

REPUBLIC OF KENYA



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REPORT

OF

THE AUDITOR-GENERAL

ON

NJONJO GIRLS' HIGH SCHOOL

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

LAIKIPIA COUNTY

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 11 MAR 2025	DAY: Tuesday
TABLED BY:	Hon. Owen Barya, MP Deputy Majority Leader
CLERK-AT THE-TABLE:	Crebude chebet





NJONJO GIRLS HIGH 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)

NJONJO GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2022

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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 LAIKIPIA County, Nyahururu Sub-County

The school was registered in 18/12/2019 under registration number 31S30000351 and is currently categorized as a *National* public school established, owned or operated by the Government.

The school is a day/boarding school and had 1325 students as at 30th June 2022. It had 7 streams and 52 teachers of which 8 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	Peter Gichohi Warutere	Chairman	1/06/2019
2	Junis M David	Secretary- Principal	1/06/2019
3	Peter Ole Pelian	Member	1/06/2019
4	Cecilia Mwendu	Member	1/06/2019
5	Ruth Kameri	Member	1/06/2019
6	Lucas Ngochi	Member	1/06/2019
7	John Mugo	Member	1/06/2019
8	Florence Wairimu	Member – Rep CEB	1/06/2019
9	Fredrick Mbutu	Member Rep Teachers	1/06/2019
	Stephen Ngari Annie Kabugi	2 Members - Sponsor	1/06/2019
11	Dickson Wanderi	Member - Community	1/06/2019
12	Ann Kabiru	Member Special Needs	1/06/2019
13	Tilisha Kirobi	Rep Students	1/06/2019

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

The function of the School Board of Management include:

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

(c) Committees of the Board

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

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Peter Gichohi Warutere	Chairman	5 out of 5
		Junis M David	Secretary	5 out of 5
		Dkt Kenneth nyangena	Member	5 out of 5
		Florence Wairimu	Member	5 out of 5
		Stephen ngari	Member	3 out of 5
2	Audit Committee	Patrick Rop	Chairman	0 out of 0
		Stephen Ngari	Secretary	0 out of 0
		Ruth Kameri	Member	0 out of 0
3	Finance,procurement and general purposes Committee	Stephen Ngari	Chairman	2 out of 2
		Florence Wairimu	Secretary	2 out of 2
		Annie Kabugi	Member	2 out of 2
		Dickson Wanderi	Member	1 out of 2
4	Academic Committee	Peter Warutere	Chairman	2 out of 2
		Fredrick Mbutu	Secretary	2 out of 2
		Ruth Kameri	Member	1 out of 2
		Peter Ole Pelian	Member	1 out of 2
		Cecilia Wambui	Member	1 out of 2
		Junis M David	Member	2 out of 2
5	Development Committee	Dkt Kenneth nyangena	Chairman	

NJONJO GIRLS HIGH SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2022

				2 out of 2
		Charity Kathure	Secretary	2 out of 2
		Annie Kabugi	Member	2 out of 2
		Peter Warutere	Member	2 out of 2
		Junis David	Member	2 out of 2
		Samson Mburugu	Member	2 out of 2
6	Discipline and welfare Committee	Dkt Kenneth nyangena	Chairman	0 out of 0
		Cecilia Mende	Secretary	0 out of 0
		Ann Kabiru	Member	0 out of 0
		Jane Kagiri	Member	0 out of 0
		Lucas Ngochi	Member	0 out of 0
7	Adhoc Committee (if any during the year)	none		

(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	Chief Principal	Junis M David	304840
2	Deputy Principal –Administation	Charity Kathure Kirera	372936
3	Deputy Principal- Academic	Francis Maina Muriuki	376385
4	School Bursar	James Ndungu Wanjohi	ID-25477645

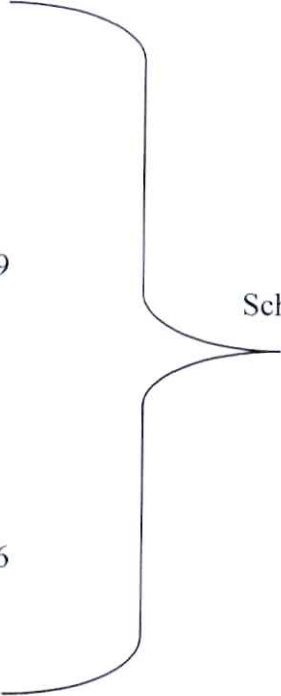
KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

(e) Schools contacts

Post Office Box: 811-20300
 Telephone: 0742392103
 E-mail: njonjogirls@yahoo.com
 Website: <http://njonjogirls.sc.ke>

(f) School Bankers

The following school operated 9 bank accounts in the following banks:

- | | | | |
|-----|---|---------------|---|
| 1. | Name of Bank: | KCB |  |
| | Branch: | Nyahururu | |
| | Account Number: | 1175926655 | |
| 2. | Name of Bank: | EQUITY | |
| | Branch: | Nyahururu | |
| | Account Number: | 0160297534039 | |
| 3. | Name of Bank: | ABSA | |
| | Branch: | Nyahururu | |
| | Account Number: | 0278307034 | |
| 4. | Name of Bank: | EQUITY | |
| | Branch: | Nyahururu | |
| | Account Number: | 0160260565676 | |
| 5. | Name of Bank: | KCB | |
| | Branch: | Nyahururu | |
| | Account Number: | 1209470187 | |
| 6. | Name of Bank: | KCB | → Infrastructure Account |
| | Branch: | Nyahururu | |
| | Account Number: | 1266483608 | |
| 7. | Name of Bank: | KCB | → T.I.G account |
| | Branch: | Nyahururu | |
| | Account Number: | 1232489743 | |
| 8. | Name of Bank: | ABSA | → Operation Account |
| | Branch: | Nyahururu | |
| | Account Number: | 0278307042 | |
| 9. | Name of Bank: | ABSA | → Tuition Account |
| | Branch: | Nyahururu | |
| | Account Number: | 0278309428 | |
| 10. | MPESA Paybill No. 522123 attached to KCB 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

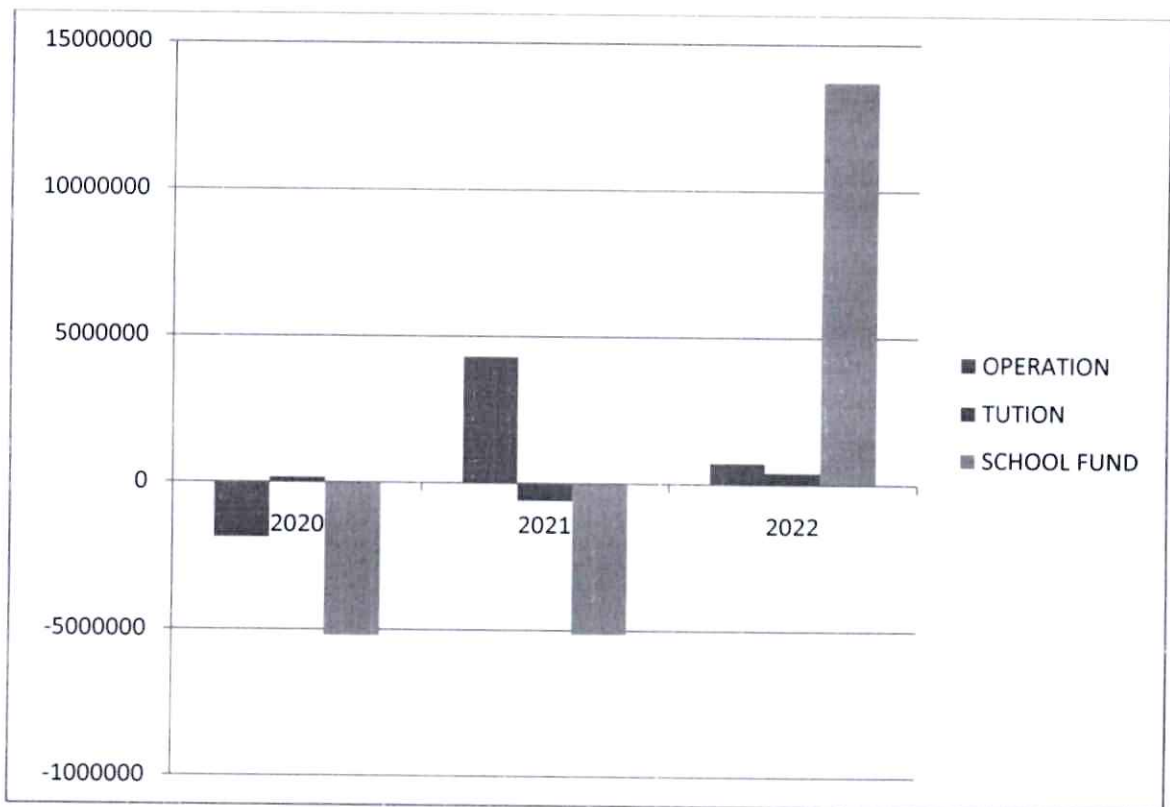
The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) **Financial performance:**

-Surplus/ deficit for the year and a comparison of the same for the last three years

ACCOUNT	2020	2021	2022
Operations account	(1,880,363)	4,316,809.3	728,717
Tuition account	175,346	(585,358)	400,790
School fund account	(5,213,442.93)	(5,137,698.55)	13,717,211

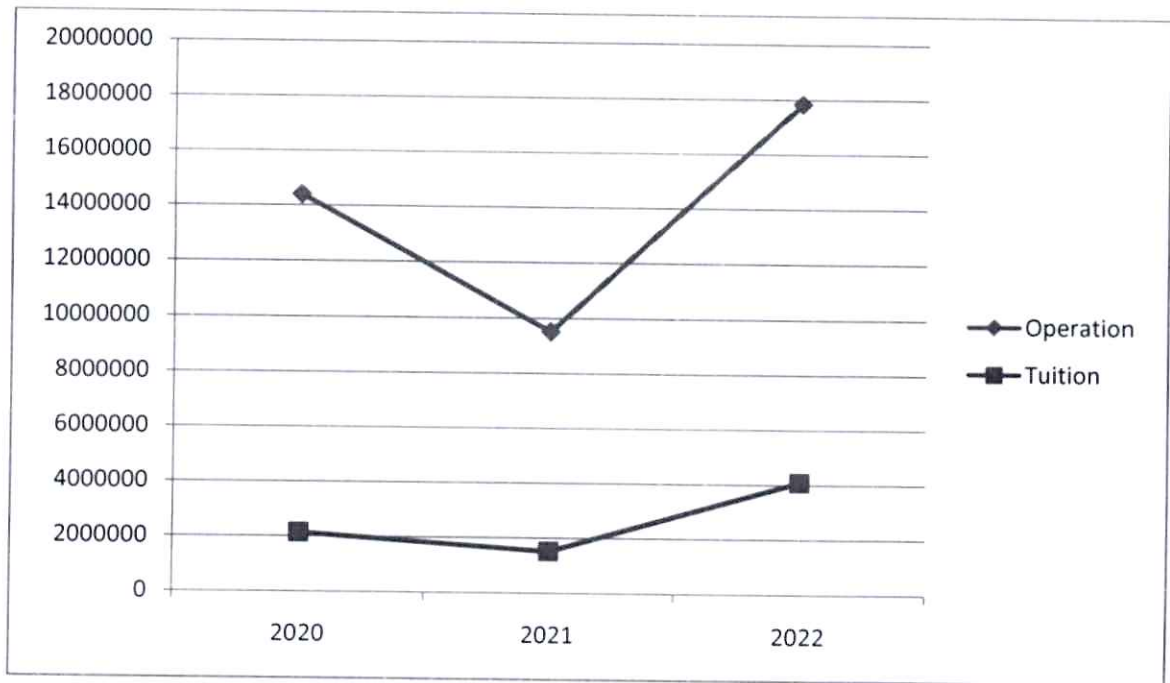
Graphical representation of Surplus/ deficit for the year and a comparison of the same for the last three years.



-Capitation grants from the Ministry of Education for the last three years

YEAR	OPERATION	TUTION
2020	14,380,825.8	2,150,142
2021	9,519,091.3	1,524,278
2022	17,815,309	4,095,021

-Graphical representation of capitation grants from the Ministry of Education for the last three years

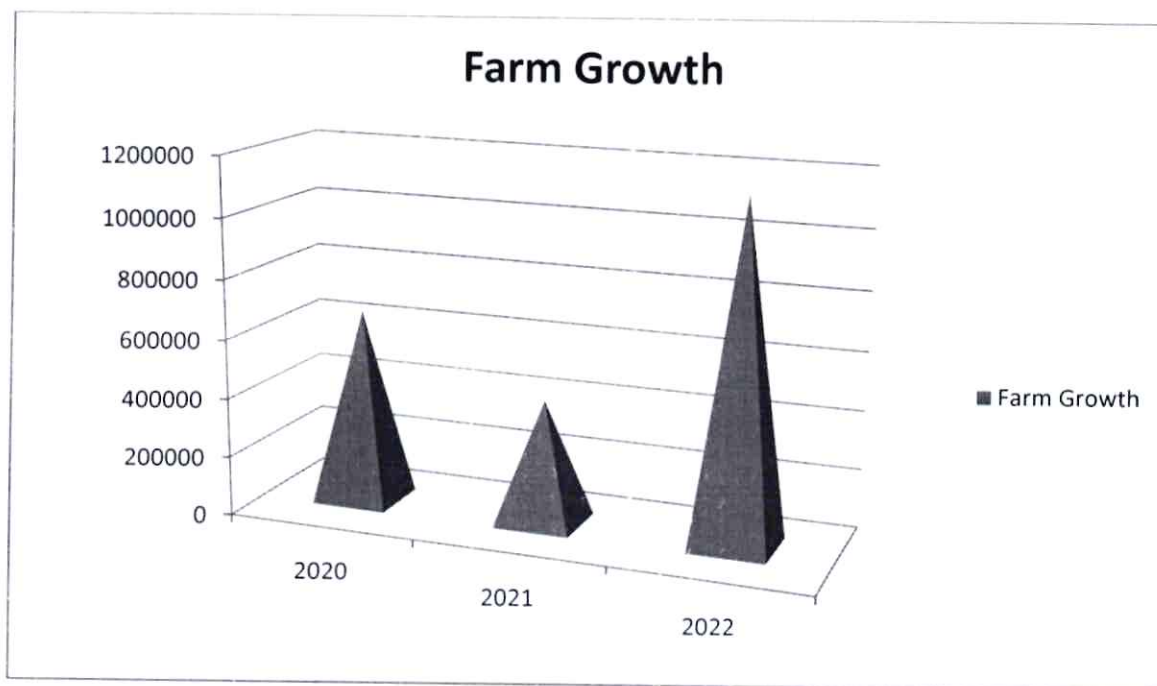


-Ratio of capitation grant per student over the last three years

YEAR	OPERATION	ENROLMENT	RATIO	TUTION	ENROLMENT	RATIO
2020	14,380,825.8	1149	1:12515.95	2,150,142	1149	1:1871.316
2021	9,519,091.3	1218	1:7815.346	1,524,278	1218	1:1251.460
2022	17,815,309	1267	1:14061.017	4,095,021	1267	1:3232.061

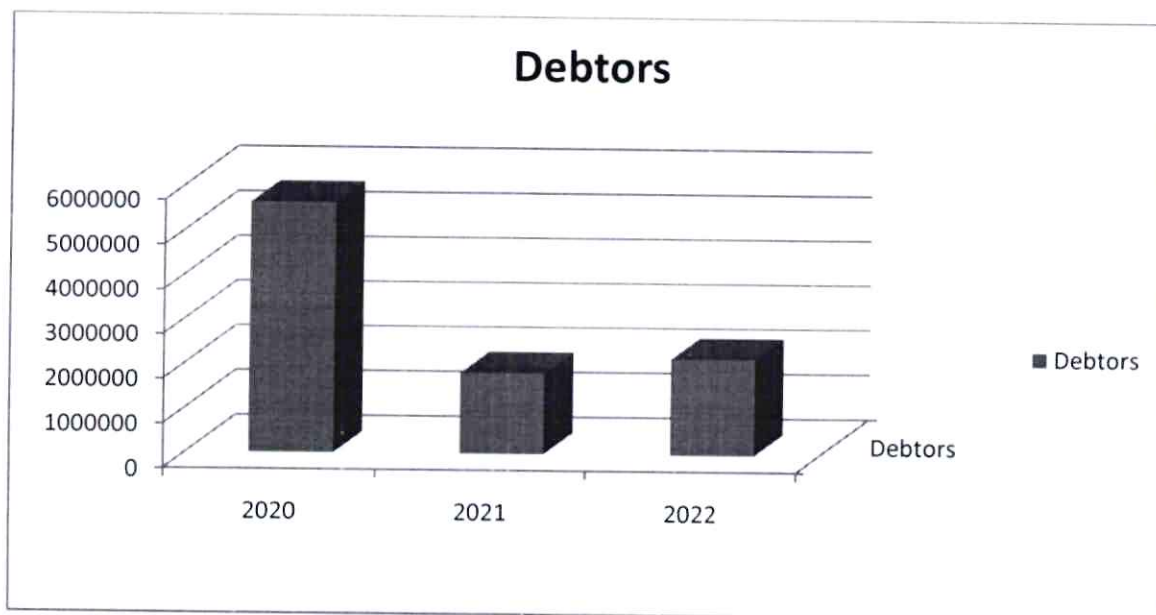
A three-year overview of growth of other income(s) earned by the school

YEAR	FARM
2020	658,500
2021	416,500
2022	1,139,570



Movement of debtors of the school over the last three years.

YEAR	DEBTORS
2020	5,605,924
2021	1,807,681
2022	2,148,807



b) Teacher Student ratio:

NUMBER OF TEACHERS	NUMBER OF STUDENTS	RATIO
53	1326	1:25

c) Mean score in the 2021 KCSE:

YEAR	Cad	A	A-	B+	B	B-	C+	C	C-	D+	Mean	DEV	Target	University
2019	222	0	13	35	47	43	52	17	13	2	8.104	+0.463	9.000	190 85.59%
2020	282	0	20	41	71	64	55	23	7	1	8.309	+0.205	9.000	251 89.00%
2021	327	3	23	68	84	71	52	20	5	1	8.581	+0.272	9.000	301 92.04%

d) Number of Candidates in the 2021 KCSE:

YEAR	CADIDATES
2019	222
2020	282
2021	327

e) Capacity of the school:

FACILITIES	NUMBER	STUDENTS
<i>DORMITORIES</i>	14 CAPACITY 100 STUDENTS	1326
<i>DINING HALL</i>	1 CAPACITY 2000 STUDENTS	1326
<i>LABORATORIES</i>	9 CAPACITY 450 STUDENTS	1326
<i>TOILETS</i>	130 CAPACITY 10 PER STUDENT	1326
<i>CLASSROOMS</i>	35 CAPACITY 50 STUDENTS	1326
<i>LIBRARY</i>	1 CAPACITY 1500	1326

f) Development projects carried out by the school:

	<i>PROJECT</i>	<i>SOURCE</i>	<i>STATUS</i>
<i>1</i>	<i>LABORATORY</i>	<i>PARENTS FEES.</i>	<i>COMPLETE</i>
<i>2</i>	<i>CLASSROOM</i>	<i>RMI PARENS FEES.</i>	<i>COMPLETE</i>

Sign:



Chief Principal

II. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY

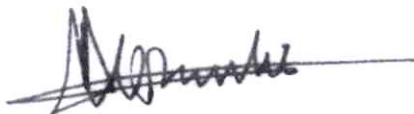
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant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

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

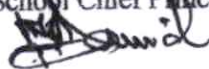
The Board of Management of *Njonjo Girls* accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

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.

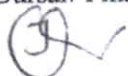
Name: Peter Gichohi Warutere
Designation: Chairman, School Board of Management
Sign:
Date:



Name: Junis M David
Designation: School Chief Principal & Secretary to Board of Management
Sign:
Date:



Name: James Ndungu Wanjohi
Designation: Bursar/ Finance Officer
Sign:
Date:



REPUBLIC OF KENYA

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Website: www.oagkenya.go.ke



Enhancing Accountability

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

REPORT OF THE AUDITOR-GENERAL ON NJONJO GIRLS HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 - LAIKIPIA 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 the Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazetted notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure Government achieves value for money and that such funds are applied for the intended purpose.
- C. Report on Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, the risk management environment, and the internal controls developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on the Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on 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.

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Njonjo Girls' High School - Laikipia County set out on pages 14 to 31, which comprise the statement of financial

Report of the Auditor-General on Njonjo Girls High School for the year ended 30 June, 2022 - Laikipia County

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 Njonjo Girls' High School - Laikipia County 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 Public Finance Management Act, 2012 and the Basic Education Act, 2013.

Basis for Qualified Opinion

1. Variances in the Comparative Amounts in the Statements of Receipts and Payments

The financial statements presented for audit had variances in the comparative amounts in the statements of receipts and payments as analyzed below:

No	Payments	Statements of Receipts and Payments for the Period Ended 30 June 2022 Opening Balances (Kshs)	Statements of Receipts and Payments for the Period Ended 30 June 2021 Closing Balances (Kshs)	Variance (Kshs)
1	Payments for Tuition	2,109,636	2,259,232	(149,596)
2	Payments for Operations	5,202,282	5,792,050	(589,768)
3	Boarding and School Fund Payments	33,136,221	33,622,478	(486,457)

In the circumstances, the accuracy and completeness of the financial statements amounts could not be confirmed.

2. Unsupported and Long Outstanding Accounts Receivables

The statement of financial assets and financial liabilities and as disclosed in Note 11 to the financial statements reflects accounts receivables balance of Kshs.24,036,029 in form of fees arrears out of which Kshs.20,772,827 had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance. Further, the management did not provide detailed schedules of the fees arrears and fees statements for audit and there was no evidence of efforts being made by the School to recover the long outstanding fees arrears. In addition, the accounts receivables opening balance of

Kshs.22,580,508 differed with the previous year closing balance of Kshs.22,422,748 resulting to an unreconciled variance of Kshs.2,842,240.

In the circumstances, the accuracy and full recoverability of the accounts receivables balance of Kshs.24,036,029 could not be confirmed.

3. Unsupported Accounts Payables

The statement of financial assets and financial liabilities and as disclosed in Note 12 to the financial statements reflects accounts payables balance of Kshs.4,160,559. Included in the balance are trade creditors of Kshs.862,966 and prepaid fees of Kshs.3,297,593. However, the trade creditors were not supported with invoices, purchase or service orders, delivery notes, award letters, and inspection and acceptance committee certificates. Further, prepaid fees were not supported with detailed ageing analysis and student fees statements.

In the circumstances, the accuracy and completeness of accounts payables balance of Kshs.4,160,559 could not be confirmed.

4. Unsupported School Fund Income - Parents' Contributions

The statement of receipts and payments and as disclosed in Note 3 to the financial statements reflects school fund income - parents contributions amount of Kshs.39,544,729. However, detailed ledgers and schedules showing details including date, student name, admission number, mode of payment, receipt number, and amount of money received were not provided for audit.

In the circumstances, the accuracy and completeness of school fund income - parents contributions amount of Kshs.39,544,729 could not be confirmed.

5. Unsupported Payments

5.1 Unsupported Tuition Payments

The statement of receipts and payments and as disclosed in Note 5 to the financial statements reflects payments for tuition amount of Kshs.3,694,231. Included in the amount are sampled tuition payments amounting to Ksh.3,071,901 which were not supported with local purchase orders, invoices, delivery notes and stores receipt and issue notes.

5.2 Unsupported Boarding and School Fund Payments

The statement of receipts and payments and as disclosed in Note 7 to the financial statements reflects payments for boarding and school fund amount of Kshs.101,711,403. Included in the amount are sampled payments amounting to Kshs.14, which were not supported with local purchase orders, invoices, delivery notes and stores receipt and issue notes.

In the circumstances, the accuracy and completeness of payments for tuition and boarding and school fund amounts of Kshs.3,694,231 and Kshs.101,711,403 respectively could not be confirmed.

6. Inaccuracies in Capitation Grants

Review of the National Education Management Information System (NEMIS) capitation grants disbursements against the amount received by the School revealed the following variances:

Account	NEMIS Records (Kshs.)	School Receipts/ Bank Statements (Kshs.)	Variance (Kshs.)
Capitation Grants for Tuition	4,662,943	4,095,020	(567,922)
Capitation Grants for Operations	19,644,425	17,815,436	(1,828,988)
Grants for Infrastructure	6,158,500	4,880,500	(1,278,000)

Further, the school management did not display capitation receipts and the accompanying circular on the school noticeboard and they did not issue individual receipts to the students for the capitation grants received.

In the circumstances, the accuracy and completeness of capitation grants for tuition, operations and infrastructure amounts could not be confirmed.

7. Non-Disclosure of Bank Accounts

The statement of financial assets and financial liabilities and as disclosed in Note 8 to the financial statements reflects four (4) bank accounts with cumulative bank balances of Kshs.16,917,016. However, the school's banking information as reported under key school information and management revealed nine (9) bank accounts resulting to five (5) undisclosed bank accounts. This is contrary to the Public Sector Accounting Standards Board template which requires disclosure of all financial information and accurate financial reporting.

In the circumstances, the accuracy and completeness of the reported bank balances of Kshs.16,917,016 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Njonjo High School Management in accordance with ISSAI 130 on Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing 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.

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 matter described in the

Basis for Qualified Opinion section, 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 below, provide the basis for my audit opinion on the accompanying financial statements.

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 effect of the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Basis for Conclusion

1. Late Submission of the Financial Statements to the Auditor-General

During the year under review, Management submitted the financial statements to the Auditor-General on 18 March, 2024 instead of the statutory deadline of 30 September, 2022. This was contrary to the Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be submitted by 30 September of every year in compliance with Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

2. Unbalanced Budget

The statement of budgeted versus actual amounts reflects budgeted total income of Kshs.103,033,800 and total budgeted expenditure of Kshs.130,831,006 resulting in an unbalanced budget by Kshs.27,797,206. This is contrary to Regulation 33(c) of the Public Finance Management (National Government) Regulations, 2015 which states that the budget shall be balanced.

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

3. Unconfirmed Student Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations of Kshs.4,095,021 and Kshs.17,815,309 respectively. However, review of student enrolment data used for the sampled tuition capitation grants between National Education Management Information System (NEMIS) data and School records as per the table below, revealed variances contrary to the Ministry of Education

Circular MOE.HQS/3/13/3 dated 16 June, 2021 which mandates that all learners be registered in NEMIS and that school principals ensure the accuracy of their records. As a result, the school was underfunded by Kshs.14,051,750 for the period ended 30 June, 2022.

Tuition Account

Bank Statement Date	No. of Students per NEMIS	No. of Students as Per Register	Variance
08/07/2021	1177	1263	(86)
06/08/2021	911	1309	(398)
12/10/2021	1218	1309	(91)
10/01/2022	299	346	(47)
12/01/2022	8	1263	(1255)
12/01/2022	1267	1320	(53)
22/04/2022	1266	1320	(54)

In the circumstances, the reliability of enrolment data used to determine capitation grants could not be confirmed and Management was in breach of the law.

4. Failure to Transfer Infrastructure Funds from the Operations Account

The statement of receipts and payments reflects operations grants amount of Kshs.17,815,309 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. Included in the amount is Kshs.6,158,500 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the School's facilities. However, only Kshs.4,880,500 was transferred to the infrastructure account thereby leaving a balance of Kshs.1,278,000. This was contrary to Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 which directed that infrastructure grants should be transferred to the school infrastructure account fifteen (15) days upon receipt of the funds in the operations account.

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

5. Non-Compliance with Ministry of Education Guidelines on Income-Generating Activities

The statement of receipts and payments and as disclosed in Note 5 to the financial statements reflects Kshs.129,230 in respect to miscellaneous incomes.

Examination of bank statements for the School fund account revealed that the School was co-mingling other receipts with the School fund. However, income generated from miscellaneous income from farming activities of Kshs.1,139,570, interest income of Kshs.54,119, development levy of Kshs.5,192,064, and uniforms income of Kshs.12,818,209 as disclosed in Note 4 to the financial statements were banked into the school fund account instead of a designated income-generating activities account contrary to the Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated

16 June, 2021 which requires Schools with income-generating activities to open separate bank accounts and account for such income in accordance with financial regulations.

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

6. Lack of a Procurement Function

During the year under review, Management had not put in place a procurement function including the recruitment of a procurement officer, to assist in preparation of procurement documents, giving professional opinion on procurement process and provide guidance on general adherence to procurement laws. This is contrary to Section 45(1) of the Public Procurement and Asset Disposal Act, 2015 which states that an Accounting Officer shall establish systems and procedures to facilitate decision making for procurement and asset disposal. Further, it was noted that Management did not prepare annual procurement plan as part of the annual budget preparation process during the year under review.

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

7. Undisclosed Biological Assets

Review of records provided for audit revealed that the School had a farm for crop and animal production which were not valued and incorporated in the financial statements for the year under review, contrary to provisions of IPSAS 27 which outlines the accounting treatment for agricultural activity, the biological transformation and harvest of biological assets and conversion into agricultural produce.

In the circumstances, Management was in breach of IPSAS reporting guidelines.

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

The statement of receipts and payments reflects boarding and School fund payments amount of Kshs.101,711,403 as disclosed in Note 7 to the financial statements. Included in the expenditure is an amount of Kshs.247,240 transferred to Kenya Secondary School Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by Schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.247,240 could not be confirmed.

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

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

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effect of 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 overall governance were not effective.

Basis for Conclusion

1. Lack of an Audit Committee

During the year under review, the School had not established an audit committee contrary to the guidelines on the establishment and functions of the audit committees as per Section (61)(2)(d) of the Basic Education Act, 2013 which requires the board of management to establish the audit committee.

In the circumstances, the School did not benefit from the oversight role and advice from the audit committee and the internal audit function.

2. Poor Maintenance of Cash Books

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.16,917,907. However, the audit revealed deficiencies in the maintenance of the cashbooks. Receipts and payments were not recorded accurately in the cash books as monthly entries for each account were not clearly opened with balances brought forward nor closed with balances carried down. further, bank reconciliation reports were not prepared to support the cash and bank balances.

In these circumstances, reliability of the financial information contained in the School's cash books could not be confirmed.

3. Lack of Credit Management Policy

Examination of the bank statements revealed payments totaling Kshs.247,368 related to the repayment of a loan. The Board, through minutes dated 06/10/2017, authorized borrowing of Kshs.6,000,000 from Kenya Commercial Bank. However, supporting documents including the names of the parties to the loan agreement, the specific loan amount and currency, detailed terms and conditions of the loan such as interest rates and repayment schedule, evidence of the amount disbursed, the purpose of the loan and its anticipated benefits, and a letter of approval from the County Director of Education authorizing the loan acquisition were not provided for audit. Further, the school lacked a formal credit policy, and no reasonable justification was provided for determining the loan amount borrowed.

In the circumstances, the absence of a credit management policy exposes the School to

legal and financial risks, and compromises its ability to achieve its educational objectives effectively.

4. Weaknesses in Information Technology Governance

Review of the School ICT environment revealed the use of various Computerized Information Management Systems, including the National Education Management Information System (NEMIS), the Integrated Financial Management System (IFMIS), a Library Management System, and Smart School Technologies for student biometric data. However, the School Management did not provide an approved ICT policy, disaster recovery plan, or an ICT strategic plan for audit review.

In the circumstances, the School's ability to ensure data integrity, business continuity, and effective ICT management could not be confirmed.

5. Weaknesses in the Inventory Management System

Review of the Inventory Management System revealed several weaknesses, including the absence of accountable documents to track inventory in the stores. Further, counter requisition and issue store notes (S11) were improperly maintained with columns of item codes, units of issue, quantities, requisitioner and receiving officer names, and signatures left unfilled. Additionally, stores ledger and stock control registers, including S3 cards, were not updated.

In the circumstances, the effectiveness of the internal controls on Inventory Management could not be confirmed.

6. Failure to Maintain Textbooks Inventory Records

During the year under review, an audit inspection of the School's Management of textbooks revealed the following anomalies:

- i. The School did not maintain delivery notes for the textbooks received, making it impossible to verify the quantity and types of books delivered during the year.
- ii. There were no detailed records maintained to account for the number and types of books received from the Ministry of Education.
- iii. The School did not use bin cards to record the receipt and issuance of books, compromising stock tracking.
- iv. Records showing details of books issued to students, including issue dates, student names, and specific titles, were not maintained.
- v. The School lacked formal procedures or policies for the issuance of books to students and the return of books at the end of the academic period.
- vi. Books at the School's library were stored in a poorly organized manner, including on the floor due to insufficient shelving, exposing the books to damage.
- vii. The closing balances of textbooks at the end of the year could not be confirmed, as there were no accurate or complete records maintained by the School.

In the circumstances, reliability of the textbooks inventory records in place could not be confirmed.

8. Non-Disclosure of Inventory

Note 17 to the financial statements reflects Nil balance in respect to inventory as at 30 June, 2022. However, physical audit verification and review of stores records revealed existence of foodstuff stock at the stores. However, a stock sheet schedule showing the quantity and values for each inventory category was not provided for audit. Further, the institution was yet to develop a policy on stock management and re-order levels.

In the circumstances, effectiveness on internal controls system in place on inventory management 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 Public Sector Accounting Standards (Cash Basis) 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 control, risk management and overall governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to as 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 terminate the School or to cease operations.

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

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

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

governance and risk management, and ensuring the adequacy and effectiveness of the overall 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 for Supreme Audit Institutions (ISSAIs). The standards require 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

17 October, 2024

NJONJO GIRLS HIGH SCHOOL
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V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30th June 2022

DESCRIPTION OF VOTE HEAD	Note	2022	2021
		Kshs	Kshs
RECEIPTS			
Capitation grants for tuition	1	4,095,021	1,524,278
Capitation grants for operations	2	17,815,309	9,519,091
School Fund Income- Parents' Contributions	3	39,544,729	10,596,746
School Fund Income- Other receipts	4	75,883,885	17,401,776
Proceeds from borrowings		0	0
TOTAL RECEIPTS		137,338,944	39,041,891
PAYMENTS			
Payments for Tuition	5	3,694,231	2,109,636
Payments for operations	6	17,086,592	5,202,282
Boarding and school fund payments	7	101,711,403	33,136,221
TOTAL PAYMENTS		122,492,226	40,448,139
SURPLUS/DEFICIT		14,846,718	(1,406,247)

The school financial statements were approved and signed by:

Sign: 
 Name: Peter G Warutere

Chair BOM

Date: 4/8/2022

Sign: 
 Name: Junis M David

School Chief Principal/
 Secretary to BOM

Date 4/8/2022

Sign: 
 Name: James Ndungu

Bursar/
 Finance Officer

Date 4/8/2022

VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30th June 2022

	Note	2022 Kshs	2021 Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	8	16,917,016	6,523,657
Cash Balances	9	891	645
Short term Investment	10	0	0
Total Cash and cash equivalent		16,917,907	6,524,302
Account's receivables	11	24,036,029	22,580,508
TOTAL FINANCIAL ASSETS		40,953,936	29,104,810
FINANCIAL LIABILITIES			
Accounts Payables	12	4,160,559	7,158,151
NET FINANCIAL ASSETS			
REPRESENTED BY			
Accumulated Fund b/fwd	13	21,946,659	23,352,906
Surplus/Deficit for the year		14,846,718	(1,406,247)
NET FINANCIAL POSITION		40,953,936	29,104,810

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

Sign: 

Name: Peter G Warutere

Chair BOM


Date: 4/8/2022

Sign: 

Name: Junis M David

School Chief Principal/
Secretary to BOM

Date: 4/8/2022

Sign: 

Name: James Ndungu

Bursar/
Finance Officer

Date: 4/8/2022

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VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2022

		2022	2021
		Kshs	Kshs
Receipts for operating income			
Capitation grants for tuition	1	4,095,021	1,524,278
Capitation grants for operations	2	17,815,309	9,519,091
School fund income- Parents contributions/ fees	3	39,544,729	10,596,746
School fund income- other receipts	4	75,883,885	17,401,776
Total receipts			
Payments			
Payments for Tuition		3,694,231	2,109,636
Payments for operations		17,086,592	5,202,282
Boarding and school fund payments		101,711,403	33,136,221
Total payments		122,492,226	40,448,139
Net cashflow from operating activities		14,846,718	(1,406,247)
Change in receivables		(1,455,521)	5,989,272
Change in payables		(2,997,592)	672,373
<u>CASHFLOW FROM INVESTING ACTIVITIES</u>			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		-	-
Proceeds from investments		-	-
Purchase of investments		-	-
Net cash flows from Investing Activities		-	-
<u>CASHFLOW FROM BORROWING ACTIVITIES</u>			
Proceeds from borrowings/ loans		-	-
Repayment of principal borrowings		-	-
Net cash flow from financing activities		-	-
NET INCREASE IN CASH AND CASH EQUIVALENTS		10,393,605	5,255,398
Cash and cash equivalent at BEGINNING of the year		6,524,302	1,268,904
Cash and cash equivalent at END of the year		16,917,907	6,524,302

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VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30th June 2022

	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 %
RECEIPTS		Opening Balance (C/Bk) and AIA	Previous years Outstanding Disbursements				
<i>(1) CAPITATION GRANT ON TUITION</i>							
Teaching / learning materials	4,283,006	0	0	4,283,006	4,095,020	187,986	95.6%
	4,283,006	0	0	4,283,006	4,095,020	187,986	
<i>(2) CAPITATION GRANT ON OPERATIONS</i>							
Personnel emoluments	5,408,000	0	0	5,408,000	4,986,436	421,564	92.2%
Repairs and maintenance	6,821,000	0	0	6,821,000	6,440,500	380,500	94.4%
Local transport / travelling	1,730,000	0	0	1,730,000	1,584,857	145,143	91.6%
Electricity and water	2,450,000	0	0	2,450,000	2,209,086	240,914	90.2%
Medical	256,000	0	0	256,000	253,200	2,800	98.9%
Administration costs	2,416,930	0	0	2,416,930	2,341,356	75,574	96.9%
	19,081,930	0	0	19,081,930	17,815,435	1,266,495	
<i>(3) FEES CHARGED ON PARENTS</i>							
Personnel emoluments	10,374,077	0	0	10,374,077	9,447,519	926,558	91.1%
Repairs and maintenance	4,326,960	0	0	4,326,960	4,227,749	99,211	97.7%
Local transport / travelling	5,744,501	0	0	5,744,501	5,610,366	134,135	97.7%
Electricity and water	8,783,400	0	0	8,783,400	8,085,031	698,369	92.0%
Administration costs	10,180,400	0	0	10,180,400	10,027,575	152,825	98.5%
Activity	1,696,154	0	0	1,696,154	1,554,202	141,952	91.6%
Fee on Boarding Equipment and Stores	60,508,308	0	0	60,508,308	54,660,527	5,847,781	90.3%
	101,613,800			101,613,800	93,612,969	8,000,831	

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OTHER INCOME										
Rent income	110,000	0	0	110,000	100,000	10,000	90.91%			
Income from farming activities	1,250,000	0	0	1,250,000	1,139,570	110,430	91.2%			
Interest income	60,000	0	0	60,000	54,119	5,881	90.2%			
TOTAL INCOME	103,033,800	0	0	103,033,800	232,340,536	(129,306,736)				
(1) EXPENDITURE FOR TUITION										
Exercise books	1,480,000	0	0	1,480,000	1,358,670	121,330	91.8%			
Laboratory equipment	1,208,754	0	0	1,208,754	1,103,701	105,053	91.3%			
Teaching / learning materials	1,294,252	0	0	1,294,252	1,231,860	62,392	95.2%			
(2) EXPENDITURE FOR OPERATIONS	3,983,006			3,983,006	3,694,231	288,775				
Personnel emoluments	7,108,000	0	0	7,108,000	6,964,393	143,607	98.0%			
Repairs and maintenance	5,521,000	0	0	5,521,000	5,437,968	83,032	98.5%			
Local transport / travelling	1,130,000	0	0	1,130,000	1,120,000	10,000	99.1%			
Electricity and water	3,550,000	0	0	3,550,000	3,298,299	251,701	92.9%			
Administration costs	12,000	0	0	12,000	11,598	402	96.7%			
Activity	260,000	0	0	260,000	253,200	6,800	97.4%			
Bank charges	1200	0	0	1200	1,134	66	94.5%			
(1) EXPENDITURE FOR BOARDING	17,582,200	0	0	17,582,200	17,086,592	495,608				
Personnel emoluments	1,024,077	0	0	1,024,077	959,880	64,197	93.7%			
Repairs, maintenance and improvements	1,106,960	0	0	1,106,960	1,012,100	94,860	91.4%			
Local transport / travelling	5,844,501	0	0	5,844,501	5,306,975	537,526	90.8%			
Electricity, water and conservancy	5,083,400	0	0	5,083,400	4,663,945	419,455	91.7%			
Administration costs	10,180,400	0	0	10,180,400	9,293,576	886,824	91.3%			
Activity	260,154	0	0	260,154	236,690	23,464	91.0%			
Miscellaneous expenses	220,000	0	0	220,000	200,760	19,240	91.3%			
Uniforms	12,400,000	0	0	12,400,000	12,269,010	130,990	98.9%			
Boarding Equipment and Stores	72,401,308	0	0	72,401,308	67,081,243	5,320,065	92.7%			

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Expenditure for Income Generating Activity	500,000	0	0	500,000	463,408	36,592	92.7%
Insurance costs	245,000	0	0	245,000	223,816	21,184	91.4%
TOTAL	109,265,800	0	0	109,265,800	101,711,403	7,554,397	93.1%
TOTAL EXPENDITURE	130,831,006	-	-	130,831,006	105,405,634	8,338,780	

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.

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.

X. NOTES TO THE FINANCIAL STATEMENTS

1 CAPITATION GRANT FOR TUITION

	2022	2021
	Kshs	Kshs
Textbooks and reference materials	-	57,450
Exercise books	-	224,055
Laboratory equipment	-	57,450
Internal exams	-	57,450
Teaching / learning materials	4,095,021	1,127,873
Chalks	-	-
Exams and assessment	-	-
Ref/library	-	-
Total	4,095,021	1,524,278

2 CAPITATION GRANT FOR OPERATIONS

	2022	2021
	Kshs	Kshs
Personnel emoluments	4,986,436	2,490,204
Repairs and maintenance	6,440,374	435,000
Local transport / travelling	1,584,857	592,159
Electricity and water	2,209,086	1,095,750
Medical	253,200	-
Administration costs	2,341,356	981,977
Activity	-	-
Total	17,815,309	9,519,091

3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT

	2022	2021
	Kshs	Kshs
Personnel emoluments	9,557,769	2,782,015
Repairs and maintenance	4,348,249	992,937
Local transport / travelling	5,809,953	876,969
Electricity and water	8,163,531	3,376,198
Medical	-	-
Administration costs	10,057,825	2,061,643
Activity	1,607,402	506,984
Total	39,544,729	10,596,746

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2022	2021
	Kshs	Kshs
Fee on boarding equipment and stores	56,160,847	14,966,819
Miscellaneous incomes	519,076	1,971,887
Income from farming activities	1,139,570	416,500
Bus project	-	-
Interest income	54,119	26,866
Development levy	5,192,064	
uniforms	12,818,209	19,704
Total	75,883,885	17,401,776

5 PAYMENTS FOR TUITION

	2022	2021
	Kshs	Kshs
Textbooks and reference materials		-
Exercise books	1,358,670	304,500
Laboratory equipment	1,103,701	694,864
Internal exams	-	634,670
Teaching / learning materials	1,231,860	475,602
Chalks	-	-
Bank Charges	-	-
Total	3,694,231	2,109,636

NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 PAYMENTS FOR OPERATIONS

	2022	2021
	Kshs	Kshs
Personnel emoluments	6,964,393	4,466,143
Service Gratuity	-	-
Administration Cost	11,598	5,405
Repairs and maintenance & improvements	5,437,968	132,000
Local transport / travelling	1,120,000	-
Electricity and water	3,298,299	598,104
Medical		-
Activity Expenses	253,200	-
Bank Charges	1,134	630
TOTAL	17,086,592	5,202,282

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7 BOARDING AND SCHOOL FUND PAYMENTS

	2022	2021
	Kshs	Kshs
Personnel emoluments	959,880	1,506,125
Boarding equipment and stores	67,081,243	20,686,148
Repairs and maintenance	1,012,100	1,474,535
Local transport / travelling	5,306,975	693,800
Electricity and water	4,663,945	2,501,323
Administration costs	9,293,576	1,512,221
Activity	236,690	480,000
Miscellaneous expenses	200,760	1,527,302
Bank charges	-	21,974
Expenses on income generating activities	463,408	1,037,027
Uniform	12,269,010	249,190
Insurance cost	223,816	118,003
Loan principal repayment	-	1,328,572
Bus project	-	-
TOTAL	101,711,403	33,136,220

NOTES TO THE FINANCIAL STATEMENTS (Continued)

8 BANK ACCOUNTS

Name of Bank, Account No. & currency	Bank Account Number	2022 Kshs	2021 Kshs
Tuition Account	0278309428	46,842	96,402
Operations Account	0278307042	2,222,025	934,580
School Fund Account/Boarding-KCB	1175926655	3,988,999	1,056,746
School Fund Account/Boarding-ABSA	0278307034	44,225	49,556
School Fund Account/Boarding-EQUITY	0160297534039	7,084,620	299,066
School Fund Account/Boarding-EQUITY	0160260565676	539	539
School Fund Account/Boarding-KCB	1209470187	11,253	12,162
TIG-KCB	1232489743	11,292	8,658
Infrastructural Account-KCB	1266483608	3,507,220	4,065,948
Total		16,917,015	6,523,657

9 CASH IN HAND

Description	2022 Kshs	2021 Kshs
Tuition Account	-	-
Operation Account	-	-
School Fund account	891	645
Total	891	645

10 SHORT TERM INVESTMENTS

Description	2022	2021
	Kshs	Kshs
Cooperative shares	-	-
Treasury Bills	-	-
Fixed deposit	-	-
Equity stock	-	-
Other investments	-	-
Total	-	-

NOTES TO THE FINANCIAL STATEMENTS (Continued)

11 ACCOUNTS RECEIVABLE

Description	2022	2021
	Kshs	Kshs
Fees arrears	24,036,029	22,580,508
Other non-fees receivables	-	-
Salary advances	-	-
Total	24,036,029	22,580,508

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

Description	2022	2021
	Kshs	Kshs
Fees arrears for current year	2,148,807	1,807,681
Fees arrears for the previous year	1,114,395	330,056
Fees arrears for prior periods (over two years)	20,772,827	20,442,771
Total	24,036,029	22,580,508

12 ACCOUNTS PAYABLE

Description	2022	2021
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	862,966	2,839,618
Prepaid fees	3,297,593	4,318,533
Total	4,160,559	71,581,151

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

Description	2022	2021
	Kshs	Kshs
Trade creditors for current year	-	3,430,504
Trade creditors for the previous year	862,966	-
Trade creditors for prior periods (over two years)	-	590,886
Total	2,839,618	2,839,618

NOTES TO THE FINANCIAL STATEMENTS (Continued)

13 FUND BALANCE BROUGHT FORWARD

Description	2022	2021
	Kshs	Kshs
Bank balances	6,523,657	12,680,054
Cash balances	645	850
Short Term Investments	-	-
Receivables	22,580,508	28,569,780
Payables	7,158,151	6,485,778
Total	21,946,659	23,352,906

Other important disclosure notes

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

14 Non-current Liabilities Summary

Description	2022 Kshs	2021 Kshs
Bank loan(s)	-	-
Outstanding Leases	-	-
Hire purchase	-	-
Gratuity and leave provision	-	-
Total	-	-

15 Biological assets

Description	Numbers	2022 Kshs	2021 Kshs
Cattle	13	470,000	455,000
Goats	-	-	-
Trees	7200	21,600,000	19,200,000
Coffee or tea plantation	-	-	-
Poultry	-	-	-
Total		22,070,000	19,655,000

16 Borrowings

Description	2022 KShs	2021 KShs
a) Borrowings	-	-
Borrowing at beginning of the year	-	-
Borrowings during the year	-	-
Repayments of during the year	-	-
Balance at end of the year	-	-

Other important disclosure notes

17 Stock/ Inventory

Description	2022 KShs	2021 KShs
Stock/ inventory at beginning of the year	-	-
Stock/ inventory purchased during the year	-	-
Stock/ inventory issued during the year	-	-
Balance at end of the year	-	-

18 PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS

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

NJONJO GIRLS HIGH SCHOOL
 Annual Report and Financial Statements
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TRIAL BALANCE AS AT 30th June 2022			
		DR	CR
Cash and Cash equivalents			
	Bank Balances	16,917,016	-
	Cash Balances	891	-
	Short term investments	-	-
	Receivables	24,036,029	-
Payments			
	Payments for Tuition	3,694,231	-
	Payments for operations	17,086,592	-
	Boarding and school fund payments	101,711,403	-
Receipts			
	Capitation grants for tuition	-	4,095,021
	Capitation grants for operations	-	17,815,309
	School Fund Income- Parents' Contributions	-	39,544,729
	School Fund Income- Other receipts	-	75,883,885
	Proceeds from borrowings	-	-
	Accounts payables		4,160,559
	Fund Balance b/f		21,946,659
	TOTAL	163,446,162	163,446,162

PUBLIC SECONDARY SCHOOLS –NJONJO GIRLS HIGH SCHOOL
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ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER

ASSET CLASS	QUANTITY
Land 1	75 ACRES
Buildings and structures	31PCS
Motor vehicles	2 BUSES & 1 PICK UP.
Office equipment, furniture and fittings	72PCS
ICT Equipment, and Other ICT Assets	21PCS
Tools and apparatus	40PCS
Textbooks	1,600PCS
Other Machinery and Equipment	10PCS
Heritage and cultural assets	-
Intangible assets- soft ware	4PCS