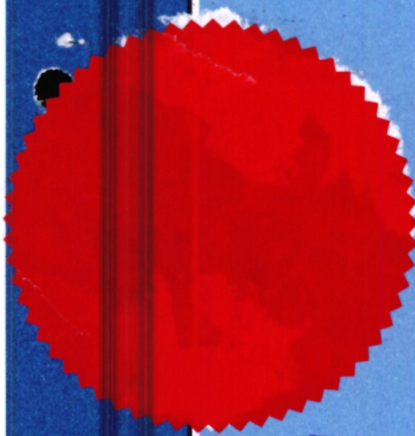


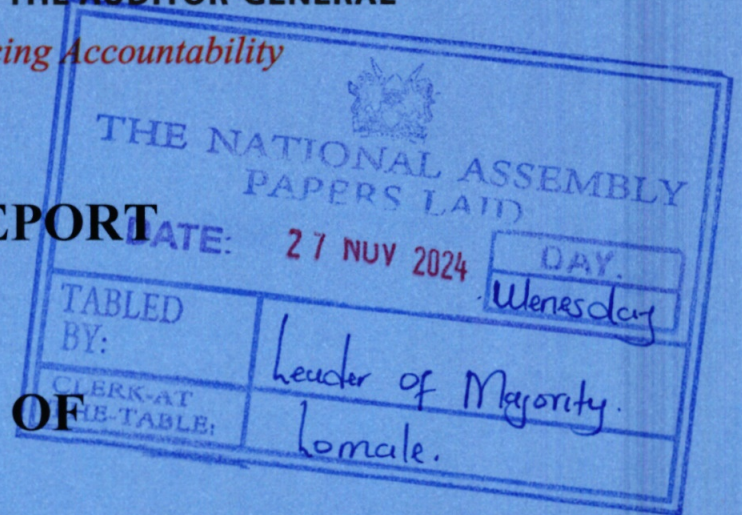
REPUBLIC OF KENYA



*Enhancing Accountability*



**REPORT**



**THE AUDITOR-GENERAL**

**ON**

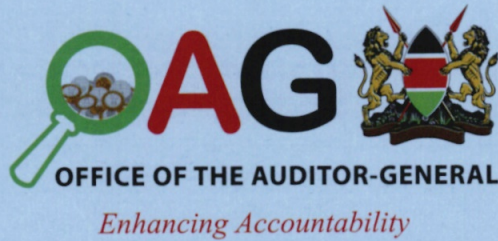
**GRIFTU SECONDARY SCHOOL**

**FOR THE ENDED  
30 JUNE, 2023**

**WAJIR COUNTY**

# REPUBLIC OF KENYA

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



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

## **REPORT OF THE AUDITOR-GENERAL ON GRIFTU SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2023 – GARISSA COUNTY**

---

### **PREAMBLE**

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

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

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

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

### **REPORT ON THE FINANCIAL STATEMENTS**

#### **Qualified Opinion**

I have audited the accompanying financial statements of Griftu Secondary School – Garissa County set out on pages 2 to 19, which comprise of the statement of assets and liabilities as at 30 June, 2023 and the statement of receipts and payments, statement of cash flows and the 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 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 Griftu Secondary School – Garissa County as at 30 June, 2023 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**

#### **Long Outstanding Accounts Receivables**

The statement of financial assets and financial liabilities and as disclosed in Note 11 to the financial statements reflects a balance of Kshs.7,505,774 in respect of accounts receivables. However, an amount of Kshs.4,088,470 relates to school fees arrears that has been outstanding for more than one year. The School has not developed a mechanism to ensure payment of school fees in time and some students have since left School with arrears of school fees. As a result, the recoverability of the outstanding amounts is doubtful.

In the circumstances, the fair value of accounts receivables balance could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Griftu 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.

### **Emphasis of Matter**

#### **Budgetary Control and Performance**

The statement of budgeted versus actual amounts reflects the final receipts budget and actual on comparable basis of Kshs.19,871,719 and Kshs.14,402,819 respectively resulting to under-funding of Kshs.5,468,900 or 28% of the budget. However, the School spent an amount of Kshs.11,973,430 against actual receipts of Kshs.14,402,819 resulting to an under-utilization of Kshs.2,429,389 or 17% of the actual receipts.

The under-funding and under-utilization affected the planned activities and may have impacted negatively on service delivery to the public.

## **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.

## **Other Matter**

### **Unresolved Prior Year Matters**

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in Use of Public Resource, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2023.

### **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 of Report 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 Financial Statements**

Auditor-General by the statutory date of 30 September, 2023. The financial statements were submitted on 11 March, 2024, which was five months after the statutory deadline. This was contrary to Section 47(1) of the Public Audit Act, 2015 which requires that financial statements should be submitted to the Auditor-General within three months after the end of the fiscal year to which the accounts relate. Late submission of financial statements adversely affects the Office of the Auditor-General in meeting its statutory timelines.

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

##### **2. Non-Compliance with the Public Sector Accounting Standards Board**

Review of the financial statements revealed that the values in the financial statements are not rounded to the nearest Kenya Shillings as provided in the Public Sector Accounting Standards Board PSASB Template for Schools under the significant accounting policy on statements of compliance and basis of preparation of the financial statements.

In the circumstances, Management did not comply with the PSASB reporting template requirements.

### 3. Failure to Prepare School Improvement Plan

During the year under review, Management did not have an approved School Improvement Plan (SIP) showing priority areas to ensure the School has adequate textbooks, reference books and supplementary readers as required in Section 2.2.1 of the Operation Manual from the Ministry of Education resulting to the Ministry distributing fewer set books compared with the actual number of students in the School by 190 copies.

In absence of SIP, the School risks over /under supply of textbooks or receipt of books not needed.

### 4. Failure to Reconcile Student Enrolment Data

Review of student records revealed unexplained variance in student numbers between the National Education Management Information System (NEMIS) and School registers resulting in tuition fees under disbursement on both capitation grants for tuition and operation fees balance of Kshs.131,898 as analyzed below:

Month	No. of Students Per NEMIS	No. of students as Per Register	Capitation grant per student (Kshs)	Total expected capitation per school register (Kshs)	Actual capitation received (Kshs)	Capitation not Received (Kshs)
July, 2021 Operations	531	570	2,950	1,681,500	1,566,450	115,050
July, 2021 Tuition	531	570	432	246,240	229,392	16,848
<b>Total</b>						<b>131,898</b>

Management explained that the difference was due non-registration of students in the NEMIS register due to lack of birth certificates and cases of over age students. This was contrary to the Ministry of Education Circular No.MOE.HQ/3/13/3 dated 16 June, 2021 on implementation of Free Day Secondary Education (FDSE) which requires all learners to be registered in NEMIS and the principals to ensure their records are accurate.

In the circumstances, Management was in breach of the circular and the underfunding of the School may have affected service delivery to the students.

### 5. Long Outstanding Accounts Payables

The statement of financial assets and financial liabilities reflects a balance of Kshs.3,993,732 in respect of accounts payables as disclosed in Note 12 to the financial statements. Included in this balance is amount Kshs.2,393,732 which has been outstanding for more than one year. No explanation was provided for the delayed settlement of this long outstanding accounts payables.

In the circumstances, the School risks being sued by suppliers which may lead to loss of funds through legal costs, penalties and interest for non-settlement of obligations when due.

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

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

### Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the matters described in the Basis for Conclusion of Report 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. Failure to Establish Board of Management Committees and Other Internal Controls Structures

During the year under review, Management did not establish Board Committee. This was Contrary to Section 61(2) of the Basic Education Act, 2013 which requires the Board of Management to establish Finance, Procurement and General Purposes Committee, Academic Standards, Quality and Environment Committee, Ethics and Integrity Committee, Audit Committee and Human Rights and Student Welfare Committee to perform such functions and discharge such responsibilities as the Board may deem necessary.

Further, the School Management did not prepare and implement key internal control policies. The School lacked an IT Strategy Committee and an IT Steering Committee. This resulted in inadequacy in IT governance, which forms a critical part of the school governance structure.

In addition, the School did not have a Disaster Management and Recovery Policy including fire suppression systems and a Business and IT Continuity Plan including off-site back-ups and also lacked Accounting Software to manage accounts payable, accounts receivables, ledgers, invoices and assets.

In the circumstances, the existence of effective internal controls and governance mechanisms could not be confirmed.

## **2. Lack of Fixed Assets Register**

Management did not maintain an asset register indicating the item, cost, location and serial/tag number. Further, Management did not provide land ownership documents for a parcel of land where the school is built.

In the circumstances, the ownership and security of the School assets could not be confirmed.

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

### **Responsibilities of Management and those Charged with Governance**

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

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

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

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

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

### **Auditor-General's Responsibilities for the Audit**

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error,

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

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

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

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.

- Conclude on the appropriateness of Management's use of the applicable basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the School to cease to continue to sustain its services.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the School to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

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

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

  
FCPA Nancy Gathungu, CBS  
AUDITOR-GENERAL

**Nairobi**

**18 September, 2024**



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

08 NOV 2024

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# **GRIFTU SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**

**30<sup>TH</sup> JUNE, 2023**

---

**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 **WAJIR** County, **WAJIR WEST** Sub-County

The school was registered in **29/03/2001** under registration number **GP/A/1618/2001** and is currently categorized as an **EXTRA COUNTY** public school established, owned or operated by the Government.

The school is a **Day & Boarding Secondary School** and had **550** students as at **30<sup>th</sup> June 2023**. It has 8 streams and 19 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	Abdi Adan Ahmed	Chairman	1 <sup>ST</sup> March, 2023
2	Ibrahim Khalif Gedi	Secretary - Principal	1 <sup>ST</sup> March, 2023
3	Omar JelleElmi	Member	1 <sup>ST</sup> March, 2023
4	Halima Abdi Abdille	Member	1 <sup>ST</sup> March, 2023
5	Mohamed YussufAbdille	Member	1 <sup>ST</sup> March, 2023
6	Mohamed Hassan Abdi	Member	1 <sup>ST</sup> March, 2023
7	Fatuma Mohamed Abdi	Member	1 <sup>ST</sup> March, 2023
8	Fatuma Hussein Mohamed	Member	1 <sup>ST</sup> March, 2023
9	Harun Musa Osman	Member - Teachers Rep	1 <sup>ST</sup> March, 2023
10	AbassMaalim,	Member	1 <sup>ST</sup> March, 2023
11	Mohamed Bulle	Member	1 <sup>ST</sup> March, 2023
12	Ibrahim Abdikarim	Member	1 <sup>ST</sup> March, 2023
13	MeymunaGaiye	Member	1 <sup>ST</sup> March, 2023
14	Hassan Yarrow Ali	Member	1 <sup>ST</sup> March, 2023
15	Adan Ahmed	Rep Students	1 <sup>ST</sup> March, 2023

***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	Abdi Adan Ibrahim Khalif Omar Jelle Fatuma Hussein Fatuma Mohamed	Chairperson Secretary Member Member Member	2
2	Audit Committee	Fatuma Hussein Mohamed Hassan Mohamed Yussuf Hassan Yarrow Ali	Chairperson Secretary Member Member	2
3	Finance, procurement and general purposes Committee	Fatuma Hussein Mohamed Hassan Mohamed Yussuf Hassan Yarrow Ali	Chairperson Secretary Member Member	2

GRIFTU SECONDARY SCHOOL  
PUBLIC SECONDARY SCHOOL  
ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

4	Academic Committee	Halima Abdi Abdille Fatuma Mohamed Abdi Ibrahim Abdikarim Ibrahim Khalif gedi Harun Musa Osman	Chairperson Secretary Member Member Member	2
5	Development Committee	Abdi Adan Ahmed Ibrahim Khalif Gedi AbassMaalim Halima Abdi Abdille	Chairperson Secretary Member Member	2
6	Discipline and welfare Committee	Abdi Adan Fatuma Mohamed Omar Jelle	Chairperson Secretary Member	2
7	Adhoc Committee (if any during the year)	Abdi Adan Ahmed Halima Abdi Abdille Fatuma Hussein Mohamed Omar JelleElmi	Chairperson Member Secretary Member	2

**(d)School Operation Management**

For the financial year ended 30<sup>th</sup> June,2023the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSCNumber
1	Principal	Ibrahim Khalif Gedi	616155
2	Deputy Principal	Harun Musa Osman	624005
3	School Bursar	Yussuf Shariff Ibrahim	-

**(e)Schools contacts**

Post Office Box: 250-70200  
Telephone: 0722410086  
E-mail: griftusecondaryschool@gmail.com Website:

**(f)School Bankers**

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

1. Name of Account: School Fund Account (Main)  
Account Number: 1133237312

GRIFTU SECONDARY SCHOOL  
PUBLIC SECONDARY SCHOOL  
ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

2. Name of Account : Tuition Account Account Number:  
1105180425

Name of Account: Operation Account  
Account Number: 1105180670

4 Name of Account: Infrastructure Account  
Account Number: 1290389594

**All domiciled at KCB Wajir Branch.**

2.

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

**(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:

*(Under this section, the following information should be given:*

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

YEAR	SURPLUS	DEFICIT
2020	1,151,074.50	-
2021	1,316,887.00	-
2022	1,599,389.00	-

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

YEAR	FDSE GRANTS RECEIVED		TOTAL
	OPERATION	TUITION	
2020	3,662,465.75	405,752.75	4,068,218.50
2021	4,087,130	1,046,780	5,134,510
2022			

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

YEAR	ENROLMENT	CAPITATION PER STUDENT
2020	302	13,463.42
2021		
2022	454	

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

YEAR	PARENTS CONTRIBUTION /FEES
2020	6,058,090
2021	
2022	12,851,638

- *A three-year overview of growth in expenditure of the school*

YEAR	EXPENDITURE
2020	6,180,850
2021	11,764,072
2022	17,985,548

- *Movement of debtors and creditors of the school over the last three years*

YEAR	RECEIVABLES	PAYERBLES
2020	3,161,674	1,850,550
2021	4,180,255	4,635,140
2022		

- *Movement of cash and bank balances over the last three years*

YEAR	CASH & BANK BALANCE	
	CASH	BANK
2020	0	51,110.45
2021	0	217,730
2022	0	

*Graphical presentation, ratios, tables, and pie charts should be used to show/ indicate trends).*

**b) Teacher Student ratio:**

Enrolment	Number of teachers employed by the Teachers Service Commission	Number of teachers employed by BOM
550	15	04

**c) Mean score in the 20XX KCSE:**

Year	Mean score	Mean grade
2020	5.3	C-
2021	5.87	C
2022	6.40	C

GRIFTU SECONDARY SCHOOL  
PUBLIC SECONDARY SCHOOL  
ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

Give performance of the school for each over the last three years. Include the number of students that have since transitioned to institutions of higher learning. Include the mean score and comment on improvement or otherwise as compared to the school's set score.

d) **Number of Candidates in the 20XX KCSE:**

Year	Number of candidates
2020	124
2021	190
2022	186
2023	135

(Tabulate the number of candidates sitting for KCSE over the last three years).

e) **Capacity of the school:**

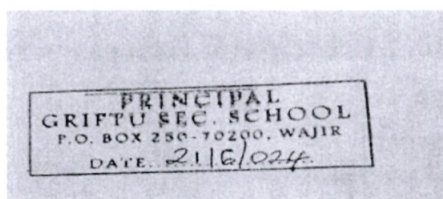
Enrolment	Dormitories	Laboratories	Toilets	DH
550	11	2	17	1

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

FINANCIAL YEAR	PROJECTS CARRIED OUT DURING THE FINANCIAL YEAR
2022-2023	<ul style="list-style-type: none"> <li>Renovation of 8 NO. Toilets and 8 NO. bathrooms at Griftu Secondary School</li> <li>Supply and Delivery of Laboratory Apparatus and Chemicals for Griftu Sec School</li> </ul>
2022-2023	<ul style="list-style-type: none"> <li>Tiling and Renovation of 4 NO. Classrooms at Griftu Secondary School</li> </ul>

IBRAHIM KHALIF GEDI

Sign:.....

**School Principal**

**III. Statement of School Management Responsibility**

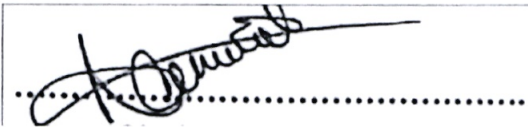
Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed by the Public Sector Accounting Standards Board (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 **GRIFTU DAY & BOARDING 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 **30<sup>th</sup> June, 2023**, and of the school’s financial position as at that date.


ABDI ADAN AHMED



**Designation:** Chairman, School Board of Management

**Date:** 22/7/2023

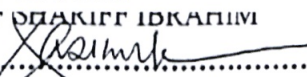
IBRAHIM KHALIF GEDI

Sign:.....

**Designation:** School Principal & Secretary to Board of Management

**Date:** 22/7/2023

YUSSUF SHARIFF IBRAHIM

YUSSUF SHARIFF IBRAHIM  
ign:.....

**Designation:** Bursar/ Finance Officer

**Date** 22/7/2023


V) STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30<sup>TH</sup> JUNE 2023

Description Of Vote Head	Note	2022- 2023	2021 - 2022
		Kshs	Kshs
<b>RECEIPTS</b>			
Capitation grants for tuition	1	1,390,851.00	1,238,478.00
Capitation grants for operations & infrastructure	2	6,198,868.00	5,292,689.00
School Fund Income- Parents' Contributions	3	10,220,404.00	14,035,177.00
School Fund Income- Other receipts	4		-
Proceeds from borrowings			
<b>TOTAL RECEIPTS</b>		<b>17,810,123.00</b>	<b>20,566,344.00</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	1,008,784.00	1,948,606.00
Payments for operations and infrastructure	6	4,108,696.00	6,120,194.00
Boarding and school fund payments	7	8,455,950.00	11,181,116.00
<b>TOTAL PAYMENTS</b>		<b>13,573,430.00</b>	<b>19,249,916.00</b>
<b>SURPLUS/DEFICIT</b>		<b>4,236,693.00</b>	<b>1,316,428.00</b>



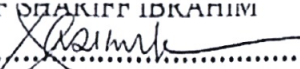
Name: ABDI AHMED  
 B.O.M Chairperson

Date: 22/7/2024



Name: IBRAHIM K. GEDI  
 School Principal/Secretary BOM

Date: 22/7/2024

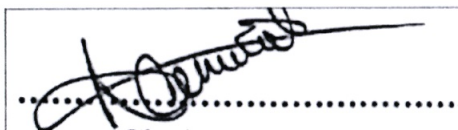
YUSSUF SHARIF IBRAHIMI  
 Sign: 

Name: YUSSUF SHARIF  
 Bursar/Finance Officer

Date: 22/7/2024


**VI) STATEMENT OF FINANCIAL ASSETS AND LIABILITIES AS AT 30 TH JUNE 2023**

	Note	2022- 2023	2021 - 2022
		Kshs	Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	2,690,485.00	222,060.00
Cash Balances	9	1,700.00	1,700.00
Short term Investment	10	-	-
<b>Total Cash and Cash Equivalents</b>		<b>2,692,185.00</b>	<b>223,760.00</b>
Account's receivables	11	7,505,774.00	5,517,670.00
<b>TOTAL FINANCIAL ASSETS</b>		<b>10,197,959.00</b>	<b>5,741,430.00</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payable	12	3,993,732.00	3,773,892.00
<b>NET FINANCIAL ASSETS</b>		<b>6,204,227.00</b>	<b>1,967,538.00</b>
<b>REPRESENTED BY</b>			
Fund balance b/fwd 1st July...	13	1,967,534.00	651,110.00
Surplus/Defict for the year		4,236,693.00	1,316,428.00
<b>NET FINANCIAL POSITION</b>		<b>6,204,227.00</b>	<b>1,967,539.00</b>



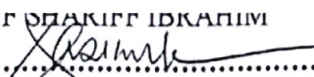
**Name: ABDI AHMED**  
**B.O.M Chairperson**

**Date: 22/7/2024**

Sign:  .....

**Name: IBRAHIM K. GEDI**  
**School Principal/Secretary BOM**

**Date: 22/7/2024**

YUSSUF SHARIF IBRAHIMI  
 ign:  .....

**Name: YUSSUF SHARIF**  
**Bursar/Finance Officer**

**Date: 22/7/2024**

**VII) STATEMENT OF CASH FLOW FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2023**

		<b>2022- 2023</b>	<b>2021 - 2022</b>
		<b>Kshs</b>	<b>Kshs</b>
<b>Receipts from operating activities</b>			
Capitation grants for tuition	1	1,390,851.00	1,238,478.00
Capitation grants for operations	2	6,198,868.00	5,292,689.00
School fund income- Parents contributions/ fees	3	10,220,404.00	14,184,434.00
School fund income- other receipts	4		
<b>Total receipts</b>		<b>17,810,123.00</b>	<b>20,715,600.00</b>
<b>Payments</b>			
Payments for Tuition	5	1,008,784.00	1,238,794.00
Payments for operations	6	4,108,696.00	5,290,194.00
Boarding and school fund payments	7	8,455,950.00	14,013,963.00
<b>Total payments</b>		<b>13,573,430.00</b>	<b>20,542,951.00</b>
<b>Net cash flow from operating activities</b>		<b>4,236,693.00</b>	<b>172,649.00</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		-	-
Proceeds from investments		-	-
<b>Net cash flows from Investing Activities</b>		<b>-</b>	<b>-</b>
<b>NET CASHFLOW FROM FINANCING ACTIVITIES</b>			
Proceeds from borrowings/ loans			
Repayment of principal borrowings			
<b>Net cash flows from Investing Activities</b>			

<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>		<b>2,468,425.00</b>	<b>172,649.00</b>
<b>Cash and cash equivalent at BEGINNING of the year</b>		<b>223,760.00</b>	<b>51,110.00</b>
<b>Cash and cash equivalent at END of the year</b>		<b>2,692,185.00</b>	<b>223,760.00</b>

GRIFTU SECONDARY SCHOOL  
 PUBLIC SECONDARY SCHOOL  
 ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

VIII) STATEMENT OF BUDGET VERSES ACTUAL AMOUNT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	a	b	c=a+b	d	e=c-d	f=d/c %
<b>RECEIPTS</b>						
<i>1) CAPITATION GRANT ON TUITION</i>						
Text books						
Exercise books	90,000.00		90,000.00	90,000.00		100%
Laboratory equipments and apparatus	90,000.00		90,000.00	90,000.00		100%
Teaching/learning materials	1,179,725.00		1,179,725.00	1,179,725.00		100%
Chalks	2,126.00		2,126.00	2,126.00		100%
Internal exams	17,000.00		17,000.00	17,000.00		100%
Reference books	12,000.00		12,000.00	12,000.00		100%
Profit				-	-	
				-	-	
<i>2) CAPITATION GRANT ON OPERATIONS</i>					-	
Personnel emoluments	1,887,000.00		1,887,000.00	1,887,000		100%
Repairs and maintenance				-	-	
Local transport / travelling	636,604.00		636,604	636,604		100%
Electricity and water	852,500.00		852,500.00	852,500		100%
Medical				-	-	
Administration costs	757,764.00		757,764.00	757,764.00		100%
IT&I	2,065,000.00		2,065,000.00	2,065,000		100%
OTHERS(PE ,EWC ,LT&T, ADM)				-		

GRIFTU SECONDARY SCHOOL  
PUBLIC SECONDARY SCHOOL  
ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

	-				-	
<b>3) FEES CHARGED ON PARENTS</b>					-	
UNCH	3,144,000.00		3,144,000.00	2,801,096.00	342,904	89%
Repairs and maintenance	243,000.00		243,000.00	47,050	195,950	19%
Local transport / travelling	175,500		175,500	297,050	(121,550)	169%
Electricity and water	1,026,000.00		1,026,000.00	304,300	721,700	30%
Medical					-	
Administration costs	270,000.00		270,000.00	347,200.00	(77,200)	129%
Personal enrolment	1,605,000.00		1,605,000.00	919,904	685,096	57%
Activity	135,000.00		135,000.00		135,000	100%
MASSE					-	
Fee on Boarding Equipment and Stores	5,683,500.00		5,683,500.00	2,096,500.00	3,587,000	37%
					-	
<b>OTHER INCOME</b>					-	
Fee on Boarding Equipment and Stores				-		
Electricity, water & C				-		
T&T				-		
Repairs and Maintenance				-		
Personal Emoluments				-		
Admin Costs				-		
Activity				-		
Pocket Money				-		
Caution Money				-		
Grant income				-		
Income from farming activities				-		
Insurance compensation	-			-		
Income from Posho mill				-		
Income from Bus Hire				-		

GRIFTU SECONDARY SCHOOL  
PUBLIC SECONDARY SCHOOL  
ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

<i>Fee for hire of ground and equipment</i>				-		
<i>Income from grants and donations*</i>	-			-		
<i>Interest income</i>				-		
<i>Dividends income</i>	-			-		
<b>TOTAL INCOME</b>	<b>19,871,719</b>	<b>0</b>	<b>19,871,719</b>	<b>14,402,819</b>	<b>5,468,900</b>	<b>72%</b>
<b>1) EXPENDITURE FOR TUITION</b>						
Text books						
Exercise books	280,000.00		280,000.00	280,000.00		100%
Laboratory equipments and apparatus						
Teaching/learning materials	645,320.00		645,320.00	645,320.00		100%
Chalks						
Internal exams	79,720.00		79,720.00	79,720.00		100%
Reference books						
Bank charges	3,744.00		3,744.00	3,744.00		100%
					-	
<b>PAYMENTS FOR OPERATIONS AND INFRASTRUCTURE ACCOUNT</b>						
Personal Emoluments	2,708,000.00		2,708,000.00	2,708,000.00		100%
Service Gratuity			0	-		
Administration Cost	297,062.00		297,062.00	297,062.00		100%
Repairs and maintenance & improvements				-		-
Local transport / travelling	27,000.00		27,000.00	27,000.00		100%
Electricity and water	110,000.00		110,000.00	110,000.00		100%
IT	966,634		966,634	966,634		100%
Activity Expenses			0	-		
MASSE	0		0	-		
ADM COST			0	-		
LUNCH			0	-		
OTHERS(PE,EWC,LT&T AND ADM	0		0	-		

	0		0			
<b>BOARDING AND SCHOOL FUND PAYMENTS</b>			0			
Activity			0	190,500		
Lunch Programme	3,144,000.00		3,144,000	912,810	2,231,190	29%
Bus hire			0	-		
Refund			0	7,000		
Caution Money			0	-		
Personnel emoluments	1,605,000.00		1,605,000.00	1,550,230	54,770	97%
FI	0		0	-		
Repairs and maintenance & Improvements	243,000.00		243,000.00	709,800	(466,800)	292%
Local transport / travelling	175,500.00		175,500.00	72,100	103,400	41%
Electricity and water	1,026,000.00		1,026,000.00	664,350	361,650	65%
Medical Expenses			0	-		
Administration costs	270,000.00		270,000.00	870,820	(600,820)	323%
Lunch Programme	0		0	-		
Bank Charges			0	-		
Expenses on Income Generating Activities	0		0	-		
Fee on Boarding Equipment and Stores	5,683,500.00		5,683,500.00	1,878,340	3,805,160	33%
Refund			0	-		
Insurance Cost (Life Property)	0		0	-		
Loan Principal repayment	0		0	-		
Loan Interest repayment	0		0	-	-	#DIV/0!
Acquisition of Assets	0		0	-	-	#DIV/0!
<b>TOTAL</b>	<b>17,264,480</b>	<b>0</b>	<b>17,264,480</b>	<b>11,973,430</b>	<b>5,291,050</b>	<b>69%</b>

## **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 included posits 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* recognizes 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 work 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 30<sup>th</sup> June 2022.

## X) NOTES TO THE FINANCIAL STATEMENTS

### 1. CAPITATION GRANT FOR TUITION

	2022- 2023	2021 - 2022
	Kshs	Kshs
Text books		
Exercise books	90,000.00	
Laboratory equipments and apparatus	90,000.00	
Teaching/learning materials	1,179,725.00	1,238,477.80
chalks	2,126.00	
Internal exams	17,000.00	
Reference books	12,000.00	
Profit		
<b>Total</b>	<b>1,390,851.00</b>	<b>1,238,477.80</b>

### 2. CAPITATION GRANT FOR OPERATIONS AND INFRASTRUCTURE ACCOUNT

	2022-2023	2021 -2022
	Kshs	Kshs
Personnel emoluments	1,887,000.00	1,657,322.50
Repairs and maintenance		
Local transport / travelling	636,604.00	702,056.05
Electricity and water	852,500.00	1,020,000.00
Medical		
Administration costs	757,764.00	722,310.75
M&I	2,065,000.00	1,191,000.00
Other Votehead		
Grant		
<b>Total</b>	<b>6,198,868.00</b>	<b>5,292,689.30</b>

**3. PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT**

	<b>2022-2023</b>	<b>2021 - 2022</b>
	<b>Kshs</b>	<b>Kshs</b>
BES	<b>3,596,500.00</b>	<b>9,895,477.00</b>
LUNCH	4,708,400.00	
Repairs and maintenance	47,050.00	229,000.00
Local transport / travelling	297,050.00	229,000.00
Electricity and water	304,300.00	1,987,500.00
Medical	-	
Administration costs	347,200.00	775,200.00
Operation		
Personal emolument	919,904.00	919,000.00
Activity	-	
<b>Total</b>	<b>10,220,404.00</b>	<b>14,035,177.00</b>

**5. PAYMENTS FOR TUITION**

	<b>2022- 2023</b>	<b>2021 - 2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Text books		
Exercise books	280,000.00	
Laboratory equipments and apparatus		
Teaching/learning materials	645,320.00	1,945,812.00
chalks		
Internal exams	79,720.00	
Reference books		
Bank charges	3,744.00	2,794.00
<b>Total</b>	<b>1,008,784.00</b>	<b>1,948,606.00</b>

**6. PAYMENTS FOR OPERATIONS AND INFRASTRUCTURE ACCOUNT**

	<b>2022- 2023</b>	<b>2021 - 2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Personal Emoluments	2,708,000.00	1,626,960.00
Service Gratuity	-	-
Administration Cost	297,062.00	660,364.00
Repairs and maintenance & improvements		
Local transport / travelling	27,000.00	149,000.00
Electricity and water	110,000.00	559,800.00
MI	966,634.00	3,124,070.00
Activity Expenses		
SMASSE	-	
ADM COST		
LUNCH		
Others (PE,EWC,LT&T AND ADM		
Transfers		
<b>TOTAL</b>	<b>4,108,696.00</b>	<b>6,120,194.00</b>

**7. BOARDING AND SCHOOL FUND PAYMENTS**

	<b>2022- 2023</b>	<b>2021 -2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Activity	190,500.00	
lunch Programme		
Bus hire		
refund	7,000.00	
caution Money		
Personnel emoluments	1,550,230.00	2,570,700.00
MI		
Repairs and maintenance & Improvements	709,800.00	210,000.00
Local transport / travelling	72,100.00	75,000.00
Electricity and water	664,350.00	250,150.00
Medical Expenses		
Administration costs	870,820.00	968,436.00
Lunch Programme		
Bank Charges		
Expenses on Income Generating Activities		
Fee on Boarding Equipment and Stores	4,391,150.00	7,106,830.00
Refund		
Insurance Cost (Life Property)		
Loan Principal repayment		
Loan Interest repayment		
Acquisition of Assets		
<b>TOTAL</b>	<b>8,455,950.00</b>	<b>11,181,116.00</b>

Sign.....

**Name: ABDI AHMED**

**B.O.M Chairperson**

**Date:22/7/2024**

Sign.....

**Name: IBRAHIM K. GEDI**

**School Principal/Secretary BOM**

**Date: 22/7/2024**

Sign.....

**Name: YUSSUF SHARIF**

**Bursar/Finance Officer**

**Date: 22/7/2024**

### 8. BANK ACCOUNTS

Name of Bank, Account No. & currency	Bank Account Number	2022- 2023	2021 - 2022
		Kshs	Kshs
Tuition Account		92,741.15	3,473.65
Operations Account		653,494.20	292.10
School Fund Account/Boarding		841,554.50	213,964.50
Savings Account			
Income generating activities Account			
Infrastructural Account		1,102,696.00	4,330.00
Farm Account			
<b>Total</b>		<b>2,690,485.85</b>	<b>222,060.25</b>

### 9. CASH IN HAND

Description	2022- 2023	2021 - 2022
	Kshs	Kshs
Tuition Account		
Operation Account	1,700.00	1,700.00
School Fund account		
<b>Total</b>	<b>1,700.00</b>	<b>1,700.00</b>

### 11. ACCOUNTS RECEIVABLE

Description	2022- 2023	2021 - 2022
	Kshs	Kshs
Fees arrears	7,495,774.00	5,517,670.00
Other non-fees receivables		
Salary advances	10,000.00	
Imprest	-	
<b>Total</b>	<b>7,505,774.00</b>	<b>5,517,670.00</b>

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

Description	2022-2023	2021 - 2022
	Kshs	Kshs
Fees arrears for current year	3,407,304.00	3,717,670.00
Fees arrears for the previous year	4,088,470.00	1,800,000.00
Fees arrears for prior periods (over two years)		
<b>Total</b>	<b>7,495,774.00</b>	<b>5,517,670.00</b>

**12. ACCOUNTS PAYABLE**

<b>Description</b>	<b>2022- 2023</b>	<b>2021 -2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Trade creditors (See ageing below and appendix 1)	3,993,732.00	3,773,892.00
Prepaid fees		
Retention monies/clearance account		
<b>Total</b>	<b>3,993,732.00</b>	<b>3,773,892.00</b>

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

<b>Description</b>	<b>2022- 2023</b>	<b>2021 -2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Trade creditors for current year	1,600,000.00	3,653,892.00
Trade creditors for the previous year	2,393,732.00	120,000.00
Trade creditors for prior periods (over two years)	-	
<b>Total</b>	<b>3,993,732.00</b>	<b>3,773,892.00</b>

**13. FUND BALANCE BROUGHT FORWARD**

<b>Description</b>	<b>2022-2023</b>	<b>2021 - 2022</b>
	<b>Kshs</b>	<b>Kshs</b>
Bank balances	222,060.25	51,110.45
Cash balances	1,700.00	
Short Term Investments		
Receivables	5,517,670	1,800,000.00
Payables	-3,773,896	(1,200,000.00)
<b>Total</b>	<b>1,967,534.25</b>	<b>651,110.45</b>