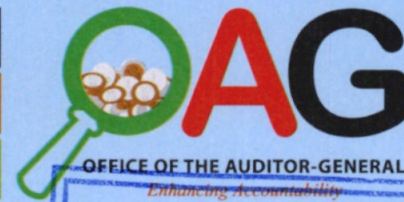


REPUBLIC OF KENYA



REPORT

THE NATIONAL ASSEMBLY  
PAPERS LAID

DATE: 02 JUN 2026

DAY

Thursday

TABLED  
BY:

Deputy Majority Whip  
Hon. Azam, Wako

OF

CLERK-AT  
THE-TABLE:

Halima Ahmed

THE AUDITOR-GENERAL

ON

PARLIAMENT  
OF KENYA  
LIBRARY

KWANZA GIRLS HIGH SCHOOL

FOR THE YEAR ENDED

30 JUNE, 2021

TRANS NZOIA COUNTY





*Revised 30<sup>th</sup> June 2021.*



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**KWANZA GIRLS HIGH SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>th</sup> June 2021**

---

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

**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

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**KWANZA GIRLS HIGH SCHOOL**  
**Annual Reports and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2021**

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**I. KEY SCHOOL INFORMATION AND MANAGEMENT**

**(a) Background information**

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

The school was registered in 03/2010 under registration number **GP/A/8205/10** and is currently categorized as Extra County School.

The school is a boarding school and had 432 numbers of students as at 30<sup>th</sup> June 2021. It has 10 streams and 27 teachers of which 16 teachers are employed by the BOM.

**(b) Board Members**

The School Board of Management is composed of the following members:

| Ref: | Name of Board Member | Designation | Date of appointment |
|------|----------------------|-------------|---------------------|
| 1    | Dr Ruth Imbuye       | Chairman    | 15/5/2019           |
| 2    | Mrs billiah Moenga   | Secretary   | 15/5/2019           |
| 4    | Mr Eliud Tormoi      | Member      | 15/5/2019           |
| 5    | Mrs Rose Wasike      | Member      | 15/5/2019           |
| 6    | Bishop Peter Mwanga  | Member      | 15/5/2019           |
| 7    | Mrs. Venny Barasa    | Member      | 15/5/2019           |
| 8    | Mrs. Bridgit Nekesa  | Member      | 15/5/2019           |
| 9    | Mrs. Nancy Imali     | Member      | 15/5/2019           |
| 10   | Rev. Moses Wanyonyi  | Member      | 15/5/2019           |
| 11   | Mr. Peter Mukoya     | Member      | 15/5/2019           |
| 12   | Mr. Stephen Mukubui  | Member      | 15/5/2019           |
| 13   | Mr. Edwin Kemboi     | Member      | 15/5/2019           |
| 14   | Mr. William Mukoya   | Member      | 15/5/2019           |
| 15   | Mrs. Josphine Barasa | Member      | 15/5/2019           |
| 16   | Mrs. Violet khasiali | Member      | 15/5/2019           |
| 17   | Mr Peter Loriwo      | Member      | 15/5/2019           |



**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

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

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

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

**(c) Committees of the Board**

| Ref: | Name of Committee                                   | Names of Members                                                                    | Designation                                          | Number of meetings attended during the year |
|------|-----------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------|
| 1    | Audit Committee                                     | Dr Ruth Imbuye<br>Mrs billiah Moenga<br>Mrs Rose Wasike<br>Rev. Moses Wanyonyi      | Chairperson<br>Principal<br>Chairperson PA<br>Member | 2/2<br>2/2<br>2/2<br>2/2                    |
| 2    | Finance, procurement and general purposes Committee | Dr Ruth Imbuye<br>Mrs billiah Moenga<br>Mrs Rose Wasike<br>Rev. Moses Wanyonyi      | Chairperson<br>Principal<br>Chairperson PA<br>Member | 4/4<br>4/4<br>4/4<br>4/4                    |
| 3    | Academic Committee                                  | Mr Mukubui Stephen<br>Mrs. Venny wanyonyi<br>Mr. Mukoya william<br>Mrs. Rose wasike | Chairperson<br>Member<br>Member<br>member            | 3/3<br>3/3<br>3/3<br>3/3                    |
| 4    | Development Committee                               | Mr. Eliud Tormoi<br>Ms. Rose wasike<br>Bishop Peter mwanga<br>Ms. Nancy imali       | Chairperson<br>Member<br>Member<br>member            | 3/3<br>3/3<br>3/3<br>3/3                    |
| 5    | Discipline and welfare Committee                    | Mr. Eliud Tormoi<br>Ms. Rose wasike<br>Bishop Peter mwanga<br>Ms. Nancy imali       | Chairperson<br>Member<br>Member<br>member            | 2/2<br>2/2<br>2/2<br>2/2                    |
| 6    | Adhoc Committee (if any during the year)            | Mr. Eliud Tormoi<br>Ms. Rose wasike<br>Bishop Peter mwanga<br>Mrs. Billiah Moenga   | Chairperson<br>Member<br>Member<br>member            | 0<br>0<br>0<br>0                            |

**KWANZA GIRLS SECONDARY SCHOOL****Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021****(a) School operation Management**

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

| Ref: | Designation      | Name                | TSC Number |
|------|------------------|---------------------|------------|
| 1    | Principal        | Mrs. Billiah Moenga | 206068     |
| 2    | Deputy Principal | Mrs. Ruth Nyongesa  | 431708     |
| 3    | School Bursar    | Mr. John Wekulo     | NAC/268319 |
|      |                  |                     |            |

| Ref: | Designation      | Name | TSC Number |
|------|------------------|------|------------|
| 1    | Principal        |      |            |
| 2    | Deputy Principal |      |            |
| 3    | School Bursar    |      |            |
|      |                  |      |            |

The following school operated **Seven (7)** bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

1. Name of Bank: Cooperative bank  
Branch: Kitale  
Account Number: 01139096504001(**School Fund**)  
Account Number: 01139096504000(**tuition**)  
Account Number: 01139096504002(**CDF**)
2. Name of Bank: National Bank  
Branch: Kitale  
Account Number: 01025048617101(**operations**)  
Account Number: 01025048617102(**MI**)  
Account Number: 01025048617100(**Bus**)  
Account Number: 01242048617100(savings)
3. MPESA Pay Bill No. 339802 attached to school fund bank account

**(d) Independent Auditors**

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



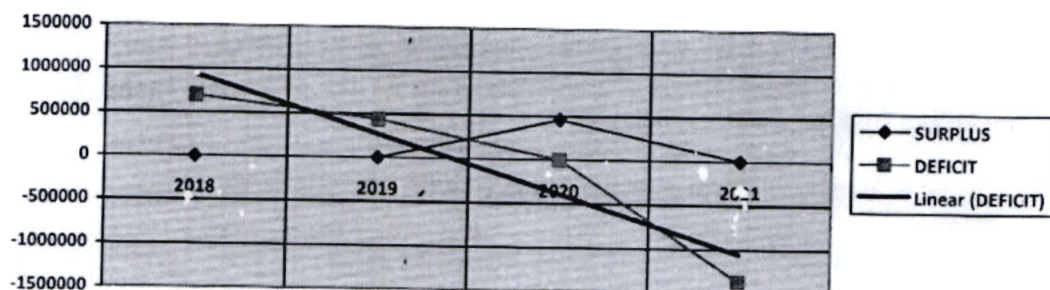
**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

**II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL**

**a) Financial performance:**

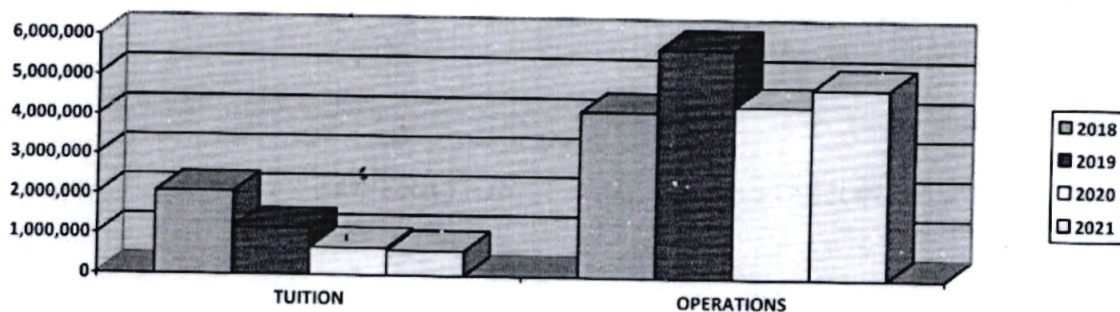
**b) Surplus/deficit**

| Financial year | Surplus        | deficit          |
|----------------|----------------|------------------|
| 2018           |                | 693,652          |
| 2019           |                | 438,522          |
| 2020           | 459,715        |                  |
| 2021           |                | 1,370,191        |
| <b>TOTAL</b>   | <b>459,715</b> | <b>2,218,237</b> |



**• Capitation grants from MOE**

| YEAR | OPERATION | TUITION   |
|------|-----------|-----------|
| 2018 | 4,167,456 | 2,063,645 |
| 2019 | 5,747,220 | 1,155,470 |
| 2020 | 4,331,448 | 674,210   |
| 2021 | 4,790,376 | 615,626   |



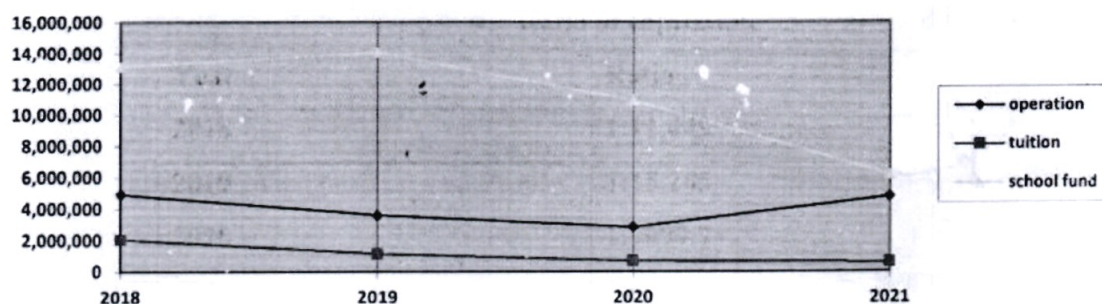
# KWANZA GIRLS SECONDARY SCHOOL

## Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021

### • Ratio of capitation

| Year | Ratio    |
|------|----------|
| 2018 | 1:11,449 |
| 2019 | 1:15,285 |
| 2020 | 1:9099.7 |
| 2021 | 1:10675  |

### • Income growth



### c) Teacher Student ratio:

As at 30<sup>th</sup> June 2021, the teacher to student ratio was 1:11. the number of teachers that were transferred was one, retired teacher was none. The teachers employed by TSC were 11 and BOM teachers were 17. The number of teachers per subject is: chemistry- 5, physics- 3, English- 4, biology- 4, agriculture- 2, maths- 7, geography- 4, business studies- 3, Kiswahili- 5 and CRE- 3

### d) Mean score in the 2021 KCSE:

| YEAR | ENTRY | MEAN | DEVIATION |
|------|-------|------|-----------|
| 2019 | 100   | 5.88 | +1.22     |
| 2020 | 122   | 5.79 | -0.09     |
| 2021 | 121   | 5.88 | +0.09     |

### e) Number of Candidates in the 2021 KCSE:

| YEAR | ENTRY |
|------|-------|
| 2019 | 100   |
| 2020 | 122   |
| 2021 | 121   |



**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

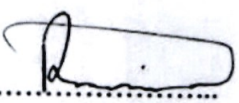
**f) Capacity of the school:**

The school has a total of 472 students. It has two dormitories which can accommodate 350 students. Currently the construction of the dining hall which can accommodate 500 students is on-going. The school has 2 laboratories that can be occupied by 30 students each. Kwanza girl has 4 toilets with 24 doors.

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

The following are the on-going projects at Kwanza Girls High School:-

| PROJECT      | FUNDED BY  |
|--------------|------------|
| DINNING HALL | CDF-KWANZA |
| TOILETS      | PTA        |

Sign.....

*School Principal*

## KWANZA GIRLS SECONDARY SCHOOL

### Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021

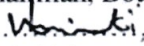
#### III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY

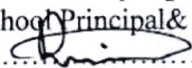
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant 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 keep all proper books and records of accounts of the income, expenditure and assets of the institution.

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

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30<sup>th</sup> June, 2021, and of the school's financial position as at that date.

Name: Dr. Linet Muhati  
Designation: Chairman, Board of Management  
Sign:   
Date: 7/4/2026

Name: Mrs. Ruth Nyongesa  
Designation: School Principal & Secretary to Board of Management  
Sign:   
Date: 7/4/2026

Name: Mr. John Wekulo  
Designation: Bursar  
Sign:   
Date: 7/4/2026



# REPUBLIC OF KENYA

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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 KWANZA GIRLS SECONDARY SCHOOL FOR THE SIX (6) MONTHS PERIOD ENDING 30 JUNE, 2021 – TRANS NZOIA COUNTY

---

### PREAMBLE

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

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

An Adverse Opinion is issued when the Auditor-General determines that the financial statements are materially misstated and do not present a true and fair view in accordance with the applicable financial reporting framework. An Adverse Opinion indicates that the financial statements exhibit significant misstatements with the books of accounts and the underlying accounting records. There is significant disagreement between the financial statements and the underlying books of accounts and/or standards. These problems are widespread, persistent and require considerable intervention by the Management to rectify.

The Adverse Opinion should be read together with the report on the Lawfulness and Effectiveness in the Use of Public Resources, and the report on the Effectiveness of Internal Controls, Risk Management and Governance.

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

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*Report of the Auditor-General on Kwanza Girls' Secondary School for the Six (6) Months Period ending 30 June, 2021 – Trans Nzoia County*



## REPORT ON THE FINANCIAL STATEMENTS

### Adverse Opinion

I have audited the accompanying financial statements of Kwanza Girls' Secondary School set out on pages 10 to 26 which comprise of the statement of financial assets and financial liabilities as at 30 June, 2021, the statement of receipts and payments, statement of cash flows and statement of budget versus actual 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, because of the significance of the matters discussed in the Basis for Adverse Opinion section of my report, the financial statements do not present fairly, in all material respects, the financial position of Kwanza Girls' Secondary School as at 30 June, 2021 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards Cash Basis and do not comply with and the Public Finance Management Act, 2012.

### Basis for Adverse Opinion

#### 1. Unsupported Cash and Cash Equivalents

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.804,673. However, the balances were not supported by cash books, board of survey report, bank reconciliation statements, bank statements, trial balances and ledgers. Further, the bank balance of Kshs.799,230 vary from the balance of Kshs.538,651 reflected in the corresponding Note 8 to the financial statements resulting in an unexplained and unreconciled variance of Kshs.260,579.

In the circumstances, the accuracy, completeness and existence of the cash and cash equivalents balance of Kshs.804,673 could not be confirmed.

#### 2. Unsupported Income and Expenditure Items

The Statement of Receipts and Payments for the year under review reflects total income of Kshs.11,241,088 and total expenditure of Kshs.12,611,280. However, these receipts and expenditure amounts were not supported by cashbooks and ledgers.

In the circumstances, the accuracy and completeness of the amounts reported in the financial statements could be confirmed.

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Kwanza Girls' Secondary School Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe



that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my adverse opinion.

## **Emphasis of Matter**

### **1. Budgetary Control and Performance**

The statement of budgeted versus actual amounts reflects final receipts budget and actual receipts amounts on a comparable basis of Kshs.15,699,320 and Kshs.12,780,614 respectively, resulting in under-funding of Kshs.2,926,706 or 19% of the budget.

In the circumstances, the under-funding of the School by Kshs.2,926,706 or 19% of the budget affected the service delivery to the public.

### **2. Unaudited Comparative Balances**

I draw attention to the fact that prior to the 2020/2021 financial year, Public Secondary Schools in Kenya did not prepare financial statements for audit. Consequently, the Public Sector Accounting Standards Board prescribed 30 June, 2021 as the first-time adoption of the International Public Sector Accounting Standards (IPSAS) – Cash Basis of Accounting by Public Secondary Schools.

The financial statements for the six (6) months period ending 30 June, 2021 include comparative information. However, the comparative figures were based on unaudited figures. My audit procedures were, therefore, limited to the extent that comparative information does not contain misstatements that materially affect the current period's financial statements. Accordingly, I do not express an opinion or any form of assurance on the comparative information.

My audit opinion on the current period financial statements is not modified in respect of these matters.

## **Key Audit Matters**

Key audit matters are those matters that, in my professional judgement, are of most significance in the audit of the financial statements. Except for the matters described in the Basis for Adverse Opinion I have determined that there are no other key audit matters to communicate in my report.

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

## **Other Information**

The School Management is responsible for the Other Information set out on page 2 to 8 which comprise of Key School Information and Management, Summary Report of Performance of The School and Statement of School Management Responsibility. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the School's financial statements, my responsibility is to read the Other Information and in doing so, consider whether the Other Information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information and I am required to report that fact. Based on the audit procedures performed, because of the significance of the matters described in my Basis for Adverse Opinion, I confirm that the Other Information is materially inconsistent with the financial statements

My opinion on the financial statements does not cover the Other Information and accordingly, I do not express an audit opinion or any form of assurance conclusion thereon.

## **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, because of the significance of the matters discussed in the Basis for Adverse Opinion and Basis for Conclusion on the Lawfulness and Effectiveness in the Use of Public Resources section of my report, I confirm that public resources have not been applied lawfully and in an effective way.

### **Basis for Conclusion**

#### **1. Lack of an Approved Budget**

During the year under review, the School operated on unapproved budget for the receipts and payments. This is contrary to Regulation 51(2) of the Public Finance Management (National Government) Regulation, 2015 states that expenditure commitments for goods and services shall be controlled against spending and procurement plans approved by the responsible Accounting Officer, based on allocations and allotments from approved budgets.

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

#### **2. Late Submission of the Annual Report and Financial Statements**

The annual report and financial statements for the year ended 30 June, 2021 were submitted to the office of the Auditor-General on 21 January, 2025 instead of the statutory



deadline of 30 September 2021. This was contrary to Regulation 101(4) which states that An Accounting Officer shall prepare the financial statements in a form that complies with the relevant accounting standards prescribed by the Public Sector Accounting Standards Board, not later than three months after the end of the financial year and submit them to the Auditor General with a copy to the County Treasury, the Controller of Budget and the National Treasury.

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

The audit was conducted in accordance with ISSAI 3000 and ISSAI 4000. The standards require that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements comply in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

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

### **Conclusion**

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

### **Basis for Conclusion**

#### **1. Weaknesses in Information and Communication Technology Control Environment**

Review of the Information Technology Internal Controls revealed that the School did not have an ICT Policy, had not developed an IT continuity and disaster recovery plan which is important in ensuring that the School recovers its functionality in case of an unplanned incident or disaster. Further, the School did not have an approved IT strategic committee and strategic plan which is important in performing the oversight function and formulation of policies to ensure that the IT department functions properly to assist in achievement of School's objectives in an economic, efficient and effective way.

In the circumstances, the School lacked robust IT controls and safeguards thereby exposing operations to significant risk in the event of disruptions.

#### **2. Lack of Human Resource Policy and Approved Staff Establishment**

The statement of receipts and payments reflects payments for operations and infrastructure amounting to Kshs.4,611,787 as disclosed in Note 6 of the financial statements. Included is an amount of Kshs.2,174,711 relating to personnel emoluments.



Records from the human resource department indicated that during the year under review, the School had a total of twenty-eight (28) members of staff comprising of eight (8) Board of Management teachers, eight (8) non-teaching staff and twelve (12) casuals. However, there was no evidence to show that School had approved staff establishment in accordance with Section B.2 (1) of the Human Resource Policies and Procedures Manual for the Public Service of May, 2016.

In the circumstance, the School is at risk of overstaffing or understaffing, leading to inefficiencies in service delivery.

### **3. Lack of a Debt Management Policy**

During the year under review, the School debtors increased from Kshs.7,015,883 to Kshs.8,664,108, representing an increase by Kshs.1,645,225 or 23%. However, the School does not have a documented debt management policy to guide the management on recovery of outstanding accounts receivable.

In absence of debt management framework, the recoverability of accounts receivable balance could not be confirmed.

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

### **Responsibilities of the 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 governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management is aware of the intention to cease operations.

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

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements comply 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 Schools 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**

My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the International Standards of Supreme Audit Institutions (ISSAIs). The ISSAIs requires that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

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

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

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

**Nairobi**

**4 May, 2026**

**KWANZA GIRLS SECONDARY SCHOOL****Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021****V. STATEMENT OF RECEIPTS AND PAYMENTS SIX MONTHS ENDING 30<sup>TH</sup> JUNE 2021**

| DESCRIPTION OF VOTE HEAD                          | Note | Jan-June2021       | 31 Dec-2020 |
|---------------------------------------------------|------|--------------------|-------------|
|                                                   |      | Kshs               | Kshs        |
| <b>RECEIPTS</b>                                   |      |                    |             |
| Capitation grants for tuition                     | 1    | 615,626            | -           |
| Capitation grants for operations & infrastructure | 2    | 4,790,376          | -           |
| School Fund Income- Parents' Contributions        | 3    | 5,312,486          |             |
| School Fund Income- Other receipts                | 4    | 522,600            | -           |
| Proceeds from borrowings                          |      |                    |             |
| <b>TOTAL RECEIPTS</b>                             |      | <b>11,241,088</b>  | <b>-</b>    |
| <b>PAYMENTS</b>                                   |      |                    |             |
| Payments for Tuition                              | 5    | 610,450            | -           |
| Payments for operations and infrastructure        | 6    | 4,611,786          | -           |
| Boarding and school fund payments                 | 7    | 7,389,044          | -           |
| <b>TOTAL PAYMENTS</b>                             |      | <b>12,611,280</b>  | <b>-</b>    |
| <b>SURPLUS/DEFICIT</b>                            |      | <b>(1,370,191)</b> | <b>-</b>    |

The school financial statements were approved on 7/4/2026 and signed by:

Name: Dr Linet Muhati  
Chairman, BoM

Sign: 

Date: 7/4/2026

Name: Ruth Nyongesa  
School Principal/Secretary to BoM

Sign: 

Date: 7/4/2026

Name: John Wekulo  
Bursar/Finance

Sign: 

Date: 7/4/2026



**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

**VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30<sup>TH</sup> JUNE 2021**

|                                        | Note | 2020-2021        | 31 Dec-2020      |
|----------------------------------------|------|------------------|------------------|
|                                        |      | Kshs             | Kshs             |
| <b>FINANCIAL ASSETS</b>                |      |                  |                  |
| <b>Cash and Cash Equivalents</b>       |      |                  |                  |
| Bank Balances                          | 8    | 799,230          | 348,790          |
| Cash Balances                          | 9    | 5,443            | 2,421            |
| Short term Investment                  | 10   | -                | -                |
| <b>Total Cash and Cash Equivalents</b> |      | <b>804,673</b>   | <b>351,211</b>   |
| Account's receivables                  | 10   | 8,664,108        | 7,015,883        |
| <b>TOTAL FINANCIAL ASSETS</b>          |      | <b>9,468,781</b> | <b>7,367,094</b> |
| <b>FINANCIAL LIABILITIES</b>           |      |                  |                  |
| Accounts Payable                       | 11   | 3,471,879        | -                |
| <b>NET FINANCIAL ASSETS</b>            |      | <b>5,996,902</b> | <b>7,367,094</b> |
| <b>REPRESENTED BY</b>                  |      |                  |                  |
| Fund balance b/fwd 1st July...         | 12   | 7,367,094        | 7,367,094        |
| Surplus/Deficit for the year           |      | (1,370,192)      |                  |
| <b>NET FINANCIAL POSITION</b>          |      | <b>5,996,902</b> | <b>7,367,094</b> |

The School's financial statements were approved on 7/4/2026 and signed by:

**Name: Dr Linet Muhati**  
*Chairman, BoM*

Sign: 

Date: 7/4/2026

**Name: Ruth Nyongesa**  
*School Principal/Secretary to BoM*  
 Sign: 

Date: 7/4/2026

**Name: John Wekulo**  
*Bursar/Finance*

Sign: 

Date: 7/4/2026

**KWANZA GIRLS SECONDARY SCHOOL****Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021****VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2021**

|                                                          | Notes | 2020-2021         | 31 Dec-2020    |
|----------------------------------------------------------|-------|-------------------|----------------|
|                                                          |       | Kshs              | Kshs           |
| <b>Receipts from operating activities</b>                |       |                   |                |
| Capitation grants for tuition                            | 1     | 615,626           |                |
| Capitation grants for operations                         | 2     | 4,790,377         |                |
| School fund income- Parents contributions/ fees          | 3     | 6,852,011         |                |
| School fund income- other receipts                       | 4     | 522,606           |                |
| <b>Total receipts</b>                                    |       | <b>12,780,614</b> |                |
| <b>Payments</b>                                          |       |                   |                |
| Payments for Tuition                                     | 5     | 610,450           |                |
| Payments for operations                                  | 6     | 4,327,658         |                |
| Boarding and school fund payments                        | 7     | 7,389,044         |                |
| <b>Total payments</b>                                    |       | <b>12,327,152</b> |                |
| <b>Net cash flow from operating activities</b>           |       | <b>453,462</b>    |                |
| <b>CASHFLOW FROM INVESTING ACTIVITIES</b>                |       |                   |                |
| Proceeds from Sale of Assets                             |       |                   |                |
| Acquisition of Assets                                    |       |                   |                |
| Proceeds from investments                                |       | -                 |                |
| <b>Net cash flows from Investing Activities</b>          |       |                   |                |
| <b>NET CASHFLOW FROM FINANCING ACTIVITIES</b>            |       |                   |                |
| Proceeds from borrowings/ loans                          |       |                   |                |
| Repayment of principal borrowings                        |       |                   |                |
| <b>Net cash flows from Investing Activities</b>          |       |                   |                |
| <b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>          |       | <b>453,462</b>    |                |
| <b>Cash and cash equivalent at BEGINNING of the year</b> |       | <b>351,211</b>    |                |
| <b>Cash and cash equivalent at END of the year</b>       |       | <b>804,673</b>    | <b>351,211</b> |

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



**KWANZA GIRLS HIGH SCHOOL**  
**Annual Reports and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2021**

**VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2021**

| PARTICULARS                               | Original Budget   | Adjustments       | Final Budget     | Actual on Comparable Basis | Budget Utilisation Difference | % of Utilisation |
|-------------------------------------------|-------------------|-------------------|------------------|----------------------------|-------------------------------|------------------|
|                                           | a                 | b                 | c=a+b            | d                          | e=c-d                         | f=d/c %          |
| <b>RECEIPTS</b>                           |                   |                   |                  |                            |                               |                  |
| <b>(1) CAPITATION GRANT ON TUITION</b>    |                   |                   |                  |                            |                               |                  |
| Teaching/learning materials               | 2,696,640         | -1348320          | 1,348,320        | 569,226                    | 779,094                       | 42%              |
| other votehead                            |                   |                   |                  | 46,400                     | -46,400                       |                  |
| <b>sub total</b>                          | <b>2,696,640</b>  | <b>-1,348,320</b> | <b>1,348,320</b> | <b>615,626</b>             | <b>732,694</b>                | <b>46%</b>       |
| <b>(2) CAPITATION GRANT ON OPERATIONS</b> |                   |                   |                  |                            |                               |                  |
| Electricity and water                     | 480,000           | -240,000          | 240,000          | 424,961                    | -184,961                      | 177%             |
| Local transport / travelling              | 432,000           | -216,000          | 216,000          | 241,502                    | -25,502                       | 112%             |
| MIF Grant/RMI                             | 2,400,000         | -1,200,000        | 1,200,000        | 1,607,500                  | -407,500                      | 134%             |
| Personal Emoluments                       | 2,400,000         | -1,200,000        | 1,200,000        | 2,001,825                  | -801,825                      | 167%             |
| Administration costs                      | 960,000           | -480,000          | 480,000          | 514,589                    | -34,589                       | 107%             |
| Activity                                  | 720,000           | -360,000          | 360,000          | -                          | 360,000                       |                  |
| Medical & Insurance                       | 960,000           | -480,000          | 480,000          | -                          | 480,000                       | 0%               |
| Smasse                                    | 960,000           | -480,000          | 480,000          | -                          | 480,000                       |                  |
| <b>sub total</b>                          | <b>9,312,000</b>  | <b>-4,656,000</b> | <b>4,656,000</b> | <b>4,790,377</b>           | <b>-134,377</b>               | <b>103%</b>      |
| <b>(3) FEES CHARGED ON PARENTS</b>        |                   |                   |                  |                            |                               |                  |
| Fee on Boarding Equipment and Stores      | 11,928,000        | -5,964,000        | 5,964,000        | 5,522,046                  | 441,954                       | 93%              |
| Repairs and maintenance                   | 960,000           | -480,000          | 480,000          | 151,500                    | 328,500                       | 32%              |
| Electricity, water and Conservancy        | 1,440,000         | -720,000          | 720,000          | 218,400                    | 501,600                       | 30%              |
| Local transport / travelling              | 480,000           | -240,000          | 240,000          | 82,200                     | 157,800                       | 34%              |
| Activity                                  | 120,000           | -60,000           | 60,000           | 7,300                      | 52,700                        | 12%              |
| Administration Costs                      | 960,000           | -480,000          | 480,000          | 187,550                    | 292,450                       | 39%              |
| Personal Emoluments                       | 3,312,000         | -1,656,000        | 1,656,000        | 683,015                    | 972,985                       | 41%              |
| <b>sub total</b>                          | <b>19,200,000</b> | <b>-9,600,000</b> | <b>9,600,000</b> | <b>6,852,011</b>           | <b>2,747,989</b>              | <b>71%</b>       |
| <b>OTHER INCOME</b>                       |                   | -                 |                  | -                          |                               |                  |



**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

|                                                           |                   |                    |                   |                   |                  |             |
|-----------------------------------------------------------|-------------------|--------------------|-------------------|-------------------|------------------|-------------|
| <i>Hire of School Bus</i>                                 | 70,000            | -35,000            | 35,000            | 287,200           | -252,200         | 821%        |
| <i>School Farm</i>                                        | 120,000           | -60,000            | 60,000            | 227,400           | -167,400         | 379%        |
| <i>tender</i>                                             |                   |                    |                   | 8,000             |                  |             |
| <b>sub total</b>                                          | <b>190,000</b>    | <b>-95,000</b>     | <b>95,000</b>     | <b>522,600</b>    | <b>-419,600</b>  | <b>550%</b> |
| <b>TOTAL INCOME</b>                                       | <b>31,398,640</b> | <b>-15,699,320</b> | <b>15,699,320</b> | <b>12,780,614</b> | <b>2,926,706</b> | <b>81%</b>  |
|                                                           |                   |                    |                   |                   |                  |             |
| <b>(1) EXPENDITURE FOR TUITION</b>                        |                   |                    |                   |                   |                  |             |
| Teaching/learning materials                               | 2,696,640         | -1,348,320         | 1,348,320         | 594,250           | 754,070          | 44%         |
| Internal exams                                            |                   |                    |                   | 15,000            | -15,000          |             |
| Bank charges                                              | 0                 | 0                  | 0                 | 1,200             | -1,200           |             |
| <b>sub total</b>                                          | <b>2,696,640</b>  | <b>-1,348,320</b>  | <b>1,348,320</b>  | <b>610,450</b>    | <b>737,870</b>   | <b>45%</b>  |
| <b>PAYMENTS FOR OPERATIONS AND INFRASTRUCTURE ACCOUNT</b> |                   |                    |                   |                   |                  |             |
| Electricity and water                                     | 480,000           | -240,000           | 240,000           | 171,959           | 68,041           | 72%         |
| Local transport / travelling                              | 432,000           | -216,000           | 216,000           | -                 | 216,000          |             |
| MIF Grant                                                 | 2,400,000         | -1,200,000         | 1,200,000         | 1,477,980         | -277,980         | 123%        |
| Personal Emoluments                                       | 2,400,000         | -1,200,000         | 1,200,000         | 2,090,582         | -890,582         | 174%        |
| Administration costs                                      | 960,000           | -480,000           | 480,000           | 586,837           | -106,837         | 122%        |
| Activity                                                  | 720,000           | -360,000           | 360,000           |                   | 360,000          |             |
| Medical & Insurance                                       | 960,000           | -480,000           | 480,000           | -                 | 480,000          |             |
| smasse                                                    | 960,000           | -480,000           | 480,000           |                   | 480,000          | 0%          |
| Bank Charges                                              |                   |                    | -                 | 300               | -300             |             |
| <b>sub total</b>                                          | <b>9,312,000</b>  | <b>-4,656,000</b>  | <b>4,656,000</b>  | <b>4,327,658</b>  | <b>328,342</b>   | <b>93%</b>  |
| <b>BOARDING AND SCHOOL FUND PAYMENTS</b>                  |                   |                    |                   |                   |                  |             |
| Fee on Boarding Equipment and Stores                      | 11,928,000        | -5,964,000         | 5,964,000         | 5,025,737         | 938,263          | 84%         |
| Repairs and maintenance                                   | 960,000           | -480,000           | 480,000           | 394,161           | 85,839           | 82%         |
| Electricity, water and Conservancy                        | 1,440,000         | -720,000           | 720,000           | 284,829           | 435,171          | 40%         |
| Local transport / travelling                              | 480,000           | -240,000           | 240,000           | 125,700           | 114,300          | 52%         |
| Activity                                                  | 120,000           | -60,000            | 60,000            | 19,850            | 40,150           | 33%         |
| Administration Costs                                      | 960,000           | -480,000           | 480,000           | 906,181           | -426,181         | 189%        |
| Personal Emoluments                                       | 3,312,000         | -1,656,000         | 1,656,000         | 51,450            | 1,604,550        | 3%          |
| Hire of School Bus                                        | 70,000            | -35,000            | 35,000            | 317,921           | -282,921         | 908%        |



**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

|                        |                   |                    |                   |                   |                  |            |
|------------------------|-------------------|--------------------|-------------------|-------------------|------------------|------------|
| School Farm            | 120,000           | -60,000            | 60,000            | 263,215           | -203,215         | 439%       |
| <b>sub total</b>       | <b>19,390,000</b> | <b>-9,695,000</b>  | <b>9,695,000</b>  | <b>7,389,044</b>  | <b>2,305,956</b> | <b>76%</b> |
| <b>TOTAL</b>           | <b>31,398,640</b> | <b>-15,699,320</b> | <b>15,699,320</b> | <b>12,327,152</b> | <b>3,372,168</b> | <b>79%</b> |
| <b>Surplus/Deficit</b> | <b>0</b>          | <b>0</b>           | <b>0</b>          | <b>453,462</b>    | <b>-445,462</b>  |            |

**Under utilisation (Below 90%)**

1. Electricity & Water (Operations): 56% utilisation, variance (184,961)
  - Reason: Energy-saving initiatives reduced consumption; budget overestimated.
  - Action: Review utility budgeting; allocate savings to other needs.
2. Repairs & Maintenance (Parents Fees): 32% utilisation, variance 328,500
  - Reason: Maintenance deferred due to budget cut; prioritised other expenses.
  - Action: Schedule essential repairs; reallocate funds from surplus areas.
3. Medical & Insurance (Operations): 0% utilisation, variance (480,000)
  - Reason: No insurance claims filed; budget not required this year.
  - Action: Adjust insurance budget based on actual needs.

**Overspend/Overshooting (Above 100%)**

1. Teaching/Learning Materials (Tuition): 237% utilisation, variance 779,094
  - Reason: Unplanned curriculum upgrades & emergency textbook purchases.
  - Action: Improve procurement forecasting; set stricter budget caps.
2. Administration Costs (Operations): 174% utilisation, variance 1,130,582
  - Reason: Additional consultancy & unexpected office expenses.
  - Action: Implement expense approval controls; review admin budget.
3. Hire of School Bus (Other Income): 821% utilization, variance 217,200
  - Reason: Higher transport demand from extracurricular activities.
  - Action: Increase budget allocation for transport or manage usage.

**Management Actions & Recommendations**

- Budget Review: Update budgets quarterly to reflect changes in operational needs.
- Cost Controls: Strengthen approval processes for administration & procurement expenses.
- Revenue Optimization: Leverage high-performing income streams (e.g., bus hire) for future planning.

**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

We are reviewing these variances to optimize future budgeting and expenditure management.

Variances Above 100% (Overspend/Overshooting)

1. Hire of School Bus (Other Income) – 821% utilization, variance Ksh 252,200.

- Reason: Higher transport demand due to increased extracurricular activities.

- Action: Increase budget allocation for transport or optimize usage.

2. Administration: Costs (Operations) – 174% utilization, variance Ksh 890,582.

- Reason: Unapproved consultancy and additional office expenses.

- Action: Implement stricter expense approval controls.

3. Personal Emoluments (Operations) – 123% utilization, variance Ksh 277,980.

- Reason: Overtime payments and staffing adjustments.

- Action: Review payroll budgeting and staffing plans.

1. Underutilization (below 90%):

- Electricity, water and conservancy: budgeted Ksh 720,000, actual Ksh 284,829 (40% utilization). The significant under-utilization may indicate inefficient service consumption or budgeting excess.

- Local transport/travelling: budgeted Ksh 240,000, actual Ksh 125,700 (52% utilization). The budget was not fully used, suggesting reduced travel activity or misallocation.

- Activity: budgeted Ksh 60,000, actual Ksh 19,850 (33% utilization). The vote was under-utilized, implying limited extracurricular or activity spending.

- Personal Emoluments: budgeted Ksh 1,656,000, actual Ksh 51,450 (3% utilization). Severe underutilization suggests staffing or salary allocation issues, possibly due to staff shortages or budget adjustments.

2. Overutilization (above 100%):

- Administration Costs: budgeted Ksh 480,000, actual Ksh 906,181 (189% utilization). Overspending indicates higher administrative expenses than planned, requiring cost control measures.

- Hire of School Bus: budgeted Ksh 35,000, actual Ksh 317,921 (908% utilization). Extreme overrun shows excessive transport costs or unbudgeted bus hires.

- School Farm: budgeted Ksh 60,000, actual Ksh 263,215 (439% utilization). Significant overspending on farm operations, suggesting unplanned agricultural expenses.



## **IX. SIGNIFICANT ACCOUNTING POLICIES**

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

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

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

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

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

### **2. Recognition of receipts and payments**

The *school* recognises all receipts from the various sources when the event occurs and the related cash has actually been received by 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.

**KWANZA GIRLS SECONDARY SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021**

**X. 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 *Kwanza Girls High School* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

**9. Comparative figures**

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

**10. Subsequent events**

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2021.



**X. 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.

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**9. Comparative figures**

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

**10. Subsequent events**

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2021.

**KWANZA GIRLS SECONDARY SCHOOL****Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2021****XI. NOTES TO THE FINANCIAL STATEMENTS****1 CAPITATION GRANT FOR TUITION**

|                                    | 2020-2021      | 31 Dec-2020 |
|------------------------------------|----------------|-------------|
|                                    | Kshs           | Kshs        |
| Text books                         |                |             |
| Exercise books                     |                |             |
| Laboratory equipment and apparatus |                |             |
| Teaching/learning materials        | 569,226        |             |
| chalks                             |                |             |
| Internal exams                     |                |             |
| Reference books                    |                |             |
| Other Vote-head                    | 40,400         |             |
|                                    |                |             |
| <b>Total</b>                       | <b>615,626</b> | <b>-</b>    |

**2 CAPITATION GRANT FOR OPERATIONS**

|                              | 2020-2021        | 31 Dec-2020 |
|------------------------------|------------------|-------------|
|                              | Kshs             |             |
| Electricity and water        | 424,961          |             |
| Local transport / travelling | 241,502          |             |
| MIF Grant/RMI                | 1,407,500        |             |
| Personal Emoluments          | 1,514,825        |             |
| Administration costs         | 514,589          |             |
| Activity                     |                  |             |
| Medical & Insurance          | 687,000          |             |
| Other voteheads              |                  |             |
| <b>Total</b>                 | <b>4,790,377</b> |             |



**KWANZA GIRLS SECONDARY SCHOOL**  
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**XI. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

|                                    | 2020-2021      | 31 Dec-2020 |
|------------------------------------|----------------|-------------|
|                                    | Kshs           | Kshs        |
| Text books                         |                |             |
| Exercise books                     |                |             |
| Laboratory equipment and apparatus |                |             |
| Teaching/learning materials        | 569,226        |             |
| chalks                             |                |             |
| Internal exams                     |                |             |
| Reference books                    |                |             |
| Other Vote-head                    | 46,400         |             |
|                                    |                |             |
| <b>Total</b>                       | <b>615,626</b> | <b>-</b>    |

**2 CAPITATION GRANT FOR OPERATIONS**

|                              | 2020-2021        | 31 Dec-2020 |
|------------------------------|------------------|-------------|
|                              | Kshs             |             |
| Electricity and water        | 424,961          |             |
| Local transport / travelling | 241,502          |             |
| MIF Grant/RMI                | 1,407,500        |             |
| Personal Emoluments          | 1,514,825        |             |
| Administration costs         | 514,589          |             |
| Activity                     |                  |             |
| Medical & Insurance          | 687,000          |             |
| Other voteheads              |                  |             |
|                              | <b>4,790,377</b> |             |
| <b>Total</b>                 |                  |             |

**KWANZA GIRLS SECONDARY SCHOOL**  
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**3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT**

|                                      | 2020-2021        | 31 Dec-2020 |
|--------------------------------------|------------------|-------------|
|                                      | Kshs             |             |
| Fee on Boarding Equipment and Stores | 3,982,521        |             |
| Repairs and maintenance              | 151,500          |             |
| Electricity, water and Conservancy   | 218,400          |             |
| Local transport / travelling         | 82,200           |             |
| Activity                             | 7,300            |             |
| Administration Costs                 | 187,550          |             |
| Personal Emoluments                  | 683,015          |             |
| other receipts                       |                  |             |
| Examination Fee                      |                  |             |
| Uniform Fee                          |                  |             |
| <b>Total</b>                         | <b>5,312,486</b> |             |

**4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT**

|                        | 2020-2021      | 31 Dec-2020 |
|------------------------|----------------|-------------|
|                        | Kshs           |             |
| Hire of School Bus     | 287,200        |             |
| School Farm            | 227,400        |             |
| Sale of Borehole water |                |             |
| Interest income        |                |             |
| House Rent             |                |             |
| tender                 | 8,000          |             |
| <b>Total</b>           | <b>522,600</b> |             |

**5 PAYMENTS FOR TUITION**

|                                     | 2020-2021      | 31 Dec-2020 |
|-------------------------------------|----------------|-------------|
|                                     | Kshs           |             |
| Text Books                          |                |             |
| Exercise Books                      |                |             |
| Laboratory Equipments And Apparatus |                |             |
| Teaching/Learning Materials         | 464,250        |             |
| Chalks                              |                |             |
| Internal Exams                      | 15,000         |             |
| Bank Charges                        | 1,200          |             |
| Other Income                        | 130,000        |             |
| <b>Total</b>                        | <b>610,450</b> |             |



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

**6 PAYMENTS FOR OPERATIONS**

|                              | <b>2020-2021</b> |
|------------------------------|------------------|
|                              | <b>Kshs</b>      |
| Electricity And Water        | 171,959          |
| Local Transport / Travelling | -                |
| Mif Grant                    | 877,980          |
| Personal Emoluments          | 2,174,711        |
| Administration Costs         | 586,837          |
| Activity                     |                  |
| Medical & Insurance          |                  |
| Ablution Block, 10 Toilets   | 800,000          |
| Classrooms, 2 Units          |                  |
| Bank Charges                 | 300              |
| Other Voteheads              |                  |
| Gratuity                     |                  |
| <b>TOTAL</b>                 | <b>4,611,787</b> |

**7 BOARDING AND SCHOOL FUND PAYMENTS**

|                                      | <b>2020-2021</b> | <b>31 Dec-2020</b> |
|--------------------------------------|------------------|--------------------|
|                                      | <b>Kshs</b>      |                    |
| Fee on Boarding Equipment and Stores | 4,983,987        |                    |
| Repairs and maintenance              | 394,161          |                    |
| Electricity, water and Conservancy   | 284,829          |                    |
| Local transport / travelling         | 125,700          |                    |
| Activity                             | 19,850           |                    |
| Administration Costs                 | 906,181          |                    |
| Personal Emoluments                  | 51,450           |                    |
| Hire of School Bus                   | 317,921          |                    |
| School Farm                          | 263,215          |                    |
| PTA Development                      | -                |                    |
| Exams                                | 33,400           |                    |
| Uniform                              | -                |                    |
| tender                               | 8,350            |                    |
| medical                              | -                |                    |
| <b>TOTAL</b>                         | <b>7,389,044</b> |                    |

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**8 BANK ACCOUNTS**

| Name of Bank, Account No. & currency | Bank Account Number | 2020-2021      | 31 Dec-2020 |
|--------------------------------------|---------------------|----------------|-------------|
|                                      |                     | <b>Kshs</b>    |             |
| Tuition Account                      |                     | 5,250          |             |
| Operations Account                   |                     | 190,029        |             |
| School Fund Account/Boarding         |                     | 565,001        |             |
| Savings Account-development          |                     | 38,950         |             |
| Income generating activities Account |                     |                |             |
| Infrastructural Account              |                     |                |             |
| Farm Account                         |                     |                |             |
| <b>Total</b>                         |                     | <b>799,230</b> |             |
| <b>9. CASH IN HAND</b>               |                     |                |             |
| Description                          |                     | 2020-2021      | 31 Dec-2020 |
|                                      |                     | <b>Kshs</b>    |             |
| Tuition Account                      |                     |                |             |
| Operation Account                    |                     | 2,838          |             |
| School Fund account                  |                     | 2,605          |             |
| <b>Total</b>                         |                     | <b>5,443</b>   |             |

**10. ACCOUNTS RECEIVABLE**

| Description     |  | 2020-2021        | 31 Dec-2020 |
|-----------------|--|------------------|-------------|
|                 |  | <b>Kshs</b>      |             |
| Fees arrears    |  | 8,664,108        |             |
| Salary advances |  |                  |             |
| Imprest         |  |                  |             |
| Kudheihia       |  |                  |             |
| NSSF            |  |                  |             |
| NHIF            |  |                  |             |
| <b>Total</b>    |  | <b>8,664,108</b> |             |

**Aging Analysis**

| Description                                            |  | 2020-2021        | 31 Dec-2020 |
|--------------------------------------------------------|--|------------------|-------------|
|                                                        |  | <b>Kshs</b>      |             |
| Fees arrears for current year                          |  | 1,908,804        |             |
| Fees arrears for the previous year ( More than 1 year) |  | 1,208,840        |             |
| Fees arrears for prior periods (over two years)        |  | 5,546,464        |             |
| <b>Total</b>                                           |  | <b>8,664,108</b> |             |



**KWANZA GIRLS SECONDARY SCHOOL**  
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**11. ACCOUNTS PAYABLE**

| Description                                        |  |                  | 31 Dec 2020 |
|----------------------------------------------------|--|------------------|-------------|
| Trade creditors (See ageing below and appendix 1)  |  | 3,155,478        |             |
| Prepaid fees                                       |  | 316,401          |             |
| welfare                                            |  |                  |             |
| <b>Total</b>                                       |  | <b>3,471,879</b> |             |
| Ageing Analysis                                    |  |                  |             |
| Trade creditors for the previous year              |  | 1,258,099        |             |
| More than 1 year                                   |  | 2,213,780        |             |
| Trade creditors for prior periods (over two years) |  |                  |             |
| <b>Total</b>                                       |  | <b>3,471,879</b> |             |

**12. FUND BALANCE BROUGHT FORWARD**

| Description            |  | 2020-2021           | 31 Dec-2020 |
|------------------------|--|---------------------|-------------|
|                        |  | Kshs                | Kshs        |
| Bank balances          |  | 799,230.00          | -           |
| Cash balances          |  | 5,443.00            | -           |
| Short Term Investments |  |                     |             |
| Receivables            |  | 8,664,108.00        | -           |
| Payables               |  | 3,471,879.00        |             |
| <b>Total</b>           |  | <b>5,996,902.00</b> | -           |

**KWANZA GIRLS SECONDARY SCHOOL**  
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**XII. 14. 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 /<br>Observations<br>from Auditor | Management<br>comments | Status:<br><br>(Resolved / Not<br>Resolved) | Timeframe:<br><br>(Put a date when<br>you expect the<br>issue to be<br>resolved) |
|---------|-----------------------------------------|------------------------|---------------------------------------------|----------------------------------------------------------------------------------|
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |
|         |                                         |                        |                                             |                                                                                  |

Principal:

Signature: .....





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**XIII. ANNEXES**

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

| Supplier of Goods or Services    | Original Amount | Date Contracted | Amount Paid To-Date | Outstanding Balance 2020 | Outstanding Balance 2021 | Comments           |
|----------------------------------|-----------------|-----------------|---------------------|--------------------------|--------------------------|--------------------|
|                                  | Kshs            | Kshs            | Kshs                | Kshs                     | Kshs                     |                    |
| <b>Construction of buildings</b> |                 |                 |                     |                          |                          |                    |
| 1.                               |                 |                 |                     |                          |                          |                    |
| 2.                               |                 |                 |                     |                          |                          |                    |
| 3.                               |                 |                 |                     |                          |                          |                    |
| <b>Sub-Total</b>                 |                 |                 |                     |                          |                          |                    |
| <b>Supply of goods</b>           |                 |                 |                     |                          |                          |                    |
| 4. SKULLAB ENTERPRISES           |                 |                 |                     |                          | 2,035,892                | LAB ITEMS          |
| 5. ASULAB ENTERPRISES            |                 |                 |                     |                          | 609,956                  | LAB ITEMS          |
| 6. STABAEX SOLUTIONS             |                 |                 |                     |                          | 331,293                  | CCTV               |
| 7. LISA PAPER WORKS              |                 |                 |                     |                          | 184,033                  | STATIONARIES       |
| 8. MERCALLY ENTERPRICES          |                 |                 |                     |                          | 72,000                   | FIRE EXTINGUISHERS |
| 9. PILGRIM ENTERPRISES           |                 |                 |                     |                          | 128,500                  | LEARNING MATERIALS |
| 10. WAKI SUPPLIES AGENCIES       |                 |                 |                     |                          | 110,205                  | STATIONARIES       |
| <b>Sub-Total</b>                 |                 |                 |                     |                          | <b>3,471,879</b>         |                    |
| <b>Supply of services</b>        |                 |                 |                     |                          |                          |                    |
| 11.                              |                 |                 |                     |                          |                          |                    |
| 12.                              |                 |                 |                     |                          |                          |                    |
| 13.                              |                 |                 |                     |                          |                          |                    |
| <b>Sub-Total</b>                 |                 |                 |                     |                          |                          |                    |
| <b>Grand Total</b>               |                 |                 |                     |                          | <b>3,471,879</b>         |                    |

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**ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER**

| Asset class                              | Date purchased | Location | Historical Cost b/f (Kshs) JANUARY 2021 | Additions during the year (Kshs) | Disposals during the year (Kshs) | Historical Cost 30 June 2021 (Kshs) |
|------------------------------------------|----------------|----------|-----------------------------------------|----------------------------------|----------------------------------|-------------------------------------|
| Land 1                                   |                | KWANZA   | 12.5                                    | 12.5                             |                                  | 12.5                                |
| Land 2                                   |                |          |                                         |                                  |                                  |                                     |
| Buildings and structures                 |                |          | 59                                      |                                  |                                  | 59                                  |
| Motor vehicles                           |                |          | 1                                       |                                  |                                  | 1                                   |
| Office equipment, furniture and fittings |                |          |                                         |                                  |                                  |                                     |
| ICT Equipment, and Other ICT Assets      |                |          | 15                                      |                                  |                                  | 15                                  |
| TREES                                    |                |          | 313                                     |                                  |                                  | 313                                 |
| CATTLE                                   |                |          | 13                                      |                                  |                                  | 13                                  |
| FISH                                     |                |          | 20000                                   |                                  |                                  | 20000                               |
| Apiculture                               |                |          | 13                                      |                                  |                                  | 13                                  |
| SHEEP                                    |                |          | 24                                      |                                  |                                  | 24                                  |
| <b>Total</b>                             |                |          | <b>87.5</b>                             |                                  |                                  | <b>87.5</b>                         |