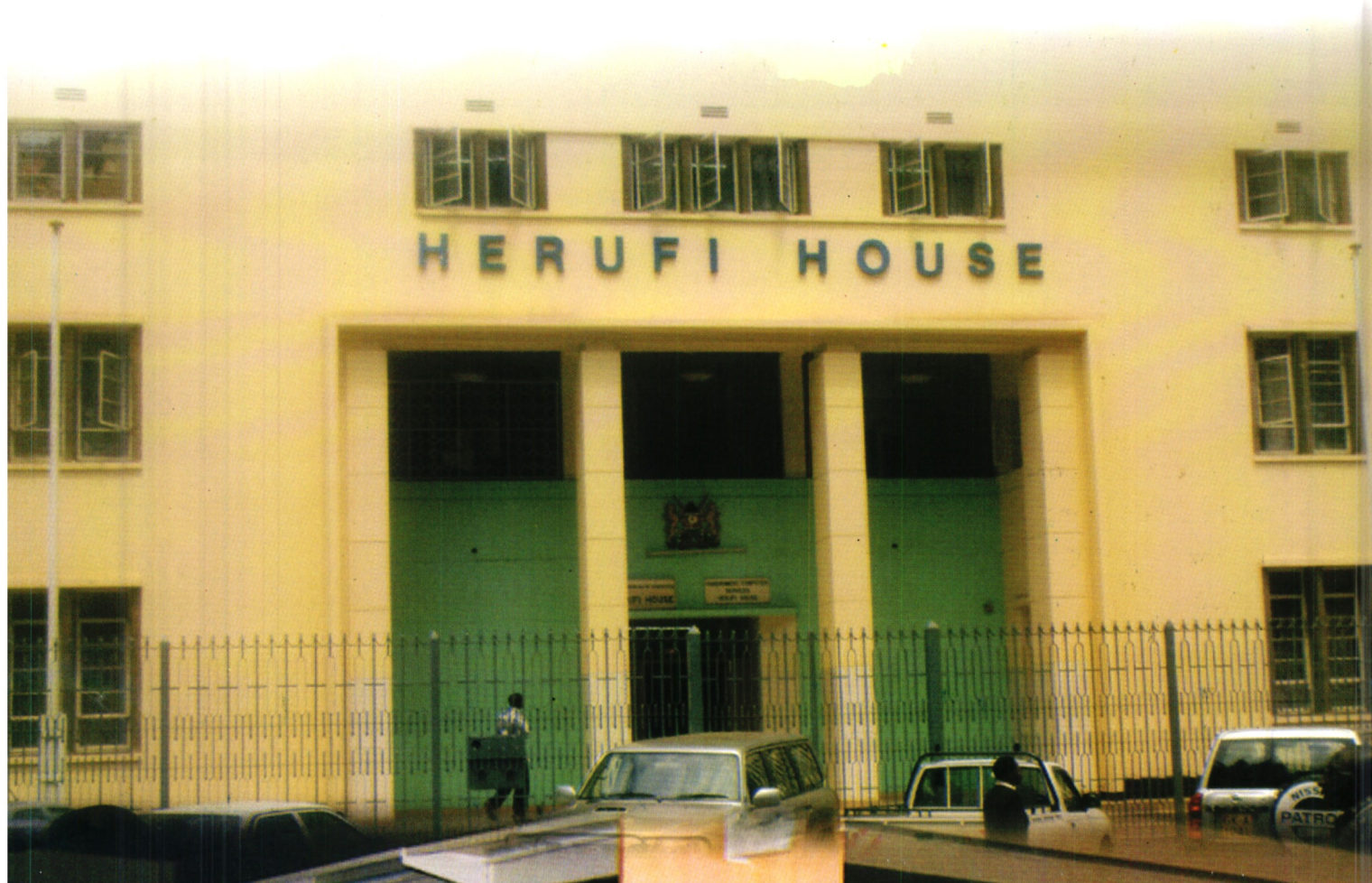


### VISION

To be a centre of excellence in statistical production and management.

### MISSION

To effectively manage and coordinate the entire National Statistical System to enhance statistical production and utilization.



## STRATEGIC FOCUS THEMES

To achieve its desired overall objective, KNBS has identified six key strategic areas to focus on, over the next five years. These identified strategic areas are geared towards propelling the Bureau in its quest to be a centre of excellence in production and management of quality statistics.



## STRATEGIC FOCUS THEMES

1. Aligning Statistical Information with user Requirements.
2. Enhancing the quality of Statistical data and information.
3. Coordination and supervision of the National Statistical System.
4. Build Human Resource Capacity.
5. Development and Modernizing of Physical and ICT Infrastructure.
6. Enhance the effectiveness and efficiency of the Bureau.

## CORE VALUES

**K**NBS aims at providing quality statistical and sex disaggregated data which is key to achieving excellence in performance levels based on the fundamental principles of official statistics. We endeavour to create an organisation that will promote;

### PROFESSIONALISM

Strictly abide by the professional considerations on the methods, standards and procedures for statistical production.

### INTERGRITY

To be accountable and transparent in service delivery.

### CONFIDENTIALITY

The privacy of data providers/suppliers and the confidentiality of the information must be guaranteed as prescribed in the Statistics Act.

### QUALITY ASSURANCE

To maintain the quality of Statistics to meet the needs of stakeholders.

### TIMELINESS

Ensure prompt production and dissemination of statistical information.

### TEAMWORK

To maintain effective team spirit

### CUSTOMER FOCUS

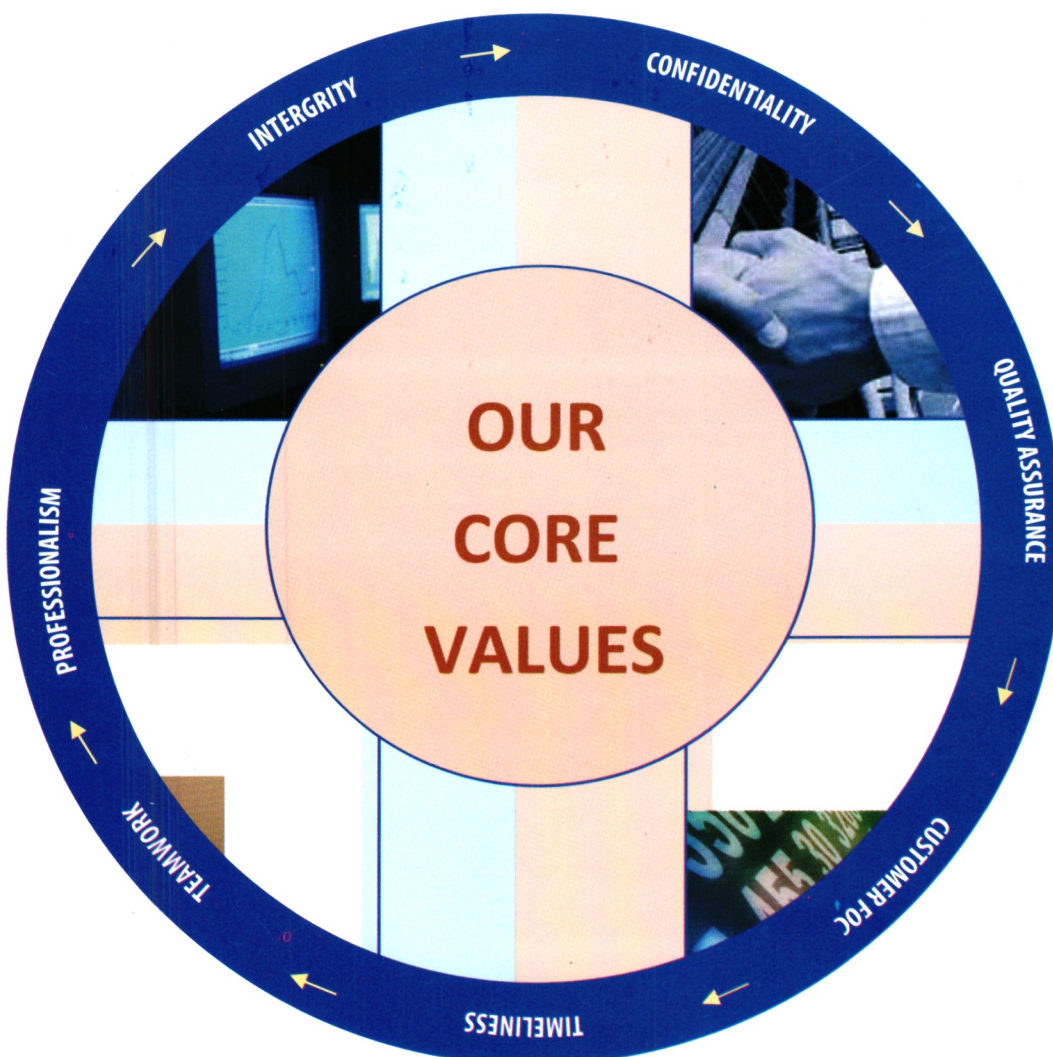
Ensure customer Satisfaction

## KNBS MANDATES

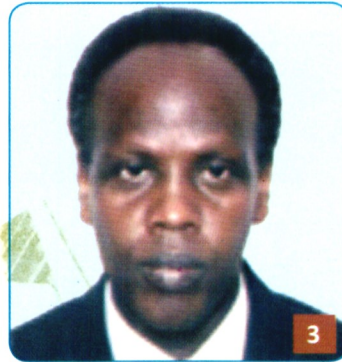
The Bureau is the Principal agency of the Government for collecting, analysing and disseminating statistical data in Kenya, and is the custodian of official statistical information.

### Specific functions of KNBS as broadly defined in the Statistics Act 2006 include:

- ◆ Planning, authorizing, coordinating and supervising all official statistical programmes undertaken within the NSS.
- ◆ Establishing standards and promoting use of best practices and methods in the production and dissemination of statistical information across the NSS.
- ◆ Collecting, compiling, analyzing, abstracting and disseminating statistical information on the matters specified in the First Schedule of the Statistics Act.
- ◆ Conducting Population and Housing Census every ten years, and such other censuses and surveys as the Board may determine.



## BOARD OF DIRECTORS



1. **Mr. Edwin S. Osundwa**, EBS - Chairman (*Appointed 14.01.2011*)
2. **Dr. Jane W. Kabubo-Mariara** - Member (*Reappointed on 18.08.2010*)
3. **Dr. Edward Sambili**, CBS: -Permanent Secretary Ministry of State for Planning, National Development & Vision 2030
4. **Mr. Joseph Kinyua**, EBS: -Permanent Secretary, Ministry of Finance



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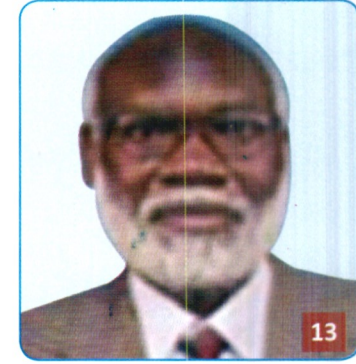
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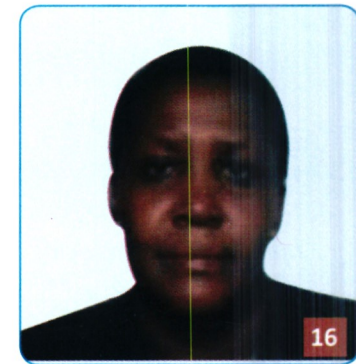
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- 5. Mr. A. K. M. Kilele
- 6. Boniface K'Oyugi
- 7. Dr. Stephen Wainaina

- Director General and Secretary to the Board
- Member (*Reappointed on 18.08.2010*)
- Alt. to Permanent Secretary, Ministry of State for Planning, National Development & Vision 2030

- 8. Dr. Richard K. Muigai
- 9. Ms. Margaret K. Chemengich

- Member (*Appointed on 18.08.2010*)
- Member (*Appointed on 18.08.2010*)

- 10. Mr. Boniface Makau
- 11. Mr. Henry Rotich

- Member (*Appointed on 18.08.2010*)
- Member . Alt. to the Permanent Secretary Ministry of Finance

- 12. Dr. Peter N. Mwita
- 13 Mr. Charles Orina
- 14. Prof. Wafula S. Masai
- 15. Mr. Christopher Oisebe
- 16. Dr. Petronella O. Mbeo

- Outgoing Chairman (*Term expired on 18.08.2010*)
- Member (*Term expired on 18.08.2010*)
- Member (*Term expired on 18.08.2010*)
- Formerly Alt to PS Ministry of Finance
- NGO Council Representative (*Revoked 18.08.2010*)

## SENIOR MANAGEMENT TEAM

The Bureau's structure comprises six Directorates, each headed by a Director. Other key Departments namely, Public Affairs and Corporate Communication, Procurement, Legal Affairs, Internal Audit and the STATCAP project by virtue of their responsibilities operate directly under the Director- General's office.

The following are brief descriptions of the respective Directorates:



**Mr. Torome Saitoti**  
**Director, Strategy & Development**

Directorate of Strategy and Development is charged with research and planning; development of statistical methods and standards; and co-ordination of the National Statistical System.



**Mrs. Margaret Nyakang'o**  
**Director, Finance and Administration**

Directorate of Finance and Administration is responsible for Finance, Administration and Human Resources Management and Development.



**Mr. James Gatungu**  
**Director, Production Statistics**

Directorate of Production Statistics is responsible for collection, compilation, analysis and dissemination of labour and industrial statistics which include Employment and Earnings, Consumer Price Indices and Inflation Rates, Manufacturing, Building and Construction and Energy statistics. In addition, the Directorate is also in charge of the Agriculture and Livestock Production, Food Monitoring and Environment Statistics.

**Dr. Collins Opiyo**  
**Director, Population & Social Statistics**

Directorate of Population and Social Statistics is charged with the collection, compilation, analysis and dissemination of demographic and other social sector statistics, as well as maintenance of the NASSEP and cartography functions.



**Mr. Zachary Mwangi**  
**Director, Macro Economic Statistics**

Directorate of Macroeconomic Statistics is responsible for collection, analysis, generation and dissemination of macro-economic statistics in the following main areas: National Accounts, External Sector statistics, Monetary and Financial statistics, Public Finance, Tourism, and Transport and Communications statistics.



**Mr. Cleophas Kiio**  
**Director, ICT**

Directorate of Information and Communication Technology is responsible for Data Processing, Information Systems and Operations; and Information Services.



**Mr. David Mboni**  
**STATCAP Project Manager**

National Statistical System Project (STATCAP) - The main objective of this project is to establish a national system to provide reliable, timely and accurate data in accordance with International Standards. The Project has six components namely; Organizational Development, Human Resources Development, Development of a Statistical Infrastructure, Data Development, Physical Infrastructure, Equipment and Project Implementation.



## CHAIRMAN'S STATEMENT



*Mr. Edwin S. Osundwa, EBS, Chairman*

It is my pleasure to present to you the Annual Report and Audited Financial Statements for the year 30<sup>th</sup> June 2010.

Kenya National Bureau of Statistics (KNBS) is a Semi-Autonomous Government Agency established under Statistics Act, 2006 as the principal agency for collecting, compiling, analysing, publishing and disseminating statistical information. The information is needed for evidence based decision-making process and policy formulation; planning, monitoring and evaluation of policies, strategies and other public and private development

initiatives. The Bureau is also responsible for co-ordination of the National Statistical System (NSS) in the country.

### **Overview of the Bureau's Performance**

During this period the Bureau received a total funding of Kshs.7, 765,567,549 towards the various planned activities as compared to the Kshs.1, 685,636,461 received during the period 2008/2009. The big variance was mainly due to the huge exchequer allocation of Kshs.6.9billion towards the 2009 Housing and Population census exercise which was held in August 2009.

With the above allocation the Bureau was able to finance its normal operational costs and carry out other regular and scheduled surveys. Key amongst them was the successful implementation of the various 2009 census activities which also included cartographic mapping. In spite of the demanding population census exercise the Bureau produced the Annual 2010 Economic survey report and initiated the ISO 9001:2008 certification process. Data capture and analysis of the census information is ongoing with the results set for release in the coming year.

To ensure adequate staffing levels the management continued to advertise and competitively fill all vacant positions. Efforts to complete registration of the staff pension scheme are on course to enable the absorption of the staff seconded from the Ministry of State for Planning, National Development & Vision 2030.

Requests for increased budgetary allocations have been made to facilitate recruitment of additional staff, strengthen the regional structures, improve on our Information Communication and Technology facilities and secure office accommodation for our Headquarters.

### **Acknowledgements**

I wish to recognize with gratitude the vital support and role played by the outgoing Board Members under the able leadership of the former Chairman, Dr.Mwita. As the inaugural board, their stewardship steered the Bureau through very vibrant and successful periods thereby laying a solid ground from where the new board is going to pick up. Special thanks go to the Government of Kenya through the Ministry of State for Planning, National Development and Vision 2030 for not only offering the much needed policy guidance but also ensuring the smooth and timely flow of financial resources. Our stakeholders, data providers and development partners equally deserve recognition for remaining supportive and contributing to our successful implementation of all the planned activities.

As I conclude, I would like to sincerely welcome the new board whose wise counsel and timely support will define the Bureau's future. The Board joins me in appreciating the Director General, top management team and staff for their hard work, dedication and commendable efforts towards achieving our strategic objectives. With the commitment demonstrated by all the stakeholders we are confident that we shall be able to overcome any challenges and build a very vibrant and responsive Bureau.

**Mr. Edwin S. Osundwa,**  
**EBS, Chairman**

## DIRECTOR GENERAL'S REPORT

**T**he Kenya National Bureau of Statistics (KNBS) is a Semi-Autonomous Government Agency established by an Act of Parliament, Statistics Act 2006 is mandated to collect, compile, and analyse, publish, and disseminate official statistical information. KNBS has an elaborate infrastructure for data collection such as District Statistical Offices and trained field personnel in most districts and maintains a National Household Sampling Frame and a Business Register Master Frame. The Bureau is also the custodian of all government statistical information and maintains a database of all national surveys including National Population and Housing Censuses. The Bureau currently has Directorates headed by Directors, namely:



*Mr. A. K. M. Kilele, MBS. Director General*

1. Population & Social Statistics.
2. Macroeconomic Statistics.
3. Production Statistics.
4. Information Technology.
5. Finance and Administration.
6. Strategy and Development.

This report highlights achievements for the 2009/2010 financial year, challenges as well as the way forward.

### **Population & Social Statistics**

The Directorate of Population and Social Statistics is in charge of collection, compilation, analysis and dissemination of demographic and other social sector statistics as well as maintenance of the NASSEP and Cartography laboratory. The functions of the DPSS as defined in the 2008-2012 Strategic plan are:

- Coordinating and supervising all demographic and other Social statistics activities undertaken by KNBS.
- Collecting, compiling, tabulation, analysis and presentation of population and other social statistics for annual publications.
- Collecting, compiling, analyzing, abstracting and disseminating population and other social statistic information for KNBS annual publications.
- Coordinating Population and Housing Census every ten years.
- Maintaining the NASSEP and Cartography laboratory.



2009 KNPHC - Enumeration at State House

### **Achievements**

During the period under reference, most of the activities in the directorate were focused on the 2009 Population and Housing census where the main activities were; the cartographic mapping, the census enumeration exercise and the post enumeration survey. However, in the same period the directorate managed to undertake some activities in two sample surveys; the Kenya Demographic and Health Survey (KDHS) and Kenya Urban Reproduction Health Indicator (KURHI).

### **Information and Communication Technology**

The Directorate of Information and Communication Technology (ICT) is divided into three main Divisions namely; Information Systems and Operations, Data Processing, and Information Services. The three divisions are charged with the development, implementation and maintenance of ICT systems for the Bureau, data Processing and archival for censuses and surveys, publication and

dissemination of survey data and provision of library services to the bureau and the general public and managing the National Socio-economic Statistical Database. Among the Achievements during the year were

- Improved and maintained the organizations Management Information systems including the KenInfo and IMIS.
- Administered the organization's Website. Updates were done on the website to include current information on the Consumer Price Index and the Cost IP reports respectively.
- Maintained the Bureau's Local Area Networks (LAN). This was done so to ensure continual access of the shared services like the internet and KNBS Mail.
- Managed the Computer Literacy and related in-house training programs. Many of our staff received training on how to use various computer related equipment and software's. Users were also appraised on the safety management of their computers using the Karspersky antivirus.
- Carried out data entry and analysis of the 2009 Kenya Housing and Population Census, releasing the report in record 1 year.
- Managed the Socio-Economic Data Base.
- Provided Technical support to Public and Private Institutions.
- Disseminated KNBS information and reports both in printed and soft form. We were able to disseminate all the reports that were generated during the year, including the Economic survey and the 2009 Population and Housing Census Volumes 1 to 4.

### Macro-economic Statistics

The Macroeconomic Statistics Directorate generates, collects, analyses and disseminates official macroeconomic statistics within the four internationally comparable and interrelated macroeconomic



2009 KNPHC - Enumeration at Prime Minister's residence

systems of National Income Accounts, Balance of Payments, Monetary and Financial statistics and Public Finance. In addition, the directorate is responsible for Tourism & Migration and Transport, Storage & Communications statistics. In order to achieve this objective, the Directorate liaises with other Directorates in the Bureau, Ministries and Agencies as well as regional and international bodies such as EAC, COMESA, IMF, ECA and the United Nations System.

Among the major activities undertaken by the Macro Statistics Directorate include:-

1. Preparation of the 2010 Annual Economic Survey report: The report provided highlights of the performance of the economy in 2009 and also key socio-economic statistics for the period 2005 to 2009. The report is used widely by the government for planning and budgeting purposes. The report was ready by the 3rd week of May 2010 and provided key inputs into the annual budget making process.
2. Quarterly National Accounts (QNA): The directorate produced 4 QNA reports which provided a picture of current economic developments in the country on a quarterly basis. The reports were produced on time during the period under review.
3. Annual Statistical Abstract Report: The report gives a comprehensive compendium of statistics with 10 year data series for both macro-economic and socio-indicators. The 2009 Statistical Abstract report was prepared and released during the period under review. The report is mainly used by researchers and academicians.
4. Held 4 quarterly stakeholders meetings with producers and users of international Trade, Transport and ICT statistics. These forums were aimed at improving the quality of trade, transport and ICT statistics, reducing the time lag in their production and improving stakeholder participation.
5. The Directorate conducted the Foreign Investment Survey 2010 in the third quarter of the 2009/10 financial year.

### Production Statistics

The Production Statistics Directorate is responsible for coordination, collection, analyses, generation and disseminates statistics within four broad areas namely labour and prices, industrial, agriculture and environment statistics. Under labour statistics, the directorate covers labour enumeration, consumer prices, master file and labour dynamics. Industrial statistics cover manufacturing output, business expectations enquiry, building and construction and energy statistics. Agriculture involves crop and livestock production, inputs, cooperatives and sector training statistics. Environment and nutrition target statistics on environment, natural resources such as mining, forestry and fisheries, food monitoring and nutrition. In order to achieve this objective, the directorate liaises with other directorates in the Bureau, Government Ministries and Agencies, Research Institutions as well as regional and international bodies such as EAC, COMESA, IMF, ILO, UNICEF and FAO, among others.

During the year the Directorate accomplished the following activities:-

- Consumer Price Indices (CPI): The Consumer Price Index (CPI) is a key macroeconomic indicator used to monitor price movements and how they affect policy decisions. It is defined as a measure of the weighted aggregate change in retail prices paid by consumers for a given basket of goods and services. Price changes are measured by re-pricing the same basket of goods and services at regular intervals, and comparing aggregate costs with the costs of the same basket in a selected base period. Twelve CPI reports were released on a monthly basis based on the new geometric mean approach.

- Harmonized Consumer Price Index (HCPI): Preparatory works for the start of the release of the HCPI were completed during the year.
- International Comparison Program (ICP): Data on prices was collected and submitted to African Development Bank (AfDB) for the period 2009.
- Monthly Leading Economic Indicators (LEI): Twelve LEI reports were prepared and released monthly through the bureau's website.
- Held two (2) quarterly meetings with producers and users of agriculture, nutrition and environment statistics.
- The Directorate conducted the pilot study for the Census of Industrial Production in May 2010.

### Strategy & Development

During the 2009/2010, Financial Year, KNBS continued to implement the 2008-2012 Strategic Plan by ensuring that all its work plans are drawn and implemented as stipulated in the plan. The ISO 9001: 2008 Quality Management System was initiated with a view to making KNBS an ISO certified organization. To this end, a consultant was hired to facilitate the process which saw the appointment of a Management Representative, appointment of Steering Committee members, an executive brief presented to all committee members, training of committee members as process owners and auditors and Steering Committee meetings held fortnightly. A Quality Statement for Bureau was formulated, two internal audits were carried and drafting of procedures for all identified functional areas commenced.

The Promulgation of the New Constitution also prompted new strategic thinking within the Bureau as it will have to realign its regional/district offices to the constitutionally recognized counties. More importantly, the Bureau will be obliged to provide accurate and timely socio-economic county specific statistics to enable the central and county governments make evidence based decisions. The new development will shape the strategic thinking within the Bureau as it strives to provide accurate and timely statistics which will enable the Government to not only implement the new constitution but also achieve the targets of the Vision 2030 blueprint.

### Main Challenges

The Bureau faced a number of challenges, which prevented it from undertaking all its planned activities, during the period under review. Key among these challenges included:

- Staff shortages
- Technical Capacity constraints
- Low response rate in surveys
- Budgeting framework differential across public entities
- Growing demand for data (with higher frequency)
- Limited financial resources
- Lack of appreciation of statistics by some data providers
- Information asymmetry leading to mistrust in matters of data confidentiality

### Way forward

The Bureau has advertised for the immediate recruitment of required staff. Proposals have been made to the Board requesting for upgrading of ICT entry levels so as to attract the most qualified personnel in the market. We are also soliciting for funds through development partners to enable

us acquire a modern printing press The Bureau plans to implement a number of activities during the financial year 2010/11 to improve on data quality, enlarge coverage of macroeconomic indicators and fill in some of the existing data gaps. The planned activities will also assist the process of revision and rebasing of the National Accounts. Among the planned activities include:

- Undertake the Informal Cross Border Trade Survey (ICBTS) .
- Undertake an Integrated Service Survey (ISS) to update the benchmark in the service sector activities.
- Build capacity in the Bureau on the compilation of Supply and Use Table (SUT), Input-Output and the Social Accounting Matrix (SAM) tables.
- Build capacity on construction of Tourism Satellite Accounts.
- Revision and rebasing of Export/Import trade indices.
- Undertake the Census of Industrial Production in collaboration with the Ministry of Industrialization.
- Undertake a Manpower Survey in collaboration with the Ministry of Labour.
- Build capacity and rollout KenInfo database.
- Undertake the Rent Survey in collaboration with the Ministry of State for Public Service
- Undertake a Child Labour Baseline Survey (Kitui, Kilifi and Busia Districts) in collaboration with the International Labour Organization and International Programme for the Elimination of Child Labour (ILO-IPEC) in the selected districts to have benchmark indicators for monitoring programmes already being undertaken in these districts.
- The Bureau plans to host an international training workshop on the United Nations Food and Agriculture Organization (FAO) data collection, processing and dissemination system of food and agriculture statistics from 20th to 24th September 2010. The delegates to the workshop will be drawn from 16 English speaking African countries.

### Acknowledgements

As I conclude, I wish to thank the Bureau's new Board of Directors, management and staff for their unwavering support and commitment that made us realize a very successful year. My special thanks go to the Ministry of Planning, National Development and Vision 2030 and our Development partners, namely USAID, UNFPA, UNICEF, AfDB, CDC, DfID, UNDP, SIDA and the US Census Bureau for their continuous material, financial and technical support during the entire period. Our Sincere appreciations also go to our data producers and users for their tireless collaboration with the directorate.

Mr. A. K. M. Kilele  
**Director General**

## CORPORATE GOVERNANCE REPORT

Corporate Governance is the process and structure by which companies are directed, controlled and managed with the ultimate aim of enhancing prosperity and corporate accounting while taking into account the interest of stakeholders. The Bureau's 2<sup>nd</sup> Board of Directors was inaugurated on 16<sup>th</sup> February 2011 after the term of the 1<sup>st</sup> one expired on 24<sup>th</sup> June 2010.



### Board Charter

The Board Charter is a commitment by the Board to discharge the mandate of the Bureau. It sets out the responsibilities, authority, membership and operation of the Board of Directors of the Bureau. The Charter outlines the rules that guide the Board and does not in any way purport to replace or supersede any laws and regulations that govern the Bureau. It is therefore to be read in conjunction with the KNBS Service Charter and the code of Conduct for the Bureau's Board members. Each of the Directors and all the KNBS management are committed to high standards of corporate governance which include:-

- To observe high standards of ethical and moral behavior.
- To ensure that the corporation acts as a good corporate citizen and is recognized as an icon corporation.
- To recognize the legitimate interests of stake holders.
- To remunerate and promote fairness and equity.
- To act in the best interest of the Bureau.

The Bureau is further guided by the values of integrity, transparency and accountability, professionalism, customer orientation, team work and partnership.

### Board Committees

All Board Committees are established with formal and written terms of reference outlining their respective authority and duties. The Bureau's Board has three standing committees which meet regularly under the terms of reference set by the Board.

#### a) Finance & Administration Committee

Members	Position
1. Mr. Boniface Makau	Chairman
2. Ms Margaret Chemengich	Member
3. Mr. Henry Rotich	Alt to Permanent Secretary, Ministry of Finance
4. Mr. Stephen Wainaina	Alt to Permanent Secretary, MoSPND & Vision 2030

### Functions

- Review the Bureaus' annual budget before submission and after approval by the Treasury;
- Review quarterly Financial Monitoring Reports (FMR);
- Review periodic operational budgets and financial statements;
- Monitor the continuing efficacy of accounting and internal control;
- Compliance with the Government financial management regulations;
- Monitoring the performance of key finance and accounts staff against approved performance contracts;
- Reviewing the annual procurement plans including those of the externally funded projects;
- Monitoring and appraising the performance of senior management, reviewing human resource policies, determining the remuneration of senior management and other staff.
- The above responsibilities shall not prevent the committee from carrying out any other tasks that are reasonably within its mandate.
- All reviews and recommendations by this committee will be submitted to the Board for final approval.

#### b) Audit & Risk Management Committee

Members	Position
1. Ms. Margaret Chemengich	Chairperson
2. Dr. Jane W. Kabubo- Mariara	Member
3. Dr. Richard K. Muigai	Member
4. Dr. Boniface K'Oyugi	Member
5. Mr. Henry Rotich	Alt to Permanent Secretary, Ministry of Finance

## Functions

- Monitoring the implementation of the risk management policy framework;
- Monitoring and ensuring timely implementation of recommendations of the various fiduciary oversight bodies, including internal and external auditors, Government project monitoring agencies and external funded projects (IDA and DfID) periodic review and supervision missions;
- Overseeing continuing efficacy of accounting and internal control standards, policies and practices.
- Ensuring compliance with legal covenants of Development Partners funding agreement on projects by them .
- Monitoring performance of key internal audit staff against approved performance contracts.
- The above responsibilities shall not prevent the committee from carrying out any other tasks that are reasonably within its mandate.
- All reviews and recommendations by this committee will be submitted to the Board for adoption.

## c) Technical Committee

Members	Position
1 Dr. Jane W. Kabubo- Mariara	Chairperson
2 Mr. Boniface Makau	Member
3 Dr. Richard K. Muigai	Member
4 Dr. Boniface K'Oyugi	Member
5 Mr. Stephen Wainaina	Alt to Permanent Secretary, MoSPND & Vision 2030

## Functions

- Reviewing and approving the Bureau's annual work plans to ensure that it is in line with the Strategic Plan.
- Reviewing requests from Agencies other than the Bureau who intend to undertake censuses or surveys at national sub-regional and local levels.
- Reviewing policies on the standardization of methodology and standards for data collection, reporting and dissemination.
- Reviewing the Quarterly report on the activities of the Bureau.
- Reviewing collaboration activities and partnerships with other agents.
- The above responsibilities shall not prevent the committee from carrying out any other tasks that are reasonably within its mandate.
- All reviews and recommendations by this committee will be submitted to the Board for adoption.

**Summary Board meeting held during financial Year 2009/2010**

Board meeting	Number of meeting
Regular Board Meeting	7
Special Board Meetings on Census	8
Finance & Administration Committee	4
Audit & Risk Management Committee	4
Technical Committee	3

**Risk Management Report**

During the period KNBS put in place mechanisms to ensure implementation of an Enterprise Wide Risk Management Framework. The Board approved KNBS Risk Management Policy Framework. This policy recognizes that KNBS like all other public institutions must, by year 2030 be “*transparent, accountable, ethical and results-oriented*” as per the Vision 2030 blue print. The Bureau hence requires that Risk Management forms an integrated part of planning, controlling and reporting procedures in KNBS.

Before the Population and Housing census 2009 was carried out, risk assessment and mitigation actions were put in place for the national exercise. This guided planning and execution of the census whose results were later released in record time.

To ensure a culture of risk management, a consultant was engaged to come up with tools, build capacity of staff and ensure risk management is exercised in all directorates. Training was carried out and risk matrices developed for all the directorates and mitigation actions put in place. The current KNBS Strategic plan 2008-2012 reflects the strategic risks that face the organization and mitigation actions to ensure successful implementation.

Annually, KNBS corporate risks are identified and approved by the Board for quarterly monitoring. This is done through the Audit and Risk Management Committee of the Board. As new challenges emerge and with new constitutional dispensation KNBS is confident to remain on track guided by annual corporate risk analysis and mitigation actions that reflect the strategic actions to ensure delivery of quality statistics for National and County Government planning and development.

## MANAGEMENT RESPONSIBILITY STATEMENT

The Board of the Kenya National Bureau of Statistics is responsible for preparing financial statements for each accounting period, which give a true and fair view of the state of affairs of the Bureau as at the end of the period and of its operating results for that period. The Board is also required to ensure that the Bureau keeps proper accounting records that disclose with reasonable accuracy at any time the financial position of the Bureau. The Board is also responsible for safeguarding the assets of the Bureau and maintenance of adequate system of internal financial control.

The Bureau's Board accepts responsibility for the financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgments and estimates, in conformity with International Financial Reporting Standards and the requirements of the Statistics Act, 2006. The Board is of the opinion that the financial statements give a true and fair view of the state of the financial affairs of the Bureau and of its sources and use of funds.

Nothing has come to the attention of the Bureau's Board to indicate that the Bureau will not remain a going concern for at least the next twelve months from the date of this statement.

Mr. Anthony K. M. Kilele, MBS  
**Director General**

Mr. Edwin S. Osundwa, EBS  
**Chairman – Board of Directors**

Date.....

Date.....

## REPORT OF THE AUDITOR-GENERAL ON THE FINANCIAL STATEMENTS OF KENYA NATIONAL BUREAU OF STATISTICS FOR THE YEAR ENDED 30TH JUNE 2010

I have audited the accompanying statements of Kenya National Bureau of Statistics for the year ended 30 June 2010 set out at pages 27 to 39, which comprise the Statement of Financial Position as at 30 June 2010, the Statement of Comprehensive Income, the Statement of changes in Equity and the Statement of Cash Flows for the year then ended, together with a summary of significant accounting policies and other explanatory information in accordance with the provisions of Section 14 of the Public Audit Act, 2003. 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.

### Management's Responsibility for the Financial Statements

The Management is responsible for the preparation and fair presentation of the financial statements in accordance with the International Financial Reporting Standards and for such internal controls as management determines is necessary to enable preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Responsibility of the Auditor-General

My responsibility is to express an independent opinion on the financial statements based on the audit. The audit was conducted in accordance with the International Standards on Auditing. Those standards require compliance with ethical requirements and that the audit be planned and performed with a view to obtaining reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessments of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Bureau's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Management, as well as evaluating the overall presentation of the financial statements. I believe the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.

### 1. Property, Plant and Equipment

The property, Plant and Equipment balance of Kshs.246,903,870 as at 30 June 2010 includes a parcel of land measuring 0.16ha with a building on it valued at Kshs.8, 400,000, situated in Embu town. However, the Bureau does not appear to hold any ownership documents for the property. In the circumstances, it has not been possible to confirm the accuracy of the Property, Plant and Equipment balance of Kshs 246,903,870.

### 2. Receivables

The receivables balance of Kshs.2,359,020,832 as at 30 June 2010 includes imprest totaling Kshs.2,267,439,456 relating to the population census exercise, which has remained outstanding for a considerably long period of time. No reason has been provided for failure to recover the imprests.

### 3. Staff and Allowances

The population census expenditure balance of Kshs.4,738,159,666 as shown under note 5 to the financial statements includes an amount of Ksh.3,452,417,955 paid out as allowances to various staff of the Bureau in 158 Districts. However, the propriety of the payments could not be ascertained due to lack of the relevant supporting records and documentation.

The Bureau did not prepare a detailed list of persons recruited as enumerators, supervisors and elders in the 158 districts covered by the census exercise.

### 4. Training and Other Expenses

The census expenditure of Kshs.4,738,159,666 includes training expenses totaling Ksh.166,723,224, relating to hiring of various training venues and accommodation facilities. However, the venues and facilities for the training appear to have been identified on a single sourcing basis. Consequently, the Bureau was denied the benefits of competitive bidding.

### 5. Mapping

An expenditure of Kshs.9,744,000 was during the year incurred on printing and supply of 200,000 copies of Enumeration Area Maps. However, and as in the previous instance, competitive procurement procedures do not appear to have been followed in the identification of the supplier. Consequently, it has not been possible to ascertain that full value for money was obtained in the process.

### 6. Warehousing - Lease of Go-down

On 25 September 2009, the Bureau's Tender Committee approved a lease of go-down and warehouse services from a local company, to store census materials at a cost of Kshs.5,520,000 per year. Further records show that the company was later paid a sum of Kshs.6,878,800 for the services. However, and shortly thereafter, a dispute appears to have arisen with a third party over ownership of the leased property, with the latter arguing that the property did not belong to the company that had leased it to the Bureau. Although according to additional information available the matter is before a Court, it is nevertheless apparent that the Bureau did not conduct a due diligence test on the company before it leased the go-down and the warehousing services.

### 7. Assets

Various assets valued at Kshs.37,115,295 acquired by the Bureau during the census exercise appear to have been expensed instead of being capitalized, in accordance with generally accepted accounting practice. Consequently, the census expenditure may have been overstated by an equivalent amount.

### Opinion

Except for the foregoing reservations, in my opinion, the financial statements present fairly, in all material aspects, the financial position of the Bureau as at 30 June 2010, and its financial performance and cash flows for the year then ended, in accordance with the International Financial Reporting Standards and comply with the Statistics Act, 2006 of the Laws of Kenya.

**A. S. M. Gatumbu**  
**AUDITOR-GENERAL**  
Nairobi  
27 May 2011

**STATEMENT OF FINANCIAL POSITION**For the Year ended 30<sup>th</sup> June 2010

	Notes	Ksh.	Ksh.
<b>ASSETS</b>			
<b>NON CURRENT ASSETS</b>			
Property, Plant & Equipment	6	246,903,870	93,635,943
Intangible Assets	7	94,323,200	4,695,000
		<b>341,227,070</b>	<b>98,330,943</b>
<b>CURRENT ASSETS</b>			
Receivables	8	2,359,020,832	77,536,699
Short Term Deposits	9	300,000,000	
Cash & Cash Equivalents	10	402,875,520	713,502,259
		<b>3,061,896,352</b>	<b>791,038,958</b>
<b>CURRENT LIABILITIES</b>			
Payables	11	219,675,920	287,119,413
Unutilised Grants	12	122,430,232	127,814,625
		<b>342,106,152</b>	<b>414,934,038</b>
<b>NET CURRENT ASSETS</b>		<b>2,719,790,200</b>	<b>376,104,920</b>
<b>NET ASSETS</b>		<b>3,061,017,270</b>	<b>474,435,863</b>
Financed By			
<b>Revenue Reserve</b>		2,827,926,137	474,435,863.00
<b>Revaluation Reserve</b>	13	(19,712,398)	-
<b>Capital Reserve</b>	14	252,803,531	-
		<b>3,061,017,270</b>	<b>474,435,863</b>

The financial statements set out on pages 27 to 39 were approved by the Board of Directors and were signed on its behalf by:

Mr. Anthony K. M. Kilele, MBS  
Director General

Mr. Edwin S. Osundwa, EBS  
Chairman–Board of Directors

## STATEMENT OF COMPREHENSIVE INCOME

For the Year Ended 30<sup>th</sup> June 2010

	Notes	Ksh.	Ksh.
<b>INCOME</b>	2		
GOK Grants		7,745,000,000	1,587,403,726
Other Donor Funds		408,044,131	94,845,451
Interest Income		1,893,287	-
Other Income (A-I-A)		2,630,837	3,387,284
		<b>8,157,568,255</b>	<b>1,685,636,461</b>
<b>EXPENSES</b>			
Project Expenses	3	408,942,379	232,062,959
Staff costs	4	376,582,438	275,790,378
Other Operating Expenses	5	5,010,734,016	896,290,662
Depreciation and Amortisation	6	885,113	16,609,829
		<b>5,797,143,946</b>	<b>1,420,753,828</b>
Net Surplus		<b>2,360,424,309</b>	<b>264,882,633</b>

Most of the 2009 Population and Housing Census expenses were financed through accountable imprests issued to the various District Census Committees. These amounts remain outstanding in our records, hence the high net surplus. The Net Surplus for the year will reduce proportionately once these imprests are surrendered and expensed.

## STATEMENT OF CHANGES IN EQUITY

For the Year Ended 30<sup>th</sup> June 2010

	REVENUE RESERVE Kshs	REVALUATION RESERVE Kshs	CAPITAL RESERVE Kshs	TOTAL Kshs
<b>At 01.07.2008</b>	206,591,408	-	-	206,591,408
Prior Year Adjustments	2,961,822	-	-	2,961,822
Surplus for the Year	264,882,633	-	-	264,882,633
<b>At 30.06.2009</b>	<b>474,435,863</b>	-	-	<b>474,435,863</b>
At 01.07.2009	474,435,863	-	-	474,435,863
Surplus for the Year	2,360,424,309	-	-	2,360,424,309
Prior Year Adjustments	(6,934,035)	-	-	(6,934,035)
Revaluation Loss	-	(19,712,398)	-	(19,712,398)
Contribution by Parent Ministry	-	-	252,803,531	252,803,531
<b>At 30.06.2010</b>	<b>2,827,926,137</b>	<b>(19,712,398)</b>	<b>252,803,531</b>	<b>3,061,017,270</b>

The Statement of changes in Equity is to be read in conjunction with the notes to, and forming part of the financial statements set out on Pages 27 to 39.

Prior year adjustments relate to imprest surrenders for expenses relating to the previous periods, and reversed/ cancelled expense cheques, whose amendments were done during the period.

**STATEMENT OF CASH FLOWS**For the Year Ended 30<sup>th</sup> June 2010

	Notes	2009/2010 KSh	2008/2009 KSh
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net Surplus		2,360,424,309	264,882,633
<b>Non cash Movements</b>			
Depreciation		885,113	16,609,829
Changes in working capital:			
(Increase)/Decrease in Receivables	8	(2,281,484,133)	(9,206,535)
Increase/(Decrease) in Payables	11	(67,443,493)	262,803,654
Prior Year adjustments		(6,934,035)	2,961,823
<b>Net Cashflows from Operating Activities</b>		<b>5,447,761</b>	<b>538,051,404</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of Fixed Assets	6	(2,378,400)	(45,875,771)
Investment in Fixed Deposits	9	(300,000,000)	
Investments in Property, Plant and Equipment	6	(241,402,840)	
<b>Net cash flows from investing activities</b>		<b>(543,781,240)</b>	<b>(45,875,771)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Unutilised Grants	12	(5,384,393)	73,000,543
Revaluation Loss	13	(19,712,398)	
Contribution by GOK	14	252,803,531	
<b>Net Cash from Financing Activities</b>		<b>227,706,740</b>	<b>73,000,543</b>
<b>Net (decrease)increase in Cash &amp; Cash Equivalents</b>		<b>(310,626,739)</b>	<b>565,176,176</b>
<b>At start of year</b>		<b>713,502,259</b>	<b>148,326,083</b>
<b>At end of year</b>	10	<b>402,875,520</b>	<b>713,502,259</b>

The Cash flow statement is to be read in conjunction with the notes to, and forming part of the financial statements set out on Pages 27 to 39.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2010

### 1. SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of these financial statements are as stated below:

#### a. Basis of accounting

The financial statements are prepared in compliance with International Financial Reporting Standards (IFRS). The financial statements are presented in Kenya Shillings (KShs.), rounded to the nearest Shilling and prepared under the historical cost convention. The opening balances for the period were derived from figures presented in the Bureaus reconstructed accounts for the period 2007/2008.

The preparation of financial statements in conformity with IFRS requires the use of estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Although these estimates are based on the Management's best knowledge of current events and actions, actual results ultimately may differ from those estimates.

#### b. Property, plant and equipment

Under the Bureau's depreciation policy all items of Property, Plant and Equipment are recorded at cost less accumulated depreciation. Subsequent costs are also included in the asset's carrying amount or recognized as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Bureau and the cost of the item can be measured reliably.

Depreciation is calculated to write off the cost or valuation of each asset to its residual value where applicable, over the expected useful life of the asset in equal installments using the straight line method. No depreciation is made in the year of purchase but a full year's depreciation is charged in the year of disposal. No depreciation is provided on freehold land.

Repairs and maintenance costs are charged to the income and expenditure statement during the period in which they are incurred.

The assets are categorized and depreciated on a Straight line basis as follows:

Item	Rate
Computer System	33.3%
Furniture & Fittings, Equipment & Library Books	12.5%
Motor Vehicles	20%
Buildings	2.5%
Plant and machinery	12.5%

All Assets surrendered to the Bureau by the Government through the Ministry of National Planning and Vision 2030 were valued during the year and their new values incorporated in the statements as appropriate.

### c. Intangible assets

Intangible assets consist of various computer software purchased for use in the Bureau. The Bureau recognizes Intangible Assets acquired separately at cost less accumulated amortization. Amortization is charged on a straight-line basis over their useful lives as estimated by management from time to time. The values indicated in these statements have been amended to include values of the Intangible assets transferred from the Government after their revaluation.

### d. Retirement benefit obligations

The Bureau is awaiting registration as organizations in the Public Service, in order to enable it implement a proposed defined contribution scheme for its employees.

The Bureau also contributes to a statutory defined contribution pension scheme, the National Social Security Fund (NSSF). This is a defined contribution scheme registered under the National Social Security Act. The Bureau's obligation under the scheme is limited to specific monthly contributions legislated from time to time and were fixed at Sh.200 per employee, per month.

The Bureau's contribution to the pension scheme and to the NSSF in respect of current service has been charged to the income and expenditure account in the year.

### e. Leave allowance provision

Employee entitlements to annual leave are recognized when they accrue to employees. A provision is made for the estimated liability for annual leave as a result of services rendered by the employee up to the balance sheet date.

### f. Cash and cash equivalents

For the purposes of the cash flow statement, cash and cash equivalents comprise cash in hand and bank balances.

### g. Inventories

All consumables stocks held for use in operations are expensed on purchase.

## h. Comparatives

Where necessary comparative figures have been adjusted to conform to changes in the presentation in the current year.

## 2. INCOME

This is made up of the following:

	2009/2010 Ksh.	2008/2009 Ksh.
<b>GOK GRANTS</b>		
Recurrent	7,499,000,000	1,320,000,000
Development	246,000,000	271,000,000
<b>SUB-TOTAL</b>	<b>7,745,000,000</b>	<b>1,591,000,000</b>
<b>OTHER DONOR FUNDS</b>		
UNICEF	2,148,345	30,225,826
UNFPA	114,726,835	13,029,883
Statcap Project	267,738,393	47,993,468
Statistical Cap. Building	8,082,612	-
Food Agri. Organisation	2,570	-
ICT Survey - CCK	9,217,776	-
Rent Survey - Public Service	6,127,600	-
<b>SUB-TOTAL</b>	<b>408,044,131</b>	<b>91,249,177</b>
<b>OTHER INCOME (A-I-A)</b>		
Library Users	47,650	57,950
Publications	745,000	1,269,130
Tenders	1,740,100	1,493,500
Boarded Vehicles	-	465,600
Commissions	98,087	101,104
Interest on Deposits	1,893,287	-
<b>SUB-TOTAL</b>	<b>4,524,124</b>	<b>3,387,284</b>
<b>GRAND TOTAL</b>	<b>8,157,568,255</b>	<b>1,685,636,461</b>

The actual amounts of other donor funds have been adjusted by the unutilized grants by year end. The amount from the boarded vehicles is included in the A-I-A as sales proceeds since the vehicles disposed had not been included in our assets' register.

### 3. PROJECT EXPENSES

These are the expenses incurred under the various funding schemes. These are made up of:

	2009/2010	2008/2009
	Ksh	Ksh
STATCAP Expenses	267,738,392	56,944,581
UNFPA Expenses	114,726,835	11,816,765
SCB Expenses	8,082,612	-
FAO Expenses	2,570	-
GOK Development Exp.	16,243,625	135,342,778
UNICEF Expenses	2,148,345	27,958,835
<b>TOTAL</b>	<b>408,942,379</b>	<b>232,062,959</b>

### 4. STAFF COSTS

These include payments to members of staff and comprise of basic pay, house allowances and other benefits. The number of employees of the Bureau as at 30.06.2009 was 486 as compared to 483 in the year before. The staff leave provision is the equivalent of the unutilized leave days as at the end of the year.

The increase in staff costs from Sh.276 million to Sh. 376 million is attributed to an annual increment, harmonization of house allowance and recruitment of additional staff in line with the approved establishment.

	2009/2010	2008/2009
	Ksh.	Ksh
Salaries and Allowances	361,910,511	257,355,786
Staff Leave Expenses	14,671,927	18,434,592
<b>TOTAL</b>	<b>376,582,438</b>	<b>275,790,378</b>

## 5. OTHER OPERATING EXPENSES

The other operating expenses comprised of the following items:

ITEM	2009/2010	2008/2009
	Ksh	Ksh
Directors Expenses	8,305,816	4,900,272
Auditors Fees	1,500,000	1,500,000
<b>TOTAL</b>	<b>9,805,816</b>	<b>6,400,272</b>
Transport, Travelling and Accommodation Expenses	25,371,843	26,342,821
Courier and Postal Services	1,649,355	1,666,670
Telephone Expenses	6,183,269	5,388,668
Official Entertainment, Committees and Conferences	5,637,669	13,366,357
Electricity , Water and Conservancy	6,416,631	5,832,148
Purchase of Supplies for Production	1,458,949	5,357,445
Population Census	4,738,159,666	752,911,757
Pre feasibility, Feasibility and Appraisal Studies	94,314,429	21,391,668
Advertising,Publishing and Printing Expenses	8,489,467	10,957,671
Purchase of Uniforms and Clothing	954,500	317,670
Library Expenses	614,903	385,254
Purchase of Stationery	2,650,076	11,062,201
Rents and Rates	1,469,137	2,761,203
Contracted Professional Services	13,441,086	2,996,900
Insurance	48,454,816	3,958,310
Miscellaneous Other Charges	423,679	116,102
Training Expenses (Including Capacity Building)	14,187,848	4,944,443
Maintenance of Plant, Machinery and Equipment	4,605,413	3,916,544
Maintenance of Buildings and Stations	16,267,584	12,838,583
Civil Works	2,898,840	1,956,534
Refurbishment of Buildings - Non Residential	4,878,428	740,991
Bank Charges	2,400,612	680,451
<b>TOTAL</b>	<b>5,000,928,200</b>	<b>889,890,390</b>
<b>TOTAL</b>	<b>5,010,734,016</b>	<b>896,290,662</b>

**6. NON-CURRENT ASSETS MOVEMENT SCHEDULE**

FIXED ASSETS	LAND & BUILDINGS	FURNITURE & FITTINGS	PLANT & EQUIPMENT	MOTOR VEHICLES	COMPUTERS	TOTAL AMOUNT
COST/Valuation						
AT 1ST JULY 2009		17,143,550	5,863,861	61,074,338	26,164,023	110,245,772
Valuations	8,400,000					8,400,000
Additions		1,118,400			1,260,000	2,378,400
Adjustments		13,432,350	66,350,635	25,211,462	22,655,477	127,649,924
AT 30th JUNE 2010	8,400,000	31,694,300	72,214,496	86,285,800	50,079,500	248,674,096
DEPRECIATION						
At 1st July 2009		-	131,953	7,096,800	-	7,228,753
Charge for the Year			131,953	753,160	-	885,113
Disposal /Adjustments		-	-	(6,343,640)	-	(6,343,640)
AT 30th JUNE 2010		-	263,906	1,506,320	-	1,770,226
NET BOOK VALUE						
<b>At 30th June 2010</b>	<b>8,400,000</b>	<b>31,694,300</b>	<b>71,950,590</b>	<b>84,779,480</b>	<b>50,079,500</b>	<b>246,903,870</b>
At 30th June 2009		16,490,606	5,508,933	53,977,538	17,658,866	93,635,943
COST/Valuation						
AT 1ST JULY 2008		5,223,555	2,839,423	35,484,000	25,518,023	69,065,001
Additions		11,919,995	3,024,438	25,590,338	646,000	41,180,771
Disposals/ Adjustments		-	-	-	-	-
AT 30th JUNE 2009		17,143,550	5,863,861	61,074,338	26,164,023	110,245,772
DEPRECIATION						
At 1st July 2008		-	-	-	-	-
Charge for the Year		652,944	354,928	7,096,800	8,505,157	16,609,829
Disposal		-	-	-	-	-
AT 30th JUNE 2009		652,944	354,928	7,096,800	8,505,157	16,609,829
NET BOOK VALUE						
At 30th June 2009		16,490,606	5,508,933	53,977,538	17,658,866	93,635,943
<b>At 30th June 2008</b>		<b>5,223,555</b>	<b>2,839,423</b>	<b>35,484,000</b>	<b>25,518,023</b>	<b>69,065,001</b>

Included in the figures for Plant and Equipment are assets under Library Books

The reconciliation of property, plant and equipment and intangible assets, for purposes of the Statement of Cash Flow is as follows:

Property Plant & Equipment (NBV) as at 30.06.2010	<b>341,227,070.00</b>
Add: Depreciation Charge for the year	885,113.00
Property Plant & Equipment before depreciation charge	342,112,183.00
Less: Additions during the year	(2,378,400.00)
Value of PPE (NBV) as at 01.07.2009	339,733,783.00
Less: PPE (NBV) b/f - 01.07.2009 as per accounts	98,330,943.00
Change in value of PPE at start of year	<b>241,402,840.00</b>

## 7. INTANGIBLE ASSETS

	<b>INTANGIBLE ASSETS</b>
COST/Valuation	
AT 1ST JULY 2009	4,695,000
Additions / Adjustments	89,628,200
AT 30th JUNE 2010	94,323,200
ADJUSTED BOOK VALUE	
At 30th June 2010	94,323,200
At 30th June 2009	<b>4,695,000</b>

Intangible Assets include values of Networks and Softwares transferred from the former Central Bureau of Statistics.

## 8. RECEIVABLES

These are made up of:

	<b>2009/2010</b>	<b>2008/2009</b>
	<b>Ksh</b>	<b>Ksh</b>
Staff Debtors	77,684,901	73,809,831
Census Imprests	2,267,439,456	-
Prepayments	7,353,188	3,726,868
Interest Income	1,893,287	-
Deposits	4,650,000	-
<b>TOTAL</b>	<b>2,359,020,832</b>	<b>77,536,699</b>

- Prepayments represent the proportion of Motor Vehicle insurance paid in 2009/2010 to cover the period to April 2011.
- Staff debtors represent outstanding imprests and salary advances as at end of June 2010.
- Census imprests are amounts advanced to the various District Census Committees to facilitate various 2009 Population and Housing Census exercise. These figures will clear from the

records once these imprests are fully surrendered, resulting into a proportional increase in the census expenses, and hence reduce the net surplus.

- Deposits are refundable amounts paid against staff parking fees and rent deposit for the census materials' Go down.
- Interest income is the amount accrued on the amounts held in FDRs with KCB.

## 9. SHORT TERM DEPOSIT

These are amounts held in KCB in short term deposits as follows:

		AMOUNT
DATE OF INVESTMENT		Ksh
06.05.2010	Fixed Deposit - no. 40129	200,000,000
06.05.2010	Call Deposit - no.40130	100,000,000
<b>TOTAL</b>		<b>300,000,000</b>

## 10. CASH AND CASH EQUIVALENTS

For purposes of the cash flow statement, cash and cash equivalents represent cash in hand and bank balances, and short term deposits.

Account Title	Account Number	2009/2010	2008/2009
<b>KNBS ACCOUNTS</b>		Kshs.	Kshs.
Recurrent - KCB	017229532360	257,411,124	418,130,607
KCB GOK Dvpt	1116027593	8,308,370	-
Operations - STD	0108009176400	23,251	82,868,472
Salaries - STD	0108009176401	-	1,075,454
Development - STD	0108000176402	-	72,275,002
<b>PROJECT ACCOUNTS</b>			
MICS - COOP Bank	0112008158600	202,489	1,409,199
KENINFO - Coop Bank	01120081528601	4,713	313,048
UNFPA - Coop Bank	01120081857000	147,550	331,581
UNFPA special account	Ministry of Finance	38,837,568	404,876
STATCAP - IDA - STD	0102097194900	19,054,760	88,199,802
STATCAP -DFID- STD	1010209794901	45,662,587	42,955,041
FAO - Coop	01120081528604	1,935,730	-
SCB - Coop	01120081528603	15,921,028	-
<b>KNBS Gratuity - Coop Bank</b>	01120081528602	15,366,350	5,539,175
	<b>TOTAL</b>	<b>402,875,520</b>	<b>713,502,259</b>

The Board approved the closure of the three Standard Chartered Bank accounts namely Operations, Salaries and Development, during the period. The Operations account, was however not closed at 30.06.2010 following a transfer of the equivalent of Sh.23,251 to the account from an international agency. Included in the KNBS Gratuity Account is an amount of Sh. 11,900,000 which was invested in a fixed deposit, and had earned 107,326.40 in interest within the period.

## 11. PAYABLES

These comprise:

	2009/2010	2008/2009
	Ksh.	Ksh.
Retention Monies	-	1,087,002
Auditor's Fees	1,500,000	1,500,000
Bid Bonds	9,372	9,371
Deposits for Boarded Items	-	20,000
Staff Gratuity	18,951,350	5,539,175
Staff Leave Accrual	14,671,928	18,434,592
Sundry Creditors	184,543,270	260,529,273
<b>TOTAL</b>	<b>219,675,920</b>	<b>287,119,413</b>

Kshs 18,951,350 .00 under Staff Gratuity represents an accumulated allocation set aside pending the operationalisation of the staff pension scheme. This amount is calculated on a monthly basis at the rate of 31% of the basic salaries of the permanent staff and contractual staff as at the end of the year. The amount is held in an interest earning account with Co-operative Bank.

## 12. UNUTILISED GRANTS

These are grants received during the financial year, 2009/2010, for ongoing activities. However, some of the activities were not undertaken due to timing differences of the financial years of the donors and the Bureau.

PROJECTS	2009/2010	2008/2009
	Ksh.	Ksh.
KENINFO	4,713	313,048
MICS	202,489	1,409,199
UNFPA	39,290,286	736,858
SCB PROJECT	16,279,668	-
STATCAP	64,717,347	125,355,520
FAO	1,935,730	-
<b>TOTAL</b>	<b>122,430,233</b>	<b>127,814,625</b>

**13. REVALUATION RESERVE**

Represents the change in the values of Assets after a revaluation undertaken during the year by M/S Metrocosmo Limited, Registered Values.

**14. CONTRIBUTION BY THE GOK-CAPITAL RESERVE**

This represents the values of Assets previously owned by the former Central Bureau of Statistics (CBS) but transferred to the Bureau by the Ministry of State for Planning, National Development and Vision 2030.

These were recognised under Assets and are summarised as follows;

ITEMS	Ksh.
Computers and Printers	22,952,206
Motor Vehicles Valued	51,250,000
Office Furniture and Equipment	80,573,124
Intangible Assets	89,628,20 0
Land and Buildings	8,400,000
<b>TOTAL</b>	<b>252,803,531</b>

## REGIONAL OFFICES

Region	Location	Postal Address	Telephone
<b>Coast Region</b>			
Mombasa	Mombasa Town	P.o Box 83059 80100 Mombasa	020 2080136 & 0412227998
Kwale	Kwale Town	P.o Box 280 Kwale	041 2104286
Malindi	Malindi Town	P.o Box 5652 Malindi	042 30298
Lamu	Lamu Town	P.o Box 90 80500 Lamu	042 30298
Kilifi	Kilifi Town	P.o Box 129 Kilifi	041 7522420
Taita Taveta	Taveta Town	P.o Box 3 Taveta	0721 663674
<b>Western Region</b>			
Kakamega	Kakamega Town	P.o Box 357 Kakamega	056 30089
Vihiga	Mbale Town	P.o Box 1383 50300 Maragoli	0722 605604
Bungoma	Bungoma Town	P.o Box 608 50200 Bungoma	055 50200
Mt.Elgon	Kapsokwony	P.o Box 257 Kapsokwony	0723747389
Busia	Busia Town	P.o Box 581 Busia	085022366
Teso	Amagoro	P.o Box 40 Amagoro	0726 768845
Lugari	Lumakanda	P.o Box 367 Turbo	053 206839
Butere/Mumias	Butere	P.o Box 407 Butere	057 2508832
<b>North Eastern Region</b>			
Garrissa	Garissa Town	P.o Box 10 Garissa	046-2103552
Ijara	Masalani	P.o Box 18-70105 Masalani	0738268199
Wajir	Wajir	P.o Box 33 Wajir	0734613210
Mandera	Mandera	P.o Box 382 Mandera	046-52503

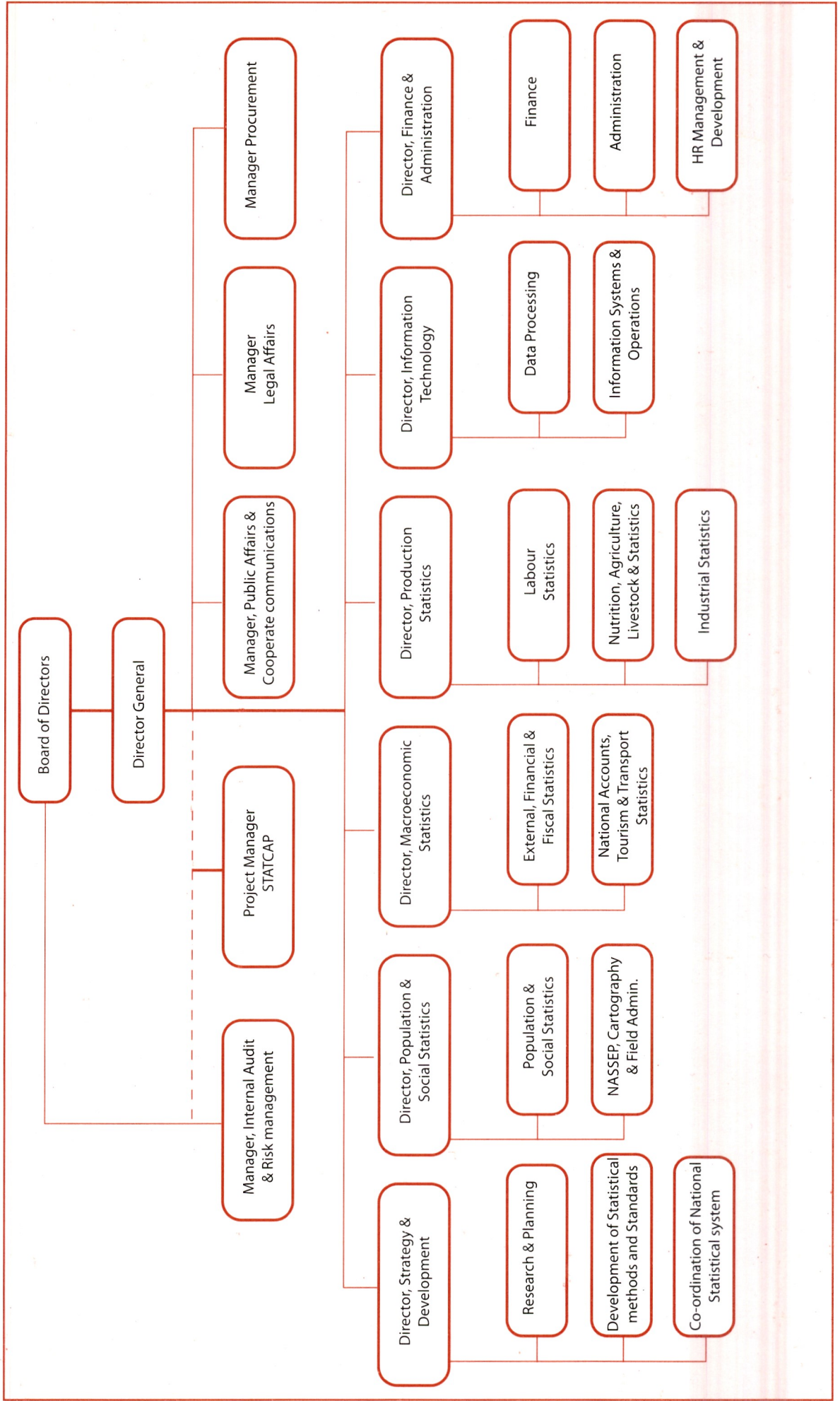
<b>Central Region</b>			
Nyeri	Nyeri	P.o Box 2256-10100 Nyeri	061-2034369
Kiambu	Kiambu	P.o Box 32 Kiambu	020-222657
Thika	Thika	P.o Box 849 Thika	0202365579
Nyandarua	Nyahururu	P.o Box 1618 Nyahururu	065-22629
Muranga	Murang'a	P.o Box 883	06030242
Kirinyaga	Kerugoya	P.o Box 1307 Kerugoya	06021361
Maragua	Kenol	P.o Box 102 Kenol	067-24350
<b>Rift Valley Region</b>			
Nakuru	Nakuru Town	P.o Box 322 Nakuru	05131211
Transmara	Kilgoris Town	P.o Box 1 Kilgoris	020-2371140
Narok	Narok Town	P.o Box 472 Narok	0721417901
Kericho	Kericho Town	P.o Box 539 Kericho	052-21321
Uasin Gishu	Eldoret Town	P o Box 48 Eldoret	053 2062349
Trans Nzioa	Kitale Town	P.o Box 1467 Kitale	054 31298
West Pokot	Kapenguria	-	0725 321893
Baringo	Kabarnet	P.o Box 1467 Karbarnet	053-22341
Koibatek	Eldama ravine	P.o Box 898 Eldama Ravine	051752205
Nandi South	Kobujoi	P.o Box 6 Kobujoi	0724968531
Nandi North	Kabiyet	P.o Box 130 Kabiyet	020-2342838
Kajiado	Kajiado	P.o Box 357 Kajiado	0202131742
Laikipia	Nanyuki	P.o Box 1473 Nanyuki	06231858
Keiyo	Iten	P.o Box 265 iten	053-42239
Marakwet	Kapsowar	P.o Box 116 Kapsowar	053-361525
Bomet	Bomet	P.o Box 341 Bomet	05222053
Buret	Litein	P.o Box 744 Litein	
Samburu	Maralal	P.o Box 288 Maralal	065-62058
Turkana	Lodwar	P.o Box 175 Lodwar	05421040

<b>Eastern Region</b>			
Mbeere	Siakago	P.o Box 249 Siakago	0714271850
Embu	Embu	P.o Box 137-60100	068-31235
Meru Central	Meru	P.o Box 2397-60200	0725 367 060
Meru South	Chuka	P.o Box 348 Chuka	064630255
Tharaka	Marimanti	P.o Box 71 Mariamnti	064-31922
Machakos	Machakos	P.o Box 380 Machakos	0202169506
Kitui	Kitui	P.o Box 45 Kitui	044-22431
Isiolo	Isiolo market	P.o Box 574 Isiolo	064-52574
Makueni	Makueni	P.o Box 259 Makueni	044-33205
Mwingi	Mwingi	P.o Box 377 Mwingi	0734794954
Moyale	Moyale	P.o Box 288-60700 Moyale	06952223
Marsabit	Marsabit	P.o Box 140 Marsabit	0721825152
<b>Nyanza Region</b>			
Nyando	Awasi	P.o Box 79 Awasi	0734 927839
Kisumu	Kisumu	P.o Box 850 Kisumu	2020674
Bondo	Bondo	P.o Box 545 Bondo	057-2007
Siaya	Siaya	P.o Box 420 Siaya	057321429
Kisii Central	Kisii	P.o Box 1760 Kisii	
Gucha	Nyamarambe	P.o Box 40 Nyamarambe	0202371059
HomaBay	Homabay	P.o Box 339 Homabay	0202186007
Suba	Mbita point	P.o Box 277 Mbita	0202083243
Kuria	Kehancha	P.o Box 7 Kegonga	0721 567182
Migori	Migori	P.o Box 621 Suna	05920457
Nyamira	Nyamira	P.o Box 589 Nyamira	0586144034
Rachuonyo	Kosele	P.o Box 137 Kosele	0208003730





## KNBS Organisational Structure





*Inauguration of the 2<sup>nd</sup> Board of Directors-KNBS Senior Staff*