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REPORT

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TABLED	Hon NAEMI WAGU, MP
CLERK	Deputy majority whip
THE-1/2023	A. Shubuko

THE AUDITOR-GENERAL

ON

**KAMAHINDU SECONDARY
SCHOOL**

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

KIAMBU COUNTY

OFFICE OF THE AUDITOR GENERAL
P. O. Box 30084 - 00100, NAIROBI
REGISTRY

18 JUL 2022

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**KAMAHINDU SECONDARY SCHOOL
PUBLIC SECONDARY SCHOOL**

ANNUAL REPORT AND FINANCIAL STATEMENTS

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

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

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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 Kiambu County, Lari Sub-County

The school was registered in 1985 under registration number H/A/621/85 and is currently categorized as a Subcounty public school established, owned or operated by the Government.

The school is a mixed day school and had 500 number of students as at 30th June 2022. It has 3 streams and 21 teachers of which 4 teachers are employed by the School Board of Management.

(b) School Board of Management - Board Members

The School Board of Management established under Section 55 of the Basic Education Act, 2013; is composed of the following members:

Ref:	Name of Board Member	Designation	Date of appointment
1	Simon Gachoka Wanjiru	Chairman	7 th march 2022
2	John Fwamba	Secretary – Principal	7 th march 2022
3	Marko Wekesa	Member	7 th march 2022
4	Priscilla Wambui	Member	7 th march 2022
5	Richard Muigai Karanja	Member	7 th march 2022
6	Paul Wanyoike	Member	7 th march 2022
7	Francis Mbui Kimani	Member	7 th march 2022
8	David Mburu Muuna	Member – Rep CEB	7 th march 2022
9	Damaris Kerubo Nyandegge	Member Rep Teachers	7 th march 2022
10	Ruth Wanjiku Ngugi	Members – Sponsor	7 th march 2022
11	Moses Sunguti	Members – Sponsor	7 th march 2022
12	David Mwaura Thuku	Members – Sponsor	7 th march 2022
13	Naomi Wanjiru	Member – Community	7 th march 2022
14	Simon Njoroge Mburu	Memberspecial Needs	7 th march 2022
15	Eddah Wambui	Rep Students	7 th march 2022

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	Executive Committee	Simon Gachoka John Fwamba Ruth Ngugi Francis Mbui		3
2	Audit Committee	Naomi Wanjiru Simon Njoroge Kamau Wanyoike Francis Mbui		1
3	Finance, procurement and general purposes Committee	Simon Gachoka Francis Kimani Ruth Ngugi John Fwamba		1
4	Academic Committee	David Mwaura Pricilla Wambui Damaris Kerubo Richard Karanja		1
5	Development Committee			
6	Discipline and welfare Committee	Moses Sunguti Ruth Ngugi John Fwamba Damaris Kerubo		1
7	Adhoc Committee (if any during the year)			

(d) School operation Management

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

Ref:	Designation	Name	TSC Number
1	Principal	John Fwamba	348302
2	Deputy Principal	Emily W. Kamau	379937
3	School Bursar	Mary W. Mburu	-

(e) Schools contacts

Post Office Box: 50-00223, Kagwe
Telephone: 0720677341
E-mail: kamahindusecondaryschool@yahoo.com
Website: N/A
Facebook: N/A
Twitter: N/A

(f) School Bankers

The school operated 4 number of bank accounts in the following banks:

NAME	BANK	ACCOUNT NO
Tuition a/c	KCB	1105052176
Operation a/c	KCB	1107615089
Lunch a/c	KCB	1105056686
Lunch a/c	K-UNITY	3136

1. MPESA Pay Bill No. 522522 attached to KCB-1105056686 bank account

(g) Independent Auditors

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

II. Summary Report Of Performance Of The School

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

a) **Financial performance:**

1. SURPLUS/DEFICIT

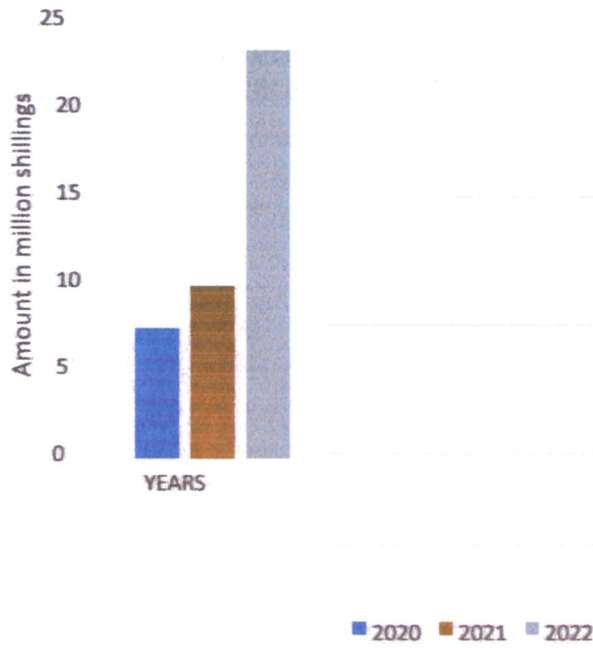
YEAR	SURPLUS(KSH)	DEFICIT(KSH)
2022	-	1,030,069
2021	-	2,943,477
2020	353,757.70	-



2.CAPITATION

YEAR	AMOUNT (KSH)
2022	22,838,952
2021	9,677,587
2020	7,300,391.8

CAPITATION



3.RATIO CAPITATION PER STUDENT 2022

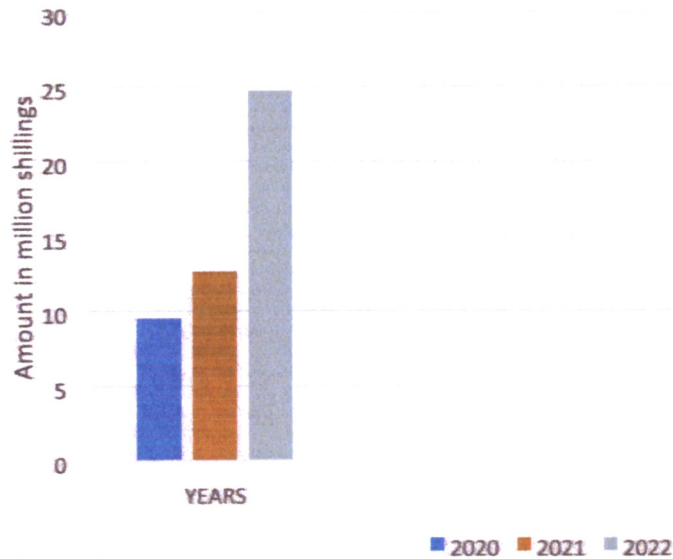
22838952/500= 1:45677

III. 9677587/490= 1:19750 2020
7300391.5/470= 1:15532

4.GROWTH IN EXPENDITURE

YEAR	AMOUNT(KSH)
2022	24766528
2021	12621064
2020	9522037.30

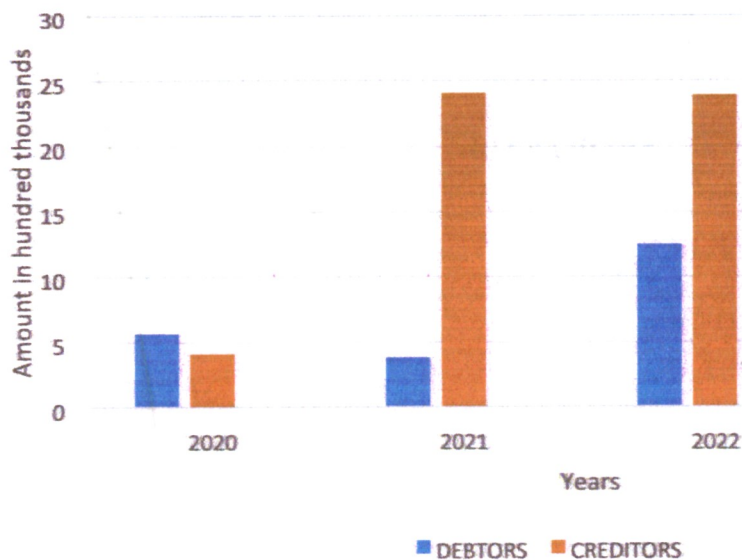
GROWTH IN EXPENDITURE



5. MOVEMENT OF DEBTORS AND CREDITORS

YEAR	DEBTORS	CREDITORS
2022	1245550	2390650
2021	380100	2406630
2020	563100	410000

MOVEMENT OF DEBTORS AND CREDITORS



6. CASH AND BANK BALANCES

YEAR	AMOUNT(KSH)
2022	12165.58
2021	(450943)
2020	85905.25



b) Teacher Student ratio:

Number of teachers employed by TSC	Number of teachers employed by BOM	Number of teachers recruited/transferred	Transferred/recruited
21	4	2	0
Teacher student ratio 1:23			

SHORTFALL		
1	KISW/HIST	2
2	BIO/CHEM	1
3	MATH/CHEM	1
4	MATH/BST	1
5	AGR/BIO	1

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

c) Mean score in the 2022 KCSE:

CANDIDATURE						GRADES DISTRIBUTION																	MEANSCORE			DEV
PRESENT			ABSENT																							
M	F	T	M	F	T	A	A-	B+	B-	B	C+	C-	C	D+	D-	D	E	X	Y	U	P	W	2022	2021	2020	
977	30	127	000	000	000	0	0	0	0	1	4	3	6	18	36	49	10	0	0	0	0	0	2.93	1.93	2.47	

d) Number of Candidates in the 2022 KCSE:


YEAR	MALE	FEMALE	TOTAL
2022	97	30	127
2021	75	34	109
2020	88	35	123

e) Capacity of the school:

YEAR	MALE	FEMALE	TOTAL
2022	365	135	500
2021	355	135	490
2020	350	120	470

f) Development projects carried out by the school:

NAME	YEAR	Source of fund	Status	Cost
1 CBC classroom	2022	MOE grants	Complete	750,000.00
1 CBC classroom	2022	School fund	Incomplete	800,000.00



School Principal

IV. Statement Of School Management Responsibility

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

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

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

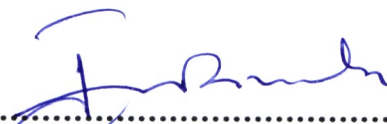
The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2021, and of the school's financial position as at that date.



.....
Name: Simon Gachoka Wanjiru

Designation: Chairman, School Board of Management

Date:



.....
Name: John Fwamba

Designation: School Principal & Secretary to Board of Management

Date:



.....
Name: Mary wambui Mburu

Designation: Bursar/ Finance Officer

Date:

REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
E-mail: info@oagkenya.go.ke
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HEADQUARTERS
Anniversary Towers
Monrovia Street
P.O. Box 30084-00100
NAIROBI

REPORT OF THE AUDITOR-GENERAL ON KAMAHINDU SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 – KIAMBU COUNTY

PREAMBLE

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

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

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

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

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Kamahindu Secondary School set out on pages 1 to 16, which comprise of the statement of financial assets and financial liabilities as at 30 June, 2022, and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended, and a summary of significant accounting policies, and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the Kamahindu Secondary School as at 30 June, 2022, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Basic Education Act, 2013 and the Public Finance Management Act, 2012.

Basis for Qualified Opinion

1. Unsupported Accounts Payables

The statement of financial assets and financial liabilities reflects trade payables balance of Kshs.4,840,243 as disclosed in Note 10 to the financial statements. However, procurement documents to support the payables including advertisement for tenders, tender opening minutes, evaluation reports, professional opinion, inspection and acceptance reports were not provided for audit review. In the absence of the procurement records, it is not possible to confirm the authenticity of the accounts payables. Further, the School did not provide, aging analysis and accounts payables paid during the year for audit verifications. In addition, the payment plans, pending bills status reports were not provided for audit verification.

In the circumstances, the completeness and accuracy of the accounts payables balance of Kshs.4,840,243 could not be confirmed.

2. Unsupported Payments for Operations

The statement of receipts and payments reflects payments for operations amount of Kshs.7,300,722 as disclosed in Note 6 to the financial statements. Included in the expenditure is subsistence allowances, facilitation for talent show, payment for repair of beds and painting and payment for labour amount of Kshs.731,850. However, the expenditures were not supported with receipts, appropriate authority and documentation.

In the circumstances, the completeness and accuracy of the payments for operations amounting to Kshs.731,850 could not be confirmed.

3. Unsupported Boarding and School Fund Payments

The statement of receipts and payments reflects boarding and school fund payments amount of Kshs.13,726,957 as disclosed in Note 7 to the financial statements. However, payment vouchers amounting to Kshs.1,587,500 were not supported by receipts, invoices, LPOs, LSOs, some suppliers were not in the prequalified list and no user request.

In the circumstances, the regularity and completeness of the expenditure on boarding and school fund payments amounting to Kshs.1,587,500 could not be confirmed.

4. Irregularities in the Cash and Cash Equivalents

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.12,166 as disclosed in Note 7 and 8 to the financial statements. The balance includes bank balance of Kshs.2,006. However, bank reconciliations were not provided for audit. Further, the School fund account-boarding had an unexplained negative balance of Kshs.1,465. In addition, statements of cash flows reflects cash and cash equivalents balance of Kshs.6,920 resulting in an unreconciled amount of Kshs.5,246.

In the circumstances, the completeness and accuracy of the cash and cash equivalents balance of Kshs.12,166 could not be confirmed.

5. Irregular Engagement of Labourers

The statement of receipts and payments reflects payments for operations amount of Kshs.7,300,722 and as disclosed in Note 6 to the financial statements. Included in the expenditure is wages for employees engaged on labour basis amounting to Kshs.324,050. Examination of the documents presented for audit revealed that there were no formal requests done from the departmental heads on the need for engaging the casuals. Further, no documentary evidence on the recruitment process and advertisements made. In addition, no records or personal files were kept relating to the staff. Similarly, no contracts were provided in relations to the staffs employed, muster rolls and the days worked.

In the circumstances, the regularity and validity of the expenditure amounting to Kshs.324,050 on labourers could not be confirmed.

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

Key Audit Matters

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

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

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

Basis for Conclusion

1. Irregularities in the Procurement Processes

Review of payments for operations for the School revealed that the School had engaged various suppliers for supply of goods and services. However, the following procurement irregularities were noted: -

- i. The methods used for procuring goods and services was not documented in any verifiable form. This is contrary to the threshold Matrix as per the Second Schedule of Public Procurement and Asset Disposal Regulations, Regulations 2020 which prescribes the particular procurement method to be used for goods, works or services depending on the maximum or minimum level of expenditure for the item being procured.
- ii. The School did not provide evidence of advertisement of any of the procurements. This is contrary to Section 96(1) of the Public Procurement and Asset Disposal Act, 2015 which states that the Accounting Officer of a procuring entity shall take such steps as are reasonable to bring the invitation to tender to the attention of those who may wish to submit tenders.
- iii. The School did not provide tender and evaluation reports for audit review. This is contrary to Section 80 (4) of the Public Procurement and Asset Disposal Act, 2015 which requires the evaluation committee to prepare an evaluation report containing a summary of the evaluation and comparison of tenders and submit the report to the person responsible for procurement for his or her review and recommendation.

2. Irregularities in the Construction of Classroom

The School engaged various suppliers for the supply of construction materials for a classroom. However, the suppliers were not registered in the category of goods, work and services as required by Section 57(1) of Public Procurement and Asset Disposal Act,

Report of the Auditor-General on Kamahindu Secondary School for the year ended 30 June, 2022 – Kiambu County

2015. Further, project completion certificates by works engineer were not provided for audit review contrary to Section 48 (e) of the Public Procurement and Asset Disposal Act 2015. In addition, the bill of Quantities for one of the classroom was not provided for audit review.

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

3. Ineffectiveness in Distribution and Management of Textbooks

As previously noted, the School Improvement Plan (SIP) indicating the need assessment of textbooks and reference material needed by the school was not prepared contrary to Section 2.2.1 of the Operation Manual from the Ministry of Education. The School received one thousand nine hundred and sixty-four (1,964) sets of books instead of two thousand one hundred and fifty four (2,154) as per the number of students. This resulted to a deficit of one hundred and ninety (190) set books. Further, KICD supplied books that were not required by the school.

In addition, the School lacks enough storage for the books received, some books are still in the boxes and stored on the floor. The books are not protected against damage that might be caused by cleaning water and deterioration by dampness.

In the circumstances, the effectiveness of internal controls on distribution of textbooks could not be confirmed.

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

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

Basis for Conclusion

1. Long Outstanding Students Accounts Receivables

The statement of financial assets and financial liabilities reflects a balance of Kshs.3,039,209 in respect of accounts receivables as disclosed in Note 9 to the financial

statements. The balance includes an amount of Kshs.380,100 and Kshs.1,413,559 on fees arrears for the previous year and fees arrears for over two (2) years respectively. However, Management has not demonstrated measures put in place to collect the long outstanding students' fees arrears.

In the circumstances, recoverability of accounts receivables balance of Kshs.3,039,209 could not be confirmed.

2. Weak Internal Controls

The School's internal controls which included financial and operations had a number of areas which were not working as expected to prevent the occurrence of error, fraud or general inefficiency as detailed below:

- i. Inadequate segregation of responsibilities in the accounting department. Same officer is involved in the verification and approval of payments is also the cashier;
- ii. Inadequate internal controls in the accounting department were observed. Same officer receives receipts from students, enters the transaction in the cashbook and performs bank reconciliation;
- iii. The finance department does not follow a finance manual in its operations;
- iv. Policies to guide the management of liabilities, receivables, inventories and non-current assets have not been prepared; and
- v. Absence of business continuity plan including adequate storage of the software data.

In the circumstances, it was not possible to confirm the existence of effective internal controls in relation to financial management and segregation of duties.

3. Lack of Asset Register and Asset Tagging Register

The School does not have a fixed asset register in place hence the existence of the disclosed non-current assets in the financial statements could not be confirmed. In addition, there was no asset tagging register therefore identification of the assets was not possible. In addition, the land on which the school was sitting did not have a title deed.

In the circumstances, the ownership and existence of proper control systems of assets management to prevent theft, security threats, losses, wastage and misuse could not be confirmed.

4. IT Internal Control Weaknesses

During the year under review, the following IT control weaknesses were noted: -

- i. Absence of an IT strategy committee and an IT steering committee. This resulted to inadequacy in IT governance, which forms a critical part of the agency's governance structure.
- ii. There are no disaster management and recovery policies in place including fire suppression systems and the agencies operations might not recover from a disaster.
- iii. There is no business continuity plan and the IT continuity plan including an off-site back-up plan; and
- iv. The school does not have an accounting software system to manage accounts payable, accounts receivables, ledgers, invoices and company assets, an accounting system will allow the school to track financial transactions and instantly generate various financial reports.

In the circumstances, the possible loss, theft, misuse of assets and business continuity uncertainty of the school may be unavoidable.

5. Irregularities in the Board of Management

Examination of the Board of Management Revealed that the sitting Board of Management Chairman has already served for two (2) terms and is currently on the third term from 2016- 2019, 2019- 2022 and 2022-2025 (current third term). Further, the School Board of Management and Committees did not meet the threshold of meetings to be held in a year as detailed below;

Name of Board or Committee	No. of Meetings Attended During the Year
Full Board	3
Audit Committee	1
Finance, procurement and general purposes Committee	1
Academic Committee	1
Development Committee	0
Discipline and welfare Committee	1

In the circumstances, the adequacy of the Board of Management in its oversight and governance roles could not be confirmed.

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

Responsibilities of Management and those Charged with Governance

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis Modified) and for maintaining effective internal control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and overall governance.

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

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

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

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

Auditor-General's Responsibilities for the Audit

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

In addition to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, in all material respects, the activities, financial transactions and information reflected in the financial statements are in

compliance with the authorities that govern them and that public resources are applied in an effective way in accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

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

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

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

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

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

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

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


 CPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

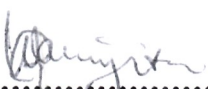
13 October, 2023

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

VI. Statement Of Receipts And Payments Period To 30th June 2022

Description Of Vote Head	Note	2021-2022	2020-2021
		Kshs	Kshs
Receipts			
Capitation grants for tuition	1	1,361,385	547,809
Capitation grants for operations	2	7,355,962	3,775,978
School fund income- parents' contributions	3	14,095,765	5,395,917
Total Receipts		22,813,111.8	9,719,704
Payments			
Payments for tuition	5	1,366,292	546,680
Payments for operations	6	7,300,722	3,778,295
Boarding and school fund payments	7	13,726,956.66	5,892,855.31
Total Payments		22,393,970.66	10,217,830.31
Surplus/Deficit		419,141.14	(498,126.31)

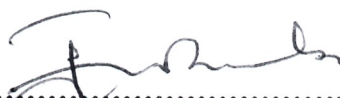
The school financial statements were approved on 30/June/2022 and signed by:



Name: Simon Gachoka Wanjiru

Chair BOM

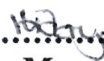
Date: 30/6/22



Name: John Fwamba

School Principal/ Secretary to BOM

Date: 30/6/22



Name: Mary Wambui Mburu

Bursar/ Finance Officer

Date: 30/6/22

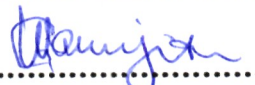
KAMAHINDU SECONDARY SCHOOL

Reports and Financial Statements For the year ended 30th June 2022

VII. Statement Of Financial Assets And Financial Liabilities As At 30th June 2022


Description	Note	2021-2022	2020-2021
		Kshs	Kshs
Financial Assets			
Cash and Cash Equivalents			
Bank Balances	7	2,943.90	179,251
Cash Balances	8	9,222	1,517
Total Cash and Cash Equivalents		12,166	180,768
Account's receivables	9	3,039,209	2,098,774
TOTAL FINANCIAL ASSETS		3,051,375	2,279,542
FINANCIAL LIABILITIES			
Accounts Payable	10	4,840,243	2,406,630
NET FINANCIAL SSETS		(1,788,868)	(127,088)
REPRESENTED BY			
Fund balance b/fwd 1st July...	11	(718,232)	2,142,561
Surplus/Defict for the year		419,141.14	(498,126.31)
NET FINANCIAL POSITION		299,090.86	1,644,435

The school's financial statements were approved on 30th June 2022 and signed by:


.....
Name: Simon Gachoka
Wanjiru


Chair BOM

Date: 30/6/22


.....
Name: John Fwamba

School Principal/ Secretary to
BOM

Date: 30/6/22


.....
Name: Mary Wambui Mburu

Bursar/ Finance Officer

Date: 30/6/22

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

VIII. Statement of Cash Flows for The Period Ended 30th June 2022

Description	Notes	2020-2021	2019-2020
		Kshs	Kshs
Operating activities			
		2021- 2022	2020 - 2021
		Kshs	Kshs
Receipts from operating activities			
Capitation grants for tuition	1	1,361,385	547,809
Capitation grants for operations	2	7,355,962	3,775,978
School fund income- Parents contributions/ fees	3	14,095,765	5,395,917
Total receipts		22,813,111.8	9,719,704
Payments			
Payments for Tuition		1,366,292.00	1,336,680
Payments for operations		7,300,722	3,778,295
Boarding and school fund payments		13,726,956.66	5,892,855.31
Total payments		22,393,970.66	10,217,830.31
Net cash flow from operating activities		419,141.14	(498,126.31)
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets			-
Acquisition of Assets			-
Proceeds from investments			-
Net cash flows from Investing Activities		-	-
NET CASHFLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
Net cash flows from Financing Activities			
NET INCREASE IN CASH AND CASH EQUIVALENT		419,141.14	(498,126.31)
Cash and cash equivalent at BEGINNING of the year		(412,221.31)	85,904
Cash and cash equivalent at END of the year		6,919.83	(412,221.31)

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

IX. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30th June 2022

Receipt/Expenses Item	Original Budget a Kshs	Adjustments B Kshs	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d Kshs	% of Utilization f=d/c % Kshs
Receipts						
(1) Capitation Grant on Tuition						
Exercise books	500,000.00		500,000	140,138	359,862	28.0%
Laboratory equipments and apparatus	500,000.00		500,000	816,831	(316,831)	163.0%
Teaching/learning materials	200,000.00		200,000	136,138	63,862	68.0%
chalks	100,000.00		100,000	136,138	(36,138)	136.0%
Internal exams	100,000.00		100,000	136,138	(36,138)	136.0%
(2) Capitation Grant on Operations						
Personnel emoluments	3,000,000.00		3,000,000	2,954,415	45,585	98.0%
Repairs and maintenance	3,000,000.00		3,000,000	2,379,881	620,119	79.0%
Local transport / travelling	150,000.00		150,000	59,497	90,503	40.0%
Electricity and water activity	350,000.00	0	350,000	594,970	(244,970)	170.0%
Administration costs	1,000,000.00		1,000,000	1,070,943	(70,943)	107.0%

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

Receipt/Expenses Item	Original Budget a Kshs	Adjustments B Kshs	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d Kshs	% of Utilization f=d/c % Kshs
Medical	150,000.00		150,000	59,497	90,503	40.0%
(3) Fees Charged on Parents						
Personnel Emoluments	4,000,000.00		4,000,000	3,813,413	186,587	95.0%
Repairs And Maintenance	2,000,000.00		2,000,000	1,856,706	143,294	93.0%
Local Transport / Travelling	130,000.00		130,000	127,114	2,886	98.0%
Electricity And Water	130,000.00		130,000	127,114	2,886	98.0%
Medical	50,000.00		50,000	50,000	-	100.0%
Administration Costs	250,000.00		250,000	254,228	(4,228)	103.0%
Activity	130,000.00		130,000	127,114	2,886	98.0%
Lunch/boarding	6,400,000.00		6,400,000	6,355,688	44,312	99.0%
Total Income	22,490,000		22,490,000	21,433,952	1,056,048	22,490,000
(1) Expenditure For Tuition						
Exercise books	600,000.00		600,000	710,000	(110,000)	118%
Laboratory equipments and apparatus	1,000,000.00		1,000,000	1,370,000	-370,000	137%
Teaching/learning materials	300,000.00		300,000	80,000	220,000	27%
chalks	100,000.00		100,000	10,000	90,000	10%
Internal exams	150,000.00		150,000	115,200	34,800	77%

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

Receipt/Expenses Item	Original Budget a Kshs	Adjustments B Kshs	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d Kshs	% of Utilization f=d/c % Kshs
(2) Expenditure For Operations						
Personal Emoluments	2,150,000		2,150,000	3,088,550	(938,550)	144%
Service Gratuity						
Administration Cost	800,000		800,000	930,912	(130,912)	116
Repairs and maintenance & improvements	3,000,000		3,000,000	3,305,410	(305,410)	110%
Local transport / travelling	100,000		100,000	49,700	50,300	50%
Electricity and water	500,000		500,000	421,000	79,000	84%
Medical	100,000		100,000	14,100	85,900	14%
Activity Expenses	250,000		250,000	243,300	6,700	97%
(3) Expenditure For School Fund						
LUNCH/BOARDING	7,000,000		7,000,000	7,475,410	(475,410)	107%
RMI	1,000,000		1,000,000	820,075	179,925	82%
EWC	200,000		200,000	278,200	(78,200)	139%
LT@T	100,000		100,000	79,400	20,600	79%
ACTIVITY	100,000		100,000	84,350	15,650	84%
ADMIN COSTS	1,000,000		1,000,000	925,221	74,779	93%

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

Receipt/Expenses Item	Original Budget a Kshs	Adjustments B Kshs	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilization Difference e=c-d Kshs	% of Utilization f=d/c % Kshs
Personal enrolment	4,000,000		4,000,000	3,482,160	517,840	87%
MEDICAL	100,000		100,000	2,700	97,300	2.70%
Totals	22,550,000		22,550,000	23,485,688	(935,688)	

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

- a) Underutilisation resulted from insufficient funds from MOE grants and fees from parents
- b) Overutilization resulted because of accounts interborrowing.

X. Significant Accounting Policies

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

1. Statement of compliance and basis of preparation

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

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

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

2. Recognition of receipts and payments

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

3. In-kind contributions

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

4. Cash and cash equivalents

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

Significant Accounting Policies (Continued)

5. Accounts Receivable

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

6. Accounts Payable

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

7. Non-current assets

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

8. Budget

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

9. Comparative figures

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

10. Subsequent events

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

KAMAHINDU SECONDARY SCHOOL**Reports and Financial Statements For the year ended 30th June 2022****XI. Notes To The Financial Statements****1 Capitation Grant for Tuition**

Description	2021-2022	2020-2021
	Kshs	Kshs
Exercise books	140,138.48	164,343.53
Laboratory equipment and apparatus	816,830.88	219,123.68
Teaching/learning materials	136,138.48	109,561.84
chalks	132,138.48	
Internal exams	136,138.48	54,780.20
Total	1,361,384.80	547,809.25

2 Capitation Grant for Operations

Description	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	2,379,389	1,035,293.34
Repairs and maintenance	1,784,542	1,581,959.57
Local transport / travelling	356,908	103,529.33
Electricity and water	237,939	10,000.00
activity	475,878	20,000.00
Administration costs	594,847	690,195.56
School fund	1,407,490	325,000.00
Medical	118,969	10,000.00
Total	7,355,962	3,775,977.80

3 Parents Contribution/Fees - School Fund Account

Description	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	1,815,800.00	597,500
Operation	1,306,000	325,000
Arrears	305,115	378,517
lunch/boarding	8,962,350	3,102,000
Bursary	301,500	724,700
Bank loan	1,405,000.00	268,200
Total	14,095,765	5,395,917

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

4 Payments For Tuition

Description	2021-2022	2020-2021
	Kshs	Kshs
Exercise books	710,000.00	
Laboratory equipments and apparatus	450,000.00	370,000
Teaching/learning materials	60,000.00	140,000
chalks	10,000.00	
Internal exams	115,200.00	36,200
Stationaries	20,000.00	
Bank charges	1,092.00	480
TOTAL	1,366,292.00	546,680

5 Payments For Operations

Description	2021-2022	2020-2021
	Kshs	Kshs
Personal Emoluments	1,781,500	1,169,000.00
Administration Cost	920,912	577,380
Repairs and maintenance & improvements	2,594,210.00	1,570,325
Local transport / travelling	49,700.00	105,300.00
Electricity and water	391,000.00	9,190.00
Medical	14,100.00	7,900.00
Activity Expenses	243,300.00	14,200.00
School fund	1,306,000	325,000
TOTAL	7,300,722	3,778,295

KAMAHINDU SECONDARY SCHOOL

Reports and Financial Statements For the year ended 30th June 2022

6 Boarding and School Fund Payments

Description	2021-2022	2020-2021
	Kshs	Kshs
LUNCH/BOARDING	6,623,930	3,434,945
RMI	716,395	284,220
EWC	278,200.00	
LT@T	63,800	66,600
ACTIVITY	84,350.00	
ADMIN COSTS	924,221.04	252,372.80
Personal emolument	2,162,400	543,800
MEDICAL	2,700	
Tenders	600.00	
Bursary	277,500	724,700
Loan Principal repayment	1,273,100.62	261,217.51
Operation account	1,319,760	325,000
TOTAL	13,726,956.66	5,892,855.31

7 Bank Accounts

Name Of Bank, Account No. & Currency	Bank Account Number	2021-2022	2020-2021
		Kshs	Kshs
Tuition Account	1105052176	1245.65	2,153
Operations Account	1107615089	1157.20	(2,202)
School Fund Account/Boarding	1105056686	(1,464.95)	35,389
School fund	3136	2,006	143,911
Total		2,943.90	179,251

8 Cash In Hand

Description	2021-2022	2020-2021
	Kshs	Kshs
Operation Account	6,860.00	-
School Fund account	2,361.68	1,517.00
Total	9,221.68	1,517.00

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

9 Accounts Receivable

Description	2021-2022	2020-2021
	Kshs	Kshs
Fees Arrears	3,039,209.00	2,098,773.60
Other Non-Fees Receivables		
Salary Advances		-
Imprest	-	-
Total	3,039,209.00	2,098,773.60

Description	2021-2022	2020-2021
	Kshs	Kshs
Fees Arrears For Current Year	1,245,550.00	380,100.00
Fees Arrears For The Previous Year	380,100.00	563,100.00
Fees Arrears For Prior Periods (Over Two Years)	1,413,559.00	1,155,573.60
Total	3,039,209.00	2,098,773.60

10 Accounts Payable

Description	2021-2022	2020-2021
	Kshs	Kshs
Trade Creditors	4,756,743	2,366,063.00
Prepaid Fees	83,500	
Retention Monies		
Total	4,840,243	2,366,063.00

Description	2021-2022	2020-2021
	Kshs	Kshs
Trade creditors for current year	2,390,680.00	2,406,630.00
Trade creditors paid during the year		40,567.00
Trade creditors for the previous year	2,366,063.00	
Trade creditors for prior periods (over two years)		
Total	4,756,743.00	2,366,063.00

KAMAHINDU SECONDARY SCHOOL**Reports and Financial Statements For the year ended 30th June 2022****11 Fund Balance Brought Forward**

Description	2021-2022	2020-2021
	Kshs	Kshs
Bank balances	2,944	53,597.90
Cash balances	9,222	4,288.60
Receivables	3,039,209.00	2,098,773.60
Payables	4,840,243.00	2,366,063.00
Total	(1,788,868.42)	(209,402.90)

Other important disclosure notes

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

12 Biological assets

Description	Numbers	2021-2022	2020-2021
		Kshs	Kshs
Trees		0.5 ACRE	0.5 ACRE
Tea Plantation		0.5 ACRE	0.5 ACRE
Total			

13 Borrowings

Description	2021-2022	2020-2021
	KShs	KShs
a) Borrowings		
Borrowing at beginning of the year	6,982.49	-
Borrowings during the year	1,405,000.00	268,200.00
Repayments of during the year	1,279,747.97	261,217.51
Balance at end of the year	132,234.52	6,982.49

Other important disclosure notes

14 Stock/ Inventory

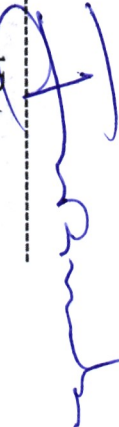
Description	2021-2022	2020-2021
	KShs	KShs
Stock/Inventory		
Stock/ inventory at beginning of the year	166,600.00	529,285.00
Stock/ inventory purchased during the year	8,443,500.00	4,137,315.00
Stock/ inventory issued during the year	8,500,000.00	4,500,000.00
Balance at end of the year	110,100.00	166,600.00

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

15 Progress On Follow Up Of Auditor Recommendations

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

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


 Sign and Date
 Principal

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

Annex 1 - Analysis Of Pending Accounts Payable

Supplier Of Goods Or Services	Original Amount a Kshs	Date Contracted b Kshs	Amount Paid To- Date c Kshs	Outstandin g Balance 2020/22 d=a-c Kshs	Outstandin g Balance 2022 Kshs	Comments
Construction Of Buildings						
1. Jambo hardware	1,500,000	01/01/2021	1,289,000	211,000	211,000	
Sub-Total	1,500,000		1,289,000	211,000	211,000	
Supply Of Goods						
2. Geokang	1,100,000	30/12/2021	300,000	800,000	800,000	
3. Kirenga bookshop	390,000	30/12/2020	130,000	260,000	260,000	
4. Swass gen supplies	700,000	01/01/2021	500,000	200,000	200,000	
Sub-Total	2,190,000		930,000	1,260,000	1,260,000	
Supply Of Services						
5. Majestic fire engineers	139,000	01/01/2021	-	139,000	139,000	
Sub-Total	139,000			139,000	139,000	
Grand Total	3,829,000		2,219,000	1,610,000	1,610,000	

KAMAHINDU SECONDARY SCHOOL
Reports and Financial Statements For the year ended 30th June 2022

Annex 2 – Summary Of Fixed Assets Register

Asset Class	Date purchased	Location	Historical Cost b/f 1st July 2021 (Kshs)	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f 30th June 2022 (Kshs)
Land 1	1984	Kamahindu	20,000,000	-	-	20,000,000
Buildings And Structures	1985	Kamahindu	20,600,000	800,000	-	21,400,000
Office Equipment, Furniture And Fixings	2014	Kamahindu	950,000	-	-	950,000
ICT Equipment, And Other ICT Assets	2019		750,000			750,000
Tools And Apparatus	2018	Kamahindu	4,000,000	-	-	4,000,000
Textbooks	2018	Kamahindu	4,000,000	-	-	4,000,000
Total			50,300,000	800,000		51,100,000