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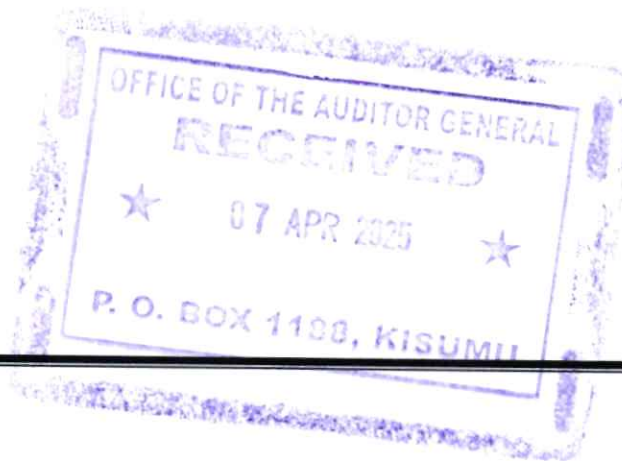
DATE:	17 JUN 2025	DAY: TUESDAY
TABLED BY:	THE LEADER OF THE NAJURATTI PARTY	
CLERK-AT THE-TABLE:	WILLIS OBISSO	

THE AUDITOR-GENERAL

ON

**UGUNJA TECHNICAL AND VOCATIONAL
COLLEGE**

**FOR THE YEAR ENDED
30 JUNE, 2023**



UGUNJA TECHNICAL AND VOCATIONAL COLLEGE
ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED

30TH JUNE 2023

FINAL

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

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

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1. Acronyms and Glossary of Terms

BoG	Board of Governors
ICPAK	Institute of Certified Public Accountants of Kenya
IPSAS	International Public Sector Accounting Standards
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
TVC	Technical Vocational College
Fiduciary Management	Key management personnel who have financial responsibility in the entity
CDACC	Curriculum Development, Assessment and Certification Council
FY	Financial Year
KNEC	Kenya National Examination Council
CBET	Competence Based Education and Training
ERT	Education, Research and Training
AFI	Administration, Finance and Infrastructure
ARM	Audit and Risk Management
KTTC	Kenya Technical Trainers College
HIV	Human Immuno-Deficiency Virus
NGO	Non-Governmental Organization
USAID	United States Agency for International Development
KMTC	Kenya Medical Training College
ICT	Information, Communication and Technology
DANIDA	Danish International Development Agency
CDTF	Community Development Trust Fund
HELB	Higher Education Loans Board
ERP	Enterprise Resource Planning
MIS	Management Information System
KUCCPS	Kenya Universities and Colleges Central Placement Service
GOK	Government of Kenya
KEFRI	Kenya Forest Research Institute
PU	Production Unit
NG-CDF	National Government Constituency Development Fund
CDF	Constituency Development Fund
MOU	Memorandum of Understanding

2. Key Entity Information and Management

a) Background information

Ugunja Technical and Vocational College is a public Technical & Vocational College established under the TVET Act No. 29 of 2013 on 23rd January 2020. The college opened its doors to the first intake of students in January 2020. It is domiciled in Kenya, under the Ministry of Education, State Department for Technical Vocational Education and Training. In executing its core mandate, the college is licensed to offer the following courses that are domiciled in their respective departments:

<p>Mechanical Engineering (Production Option):</p> <ul style="list-style-type: none"> i. Diploma in Mechanical Engineering ii. Craft Certificate in Mechanical Engineering iii. Metal Work Processing (Certificate) 	<p>Electrical Engineering Department:</p> <ul style="list-style-type: none"> i. Diploma in Electrical Engineering ii. Craft Certificate in Electrical Engineering iii. Artisan in Electrical Engineering
<p>Building and Civil Engineering:</p> <ul style="list-style-type: none"> i. Diploma in Building Technology ii. Certificate in Building Technology iii. Certificate in Plumbing Technology iv. Artisan in Plumbing 	<p>Institutional Management</p> <ul style="list-style-type: none"> i. Artisan in Hair Dressing and Beauty Therapy ii. Certificate In Food and Beverage
<p>Information Communication Technology</p> <ul style="list-style-type: none"> i. Diploma in ICT ii. Craft Certificate in ICT 	<p>Business Department</p> <ul style="list-style-type: none"> i. Diploma in Supply Chain Management ii. Certificate In Supply Chain Management
<p>Liberal Studies</p> <ul style="list-style-type: none"> i. Diploma in Social Work and Community Development ii. Certificate In Social Work And Community 	

b) Principal Activities

The principal mandate of Uganda TVC is to offer Technical and Vocational Training.

VISION: A trend-setter in provision of transformative Training, Research and Innovation.

MISSION: To produce a transformative graduate with adaptive and innovative skills to face lifetime global challenges.

CORE VALUES: Professionalism, Team Work, Equity, Social Responsibility, Ethics and Integrity, Honesty, Transparency & Accountability and Respect.

CORE OBJECTIVES: The objectives and functions of the College are to;

- a) Provide directly, or in collaboration with other institutions of higher learning, facilities for technical trainers in technological, professional and scientific education;
- b) Participate in technological innovation as well as in the discovery, transmission and enhancement of knowledge and to stimulate the intellectual life in the economic, social cultural, scientific, and technological development;
- c) Contribute to industrial and technological development of Kenya in collaboration with industry and other organizations through transfer of technology;
- d) Examine and make proposals for new diploma courses and subjects of study, departments, resource and research and innovation;
- e) Promote and establish a culture of innovation in engineering and technology, and technology transfer among staff and trainees;
- f) Develop an institution with excellence in teaching, training, scholarship, entrepreneurship, research, consultancy, community service, among other educational services and products, with emphasis on technology, its development, impact and application within and outside Kenya.
- g) Provide adequate and appropriate skilled Artisans, Craftsmen, Technicians and Technologists at all levels of the economy through practical training and work experience;
- h) Provide increased training opportunities for the increasing school leavers and other trainees to increase employability;
- i) Provide continuous upgrading of skills and knowledge at the pace and ability of the trainees;
- j) Provide a dynamic curriculum responsive to the manpower needs of a dynamic economy;
- k) Impart marketable skills, technical know-how and attitudes that respond to contemporary labour market demands by the industry, informal sector and for self-employment;
- l) To enhance the college and community social development through the promotion of effective broad based corporate social investment projects, while promoting access, sustainable use and benefit sharing of resources

c) Key Management

The college's day-to-day management is under the following key organs:

- Board of Governors
- Principal
- Principal's Management Committee (PMC)
- Academic Committee

d) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2023 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Principal	Mrs. Audrey M.A. Odhiambo.
2.	D/Principal	Mr. Maricus Ahomo
3.	Ag. Registrar	Mr. Geoffrey Ayoyi
4.	Ag. Dean of Students	Mr. Evans Nadecho
5.	Supply Chain Officer	Mrs. Elizabeth Abongo
6.	Accountant	Mr. Evans Oyugi
7.	Human Resource clerk	Mr. Kevin O. Ochieng

e) Fiduciary Oversight Arrangements

The college has put in place measures and structures to enforce fiduciary and oversight arrangements and ensure compliance. The Board which is the overall governance organ so far comprises of three key committees; the Administration, Finance and Infrastructure (AFI) Committee, the Education, Research and Training (ERT) Committee and the Audit and risk Management Committee (ARM).

These committees provide policy direction and oversight to the College Management while advising on various policy matters relating to their mandate.

The main objective of the Administration, Finance and Infrastructure (AFI) committee is to assist the board in discharging its duties in relation to effective and efficient utilization of all the resources, operation of adequate systems, safeguarding of assets, control processes, preparation of accurate financial reporting and statements in compliance with all applicable legal requirement and accounting standards. The AFI Committee, as a Standing Committee of Board, will collaborate with, and respond to, Board to:

- i. Oversee the development and administration of policies, procedures and strategies that will promote prudent financial management, high quality infrastructural development and acceptable resource mobilization practices including recruitment, reward, retention, motivation and development of the Institution's staff;
- ii. Oversee the Institution's compliance with legal, statutory and regulatory requirements relating to finance, infrastructure and resource mobilization matters as well as compliance with ethical and quality standards adopted by the Institution.
- iii. Receive and consider proposals and reports on matters relating to finance, development projects and resource mobilization in the Institution and its campuses.
- iv. Oversee the development of policies and procedures to enhance effective and efficient utilization of all the resources of the Institution.
- v. Report to Board on a regular basis regarding matters considered in each of the committee's meetings.

The Education, Research and Training (ERT) committee of the Board Oversees the development and administration of policies, procedures and strategies that will promote high quality education, research and training across the Institution. The Committee, as a Standing Committee of Board, will collaborate with, and respond to, Board:

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- i. To oversee the development and administration of policies, procedures and strategies that will promote high quality education, research and training across the Institution.
- ii. To guide the Institution to meet its strategic aims and objectives in relation to education, research and training activities;
- iii. To develop high quality education courses and other activities to promote good practice within the relevant fields.

The Audit and Risk Management Committee oversees the implementation of appropriate systems to identify, monitor and mitigate significant risks. The ARM Committee, as a Standing Committee of the Board, shall provide assistance to the Principal or to the Board and shall involve in all or a combination of the following duties and responsibilities:

- i. Obtain assurance from management that all financial and non-financial internal control and risk management functions are operating effectively and reliably.
- ii. Oversee the implementation of developed policies, procedures and strategies that will promote effective and efficient management systems within Ugunja Technical and Vocational College;
- iii. Provide an independent review of the Institutions' reporting functions to ensure the integrity of the financial reports.
- iv. Ensure the Institution effectively monitors compliance with legislative and regulatory requirements and promotes a culture committed to lawful and ethical behaviour.
- v. Provide oversight of the implementation of accepted audit recommendations and consider reports on matters relating to audit.
- vi. Provide strong and effective oversight of the Institution's internal audit function.
- vii. Report to Board regularly regarding matters considered in each of the committee's meeting Further, the college has developed financial regulations and procedures and also submits its quarterly and annual financial statements and accounts to the relevant authorities for audit.

f) College main Campus

P.O. Box 300-40606
Along Rambula - Sigomere Road
Ugunja, Kenya

g) College Contacts

Telephone :(254)791226786
E-mail: ugunjatechcollege@gmail.com
Website www.ugunjatvc.ac.ke

h) College's Bankers

Kenya Commercial Bank
Kisumu Airport Branch
P.O. Box 2093-40100
Kisumu, Kenya



i) Independent Auditors

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

j) Principal Legal Adviser

The Attorney General
State Law Office
Harambee Avenue
P.O. Box 40112
City Square 00200
Nairobi, Kenya

3. The Board of Governors

 <p>Eng. Peter Oloo Okaka Chairman</p>	<p>Engineer Okaka is the Chairman of the Board of Governors. He was born in 1945. He is a distinguished, renowned Mechanical Engineer and Education expert with over 30 years' experience having risen through the ranks to the current position. He is a holder of Masters of Science degree in Mechanical Engineering and a Bachelor of Science degree in Mechanical Engineering. He was appointed as Chairman of the College board for a term of three years with effect from 18th January 2023.</p> <p>He previously served as Deputy Principal, KTTC form 1979 to 1981, after which he served as the Principal, Kenya Polytechnic from 1982-1985, where he oversaw transformation of the TVET college. Eng. Okaka was later in 1986 appointed as the Senior Deputy Director of Education at the Ministry of Education where he served till 1987. In 1988 to 2002 he also served as the Director Technical Training & Applied Technology. He is also a practising educator as a lecturer from 2007 to 2008 where he was on Part-time mode but currently full-time lecturer at the School of Engineering and Technology, Kenyatta University. While at the Kenyatta University from the year 2012 to date, He serves as the Chairman, Mechanical Engineering department, School of Engineering and Technology serves as the chairman where he successfully initiated and carried out Staff professional programmes, workshops which culminated into accreditation mechanical engineering.</p>
 <p>Audrey M. A Odhiambo Principal/BOG Secretary</p>	<p>Mrs Odhiambo is the Chief Executive Officer and was appointed as the pioneer Principal of Ugunja Technical and Vocational college with effect from 29th June 2019 hence becoming the pioneer Secretary to the Board. She was born in 1971 and holds a Master's degree in Education (Guidance and Counselling) from Maseno University and Bachelor's degree in Education (Science) from Kenyatta University.</p> <p>Before Joining Ugunja TVC, she served as the Deputy Principal Siaya Institute of Technology from 2016 to 2019. Prior to this position, she served as the deputy Dean of Students in charge of Guidance and counselling department from 2015 to 2016. She also served in the same capacity previously at Migori Teachers Training College from 2010 to 2013. Prior to this, She was the head of department Biological Sciences department from 1999 to 2008 at St. Mary's School, Yala, where she began her teaching career (biology /chemistry) in 1994. She has consistently produced excellent results and performance.</p>

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Alice Keboga
BOG Member

Mrs Alice Keboga is a member of the Board appointed as a member of the Ugunja Technical and Vocational college with effect from 18th January 2023. She was born in 24/11/1979 and is a holder of a Masters in Public health (health promotion Option), Bachelors of Science degree in Community health and development, from Jaramogi Oginga Odinga University. She is a certified Nurse with the Nursing Council Of Kenya. She is career Nurse currently Attached to Soi Sub-County overseeing HIV prevention from Mother to child Transmission. She is also working with the AMPATH-UZIMA an NGO that is USAID funded. She has attended a health research course and is also an HIV - AIDs Technical advisor. Previously she was a part-time Lecturer at Ugenya KMTC from 2019 May - 2023 January.



Dr. Neddy Cherotich Soi
BOG Member

Dr. Neddy Cherotich Soi professional Lecturer at Moi University. She was born in 26/01/1988. She was appointed as a member of the board of Ugunja TVC with effect from 18th January 2023. She is a holder of Doctorate in Business Management (finance) from Moi University, Master's Degree in Banking and finance – financial sector policy from Moi University- Kenya School of Monetary studies. Bachelor's degree in Business management – banking and finance from Moi University. She is currently pursuing Certified Public Accountant Course. She has under gone extensive training on financial accounting and management and has gained immense skills in the course of her career. She is a Lecturer at Moi University-Annex Campus since 2015 to date She is a renowned researcher and has published several journals and is still working on others for publishing.



Mr. Lucas Ocharo
BOG Member

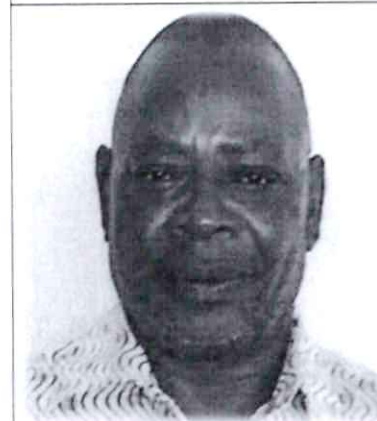
Mr Lucas Ocharo is a professional educationist. He was born in 25/12/1959. He was appointed as a member of the Board of Ugunja Technical and Vocational College with effect from 18th January 2023 and is the chairman of Audit and Risk Management BOG Committee. He is a holder of Post Graduate Diploma in leadership and ICT from Dublin City and Bachelor's Degree in Education Science from University of Nairobi. Currently, he is pursuing a Master's degree in Education Technology. He is a consultant in leadership. He has been an Assistant Director of TVET manning Nyanza Region. Previously was a trainer in various TVET institutions in the Country

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Dr. Rozilla Adhiambo
 BOG Member
 (Chairperson,
 Education Research And
 Training BOG Committee)

Dr. Rozilla Adhiambo is the programme Manager with Africa Council for Religious leaders - Religions for peace. She was born in 20/08/1964. She was appointed as a member of the Board of Ugunja Technical and Vocational College with Effect from January 2023. She is a distinguished, seasoned program manager and has gained wide experience in Project Management having served in various positions and fields. She is a holder of PhD in Strategic Management, Master's degree in Strategic Management, Bachelor's degree in human resource management and Diploma in Education. Currently, she lectures in Several Universities in Kenya and has publications in revered journals. She served as a centre coordinator at the Ugunja campus of Jaramogi Oginga Odinga University of science and Technology 2014 to 2017. Prior to this, in 2015-2016 she served as a Program Manager with CDTF/ DANIDA. In 2011 she served as a Grants Officer at Pathfinder international in 2011. She also served as Programme manager & Officer from 2006 to 2011 at the Rangala Family Dev Programme. From 1999 to 2006 she served as the Education Project coordinator at Africa Network for prevention and protection against child abuse and Neglect. She began her career as a teacher in the early years of 1989 to 1999.



Mr. Umijah Ben Karilus
 BOG Member (Chairperson
 – Administration, Finance
 and Infrastructure
 Committee)

Mr Karilus Ben Nyaoro Umija is the Chairman of the Administration, Finance and Infrastructure BOG committee. He was born on 23/09/1954. He is a holder of Bachelor of Education, (B .Ed) degree. He has risen up the ranks as an educator with over 30 years teaching experience as an educator. Served as a teacher from 1980 to 1989 when was appointed as the Principal of Sirembe mixed Secondary School where he served for twelve years. He was later appointed to Maliera Boy's High school in the same capacity for where he served for seven years. He also served as the Principal of Tabaka high School, Kisii School for one year before finally serving at the St. Mark's Obambo secondary school from 2011 to 2014 where he retired. He has gained wide experience in leadership and management and is a great resource to the college. He is the Governor's representative in the Board and was duly appointed in 2023.

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**Eng. Jane Pauline
Maeri Mito**
BOG Member

Eng. Jane Pauline Maeri Mito is a Civil and Structural Engineer. She was born in 19/07/1991. She was appointed as a member of the Board of Ugunja Technical and Vocational College with effect from January 2023 for three years.

She is a holder of Bachelor's Degree in Civil and Structural Engineering. She has served in various positions and fields and gained wide experience.

While at Kenya National Highways Authority in the Road asset and corridor management project she served as an Assistant. Engineer from 2019 to date. Prior to this she served as Deputy Resident Engineer, from February 2018 to June 2019. Before this, she worked at Kabuito Contractors Limited from the year 2017 to January 2018. During the period ranging May 2016 to September 2016, she served at the Kenya Rural Road Roads Authority



**Vivianne Mmbaka
Komwonyo**
BOG Member

Cs Vivianne Mmbaka Komwonyo MCiArb is a professional Legal Counsel. She is a member of the Education Research and Training (ERT) BoG committee from 18th January 2023 and she was appointed, for three years from January 2023. She was born on 03/04/1984. She is a holder of Masters of Law from UON, Bachelor of law from MOI university, (B. Ed) degree. She is a seasoned advocate of the high court. Further she has served as a County Attorney.



Joseph Sunguti
County Director

Mr Joseph Sunguti is the Principal Secretary's representative in the Board from 18th January 2023. He was born in 1961. He is a holder of Master's degree in Education and a Bachelor's degree holder in Education.




He has a wealth of experience and has risen up the ranks from 1985 as a secondary school teacher to becoming a teacher Trainer in 1989. He served as a curriculum developer in 2005 for three years. He would later join the Ministry of Education as a policy Implementation Officer from 2008 to 2013.

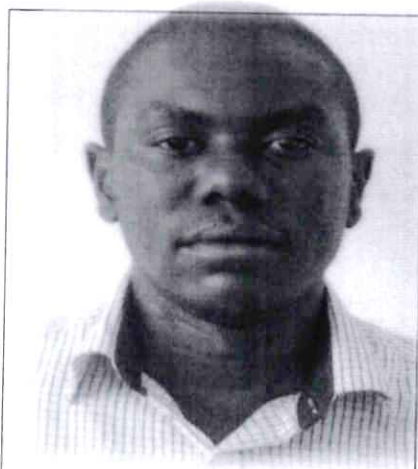
He has served as a County Director TVET in various regions from 2014 to date

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4. Key Management Team (PMC)

The following members of staff served in the Principal's Management Committee during the year ended 30TH June 2023.

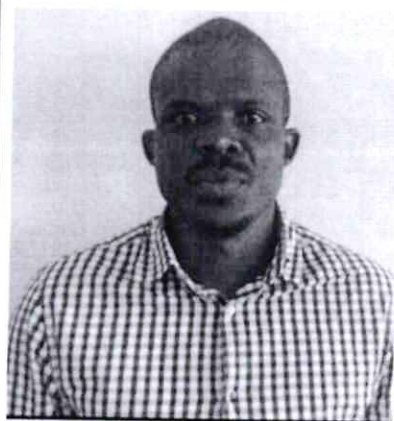
PMC	Responsibility
	<p>Audrey M.A Odhiambo Principal/BOG Secretary M. Ed, B Ed (Sc)</p> <p>Chief Executive Officer/Principal is responsible for the day-to day operations at the college_</p>
	<p>Maricus Omolo Ahomo The Deputy Principal, Master of Science (Applied Mathematics) BED,</p> <ul style="list-style-type: none"> a) The Principal assistant to the Principal and takes charge of all institutions' administration in the absence of the principal b) Maintains trainees' discipline c) Supervises and maintain proper inventories (Equipment and supplies) d) In -charge of curriculum implementation
	<p>Geoffrey Ayoyi The Ag Registrar B Sc. Mathematics and Computer Science</p> <ul style="list-style-type: none"> a) Responsible for management of trainees' information on enrolment, registration, attendance, academic results, assessment and graduation. b) Advising trainees on available career and sponsorship options c) Coordinates institutions learning and marketing programs.



Evans N. Nadecho

The Ag. Dean of students
 B Sc. In Agricultural Engineering.

- a) In charge of administration and enforcement of college policies relating to trainees' affairs and discipline, addressing questions and concerns by managing their budget for their activities, coordinating their housing, health and extra-curricular services.
- b) Updating all relevant students' resources & coordinating all non-academic student related programs.



Evans Oyugi

Accountant – CPA 'K', B .com Degree in
 Commerce, Accounting Option

In charge of

- a) Reconciliation of trainee's fees records and issuing of fee statements to trainees
- b) Filing of accounting documents
- c) Receiving college revenues and issuing receipts
- d) Processing of payment vouchers
- e) Bank reconciliations and maintenance of cash book
- f) Preparation of final accounts and reports/statements
- g) Payroll processing and payment of statutory deductions



Elizabeth Andhoga Abongo

Procurement clerk
 Diploma .IN Supply Chain Management
 Registered as A Practitioner with Kenya Institute of
 Supplies Management

- a) Provision of support in drafting tender inquiries/ documents
- b) Keep procurement records and reports on supply costs.
- c) Update the supplier register to quick procurement of goods and services.
- d) Attend to purchase enquiries across the departments to ensure they are well informed of procurement progress.
- e) Develop and implement the institution procurement plan to ensure availability of required goods and services at all-time.



Kevin Ochieng Oduor

Human Resource Clerk

Higher Diploma in Human resource, Diploma in Human Resource member of Kenya Institute of Human Resource Management

- a) Effectively assist the public and employees; answer calls and determine how calls should be routed; direct public and employees to appropriate offices; answer routine questions; and distribute and explain forms, such as, employment applications.
- b) Prepare, process and review a variety of documents such as applications, employee files, payroll records, for completeness, accuracy and submission standards.
- c) Assist in administering the employees benefits program and activities.
- d) Schedule and organize meetings, sort and distribute mail; maintain employee and departmental files.
- e) Assist in the recruitment process; mail applicant notifications and administer typing tests.

5. Chairman’s Statement

The college was inaugurated on 31st August 2019. The new Board of Governors (BOG) were duly appointed in January 2023 inaugurated on 20th February, 2023 and inducted in April 2023 in line with the TVET Act No. 29 of 2013. Board of Governors comprises ten (10) members including the Principal and the County Director TVET – who is the representative of the Principal Secretary, State department for Vocational and Technical Training.

The Board of Ugunja TVC is established pursuant to the provision of TVET Act No 29 of 2013 and mandated to: Oversee conduct of education and training, promote and maintain standards, quality and relevance; Administer and manage college property; Develop and implement the strategic plan; Prepare annual estimates of revenue and expenditure and incur expenditure on behalf of the institution; on behalf of the institution receive fees, grant, subscriptions, donations, bequests or other monies and make disbursements to the college or other bodies or persons determine the fees payable prescribing the condition under which fees may be remitted in part or in whole in accordance with the guidelines developed under the provisions of the TVET Act No 29 of 2013. Pursuant to the provisions of TVET Act 29 of 2013 which empowers the Board as the governing organ to “set up such committees as may be appropriate, three committees: The Administration, Finance and Infrastructure (AFI), Education, Research and Training (ERT) and Audit and Risk Management (ARM) committees were operational during this financial year 2022-2023. The ten board members are divided into three sub committees under the chairmanship of Eng. Peter Oloo Okaka as follows;

Board Committees	Members	
Administration, Finance and Infrastructure (AFI) Committee	Mr. Karulis Umija	Chairperson
	Dr. Neddy Jerotich Soi	Member
	Mrs Alice Keboga	Member
Education, Research and Training (ERT) Committee	Dr. Rozilla Adhiambo	Chairperson
	Mrs. Alice Keboga	Member
	Mrs. Vivianne Mmbaka	Member
	Mr. Joseph Sunguti	Member
Audit and Risk Management (ARM) Committee	Mr. Lucas Ocharo	Chairperson
	Mr. Joseph Sunguti	Member
	Ms. Jane P. M. Mito	Member
	Internal Auditor	Member

The Principal is the secretary to all the meetings except for the ARM committee where the Internal Auditor is the secretary.

The Board prepared a work plan for the financial year 2022/2023 that is aligned to the Strategic Plan and during the year ending 30th June 2023, ensured compliance with most of the relevant statutory and regulatory bodies.

During the first quarter, the fifth cohort of 184 trainees were admitted in September-November 2022 term and the enrolment stood at 734 at the end of the period 30th September 2022. The first ever batch of fifty-two (52) trainees completed their exams and thus churned out to the job market. In the first quarter of financial year 2022/2023, 255

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trainees proceeded for their industrial attachment. The results of the 222 candidates who sat for the KNEC July series were released and analyzed. The institution managed to achieve a 59.17% percentage pass posting an improvement of 12.50% from 46.67% July series 2021. The fourth lot of 120 candidates registered and were to sit the November 2022 KNEC series and 63 of these candidates were expected finalists whereas the rest would proceed for their attachment. The July–September 2022 term was not actualized as planned, given that the quarter ended without having received Quarter one FY 2022/2023 capitation grant.

During the second Quarter, the fifth cohort of 184 trainee intakes were in session together with other trainees and the enrolment stood at 741 at the end of the period 31st December 2022. The fourth lot of 120 candidates who registered sat for their November 2022 KNEC series and the second set of finalists (61) trainees completed their exams and thus churned out to the job market. The October–December 2022 term was not actualized as planned, given that the quarter ended without having received Quarter two FY 2022/2023 capitation grant

During this third Quarter ending 31st March, the sixth cohort of 230 trainees were admitted in January-March 2022 term and the enrolment stood at 974 at the end of the period 31st March 2023. The second set of finalists (61) trainees completed their exams and thus churned out to the job market. The results of the 120 candidates who sat for the KNEC November series were released and analyzed. The institution managed to realize a 56.67 % percentage pass posting a decline of 2.50 % from 59.17% July series. The January – March 2023 term was not actualized as planned, given that the quarter ended without having received Quarter three FY 2022/2023 capitation grant

The, seventh cohort of 232 trainees were admitted in May - July 202 term and the enrolment stood at 1195 at the end of the period 30th June 2023. The third set of finalists (94) completed their exams by July 2023 and thus churned out to the job market. The institution did not have candidates in March KNEC series results of the 120 candidates who sat for the KNEC November series were released and analyzed. The institution managed to realize a 56.67 % percentage pass, posting decline of 2.50 % from 59.17% in the July series. The fifth lot of 287 candidates registered and sat for their July 2023 series and currently NOVEMBER 2023 KNEC series candidates were preparing to register. The April-June 2023 term was not actualized as planned, given that the term ended without having received Quarter four FY 2022/2023 capitation grant

During the year ending 30th June 2023, the BOG ensured compliance with most of the relevant statutory and regulatory bodies. The college had 15 Public Service Commission (PSC) trainers. In order to cater for the deficit during the year, several other trainers were contracted on BOG terms: sixteen in first quarter, eighteen in the second quarter seventeen in the third quarters, and twenty-three trainers were contracted in the fourth quarter on BOG terms. One trainer was pursuing her degree Mechanical Engineering course at Technical University of Mombasa (TUM).in this financial year. We had 3 trainers on teaching practice, two interns and 4 attachés, one apprentice in the procurement and accountants departments respectively

On infrastructure;

In the first Quarter, the college did not manage to continue with all internally funded projects due late disbursement of fourth and first quarter FY 2022/2023 capitation. In this first quarter, the electrical power uprating was ongoing. The bills of quantities for the BCE

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shed and drive ways was ready. Improving the Food and beverage lab gas cage and electrical works for hairdressing lab was complete. The establishment of Management Information System was on going. Further the proposal that was submitted to the Ministry of Education for the proposed building and Civil engineering complex was approved its bills of quantities split to allow for construction of phase one.

In the second Quarter, the college did manage to continue with some of internally funded projects due late and insufficient disbursement of first quarter FY 2022/2023 capitation. In this second quarter, the electrical power uprating was on-going, the training shed was in progress. The establishment of Management Information System was getting concluded. Further the proposal that was submitted to the Ministry of Education for the proposed building and Civil engineering complex was approved its bills of quantities split to allow for construction of phase one. However, the Kshs 20,000,000 approved amount was slashed to 5,000,000 due to austerity measures by the government.

In the third Quarter, the college did manage to continue with some of internally funded projects due late and insufficient disbursement of first quarter FY 2022/2023 capitation. In this third quarter, the electrical power up-rating was on-going, the training shed was in progress. The establishment of Management Information System was getting concluded. Further the proposal that was submitted to the Ministry of Education for the proposed building and Civil engineering complex was approved its bills of quantities split to allow for construction of phase one. However, the Kshs 20,000,000 approved amount was slashed to Kshs 5,000,000 due to austerity measures by the government. The Building and Civil Engineering Shed was being set up and work was in progress.

The institution procured 200 metallic trainee chairs to take care of the 974-trainee enrolment that was attained. Further we received Donations from Chair of the ERT – BOG committee of the Board of a used Lap top for ICT training, Manually Operated Block-Making Machine and Training Equipment for Automotive department whose transfer process was still ongoing.

In the fourth Quarter, the college did manage to continue with some of internally funded projects due late and insufficient disbursement of first quarter FY 2022/2023 capitation. In this fourth quarter, the Building and Civil Engineering (BCE) shed was being set up and work was in progress, LED establishment was on-going, Jitume project was on going, electrical power uprating was on-going, and the training shed was in progress. The Management Information System was being implemented. Further the proposal that was submitted to the Ministry of Education for the proposed building and Civil engineering complex was approved its bills of quantities split to allow for construction of phase one. However, the Kshs 20,000,000 approved amount was slashed to 5,000,000 which we received on 8th June 2023 due to austerity measures by the government. Further, the NG-CDF Ugunja, delivered a complete fencing project worth Kshs 3, 899,971 of concrete poles and chain link.

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On funding:

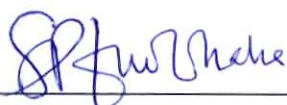
The following table summarizes the funding as received;

S/NO.	Financier	Amount	Beneficiaries
1	HELB -Loan	6,028,200	282
2	HELB Bursary	255,000	51
3	Bursaries	1,331,000	273
4	Capitation Grant	7,929,000	561
5	Development Grant	5,000,000	

Challenges

The major challenge that the institution faced was late, inadequate and inconsistent disbursement of the Government capitation grant to meet its budgetary obligation typical of all the Quarters' Capitation that was either partially or not honored by the Government. Given the exponential growth/enrolment and financial status of the institution, the BOG surveyed other sources of resource mobilization by successfully appealing to the Ugunja CDF through the Honourable Member of Parliament to support the institution by having a fence which were constructed. Further, the Board, through the secretary did a follow-up on the monies owed by the government for possibilities of making good its pledges on funding and also follow up on the Building and Civil engineering complex proposal was successful in that institution was granted Kshs 5,000,000 by the submitted to the Principal Secretary, State Department for Technical, Vocational, Education and training, Ministry of Education. The board has advised the management to survey the option of proposals for production units as an alternative of funding its own activities. Finally, the board also appeals to the relevant Government agencies release funds in good time to enhance quality service delivery.

As a way of ensuring quality service delivery and performance management, the Board prepared an annual work plan to ensure that what gets measured gets done. With this, the college was roped into the 19th Cycle Performance Contract (PC), timely submitted its 1st, 2nd, 3rd and 4rd quarterly reports to the relevant agencies, and is to be evaluated in October 2023. The previous Cycle 18 was evaluated and rated at a composite score of 3.1602 which is equivalent to good performance. The BOG commits to continue partnering with all other relevant stakeholders as a way of supporting the management in offering top notch training and become the centre of excellence that this great college is marked for.

Sign 

Date 26/03/2025

6. Report of the Principal

Ugunja Technical and Vocational College is a public Technical and Vocational institution in its third year of operation. It was inaugurated on 31st August 2019. The new Board of Governors (BOG) were nominated, duly appointed in January 2023 and inaugurated on 20th February, 2020 in line with the TVET Act No. 29 of 2013. Board of Governors comprise of ten members including the Principal and the County Director TVET: who is the representative of the Principal Secretary.

The management is in the process of continual establishment of its structures to serve and anchor its vision of on a solid foundation and entrench it on key values and attitudes relevant to training graduates who can competently manipulate every opportunity. The institution has completed its ninth academic term in the fourth year of being operationalized. Structures, policies, procedures and processes were still being developed. This Financial Year 2022-23 report is hereby presented as per the provisions of the relevant statutory and regulatory requirements.

The college had a total enrolment of 1195 trainees in the May – July 2023 Term. We did have all trainees in session in college and none was out on attachment. The College registered its sixth (287) candidates for the KNEC July 2023 series. Academic Departments had prepared new targets and recommendations to ensure that KNEC results improve. We intend to implement Competency Based Education Training (CBET), so as to conform to global skills requirement and meet the local market demand for manpower and product.

The college had a lean non-teaching staff (11), three cleaners, and two administrative assistants, one procurement officer, one accountant, one technician, one human resource officer, one intern and one apprentice.

During the third Quarter ending 31st March, the sixth cohort of 230 trainees were admitted in January-March 2022 term and the enrolment stood at 974 at the end of the period 31st March 2023. The second set of finalists (61) trainees completed their exams and thus churned out to the job market. The results of the 120 candidates who sat for the KNEC November series were released and analysed. The institution managed to realize a 56.67 % percentage pass posting a decline of 2.50 % from 59.17% July series. The January – March 2023 term was not actualized as planned, given that the quarter ended without having received Quarter three FY 2022/2023 capitation grant.

In quarter 2 FY 2022/23, the college had a total enrolment of 741 trainees in the Oct – Nov term. We did have the 185 September intakes however 255 trainees were out on attachment while the January and all other trainees were on session. The College registered its fourth (120) candidates for the KNEC November 2022 series and the exams began on 29th October 2022. Academic Departments had prepared new targets and recommendations to ensure that KNEC results improve. We intend to implement Competency Based Education Training (CBET), so as to conform to global skills requirement and meet the local market demand for manpower and product.

During the first quarter, the fifth cohort of 184 trainees were admitted in September-November 2022 term and the enrolment stood at 734 at the end of the period 30th September 2022. The first ever batch of Fifty-two (52) trainees completed their exams and thus churned out to the job market. In this first quarter Financial Year 2022/2023, 255 trainees proceeded for their industrial attachment. The results of the 222 candidates who sat

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for the KNEC July series were released and analysed the institution managed to achieve a 59.17 % percentage pass posting an improvement of 12.50 % from 46.67% July series. The fourth lot of 120 candidates registered and were to sit the November 2022 KNEC series and 63 of these candidates were expected finalists whereas the rest would proceed for their attachment. The July–September 2022 term was not actualized as planned, given that the quarter ended without having received Quarter one FY 2022/2023 capitation grant

The college had a lean non-teaching staff (11), three cleaners, and two administrative assistants, one procurement officer, one accountant, one technician, one human resource officer, one intern and one apprentice. The Government through the Public Service Commission had posted fifteen trainers who also served in (2) Administration, ICT department (2) and Mechanical Engineering Department (6) and Electrical Engineering Department (3), (1) Food and Beverage (1) Building and Civil Engineering: one was on transfer thus reducing our number to fifteen.

In order to cater for the deficit during the first quarter, sixteen other trainers were contracted on BOG terms, eighteen in the second and Seventeen in the third quarters, while other 22trainers were contracted in the fourth quarter. Three trainers completed their pedagogical up-scaling at Kenya Teachers Trainers' College while one was pursuing her degree Mechanical Engineering course at Technical University of Mombasa (TUM).in this financial year.

The management of the college initiated the process of valuation of its assets due to the unavailable cost /value of the required assets (individual equipment cost) donated by the Ministry of Education.

In an effort to comply with the Presidential and Ministerial directives on requirement for greening and beautification, curb soil erosion and secure our boundary, the college planted 800 tree seedlings and entered into an MOU through the state department for TVET with KEFRI who are to offer technical support for establishment of a tree nursery as well as the by Kenya Forest Service. The college tended to the planted trees as the place is infested with termites.

The management is continuously linking academia with industry by developing linkages with sister institutions and with several relevant industries or placement of students who were on industrial attachment and also finalists as we implement tracer studied on the latter. Further, the college offers technical courses such as Building Technology that are competence based where our trainees are learn how to prepare affordable building of blocks and will churn out graduates that significantly contribute to the Sustainable Development Goals (SDGs), Vision 2030 and more specifically the affordable housing aspect of the "Big Four" Agenda. In line with this, the management has prioritized Institutional Capacity Building, Collaborations and Partnerships, while linking academia with industry through placing students on attachment in the relevant attachment field for exposure to new models of affordable housing.

Further, the college shares its drilled borehole water resource with the immediate community for domestic consumption as our Corporate Social Responsibility (CSR). This reliable water resource was erected courtesy NG-CDF Ugunja.

During the fourth quarter, the sixth cohort of 232 trainees were admitted in May-June 2022 term and the enrolment stood at 1195 at the end of the period 30th June 2023.

Assessment

In quarter 2, the institution registered 222 candidates for the July 2021 KNEC series which was conducted successfully, the results of were released on 30/09/2022 and upon analysis the institution realised an improvement of 12.5% from 46.67% to 59.17%. The institution registered 120 candidates for the November Series 2022 exams where we had 63 finalists. All finalists have the option of progressing their careers to higher levels or enter the job market. The management has put in place a program to that will help trace the placement of these finalists. The College registered its sixth (287) candidates for the KNEC July 2023 series. Academic Departments had prepared new targets and recommendations to ensure that KNEC results improve. We intend to implement Competency Based Education Training (CBET) from September 2023, so as to conform to global skills requirement and meet the local market demand for manpower and product.

Funding

We received:

- i. In quarter 1 we did not receive any capitation.
- ii. In quarter 2, Quarter 1 Capitation grant worth Kshs 2,505,000 @ Kshs 5,000 for 501 trainees instead of Kshs 7,500 giving us a deficit of Kshs 2,500 per student amounting to Kshs 1,252,500.
- iii. In quarter 3 we received the second quarter Capitation on 26th January 2023 worth Kshs 2,712,000 @ Kshs 4000 for 678 trainees instead of Kshs 7,500 per trainee giving us a deficit of Kshs 3500 per student amounting to Kshs 2,373,000.
- iv. In quarter 4, we received third quarter Capitation on 27th June 2023 worth Kshs 2,712,000 @ Kshs 4000 for 678 trainees instead of Kshs 7,500 giving us a deficit of Kshs 3500 per student amounting to Kshs 2,373,000. The third quarter Capitation data was validated, approved and submitted on 25th March 2023 to the Ministry of Education and we hoped that it would be the basis for disbursement of Q3 capitation. Instead of having capitation for Q3 being for 944 trainees we received for 678 giving us a giving us a deficit of Kshs 7500 per trainee for 266 amounting to Kshs 1,995,000. The total deficit for Q3 was K 4,368,000. The Quarter 4 capitation had not been received by 30th June 2023 giving us a deficit of Kshs 7,080,000. Total capitation deficit stood at Kshs 15,073,500 by the end of the financial year.

The institution also received:

S/No.	Financier	Amount	Beneficiaries
1.	HELB –Loan	6,028,200	282
2.	HELB Bursary	255,000	51
3.	Bursaries	1,331,000	273
4.	Capitation Grant	7,929,000	561
5.	Development Grant	5,000,000	

The following are some of the major challenges that the institution faced:

- a) Lack of adequate funds (partial first, second and third quarter capitation grants and lack of fourth quarter Financial Year 2022/2023 capitations) to meet the budgetary obligations required to match the fast-growing student enrolment.
- b) The Mechanical Engineering machines could not efficiently serve their purpose of training and production because of the low power rating, an aspect of implementation that the Ministry of Education should expedite for upgrading of the switch gear.

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- c) We had to recruit additional trainers on BOG terms to cater for the trainer deficit that we were experiencing in three departments which increased our wage bill (employee expenses);
- d) Slow response by the Government valuer to value the college assets.

This low funding state was in form of:

- i. Reduction in (poor) fees payment by parents and sponsors who had been promised fourth quarter capitation grant,
- ii. Delayed and insufficient submission of Quarter 1 capitation grant
- iii. Delayed disbursement of Quarter 2 FY 2022/23 Capitation grant. by Government,
- iv. Delayed and insufficient disbursement of Quarter 3 FY 2022/23 Capitation grant. by Government,
- v. Lack of disbursement of Quarter 4 FY 2022/23 Capitation grant by Government,
- vi. Slow processing of HELB funds and few bursary funds from CDFs.

As a result, the college could not meet its budgetary obligations forcing the board to only finance the mandatory core activities. To address this, the college has come up with various production unit proposals and marketing strategies to ensure that college admits as many students as possible during the 2023-2024 financial year which would boost its funding base from the fees and so far, institution enrolment grew at an exponential rate from 741 to 1195. Marketing was on-going for the expected new intakes in the subsequent term which is scheduled to begin in September, 2023.

Sign _____



Date _____

26/03/2025



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7. Statement Of Performance against Predetermined Objectives

Section 81 Sub Section 2(f) of the Public Finance Management Act, 2012 requires the accounting Officer to include in the Financial Statement, a statement of the National Government's entity performance against predetermined objectives. Ugunja Technical and Vocational College developed its annual Work plan which was the basis of assessment of the Boards performance against work plan revealed.

The college had strategic pillars and objectives developed within its current Strategic Plan for the FY 2020/2021 – FY 2024/2025. These strategic pillars are as follows:

- Pillar 1: Quality training for Sustainable Development
- Pillar 2: Resource mobilization and financial Stability
- Pillar 3: Research Innovation and Technology
- Pillar 4: Corporate Governance, Partnerships and Linkages

The board achieved its objective of completing the development of the charter: a document which would be the basis for the future annual appraisals. Ugunja TVC Board prepared a work plan in FY 2022/2023 for the continued establishment of the institution in line with the Strategic plan. This plan was interrupted by the non-submission of the fourth quarter grant FY 2021/2022, late and insufficient disbursement of the first, second and third quarters FY 2022/2023 capitation grants, insufficient HELB loan disbursement and low disbursements of other bursaries like County and NG-CDFs against a growing student population. However, the following were accomplished;

Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievement
Pillar 1: Quality Training for Sustainable Development	To offer accessible, equitable, quality and relevant technical training by increasing enrolment from 550-700 by the end of the fourth quarter	Increased Enrollment data	Strategic marketing	Increased enrollment from 741-1195.
	To offer accessible, equitable, quality and relevant technical training by providing internship/ industrial attachment/apprentice	Increased trainee attachment /internship or apprentice ship	Provision of /industrial attachment/ /internship or apprenticeship opportunities	Three (3) attachés and two (2) interns

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Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievement
	To develop and implement annual academic calendar/curriculum implementation by the end of the year	Develop and implement annual academic calendar/ Curriculum improved performance in exams	Implementation of curriculum	Prepared and registered 287 trainees for KNEC exams. Set new targets for improved results.
Pillar 2: Resource mobilization and financial Stability	To achieve financial sustainability for Ugunja TVC by recruiting qualified and competent staff on needs by and inducting them.	Increased staff retention and attraction	Staff recruitment and retention	<ul style="list-style-type: none"> • Shortlisted five (5) trainers for consideration for recruitment by Public Service Commission • Retained most of the staff. • Recruited 2 trainers on need basis.
	To achieve financial sustainability for Ugunja TVC by developing and implementing a comprehensive annual budget and procurement plan.	Annual approved budget and Procurement Plan developed	Partial implementation of budget and procurement plan as planned for quarter four.	<ul style="list-style-type: none"> • Annual approved budget & procurement plan partly implemented due to late and insufficient funding. • Prepared and submitted FY 2023/2024 Annual approved budget & procurement plan.

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Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievement
	To Monitor and evaluate the implementation of annual budget and procurement plan by the end of the year	Quarterly implementation reports	Preparation and submission of Quarterly budget & procurement plan implementation reports	Prepared Quarter 2, 3 and 4 financial reports and statements & procurement reports shared with the Board and submitted to relevant agencies.
	To achieve financial sustainability for Ugunja TVC by Construction of Building and Civil Engineering Complex, Shed and ablution block for persons with disability by the end of the year	Allocate Resources	Submission of requests and allocation of funds	Followed up and received the allocation of funds worth of Kshs 5,000,000 for the approved construction of the Building and Civil Engineering Complex by the National
	To Improve stewardship in financial, built and natural resources by the	Number of capacity building programs implemented	Planning and attending Capacity building programs	Academic HODs attended capacity building workshop.
	To Initiate Income Generating Unit (IGUs) by the end of the year	Number of IGUs initiated	Development of proposals for IGUs.	<ul style="list-style-type: none"> • 3 Departmental IGU proposals Approved • Request to open PU accounts PU account opening request submitted to Treasury. • Food and Beverage PU

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Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievement
	To complete the installation of an MIS system by	Contract	Installation an MIS system	Completed Implementation of the MIS
	To conduct annual staff appraisal, negotiate and sign new performance targets by the end of the year	Appraisal reports	Appraisal	Annual staff appraisal Conducted for PSC staff, negotiated new performance targets for financial year 2023/2024 by the end of the quarter 4.
Pillar 3: Research, Innovation and Technology	To continuously improve research and innovation capacities by allocating 2% of the total annual operational budget to research and development	Allocating and implementation of research amount in approved budget.	Preparation for and participation in TVET Fair competitions.	<ul style="list-style-type: none"> • Preparation meetings held for TVET innovations. • Internal TVET fair preparations • Patented 4 Innovations
Pillar 4: Corporate Governance, Partnerships and Linkages	To enhance corporate governance and quality management systems by undertaking annual Board appraisal	Evaluation Report	Annual Board evaluation conducted.	Annual Board evaluation and appraisal was conducted

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Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievement
	To enhance corporate governance and quality management systems by developing or reviewing and implementing appropriate policies, guidelines and procedure manuals targets by the end of the year	Policy and procedure manuals developed, reviewed and approved for use	Appointment of committees for preparation of the documents and implementation reports	Board work plan and other Policy and procedure manuals developed
	To Develop Board Annual Work Plan and attend all scheduled meeting as per	Board Annual Work Plan Meeting Attendance list	Develop Board Annual Work Plan and attend all scheduled meeting	Work plan developed and almost all members attended the meetings
	Sign & implement Performance Contracting targets with Government of Kenya.	Signed Performance Contract. Reports submitted to relevant Agencies.	Undertake a complete Performance Contracting annual cycle.	Successfully participated in implementation of cycle 18 th Performance Contract cycle. Awaiting cycle 19 annual evaluation and successfully negotiated and vetted the 20 th cycle Performance

A. Status of Development Projects

- i. The implementation of the Management Information System (MIS) which was procured and was at the implementation stage and it would facilitate ease of doing business.
- ii. The Building and Civil Engineering Complex was work –in- progress.
- iii. The NG–CDF honoured the BOG's request and took up construction of the fence.

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Projects Implementation Status

S/N o	Project Description	Nature Of Contract	Contract Sum Budgeted (in Kshs)	Implementati on Status	Source of Funds/ Project Financier
1.	Electrical power uprating	Labour Contract	1,733,040	Ongoing	UJTVC BOG and GOK
2.	Walk ways and walk areas	Labour	3,066,315	Ongoing	UJTVC BOG
3.	ERP/MIS	Contract	1,160,000	Ongoing	UJTVC BOG
4.	Fence with chain link and concrete poles.	Full	3,899,971	95% Complete	NG-CDF Ugunja
5.	Construction of Building and Civil Engineering Shed and Automotive Engineering Workshop.	Labour	683,090	60% Complete	UJTVC BOG
6.	Construction of Building and Civil Engineering Complex	Full	60,000,000	Pending Approval	GOK

B Status of Performance Contract

The first ever 18th cycle evaluation was completed on 30th September 2022 and the institution was rated at a composite score of 3.1602 which is equivalent to good. We are currently also on the FY 2022/2023 (19th cycle) of Performance Contracting submitting the quarterly reports to the relevant agencies in the prescribed format. The college was roped into the 19th Cycle Performance Contract (PC) and has timely submitted its 1st, 2nd, 3rd and 4th quarter reports to the relevant agencies awaiting evaluation. Further, the College Board has negotiated and had the Performance Contract for 20th cycle vetted and is awaiting signing of the contract.

8. Corporate Governance Statement

Corporate governance refers to mechanism, relations and processes by which Ugunja TVC is controlled and directed. It involves balancing the interests of the stakeholders of the college. Good corporate governance practices are essential to the delivery of long term and sustainable stakeholder value.

To strengthen accountability and to build confidence among stake holders. Ugunja TVC is committed to sound principal of corporate governance and sustainability and believes that good corporate governance is critical not only at the corporate level but at the national level.

i. Board size, composition and appointment

The College Board of Governors is constituted of eight (8) members who were recommended to the Cabinet Secretary for appointment by the nomination panel, the Principal and the County Director. They were duly appointed taking into account ethnic and gender balance, and inclusion of persons with disabilities, minorities and the marginalized, and ensure balanced competencies among the members. They are representative of chairperson, a representative of the Principal Secretary in the Ministry responsible for technical and vocational training; a representative of the county Governor of the county within which the institution is located; six other persons appointed on the basis of their knowledge and experience in leadership and management; financial management; technology; industry; engineering and information communication technology.

ii. Process of Appointment and Removal

In appointing and reappointing members of Boards of Governors, the commencement dates of some members shall be staggered by the cabinet secretary to maintain a proportion of new membership that ensures continuity in the affairs of the Boards of Governors.

The appointment of a member to a Board of Governors or to its committees shall be revoked and the member shall vacate office if the member — resigns; becomes insolvent or has conveyed or assigned his property or has made a proposition or arrangement for the benefit of his creditors; is sentenced by a court of law to imprisonment for a term of six months; is incapacitated by physical or mental illness; has been absent from three consecutive meetings of the Board of Governors without leave; where the member is a representative, has his appointment revoked by the nominating body; or is otherwise unable or unfit to discharge his functions as a member of the Board of Governors .

Where the office of a member of a Board of Governor becomes vacant by reason other than the expiry of the period of that office, the Cabinet Secretary, in accordance with the provisions of this TVET Act no. 29 of 2013 appoint another person to replace the member. A member of a Board of Governors may at any time resign by giving notice in writing to the cabinet Secretary and shall cease to be a member of the Board from the date specified in the notice or, if no date is specified, from the date of the receipt by the Cabinet Secretary or the Secretary to the Board

iii. Roles and Responsibilities of the BoG

- a) Oversee the development and administration of policies, procedures and strategies that will promote prudent financial management, high quality infrastructural development and acceptable resource mobilization practices including recruitment, reward, retention, motivation and development of the Institution's staff;
- b) Oversee the Institution's compliance with legal, statutory and regulatory requirements relating to finance, infrastructure and resource mobilization matters as well as compliance with ethical and quality standards adopted by the Institution.
- c) Receive and consider proposals and reports on matters relating to finance, development projects and resource mobilization in the Institution and its campuses.
- d) Oversee the development of policies and procedures to enhance effective and efficient utilization of all the resources of the Institution.
- e) To oversee the development and administration of policies, procedures and strategies that will promote high quality education, research and training across the Institution;
- f) To guide the Institution to meet its strategic aims and objectives in relation to education, research and training activities;
- g) To develop high quality education courses and other activities to promote good practice within the relevant fields;
- h) Obtain assurance from management that all financial and non-financial internal control and risk management functions are operating effectively and reliably.
- i) Oversee the implementation of developed policies, procedures and strategies that will promote effective and efficient management systems within the Ugunja Technical and Vocational College.
- j) Provide an independent review of the Institutions' reporting functions to ensure the integrity of the financial reports.
- k) Ensure the Institution effectively monitors compliance with legislative and regulatory requirements and promotes a culture committed to lawful and ethical behaviour.
- l) Provide oversight of the implementation of accepted audit recommendations and consider reports on matters relating to audit.
- m) Provide strong and effective oversight of the institution's internal audit function

iv. Board Remuneration

This was guided by the financial ability of the institution and approved as shown below:

- Transport: Kshs 3000 for all members,
- Sitting allowance (Net of Tax): Kshs: 12,000 for Chairman; and
Kshs 10,000 for all other members

v. Succession Plan and Term of office:

Unless the appointment of the chairperson or a member of a Board of Governors is earlier terminated under this Act, a person appointed as chairperson or as a member shall hold office for a term of three years from the date of appointment and shall be eligible for re-appointment for one further term of a period not exceeding three years.

vi. Board Performance in meetings

The first board was appointed in January 2020, inaugurated on 12th February 2020 and inducted in November 2020.

The second board was appointed in January 2023, inaugurated on 20th February 2023 and inducted in April 2023.

The first quarter FY 2022/2023 Administration Finance and Infrastructure committee meeting was held on 7/7/22 to deliberate on the fourth quarter FY 2021/2022 reports and all the members attended.

The first quarter FY 2022/2023 Audit and Risk Management Committee meeting was held on 7th July 2022 to discuss the FY 2021/2022 fourth quarter Audit Report. The first quarter FY 2022/2023 Education, Research and Training meeting was held on 4th July 2022 to discuss the FY 2021/2022 fourth quarter report on matters Education, Research and Training and all members attended. The full Board met on July 14th 2022 to receive, discuss and adopt recommendations from the 4th quarter reports of three Board committees and all members attended.

On August 22nd 2022, special full BoG met to have a final input on the Board Charter.

On October 3rd 2022 the ERT committee of the Board met to discuss the quarter 1 FY 2022/2023 Education, Research and Training status report. On 11th October 2022 the Administration, Finance and Infrastructure committee met to discuss the Quarter 1 status report on projects, financial statements and report, human resource reports. The audit and risk management committee met in October 2022 to discuss the quarter one for Financial Year 2022/23 Audit report. The full Board met on October 14th 2022 to receive, discuss and adopt recommendations from the 1st quarter reports of three Board committees and all members attended.

On January 6th 2023 the ERT committee of the Board met to discuss the quarter 2 FY 2022/2023 Education, Research and Training status report. On 9th January 2023 the Administration Finance and Infrastructure committee met to discuss the Quarter 2 status report on projects, financial statements and report, human resource reports. The audit and risk management committee met in January 9th 2023 to discuss the quarter 2 FY 2022/23 Audit report. The full Board met on 12th January 2023 to receive, discuss and adopt recommendations from the 2nd quarter reports of three (3) Board committees and all members attended. The tenure of the first ever board expired in January 2023 and the board was appraised and performance was exemplary.

A new board was appointed and inaugurated on 20th February 2023 and was inducted in April 2023. A special board meeting was held on 23rd June 2023 to approve the list of the 24 shortlisted candidates for PSC trainer recruitment exercise for consideration for recruitment by Public Service Commission where all members attended except Mr. Ocharo.

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Summative Board Appraisal
A. Attendance

S/No	Name Code	ERT	AFI	ARM	Full Board	% Attendance	Rating Using Rating Scale i.e Good
1	P.O				75%	75%	Very Good
2	A.O	100%	100%		100%	100%	Excellent
3	J.S	67%	33%		25%	42%	Fair
4	S.O		100%		100%	100%	Excellent
5	L.T	100%		100%	100%	100%	Excellent
6	J.P.M		100%		100%	100%	Excellent
7	V.O			100%	100%	100%	Excellent
8	F.O	100%			100%	100%	Excellent
9	K.U		100%		100%	100%	Excellent
10	R.A	67%			100%	83.5 %	Very good

Key to Board Evaluation

S/No.	Name	Initials
1.	Eng. Peter Oloo Okaka	P. O
2.	Mrs. Audrey Odhiambo	A. O
3.	Eng. Vincent Oyieng Ochieng	V. O
4.	Eng. Jane Pauline Maeri Mito	J.P.M
5.	Dr. Rozilla Adhiambo	R. A
6.	Mr. Tala Mdwasi	L. T
7.	Mr. Sospeter Ogada Omondi	S.O
8.	Mr. Felix Otieno Okoth	F. O
9.	Mr. Karilus Ben Umija	K U
10.	Mr. Joseph Sunguti	J.S

Ugunja Technical and Vocational College
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B. Projects

According To Strategic Plan 2021 -2025, the Board commit to attend to the following projects:

S/ No	Project Name	Period	Source	Status	%	Use rating scale i.e Good
01	Ablution block male	2021/2022	BOG	Complete	100%	Excellent
02	Ablution block female	2021/2021	NG-CDF	Complete	100%	Excellent
03	Management Information System	2021/2022-2022/2023	BOG	On-progress	93%	Excellent
04	Building and Civil Engineering shade	2021/2022	BOG	On-progress	80%	Very good
05	Automotive Engineering Shade	2022/2023 2023/2024	BOG/ CMC	On-progress	80%	Very good
06	Hand Washing points	2021/2022	BOG	Complete	100%	Excellent
07	Installation Of LED System Phase One	2021/2022 2022/2023	BOG	Complete	100%	Excellent
08	Walk ways		BOG	Complete	100%	Excellent
09	Gate and Sentry House	2020/2021	NG-CDF	Complete	100%	Excellent

C. Policies and Procedure Manual

The board successfully developed 15 policies and 9 procedure manuals in order to establish a structured system and improve service delivery.

D. Students Admission /Enrolment Trend

2019/2020	2020/2021	2021/2022	2022/2023
Sep 2019 and Jan 2020 Intakes	Sep 2020 and Jan 2021 Intakes	Sep 2021 and Jan 2022 Intakes	Sep 2022, Jan 2023 and May 2023 Intakes
175	348	550	1,195

E. Additional Courses

During the period, the Board managed to seek for approval of 15 additional courses.

F. Staff Establishment

The Board managed to recruit trainers and technical staff to the proportions that were viewed as 81.77% and 48% respectively.

G. Board Work Plan Evaluation

The rating of overall board performance based on the yearly work plans was as follows:

YEAR	2019/2020	2020/2021	2021/2022	2022/2023
RATING	Excellent	Excellent	Very good	Very good

The board was appraised and performance was exemplary

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9. Management Discussion and Analysis

The college continued its operations by admitting, training and assessing all the trainees in the in Financial Year 2022/2023. During the year, the college managed to the register candidates for the KNEC July 2023 Series and November 2022 Series and administer the examinations successfully.

The institution had not received quarter four capitation grant for Financial Year 2022/2023, but however received HELB funding worth Kshs 2,294,600 for 89 trainees and the HELB bursary worth Kshs 50,000 for 10 students.

The budget projection for the Fiscal year 2022-2023 was Kshs 102,829 470. We budgeted for development grant worth Kshs 60,000,000 but received Kshs 5,000,000.

During the first quarter, no capitation was received however the revenue summary was as illustrated below;

No.	Revenue Source	Amount
1	Operational Grant	0
2	Capitation	0
3	Fees From Students	334,010
4	Other Income (PU)	32,630
	TOTAL	366,640

Quarter 1 Revenue Summary



- Operational Grant
- Capitation
- Fees From Students
- Other Income (PU)

During the second quarter, the first quarter capitation worth. Kshs 2,505,000 was received on 24th October 2022 for 501 KUCCPS validated students @ Kshs 5000 for each instead of. Kshs 7,500 giving us a deficit of Kshs 2,500 per student amounting to Kshs 1,252,500. The revenue summary was as illustrated below

No.	Revenue Source	Amount
1	Operational Grant	0
2	Capitation	2,505,000
3	Fees From Students	3,244,565
4	Other Income (PU)	17,380
	TOTAL	5,766,945

Quarter 2 Revenue Summary



- Operational Grant
- Capitation
- Fees From Students
- Other Income (PU)

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During the third quarter, second quarter capitation worth Kshs 2,712,000 was received on 26th January 2023 for the 678 KUCCPS validated trainees @ Kshs 4000 for each instead of. Kshs 7,500. The revenue summary is as illustrated below;

No.	Revenue Source	Amount
1	Operational Grant	0
2	Capitation	2,712,000
3	Fees From Students	6,362,315
4	Other Income (PU)	34,220
	TOTAL	9,108,535

Quarter 3 Revenue Summary



■ Operational Grant ■ Capitation
 ■ Fees From Students ■ Other Income (PU)

The quarter 3 validated, approved enrolment data of our students was submitted on 25/03/2022 to the Ministry of Education and it was to be the basis for disbursement of capitation. However, instead quarter 3 capitations was disbursed worth Kshs 2,712,000 @ Kshs 4000 for 678 trainees instead of Kshs 7,500 for 944 KUCCPS validated trainees on 24th June 2023. We did not receive quarter 4 capitation FY 2022/2023 by 30th June 2023 for 944 KUCCPS validated trainees. The quarter 4 revenue summary is as shown below:

No.	Revenue Source	Amount
1	Operational Grant	5,000,000
2	Capitation	2,712,000
3	Fees From Students	2,476,933
4	Other Income (PU)	25,795
	TOTAL	10,214,728

Quarter 4 Revenue Summary



■ Operational Grant ■ Capitation
 ■ Fees From Students ■ Other Income (PU)

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Annual Revenue Summary for Financial Year 2022/2023

No.	Revenue Source	Amount
1	Development Grant	5,000,000
2	Capitation	7,929,000
3	Fees From Students	12,417,823
4	Other Income (PU)	110,025
	TOTAL	25,456,848

Annual Revenue Summary



- Operational Grant
- Capitation
- Fees From Students
- Other Income (PU)

In summary, the institution received first, second and third quarter FY 2022/2023 capitation grant worth KSH 7,929,000, HELB funding worth KSH 6,028,200 and HELB Bursaries worth Kshs 255,000. Other bursaries received were worth Kshs 1,331,000.

Capitation Deficit

The capitation deficit for quarter 1 was Kshs 2,500 per student amounting to Kshs 1,252,500. In quarter 2 the deficit was Kshs 3500 per student amounting to Kshs 2,373,000. In the third quarter the disbursed amount did not capture 266 of the 944 trainees who were to be considered thus raising a deficit of Kshs 1,995,000. Further of the 678 who were considered @ Kshs 4000 per trainee, the deficit amounted to 2,373,000 in total, the quarter 3 deficit was Kshs totalling to Kshs 4,368,000. The quarter 4 capitation deficit was Kshs 7,080,000. The grand total capitation deficit for FY 2022/2023 was Kshs 15,073,500 by the end of the financial year.

During the FY 2022/2023 the college enrolment was one thousand one hundred and ninety-five (1195). Out which 501, trainees received quarter one and 678 trainees receive quarter two and three capitation grant. No trainee received quarter four capitation.

Given the socio - economic status of the community around the college, there was poor fees payment trend by the students forcing them to rely majorly on the HELB and CDF bursary to help bridge the fees of Kshs 56,420 and the exam fees.

The budget projection for the Fiscal year 2022/023 was Kshs 42,829,470 while the actual collection was Kshs 25,456,848. This was caused by:

- Reduction of development grant from Kshs 60,000,000 to Kshs 5,000,000.
- Late and insufficient disbursement of both the first and Second quarter capitation and third (3rd) quarter grants which were disbursed in November 2022, March 2023 and June 2023 respectively
- Lack of fourth quarter capitation grant.

The student's fees arrears increased from Kshs 4,883,147 to Kshs 16,642,246 this accumulation was due to the fact that there was inconsistency, insufficiency and unpredictable disbursement of capitation grant.

The third quarter capitation disbursement had been received but the fourth Quarter capitation grant had not been disbursed by the end of financial year ended 30th June 2023.

Some students admitted in September 2022 had not received both first, second and third capitation and bursary by the end if the said period.

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The first, second and third Quarter grants capitation had been updated in the student's account.

Further HELB loan and HELB bursary amounting to KSH. 6,028,200 and Kshs 255,000 respectively had been credited in the beneficiaries account. The major risks facing the institution is lack of sufficient amount of funds to meet budgetary obligations. Thus we focused on both training, TVET fair and co-curricular (athletics and ball games) activities in execution of the budget.

On infrastructure, the college managed to complete the walk ways and the two number classes. The drive way and implementation of power uprating system which was partially taken up by the Ministry of Education in July 2021 was still ongoing.

In compliance with the statutory requirements, the college submitted all the monthly statutory payments i.e. Kenya Revenue Authority (KRA), National Social Security Fund (NSSF), National Hospital Insurance Fund (NHIF) including annual Regulatory Public Health inspections as prescribed.

The college also had a challenge of insufficient number of trainers, in electrical and electronics department, Building and civil engineering, food and beverage, hair dressing and beauty therapy, social works and supply chain management departments, but that is currently being addressed by the Ministry of Education and Public Service Commission. We received one intern in this quarter who was assigned training duty in the liberal department. One trainer in building and Civil Engineering is currently pursuing pedagogical training at Kenya Technical Trainers College. If the inadequacy of trainers is addressed fully, we shall reduce the cost of hiring BOG trainers. This money would be ploughed into other areas that need improvement like college library which is yet to be operationalized.

We were roped into the first ever 18th Performance Contract cycle, whose evaluation was completed on 30th September, 2022 and the institution was rated at a composite score of 3.1602 which was rated as Good. We are currently awaiting evaluation of the Financial Year 2022/2023 19th cycle of performance contracting and have submitted the quarterly reports to the relevant agencies in the prescribed format. Currently we have negotiated and vetted the Performance Contract for the 20th cycle awaiting signing by the Cabinet Secretary.

We had also prepared place a procurement plan for the financial year 2022-2023. This would regularize our expenditure and improve on the institution's financial stewardship. The budgetary estimates for the FY 2022/2023 and procurement plan were prepared approved by the board and submitted for implementation.

10. Environmental And Sustainability Reporting Statement

Ugunja TVC exists to transform lives. This is our purpose; the driving force behind everything we do. It's what guides us to deliver our strategy, putting the customer/Citizen first, delivering relevant goods and services, and improving operational excellence. Below is a highlight of strategies and activities that promote the organisation's strategic objectives.

Sustainability Strategy and Profile

The Management ensured that on a quarterly basis, enrolment increased and returns on trainee population is submitted to the Ministry of Education to assure of progressive funding. Further, enhanced sensitization on HELB and Bursary funding for the trainees as sustainable funding models. The Board of Governors proposed to the Honourable Member of Parliament for Ugunja Constituency on the need for support in putting up a concrete pole fence with chain link with positive response. The board approved the Proposals for the Production Units as well as opening broad trends in political and macroeconomic affecting sustainability priorities, reference to international best practices and key achievements and failure

Environmental Performance

The management ensured that grass and 500 trees seedlings were planted to reduce soil erosion and flowers improve the aesthetic outlook of the institution. Further the management signed an MOU with KEFRI to help establish a tree nursery. All the anthills were demolished to ensure that trees were not destroyed by the termites.

Environmental policy

The college has a draft Waste Management policy which gives provision on how waste management.

Employee Welfare

The College has human Resource Policy and the Human Resource Procedure Manual that guides on code of conduct, recruitment, schemes of service, and systems of performance management. The reviewed policy ensures that the gender rule, stake holder engagement, skills and career development is observed. The institution is in compliance with the Occupational Safety and Health Act of 2007, (OSHA).

Market place practices

The college has put in place measures to ensure:

- a) Responsible competition practices with issues like anti-corruption, responsible political involvement, fair competition and respect for competitors in the following ways.
- b) Most of the purchases within the organization go through request for quotations which ensures that all the prequalified suppliers have an equal opportunity of quoting for prices of products, then fair evaluation is conducted and the lowest bidder.
- c) Applicable threshold: Goods and services Kshs 3,000,000 per request for quotation; Works Kshs 5,000,000
- d) Accounting Officer appoints both an ad hoc opening committee and ad hoc evaluation committee.

The requests for quotations are given to as many persons as necessary but not less than three persons from the list of registered suppliers. At least three persons submit their quotations prior to evaluation this process promotes competition.

The Procurement officer ensures that debriefing letters are sent to all concern parties.

The organisation maintains good business practices, treats its own suppliers responsibly by honouring contracts and respecting payment practices. The organization have a credit policy of 30 days, all suppliers are paid within 30 days upon delivery of goods, issuance of delivery note and Invoice.

There is a policy statement which indicate that in case of a dispute, resolution shall be through litigation, Arbitration, mediation or negotiation.

- e) The college maintains ethical and responsible marketing practices marketing and advertisement by ensuring that the principles of procurement are followed i.e Transparency, Accountability, Competition. Tender advertisements are made in at least two public viewed portals which are Public Procurement Information Portal (PPIP) and the college website.
- f) The college promotes education by:
 - Increasing accessibility through strategic marketing that has led to exponential increase in the number of trainees.
 - Enhancing relevance by offering market driven courses and having partnerships with the industry.
 - Quality training through professional delivery of appropriate knowledge, skills and attitudes that has led to improvement of our percentage pass in the Examinations.
- g) The college prepared its teams for sports and participated for the first time ever in the activities to the National level an achievement that was exemplary.
- h) The college had trainees going for attachment so as a requirement of partial fulfilment of the course by ensuring that they are exposed to the industry for real experience thereby enhancing labour relations for future placement s of interns, apprentice and even Job placements.
- i) Continuous Professional Development is important and the management supported all academic HODs and all other officers who were pursuing continuous professional development.
- j) Our Ablution facilities are segregated for staff and trainees and further for male and female. They are continuously cleaned. We have complied with the public health requirement and will improve on the no of ablution blocks for trainees and for those with disability.

Corporate Social Responsibility / Community Engagements

It's worth noting that during the year ending in 30th June 2023, the college carried out a number of outreach programmes to the community around the college as follows:

- a) Environmental conservation – The College did away with the anthills within and in the surrounding areas in order to tend to the planted trees given that the area is termite infested restore forest cover and the indigenous trees brought down by termites.
- b) Water – Due to water shortage in the area, the college allows the surrounding households to draw water from its drilled borehole at during specified times of the day (from 10:00am-5:00pm daily). The water source was drilled courtesy of the Ugunja Constituency Development Fund which also sponsored the building of a two number classroom. The college thus enjoys a mutual relationship with the community through such initiatives.

Ugunja Technical and Vocational College
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11. Report of the Board Of Governors

The BOG has presented their draft FY 2022/2023 financial report and has received the audit report FY 2021/2022.

Principal Activities

The Principal activity of the college is training and research in Technical and Vocational Education.

Examination results

The institution received its July series results of the 120 candidates presented for the November 2022 KNEC exam series which were we released on 26/01/2023. Upon he analysis of the results the institution realised a 56.67% pass a slight deviation from 59.17%. During the quarter three FY 2022/2023, the college managed to the register 28771 candidates for the KNEC July 2023 Series exams. During the quarter four FY 2022/2023, the college managed to the increase registered candidate from 271 to 287candidates for the KNEC JULY 2023 Series exams

During the quarter one FY 2022/2023, the college managed to the register 120 candidates for the KNEC 2022 November Series exams. The institution also received its JULY series results. The institution registered 222 candidates for the July 2021 KNEC series which was conducted successfully and the results were released on 30/09/2022. Upon analysis, the institution realised an improvement of 12.5% from 46.67% to 59.17%. During quarter 3 the institution also received its November series results. Upon he analysis of the results of the November series the institution realised a 56.67% pass a slight negative deviation from 59.17%.

The institution had no candidate for March 2023 series Examinations thus no results expected in Quarter four FY 2022/2023. As a way of improving performance, the heads of departments have set new targets and recommendations.

Board of Governors

The members of the Board who served during the year are shown on page (viii-xi) and all were duly appointed by the Cabinet Secretary.

Auditors

The Auditor General is responsible for the statutory audit of the college in accordance with Article 229 of the Constitution of Kenya and the Public Audit Act 2015.

By Order of the Board



.....
Secretary of the Board
Nairobi

Date: 26/3/25



12. Statement of Board Of Governor's Responsibilities

Section 81 of the Public Finance Management Act, 2012 and section 29 of schedule 2 of the Technical and Vocational Education and Training Act, 2013 require the Board members to prepare financial statements in respect to Ugunja Technical and Vocational College, to give a true and fair view of the state of affairs of the College at the end of the financial period and the operating results of the College for that period.

Therefore, the Board members are responsible for the preparation and presentation of the college's financial statements, which give a true and fair view of the state of affairs of the college for and as at the end of the period ended 30th June, 2023.

These responsibilities include:

- Maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period
- Maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the entity
- Designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements, and ensuring that they are free from material misstatements, whether due to error or fraud
- Safeguarding the assets of the college Selecting and applying appropriate accounting policies; and Making accounting estimates that are reasonable in the circumstances.

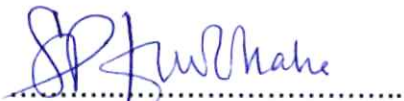
The Board members accept responsibility for the college's financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgements and estimates, in conformity with International Public Sector Accounting Standards (IPSAS), and in the manner required by the PFM Act, 2012 and section 29 of schedule 2 of the Technical and Vocational Education and Training Act, 2013. The Board members are of the opinion that the college's financial statements give a true and fair view of the state of college's transactions during the period ended march 30th June, 2023, and of the college's financial position as at that date. The Board members further confirm the completeness of the accounting records maintained for the college, which have been relied upon in the preparation of the college's financial statements as well as the adequacy of the systems of internal financial control.

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

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

Approval of the financial statements

The College's financial statements were approved by the Board on 30th August 2023 and signed on its behalf by:



.....
PETER OLOO OKAKA

Chairman of the Board of Governors



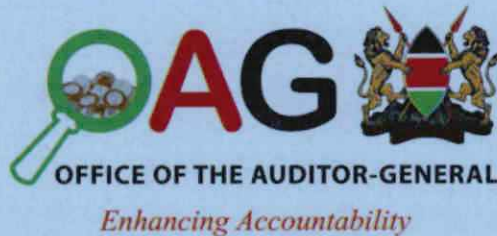
.....
AUDREY M.A. ODHIAMBO

Accounting Officer/Principal



REPUBLIC OF KENYA

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HEADQUARTERS
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NAIROBI

REPORT OF THE AUDITOR-GENERAL ON UGUNJA TECHNICAL AND VOCATIONAL COLLEGE FOR THE YEAR ENDED 30 JUNE, 2023

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

A Qualified Opinion is issued when the Auditor-General concludes that, except for specific issues, the financial statements present a true and fair view in accordance with the applicable financial reporting framework. The Qualified Opinion indicates that the financial statements are to a large extent in agreement with the books of accounts and the underlying records, except for a few cases where material misstatements or omissions were noted in the books of accounts and the financial statements. The issues though material, are not widespread or persistent.

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

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

Report of the Auditor-General on Ugunja Technical and Vocational College for the year ended 30 June, 2023

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

The accompanying financial statements of Ugunja Technical and Vocational College set out on pages 1 to 26, which comprise of the statement of financial position as at 30 June, 2023 and the statement of financial performance, statement of changes in Net Assets, statement of cash flows and statement of comparison of budget and actual amounts for the year then ended, and a summary of significant accounting policies and other explanatory information, have been audited on my behalf by GMK Accountants LLP, auditors appointed under Section 23 of the Public Audit Act, 2015. The auditors have duly reported to me the results of their audit and on the basis of their report, I am satisfied that all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit were obtained.

In my opinion, except for the effect(s) 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 Ugunja Technical and Vocational College 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 (Accrual Basis) and comply with the Public Finance Management Act, 2012.

Basis for Qualified Opinion

Receivables from Exchange Transactions

The statement of financial position and as disclosed in Note 15 to the financial statements reflects a balance of Kshs.16,642,246 in respect of receivables from exchange transactions-Student Debtors. This was an increase of Kshs.11,759,099 or 240.81% from the prior year balance of Kshs.4,883,147. The significant increase raises concerns about the institution's ability to collect outstanding amounts, which is contrary to Regulation 64(1)(a) of the Public Finance Management (National Government) Regulations, 2015, which requires an Accounting Officer to be personally responsible for ensuring that adequate safeguards exist and are applied for the prompt collection and proper accounting for all National Government revenue and other public moneys relating to their Ministries, Departments or Agencies.

In the circumstances, the accuracy and correctness of the Receivables from Exchange Transactions could not be confirmed.

Emphasis of Matter

Budget Control and Performance

The statement of comparative budget and actual amounts reflects final receipts budget and actual on a comparable basis totaling Kshs.112,513,500 and

Kshs.24,884,068 respectively resulting to a shortfall of revenue totaling Kshs.82,626,432 or 73% of the budget. Similarly, the institute expended Kshs.46,131,840 against an approved budget of Kshs.50,142,104 resulting to an under-expenditure of Kshs.4,010,264 or 8% of the budget.

The under-funding and under-expenditure affected implementation of the planned activities and programs and may have impacted negatively on service delivery to the stakeholders.

My opinion is not modified in respect of this matter.

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, I have determined that there are no other key audit matters to communicate in my report.

Other Matter

Unresolved Prior Year issues

In the previous year's audit report, several issues were raised under the Report on Financial Statements, 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 progress report on the follow-up of the auditor's recommendations in the financial statements for the year under review indicates that most of the issues have been resolved, while efforts to address the remaining ones were ongoing as of 30 June, 2023. The actual status of all issues will be confirmed after discussion by the Oversight Committee.

Other Information

Management is responsible for the Other Information set out on page iii to xlii which comprise of Key Entity Information and Management, The Board of Governors, Key Management Team (PMC), Chairman's Statement, Report of the Principal, Statement of Performance Against Predetermined Objectives, Corporate Governance Statement, Management Discussion and Analysis, Environmental and Sustainability Reporting statement, Report of the Board of Governors and Statement of Board of Governors Responsibilities. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the College's financial statements, my responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have

performed, I conclude that there is a material misstatement of this other information and I am required to report that fact. Based on the audit procedures performed and the matters described in my Basis for Qualified Opinion, I confirm that other information is not materially inconsistent with the financial statements.

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

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution, based on the audit procedures performed, I confirm that nothing has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

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

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

Conclusion

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

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

Responsibilities of the Management and the Board of Governors

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards

(Accrual Basis) and for maintaining effective internal controls as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and governance.

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

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

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

The Board of Governors is responsible for overseeing the Institute'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


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 INTOSAI Framework of Professional Pronouncements (IFPP). The Framework requires that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with IFPP 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-generalsresponsibilities-for-audit/>. This description forms part of my auditor's report.


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

30 April, 2025

**Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023**

14. Statement of Financial Performance for the Year Ended 30th June 2023

Description	Notes	2022/2023	2021/2022
		Kshs	Kshs
Revenue from non-Exchange transactions			
Transfers from other National Government entities	6	7,929,000	14,307,500
		7,929,000	14,307,500
Revenue from Exchange transactions			
Rendering of Services- Fees from Students	7	38,047,283	24,711,888
Other Income/Production Unit	8	110,025	30,600
Revenue from Exchange transactions		38,157,308	24,742,488
Total Revenue		46,086,308	39,049,988
Expenses			
Use of Goods and Services	9	17,334,875	20,242,165
Employee costs	10	6,167,801	5,103,668
Board of Governors Expenses	11	1,197,000	1,287,000
Depreciation and Amortization Expense	12	4,157,634	3,819,604
Repairs & Maintenance	13	850,944	336,520
Total Expenses		29,708,254	30,788,957
Net surplus for the year		16,378,054	8,261,031

The notes set out on pages 6 to 26 form an integral part of the Annual Financial Statements.

Pr. Okaka

Chairman Board of Governors
PETER OKU OKAKA
 Date: *26/3/2025*

ESTON O-OKINYI

Accountant
ESTON O-OKINYI
 ICPAK No. *14381*
 P.O. BOX 300 - 40606
 Date: *26/03/2025*

M. Odhiambo

Principal
AUDREY M-A. ODHIAMBO
 Date: *26/3/25*

UGUNJA TECHNICAL AND VOCATIONAL COLLEGE
 P. O. BOX 300 - 40606.
 UGUNJA

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

15. Statement of Financial Position as at 30TH June 2023

Description	Notes	2022-2023	2021-2022
		Kshs	Kshs
Assets			
Current Assets			
Cash and cash equivalents	14	8,001,825	9,950,171
Receivables from Exchange transactions	15	16,642,246	4,883,147
Inventories	17	1,764,422	2,962,989
Total Current Assets		26,408,493	17,796,307
Non-Current Assets			
Property, Plant, and Equipment	18	65,330,449	64,099,626
Intangible asset	19	464,000	464,000
Total Non-Current Assets		65,794,449	64,563,626
Total Assets		92,202,942	82,359,933
Liabilities			
Current Liabilities			
Trade and other payables from exchange transactions	20	974,445	1,253,459
Fees paid in advance	21	1,850,400	4,845,400
Development Grant (Restricted)	21	5,000,000	-
Total Current Liabilities		7,824,845	6,098,859
Net Assets		84,378,097	76,261,074
Revaluation Reserves			
Accumulated Surplus		12,643,082	8,261,031
Capital Fund		71,735,015	68,000,043
Total Net Assets and Liabilities		84,378,097	76,261,074

The Financial Statement set out on page 1 to 5 was signed on behalf of the College Board of Governors by:

Peter Okaka

 Chairman Board of Governors

PETER OKAKA OKAKA

Date: 26/03/25

ESTON OOKINYI
 ACCOUNTANT
 ICPAK NO: 14381
 Date: 26/03/2025

Audrey M-A Odhiambo

 Principal

AUDREY M-A ODHIAMBO

Date: 26/3/25

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

16. Statement of Changes in Net Asset for The Year Ended 30th June 2023

Description	Revaluation reserve	Retained earnings	Capital/ Development Grants/Fund	Total
At July 1, 2021	68,000,043	-	-	68,000,043
				-
Total comprehensive income	-			-
At June 30, 2022	68,000,043	8,261,031		68,000,043
At July 1, 2022	68,000,043	8,261,031	-	76,261,074
Opening balance adjustment		(11,996,003)		
Donations	3,734,972			
Total comprehensive income	-	16,378,054		16,378,054
Donations				-
At June 30, 2023	71,735,015	12,643,082	-	92,639,128

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

17. Statement of Cash Flows for The Year Ended 30th June 2023

Description	Note	2022-2023	2021-2022
		Kshs	Kshs
Cash flows from operating activities			
Receipts			
Transfers from other government entities/Govt. Grants	6	7,929,000	14,307,500
Rendering of services- fees from students	7	12,417,823	24,711,888
Other Income/Production Unit	8	110,025	30,600
Total Receipts		20,456,848	39,049,988
Payments			
Use of goods and services	9	17,334,875	20,242,165
Employee Costs	10	6,167,801	5,103,668
Board of Governors Expenses	11	1,197,000	1,287,000
Repairs & Maintenance	13	850,944	336,520
Total Payments		25,550,620	26,969,353
Cash flow from Operating Activities		(5,066,511)	5,480,176
Adjustments for:			
Increase in Inventories	17		
Net cash flows from Operating Activities			
Development Fund [restricted]		5,000,000	
Cash flows from investing activities		(66,511)	
Purchase of property, plant, equipment and intangible assets	18	(1,881,835)	(464,000)
Net cash flows used in investing activities		(1,881,835)	(464,000)
Cash flows from financing activities			
Net Increase/(Decrease) in Cash and Cash equivalents		(1,948,346)	2,659,355
Cash and Cash equivalents at 1 July 2022		9,950,171	7,290,816
Cash and Cash equivalents at 30 June 2023		8,001,825	9,950,171

Peter Oloo Okaka

 Chairman Board of Governors

PETER OLOO OKAKA
 Date: 26/03/2025

ESTON O-OKINYI
 Accountant
 ICPAK NO: 14381
 P. O. BOX 300 - 40606
 Date: 26/03/2025

Audrey M-A Oshambo

 Principal

AUDREY M-A OSHAMBO
 Date:

18. Statement Of Comparison of Budget & Actual For Year Ended 30th June, 2023.

Description	Original budget	Adjustments	Final budget	Actual on comparable basis	Performance difference	Utilization difference
	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023
	Kshs		Kshs	Kshs	Kshs	(%)
Revenue						
Government Development grant	60,000,000	0	60,000,000	5,000,000	(55,000,000)	-91.67%
Capitation	19,440,000	0	19,440,000	7,929,000	(11,511,000)	-59.21%
Rendering of service	23209470		23,209,470	12,417,823	(10,791,647)	-46.50%
Other income-production unit	180,000	0	180,000	110,025	(69,975)	-38.88%
Total income	102,829,470	0	102,829,470	25,456,848	(77,372,623)	-75.24%
Expenses						
Use of goods and services	30,616,320	0	30,616,320	17,334,875	13,281,445	43.38%
Employee costs	7,354,900	0	7,354,900	6,167,801	1,187,099	19.24%
Board of Governors Costs	1,660,000	0	1,660,000	1,197,000	463,000	27.89%
Repair Maintenance & Improvement	3,198,250	0	3,198,250	850,994	2,347,256	73.40%
Development	60,000,000	0	60,000,000	0	60,000,000	0%
Total Expenditure	102,829470	0	102,829,470	25,550,670	77,278,800	75.2%
Deficit	0		0	(66,511)	(93,822)	

The notes of the above statement of comparison of budget and actual amounts are given below.

Development

The management anticipated that all planned expenditures as budgeted were expected revenues before the end of the financial year, as committed by the Government. However, year ended with a development deficit of Kshs 55,000,000(48.9%)

Capitation

Kshs 15,073,500 of capitation were never disbursed by the Government through the Ministry of Education.

Rendering of Service

Most students depend on HELB funding which they applied, allocated and not disbursed to the institution due to budget cuts from the lending body

19. Notes to the Financial Statements

1. General Information

Ugunja Technical and Vocational College is established by and derives its authority and accountability from TVET Act 2015. The College is wholly owned by the Government of Kenya and is domiciled in Kenya. The College's principal activity is training.

2. Statement of Compliance and Basis of Preparation

The financial statements have been prepared on a historical cost basis except for the measurement at re-valued amounts of certain items of property, plant and equipment, marketable securities and financial instruments at fair value, impaired assets at their estimated recoverable amounts and actuarially determined liabilities at their present value. The preparation of financial statements in conformity with International Public Sector Accounting Standards (IPSAS) allows the use of estimates and assumptions. It also requires management to exercise judgement in the process of applying the College's accounting policies.

The financial statements have been prepared and presented in Kenya Shillings, which is the functional and reporting currency of the College. The financial statements have been prepared in accordance with the PFM Act, the State Corporations Act, the TVET Act, and International Public Sector Accounting Standards (IPSAS). The accounting policies adopted have been consistently applied to all the years presented.

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

3. Adoption of New and Revised Standards

i. Relevant new standards and amendments to published standards effective for the year ended 30th June 2023.

Standard	Effective date and impact:
IPSAS 41: Financial Instruments	<p>Applicable: 1st January 2023: The objective of IPSAS 41 is to establish principles for the financial reporting of financial assets and liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an Entity's future cash flows. IPSAS 41 provides users of financial statements with more useful information than IPSAS 29, by:</p> <ul style="list-style-type: none"> • Applying a single classification and measurement model for financial assets that considers the characteristics of the asset's cash flows and the objective for which the asset is held; • Applying a single forward-looking expected credit loss model that is applicable to all financial instruments subject to impairment testing; and • Applying an improved hedge accounting model that broadens the hedging arrangements in scope of the guidance. The model develops a strong link between an Entity's risk management strategies and the accounting treatment for instruments held as part of the risk management strategy. <p><i>This revision of the standard did not have effect on the financial assets of the Ugunja Technical and Vocational College.</i></p>
IPSAS 42: Social Benefits	<p>Applicable: 1st January 2023 The objective of this Standard is to improve the relevance, faithful representativeness and comparability of the information that a reporting Entity provides in its financial statements about social benefits. The information provided should help users of the financial statements and general-purpose financial reports assess:</p> <ol style="list-style-type: none"> a) The nature of such social benefits provided by the Entity. b) The key features of the operation of those social benefit schemes; and c) The impact of such social benefits provided on the Entity's financial performance, financial position and cash flows. <p><i>No impact by this standard as the corporate services offered by the college to the community do not require additional cash out flow and or inflow.</i></p>
Amendments to Other IPSAS resulting from IPSAS 41, Financial Instruments	<p>Applicable: 1st January 2023:</p> <ol style="list-style-type: none"> a) Amendments to IPSAS 5, to update the guidance related to the components of borrowing costs which were inadvertently omitted when IPSAS 41 was issued. b) Amendments to IPSAS 30, regarding illustrative examples on hedging and credit risk which were inadvertently omitted when IPSAS 41 was issued. c) Amendments to IPSAS 30, to update the guidance for accounting for financial guaranteed contracts which were inadvertently omitted when IPSAS 41 was issued. d) Amendments to IPSAS 33, to update the guidance on classifying

Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023

Standard	Effective date and impact:
	<p>financial instruments on initial adoption of accrual basis IPSAS which were inadvertently omitted when IPSAS 41 was issued. Not relevant to Ugunja Technical and Vocational College as the college has been reporting on accrual basis.</p>
Other improvements to IPSAS	<p>Applicable 1st January 2023</p> <ul style="list-style-type: none"> • <i>IPSAS 22 Disclosure of Financial Information about the General Government Sector.</i> Amendments to refer to the latest System of National Accounts (SNA 2008). • <i>IPSAS 39: Employee Benefits.</i> Now deletes the term composite social security benefits as it is no longer defined in IPSAS. • IPSAS 29: Financial instruments: Recognition and Measurement. Standard no longer included in the 2023 IPSAS handbook as it is now superseded by IPSAS 41 which is applicable from 1st January 2023. Not relevant to the College.

ii. New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2023.

Standard	Effective date and impact:
IPSAS 43	<p>Applicable 1st January 2025</p> <p>The standard sets out the principles for the recognition, measurement, presentation, and disclosure of leases. The objective is to ensure that lessees and lessors provide relevant information in a manner that faithfully represents those transactions. This information gives a basis for users of financial statements to assess the effect that leases have on the financial position, financial performance and cash flows of an Entity. The new standard requires entities to recognise, measure and present information on right of use assets and lease liabilities. No impact on our institution</p>
IPSAS 44: Non-Current Assets Held for Sale and Discontinued Operations	<p>Applicable 1st January 2025</p> <p>The Standard requires, Assets that meet the criteria to be classified as held for sale to be measured at the lower of carrying amount and fair value less costs to sell and the depreciation of such assets to cease and: Assets that meet the criteria to be classified as held for sale to be presented separately in the statement of financial position and the results of discontinued operations to be presented separately in the statement of financial performance. No impact on our college</p>

iii. Early adoption of standards

Ugunja Technical and Vocational College did not early-adopt any new or amended standards in year 2022/2023

4. Summary of Significant Accounting Policies

a) Revenue recognition

i. Revenue from non-exchange transactions

Transfers from other government entities

Revenues from non-exchange transactions with other government entities are measured at fair value and recognized on obtaining control of the asset (cash, goods, services and property) if the transfer is free from conditions and it is probable that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably. Recurrent grants are recognized in the statement of comprehensive income. Development/capital grants are recognized in the statement of financial position and realised in the statement of comprehensive income over the useful life of the assets that has been acquired using such funds.

ii. Revenue from exchange transactions

Rendering of services

The College recognizes revenue from rendering of services by reference to the stage of completion when the outcome of the transaction can be estimated reliably. The stage of completion is measured by reference to labour hours incurred to date as a percentage of total estimated labour hours. Where the contract outcome cannot be measured reliably, revenue is recognized only to the extent that the expenses incurred are recoverable.

Sale of goods

Revenue from the sale of goods is recognized when the significant risks and rewards of ownership have been transferred to the buyer, usually on delivery of the goods and when the amount of revenue can be measured reliably, and it is probable that the economic benefits or service potential associated with the transaction will flow to the entity.

b) Budget information

The original budget for FY 2022/2023 was approved by the Board on 19/04/2022. Subsequent revisions or additional appropriations were not made to the approved budget in accordance with specific approvals from the appropriate authorities. There were no additional appropriations added to the original budget by the College in order to conclude the final budget.

The College's budget is prepared on the same basis to the actual income and expenditure disclosed in the financial statements. The financial statements are prepared on accrual basis using a classification based on the nature of expenses in the statement of financial performance as well as the budget is prepared on accrual basis. A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, was then presented in the statement of comparison of budget and actual amounts.

c) Taxes

Current income tax

The college is exempted from paying taxes as per the schedule Chapter 501 C 3 internal revenue code 501 of income Tax Act, 2012.

Sales tax/ Value Added Tax

Expenses and assets are recognized net of the amount of sales tax, except:

When the sales tax incurred on a purchase of assets or services is not recoverable from the taxation authority, in which case, the sales tax is recognized as part of the cost of acquisition of the asset or as part of the expense item, as applicable.

When receivables and payables are stated with the amount of sales tax included. The net amount of sales tax recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the statement of financial position.

d) Investment property

Investment properties are measured initially at cost, including transaction costs. The carrying amount includes the replacement cost of components of an existing investment property at the time that cost is incurred if the recognition criteria are met and excludes the costs of day-to-day maintenance of an investment property.

Investment property acquired through a non-exchange transaction is measured at its fair value at the date of acquisition. Subsequent to initial recognition, investment properties are measured using the cost model and are depreciated over a period of years.

Investment properties are derecognized either when they have been disposed of or when the investment property is permanently withdrawn from use and no future economic benefit or service potential is expected from its disposal. The difference between the net disposal proceeds and the carrying amount of the asset is recognized in the surplus or deficit in the period of de-recognition. Transfers are made to or from investment property only when there is a change in use.

e) Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the items. When significant parts of property, plant and equipment are required to be replaced at intervals, the entity recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. Likewise, when a major inspection is performed, its cost is recognized in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognized in surplus or deficit as incurred. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration the asset is initially measured at its fair value.

f) Leases

Finance leases are leases that transfer substantially the entire risks and benefits incidental to ownership of the leased item to the Entity. Assets held under a finance lease are capitalized at the commencement of the lease at the fair value of the lease. The Entity also recognizes the associated lease liability at the inception of the lease. The liability

recognized is measured as the present value of the future minimum lease payments at initial recognition.

Subsequent to initial recognition, lease payments are apportioned between finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are recognized as finance costs in surplus or deficit.

An asset held under a finance lease is depreciated over the useful life of the asset. However, if there is no reasonable certainty that the Entity will obtain ownership of the asset by the end of the lease term, the asset is depreciated over the shorter of the estimated useful life of the asset and the lease term.

Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to the Entity. Operating lease payments are recognized as an operating expense in surplus or deficit on a straight-line basis over the lease term.

g) Intangible assets

Intangible assets acquired separately are initially recognized at cost. The cost of intangible assets acquired in a non-exchange transaction is their fair value at the date of the exchange. Following initial recognition, intangible assets are carried at cost less any accumulated amortization and accumulated impairment losses. Internally generated intangible assets, excluding capitalized development costs, are not capitalized and expenditure is reflected in surplus or deficit in the period in which the expenditure is incurred. The useful life of the intangible assets is assessed as either finite or indefinite.

h) Research and development costs

The college expenses research costs as incurred. Development costs on an individual project are recognized as intangible assets when the college can demonstrate:

- The technical feasibility of completing the asset so that the asset will be available for use or sale.
- Its intention to complete and its ability to use or sell the asset.
- How the asset will generate future economic benefits or service potential.
- The availability of resources to complete the asset.
- The ability to measure reliably the expenditure during development.

Following initial recognition of an asset, the asset is carried at cost less any accumulated amortization and accumulated impairment losses. Amortization of the asset begins when development is complete and the asset is available for use. It is amortized over the period of expected future benefit. During the period of development, the asset is tested for impairment annually with any impairment losses recognized immediately in surplus or deficit.

i) Financial Instruments

IPSAS 41 addresses the classification, measurement and de-recognition of financial assets and financial liabilities, introduces new rules for hedge accounting and a new impairment model for financial assets. The College does not have any hedge relationships and therefore the new hedge accounting rules have no impact on the College's financial statements. A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. At initial recognition, the entity measures a financial asset or financial liability at its fair value plus or minus, in the case of a financial asset or financial liability not at fair value

through surplus or deficit, transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

Financial assets

Initial recognition and measurement

Financial assets within the scope of IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets, as appropriate. The college determines the classification of its financial assets at initial recognition.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial measurement, such financial assets are subsequently measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. Losses arising from impairment are recognized in the surplus or deficit.

Held-to-maturity

Non-derivative financial assets with fixed or determinable payments and fixed maturities are classified as held to maturity when the college has the positive intention and ability to hold it to maturity. After initial measurement, held-to-maturity investments are measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. The losses arising from impairment are recognized in surplus or deficit.

Impairment of financial assets

The college assesses at each reporting date whether there is objective evidence that a financial asset or college financial assets is impaired. A financial asset or a entity of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events that has occurred after the initial recognition of the asset (an incurred 'loss event') and that loss event has an impact on the estimated future cash flows of the financial asset or the entity of financial assets that can be reliably estimated. Evidence of impairment may include the following indicators:

- The debtors or an entity of debtors are experiencing significant financial difficulty.
- Default or delinquency in interest or principal payments.
- The probability that debtors will enter bankruptcy or other financial reorganization

Observable data indicates a measurable decrease in estimated future cash flows (e.g. changes in arrears or economic conditions that correlate with defaults)

Financial liabilities

Initial recognition and measurement

Financial liabilities within the scope of IPSAS 29 are classified as financial liabilities at fair value through surplus or deficit or loans and borrowings, as appropriate. The college determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognized initially at fair value and, in the case of loans and borrowings, plus directly attributable transaction costs.

Loans and borrowing

After initial recognition, interest bearing loans and borrowings are subsequently measured at amortized cost using the effective interest method. Gains and losses are recognized in surplus or deficit when the liabilities are derecognized as well as through the effective interest method amortization process.

Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate.

j) Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition. Costs incurred in bringing each product to its present location and conditions are accounted for, as follows:

Raw materials: purchase cost using the weighted average cost method. Finished goods and work in progress: cost of direct materials and labour and a proportion of manufacturing overheads based on the normal operating capacity, but excluding borrowing costs. After initial recognition, inventory is measured at the lower of cost and net realizable value. However, to the extent that a class of inventory is distributed or deployed at no charge or for a nominal charge, that class of inventory is measured at the lower of cost and current replacement cost.

Net realizable value is the estimated selling price in the ordinary course of operations, less the estimated costs of completion and the estimated costs necessary to make the sale, exchange, or distribution. Inventories are recognized as an expense when deployed for utilization or consumption in the ordinary course of operations of the college.

k) Provisions

Provisions are recognized when the college has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Where the college expects some or all of a provision to be reimbursed, for example, under an insurance contract, the reimbursement is recognized as a separate asset only when the reimbursement is virtually certain.

The expense relating to any provision is presented in the statement of financial performance net of any reimbursement.

Contingent liabilities

The college does not recognize a contingent liability, but discloses details of any contingencies in the notes to the financial statements, unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

Contingent assets

The college does not recognize a contingent asset, but discloses details of a possible asset whose existence is contingent on the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the college in the notes to the financial statements. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the asset and the related revenue are recognized in the financial statements of the period in which the change occurs.

l) Nature and purpose of reserves

The college has not created and maintained reserves in terms of specific requirements.

m) Changes in accounting policies and estimates

The college recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy are applied prospectively if retrospective application is impractical.

n) Foreign currency transactions

Transactions in foreign currencies are initially accounted for at the ruling rate of exchange on the date of the transaction. Trade creditors or debtors denominated in foreign currency are reported at the statement of financial position reporting date by applying the exchange rate on that date. Exchange differences arising from the settlement of creditors, or from the reporting of creditors at rates different from those at which they were initially recorded during the period, are recognized as income or expenses in the period in which they arise.

o) Borrowing costs

Borrowing costs are capitalized against qualifying assets as part of property, plant and equipment. Such borrowing costs are capitalized over the period during which the asset is being acquired or constructed and borrowings have been incurred. Capitalization ceases when construction of the asset is complete. Further borrowing costs are charged to the statement of financial performance.

p) Related parties

The college regards a related party as a person or an entity with the ability to exert control individually or jointly, or to exercise significant influence over the college, or vice versa. Members of key management are regarded as related parties and comprise the Board of Governors, the principal and senior managers.

q) Service concession arrangements

The college analyses all aspects of service concession arrangements that it enters into in determining the appropriate accounting treatment and disclosure requirements. In

particular, where a private party contributes an asset to the arrangement, the college recognizes that asset when, and only when, it controls or regulates the services. The operator must provide together with the asset, to whom it must provide them, and at what price. In the case of assets other than 'whole-of-life' assets, it controls, through ownership, beneficial entitlement or otherwise – any significant residual interest in the asset at the end of the arrangement. Any assets so recognized are measured at their fair value. To the extent that an asset has been recognized, the college also recognizes a corresponding liability, adjusted by a cash consideration paid or received.

r) 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 the Central Bank of Kenya and at various commercial banks at the end of the financial year. For the purposes of these financial statements, cash and cash equivalents also include short term cash imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

s) Comparative figures

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

t) 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 June 30, 2023

5. Significant Judgments and Sources of Estimation Uncertainty

The preparation of the college's financial statements in conformity with IPSAS requires management to make judgments, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period. However, uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods.

Estimates and assumptions

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The college based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the college. Such changes are reflected in the assumptions when they occur. IPSAS 1.140

Useful lives and residual values

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

- The condition of the asset based on the assessment of experts employed by the college.
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes.
- The nature of the processes in which the asset is deployed.
- Availability of funding to replace the asset.
- Changes in the market in relation to the asset

The college used the following depreciation rates on its assets:

Assets	Rate
Building	5%
Building (Temporary Erection)	40%
Furniture and Fittings	12.5%
Software	20%
Computer and Accessories	33.3%
Cutlery and Catering Equipment	10%
Plant and Equipment	15%

Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions is included in note 16.

Provisions are measured at the management's best estimate of the expenditure required to settle the obligation at the reporting date, and are discounted to present value where the effect is material. The college has provided for cost of assets a waiting valuation by the Government experts. This provision was based on the prevailing market rates.

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6. Transfer from Other National Government Entities

Description	2022/2023	2021/2022
	Kshs	Kshs
Unconditional grants		
Capitation grants	7,929,000	13,807,500
Operational grants	-	500,000
Grand Total	7,929,000	14,307,500

7. Rendering of Services

Description	2022-2023	2021-2022
	Kshs	Kshs
Tuition	11,902,302	5,661,811
Activity	4,350,523	914,150
Examination Fees	3,652,078	3,782,790
Library Fees	1,788,596	349,760
Electricity Water and Conservancy	1,272,850	1,717,940
Administration Cost	3,233,010	2,568,192
Repairs and Maintenance	1,008,065	1,503,410
Student Organization	576,037	262,570
Industrial Attachment	432,028	1,002,600
Medical	83,651	78,573
Research	754,226	362,718
Local Travel & Transport	2,209,104	1,790,480
Personnel Emoluments	3,998,233	4,313,044
Development	1,440,093	403,850
Registration	1,346,487	0
Total revenue from the rendering of services	38,047,283	24,711,888

8. Other Income /Production Unit

Description	2022/23	2021/2022
	Kshs	Kshs
Tender		30,600
Sales From Food And Beverage	110,025	-
Total	110,025	30,600

During the financial year 2022/2023 the college realized Kshs 110,025 from sales of food and beverage.

9. Use of Goods and Services

Description	2022-2023	2021-2022
	Kshs	Kshs
Tuition	2,666,213	3,259,481
Activity	978,445	1,332,080
Examination Fees	3,854,954	4,068,375
Library Fees	-	795,983
EWC	390,959	1,047,874
Administration Expenses	5,981,803	5,064,980
Student Organization	189,345	240,225
Industrial Attachment Cost	396,538	445,650
Medical	10,760	2,580
Research	244,015	474,381
LT&T	1,434,163	938,900
Development	531,680	1,455,155
Registration	8,000	422,501
Contracted Security Services	648,000	694,000
Total Goods and Services	17,334,875	20,242,165

10. Employee Costs

Description	2022/2023	2021/2022
	Kshs	Kshs
Salaries And Wages	5,745,693	4,737,433
Statutory Deductions	422,108	
Total	6,167,801	5,103,668

11. Board of Governors Expenses

Description	2022/2023	2021/2022
	Kshs	Kshs
Sitting allowance	1,050,000	1,193,000
Transport allowance	147,000	78,000
Others (Data Bundles)	-	16,000
Total	1,197,000	1,287,000

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12. Depreciation and Amortization Expenses

Description	2022/2023	2021/2022
	Kshs	Kshs
Property, Plant and Equipment	4,157,634.	3,819,604
Total	4,157,634	3,819,604

13. Repairs and Maintenance

Description	2022/2023	2021/2022
	Kshs	Kshs
Cleaning materials	109,425	178,040
Window grills	196,150	-
Electrical/plumbing materials	326,582	57,641
Landscaping	218,787	100,839
Total	850,944	336,520

14. Cash and Cash Equivalents

Description	2022/2023	2021/2022
	Kshs	Kshs
Current account (Cashbook)	7,988,321	9,781,561
Cash at hand	13,504	168,610
Total Cash And Cash Equivalent	8,001,825	9,950,171

14.(a) Analysis of Cash And Cash Equivalents

Financial Institution	Account number	2022/2023	2021/2022
		Kshs	Kshs
a) Current account			
Kenya Commercial Bank- Fee account	1263416225	2,961,060	9,781,561
Kenya Commercial Bank- Operations A/C	1263709354	5,027,261	
b) Cash in hand			
		13,504	168,610
Grand total		8,001,825	9,950,171

15. Receivables From Exchange Transactions

Description	2022/2023	2021/2022
	Kshs	Kshs
Current Receivables		
Students debtors	16,642,246	4,883,147
Total	16,642,246	4,883,147

16. Inventories

Description	2022/2023	2021/2022
	Ksh	Kshs
Stationery	106,936	825,600
Cleaning Materials stores	20,065	175,287
Practical Materials	550,923	1,869,502
Catering stores	358,851	25,600
Electrical stores	727,647	67,000
Total	1,764,422	2,962,989

17. Property, Plant And Equipment

	Land	Buildings	Furniture and fittings	Computers	plants & machinery	Cutlery	Total
Cost	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs	Kshs
	0%	5%	12.50%	33.30%	15%	10%	
At 1 July 2020	3,000,000	50,451,148	2,241,732	264,308	5,347,922	201,299	61,506,409
Additions/	-	3,949,233	699,000	694,622	886,817	86,026	6,315,698
At 30th June 2022	3,000,000	54,400,381	2,940,732	958,930	6,234,739	287,325	67,822,107
Depreciation	-	(2,176,015)	(294,073)	(385,572)	(935,211)	(28,733)	(3,792,398)
At 1 July 2022	3,000,000	52,224,366	2,646,659	573,358	5,168,301	258,592	64,099,626
Additions	3,704,972	683,090	977,800	174,150	30,000	46,795	5,616,807
At 30th June 2023	6,704,972	52,907,456	3,624,459	747,508	5,198,301	305,387	69,488,083
depreciation	-	2,645,373	453,057	248,920	779,745	30,539	4,157,634
As at 30 June 2023	6,704,972	50,262,083	3,171,402	498,588	4,418,556	274,848	65,330,449

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17.(b). Property, Plant And Equipment at Cost

Description	Cost	Accumulated Depreciation	NBV
	Kshs	Kshs	Kshs
Land	6,704,972.	-	6,704,972
Buildings	52,907,456	2,645,373	50,262,083
Plant and Machinery	5,198,301	779,745	4,418,556
Catering equipment cutlery	305,387	30,539	274,848
Computers and Related Equipment	747,508	248,920	498,588
Furniture, And Fittings	3,624,459	453,057	3,171,402
Total	69,488,083	4,157,634	65,330,449

18. Intangible Assets

Description	2022/2023	2021/2022
	Kshs	Kshs
Cost	464,000	464,000
At beginning of the year	-	-
Additions	-	-
At end of the year	464,000	464,000
Additions-internal development		
At beginning of the year	464,000	464,000
Amortization and impairment	-	-
Amortization	-	-
At end of the year	464,000	464,000
Impairment loss	-	-
At end of the year	464,000	464,000
NBV	464,000	-

19. Trade and Other Payables from Exchange Transactions.

Description	2022/2023	2021/2022
	Kshs	Kshs
Trade creditors	974,445	895,559
KRA (BOG)	-	357,900
Total	974,445	1,253,459

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20. Other Payables.

Description	2022/2023	2021/2022
	Kshs	Kshs
Fees paid in advance	1,850,400	4,845,400
Development fund (Restricted)	5,000,000	-

21. Cash Generated from Operations

Surplus for the year before tax	2022/2023	2021/2022
	Kshs	Kshs
Adjusted for:		
Depreciation	4,157,634	3,819,604
Working Capital Adjustments		-
Increase in Inventory	(1,198,567)	(78,229)
Increase in Receivables	(11,299,592)	(9,751,604)
Increase in Deferred Income	-	-
Decrease in Payables	279,014	1,525,062
Decrease in Payments received in advance	2,995,000	3,354,710
Net Cash Flow from Operating Activities	(5,066,511)	12,083,085

22. Age analysis of the receivable

Description	Kshs
At 30 June23	
Students fee-2020/2021	1,720,980.
Students fee 2021/2022	2,774,730
Students fee 2022/2023	12,146,536
Total	16,642,246

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23. Credit Risk Analysis

Description	Total amount Kshs	Fully performing Kshs	Past due Kshs	Impaired Kshs
At 30 June 2022				
Receivables from exchange transactions	24,711,888	24,711,888	4,883,147	19,828,741
Receivables from non-exchange transactions	13,807,500	13,807,500	3,757,500	10,050,000
Bank balances	10,213,315	10,213,315	-	29,878,741
Total	48,732,703	48,732,703	8,640,647	40,092,050
At 30 June 2023				
Receivables from exchange transactions	16,845,043	16,845,043	21,202,240	4,357,197
Receivables from non-exchange transactions	7,929,000	7,929,000	5,998,500	1,930,500
Bank balances	24,774,043	24,774,043	27,200,740	6,287,697

24. Financial Risk Management

The college activities expose it to a variety of financial risk including credit and liquidity risk and effects of changes in foreign currency. The college's risk management programmes focus on unpredictability of changes in business environment and seek to minimise the potential adverse effect of such risks on its performance by setting acceptable level of risk. The college does not hedge any risk and has in place policies to ensure that credit is only extended to customers with established credit history.

The college financial risk management objectives and policies are detailed below.

i. Credit risk

The college has exposure to credit risk, which is the risk that a counterparty will be unable to pay amount in full when due. Credit risk arises from cash and cash equivalent, and deposit with banks, as well as trade and other receivables and available for sale financial investments.

Management assesses the credit quality of each customer, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external assessment in accordance with limit set by Board of Governors. The amounts presented in the statement of financial position are of allowances for doubtful receivables, estimated by the college's management based on prior experience and their assessment of the current economic environment.

ii. Liquidity Risk Management

Ultimate responsibility for liquidity risk management rests with the College Board of Governors, who has built an appropriate liquidity risk management framework for the management of the college's short, medium and long-term funding and liquidity management requirements. The college manager's liquidity risk through continues monitoring of forecasts and actual cash flows.

iii. Market Risk

The college has put in internal control measures.

iv. Interest rate risk

Interest rate risk is the risk that college's financial condition may be adversely affected as a result of changes in interest rate levels. The college's interest rate risk arises from bank deposits. This exposes the college to cash flow interest rate risk. The interest rate risk exposure arises mainly from interest rate movements on the college's deposits.

Management of interest rate risk

To manage the interest rate risk, management has endeavoured to bank with institution that offers favourable interest rates.

25. Events after the Reporting Period

There is no material adjusting and non-adjusting events after the reporting period.

26. Ultimate and Holding Entity

The college is a State Corporation under the Ministry of Education. Its ultimate parent is the Government of Kenya.

27. Currency

The financial statement is presented in Kenya shillings (Kshs).

**Ugunja Technical and Vocational College
Annual Reports and Financial Statements for the year ended 30th June 2023**

Appendices

Appendix I: Implementation Status of Auditor-General Recommendations

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

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
OAG/UGUNJATVC/2021/2022/(28)	Failure to gazette appointment of Board of Governors	The management communicated to the appointing authority, who is the Cabinet Secretary – Ministry of Education to ensure compliance with the Board tenure as enshrined in the TVET Act of 2013	Resolved	
OAG/UGUNJATVC/2021/2022/(28)	Gaps in the staff establishment in the noted areas	Gaps in the noted areas have been noted and segregation of duties undertaken as recommended	Resolved	
OAG/UGUNJATVC/2021/2022/(28)	Lack of internal audit functions	The College currently has in place a functional internal audit unit.	Resolved	

Audrey

Name *AUDREY N.A. OTHMANIBO*
Accounting Officer/Principal
Date



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Appendix II: Projects Implemented by Ugunja TVC

Projects

Projects implemented by the Ugunja TVC Funded by development partners.

Project title	Project Number	Donor	Period/ duration	Donor commitment	Separate donor reporting required as per the donor agreement (Yes/No)	Consolidated in these financial statements (Yes/No)
1. Building and Civil Engineering Complex		MoE – GoK	Phased	5,000,000	No	Yes

Status of Projects completion

	Project	Total project Cost	Total expended to date	Completion % to date	Budget	Actual	Sources of funds
1	Building and Civil Engineering Complex	60,000,000	-	0%	60,000,000	5,000,000	MoE - GoK

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Appendix III- Inter-Entity Confirmation Letter



MINISTRY OF EDUCATION
 STATE DEPARTMENT FOR TECHNICAL VOCATIONAL EDUCATION AND TRAINING
 UGUNJA TECHNICAL AND VOCATIONAL COLLEGE
 P. O. BOX 300-40606, UGUNJA. TEL: 0791226786
 EMAIL: ugunjatechcollege@gmail.com/info@ugunjatvc.ac.ke



Ugunja TVC wishes to confirm the amounts disbursed to it as at 30th June 2023 as indicated in the table below. Please compare the amounts disbursed with the amounts received and populate the column E in the table below Please sign and stamp this request in the space provided and return it to us.

Confirmation of amounts received by Ugunja TVC as at 30 th June 2023							
Reference Number	Date Disbursed	Amounts Disbursed by GoK - MoE (Kshs) as at 30th June 2023				Amount Received by Ugunja TVC (Kshs) as at 30 th June 2023 (E)	Differences (Kshs) (F)=(D-E)
		Recurrent (A)	Development (B)	Capitation (C)	Total (D)=(A+B+C)		
DTE/CAP 9/35 (165)	24/10/2022	-	-	2,505,000	2,505,000	2,505,000	-
DTE/CAP 9/36 (154)	26/01/2023	-	-	2,712,000	2,712,000	2,712,000	-
DTE/CAP 9/37 (147)	29/06/2023	-	-	2,712,000	2,712,000	2,712,000	-
Total				7,929,000	7,929,000	7,929,000	-

I confirm that the amounts shown above are correct as of the date indicated.

for Head of Accountants department of Ugunja TVC:

Name ESTON O. OKINYI Sign [Signature] Date 26/03/2024



APPENDIX IV: CSR PHOTOGRAPH

