

REPUBLIC OF KENYA



Enhancing Accountability

REPORT

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THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 04 JUN 2025	DAY. Wednesday
TABLED BY:	Hon. Naomi Wago, MP Deputy Majority Whip
CLERK-AT THE-TABLE:	Irene Nduku

THE AUDITOR-GENERAL

ON

**MBITINI GIRLS SECONDARY
SCHOOL**

**FOR THE YEAR ENDED
30 JUNE, 2024**

KITUI COUNTY

OFFICE OF THE AUDITOR GENERAL
P. O. Box 30084 - 00100, NAIROBI
MACHAKOS HUB.
23 APR 2025
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MBITINI GIRLS SECONDARY SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30TH JUNE 2024**

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

Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024

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1. Acronyms and Glossary of Terms

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	

2. Key School Information and Management

(a) Background information

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is in Kitui County, Kisasi Sub-County.

The school was registered in 1982 under registration number 13S30001077 and is currently categorized as a Extra County public school established, owned or operated by the Government.

The school is a boarding school and had 1133 number of students as at 30th June 2024. It has six streams and 43 teachers of which 17 teachers are employed by the School Board of Management.

(b) School Board of Management - Board Members

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

Ref:	Name of Board Member	Designation	Date of appointment
1	Joel M. Mulelu	Chairman	20/11/2023
2	Phoebe Muiva	Secretary - Principal	20/11/2023
3	Faith Mulongo	Member-Community	20/11/2023
4	Joseph Mboka	PA Chairperson- Co-opted	20/11/2023
5	Judith Michael	Member-Community	20/11/2023
6	Gloria Muteme	Member-Community	20/11/2023
7	Reuben Mulinge	Member- Community	20/11/2023
8	Elijah Munyao	Member – Rep CEB	20/11/2023
9	Julius Mwendwa	Member Rep Teachers	20/11/2023
10	Domitila Kivali	3 Members - Sponsor	20/11/2023
11	Macmillan Mutia	Member - Sponsor	20/11/2023
12	Sammy Muasya	Member- Community	20/11/2023
13	Paul Kilonzi	Member- Community	20/11/2023
14	Mercyline Munyoki	Member- Co-opted	20/11/2023
15	Ngomo Musee	Member- Co-opted	20/11/2023
16	Alex Kimanzi	Member- Co-opted	20/11/2023
17	Paul Musango	Member Special Needs	20/11/2023
18	Monica Museo	Rep Students	20/11/2023

The functions of the School Board of Management are to:

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

(c) Committees of the Board

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

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	1. Joel M. Mulelu 2. Phoebe Muiva 3. Elija Munyao 4. Joseph Mboka	Chairperson Secretary Vice Chairperson PA Chairperson	1
2	Audit Committee	1. Alex Kimanthi 2. Faith Mulongo 3. Macmillan Mutia	Chairperson Member Member	1
3	Finance, procurement and general purposes Committee	1. Alex Kimanthi 2. Faith Mulongo 3. Macmillan Mutia	Chairperson Member Member	1
4	Academic Committee	1. Elijah Munyao 2. Julius Mwendwa 3. Gloria Muteme	Chairperson Member Member	2

Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024

5	Development Committee	1.Alex Kimanzi 2.Phoebe Muiva 3.Joel Mulelu 4.Joseph Mboka	Chairperson Member Member Member	3
6	Discipline and welfare Committee	1.Paul Musango 2.Domitila Kivali 3.Reuben Mulinge 4.Paul Kilonzi 5.Sammy Muasya 6.Joseph Mboka	Chairperson Member Member Member Member Member	2
7	Adhoc Committee (if any during the year)			

(d) School operation Management

For the financial year ended 30th June 2024 the School day-to-day management was under the following persons:

Ref:	Designation	Name	Identification
1	Principal	Phoebe Muiva	373423
2	Deputy Principal	Janet Siyasa	233517
3	School Bursar	Franciscah David	32359833
4	Other (specify)		

(e) Schools contacts

Post Office Box: 116-90200 Kitui
Telephone: 0724285206
E-mail: mbitinigirlsschool@yahoo.com
Website:
Facebook:
Twitter:

(f) School Bankers

Provide details of the school bankers.

- 1 Name of Bank: National Bank
Branch: Kitui
Account Number: 01021051881700- Boarding Account
- 2 Name of Bank: National Bank
Branch: Kitui
Account Number: 01021052782400- Operation Account
- 3 Name of Bank: National Bank
Branch: Kitui
Account Number: 01025052782400- Tuition Account
- 4 Name of Bank: National Bank
Branch: Kitui
Account Number: 01242051881700- Savings Account
- 5 Name of Bank: National Bank
Branch: Kitui
Account Number: 01022230305700- Infrastructure Account
6. MPESA Pay Bill No. 711090 Attached to National Bank

(g) Independent Auditors

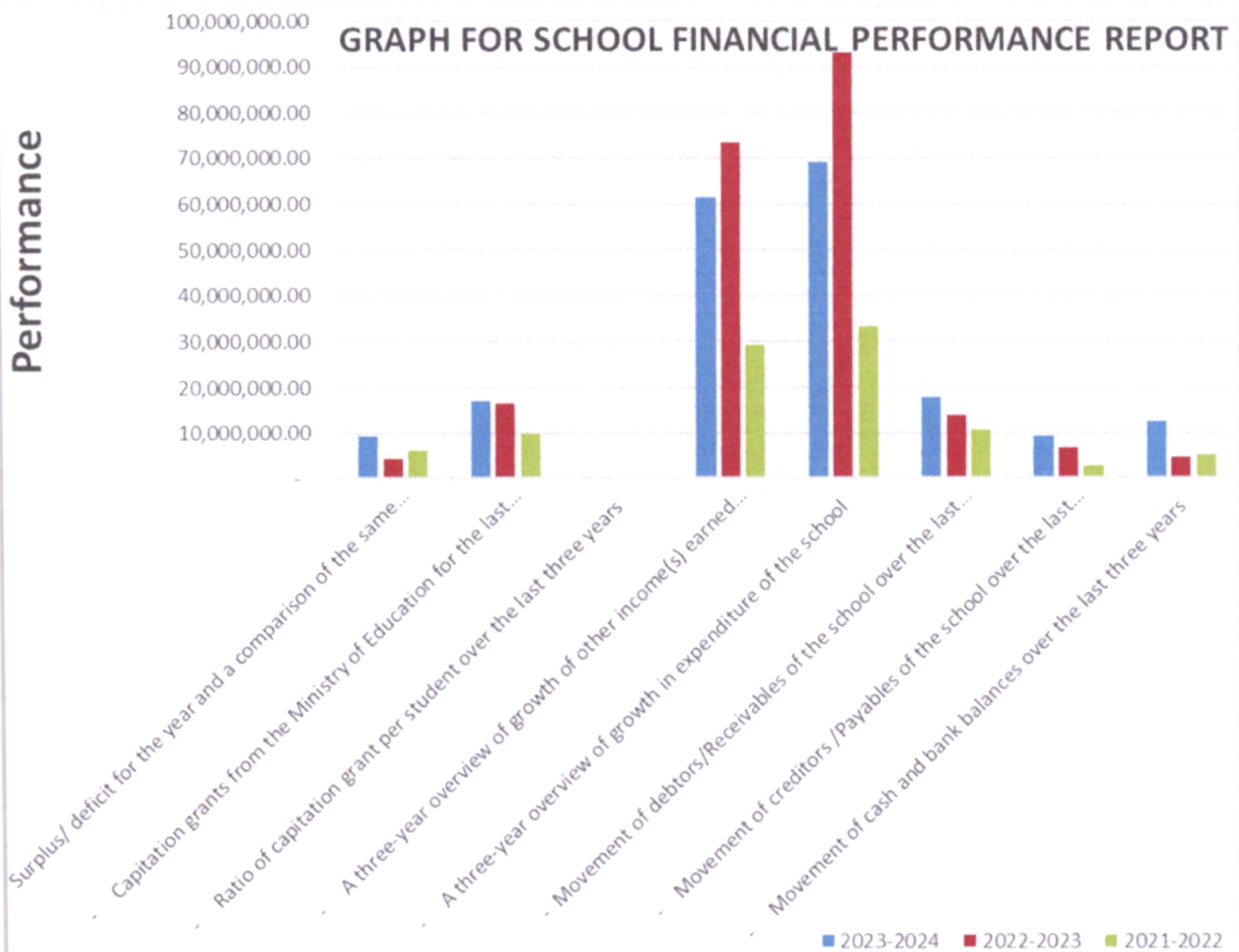
Office of the Auditor General
Anniversary Towers, University Way
P.O. Box 30084
GPO 00100
Nairobi, Kenya

3. Summary Report of Performance of The School

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

a) Financial performance:

a) Financial performance:	2023-2024	2022-2023	2021-2022
- Surplus/ deficit for the year and a comparison of the same for the last th	9,450,104.65	4,205,978.65	6,077,565.9
- Capitation grants from the Ministry of Education for the last three years	17,195,986.65	16,516,226.50	9,963,326
- Ratio of capitation grant per student over the last three years	1,133.00	1,120.00	1,051
- A three-year overview of growth of other income(s) earned by the school	61,354,305.00	73,473,642.00	29,334,334
- A three-year overview of growth in expenditure of the school	69,100,187.00	93,119,730.00	33,220,094
- Movement of debtors/Receivables of the school over the last three years	17,787,035.45	13,805,726.45	10,683,395
- Movement of creditors /Payables of the school over the last three years	9,332,379.00	6,751,555.00	2,810,418
- Movement of cash and bank balances over the last three years	12,626,130.29	4,576,510.64	5,179,037



II SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL

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

	2023-2024	2022-2023	2021-2022
b) Teacher Student ratio:			
The teacher to student ratio	1:43	1:40	1:39
Number of teachers recruited and posted to the school within the year	2	1	1
Number of teachers that were transferred/ retired during the period	2	2	2
Number of teachers employed by TSC	26	28	27
Number of teachers employed by BOM.	17	17	17
Number of teachers the school has for each subject in order to indicate shortage/ allocation of resources			
SUBJECTS	NO.of Teachers		
MATHS	5	5	5
ENGLISH	5	6	6
KISWAHILI	4	5	5
CHEMISTRY	3	3	3
PHYSICS	1	1	1
BIOLOGY	8	8	8
HISTORY	4	4	4
CRE	5	6	6
AGRICULTURE	5	4	4
BUSINESS STUDIES	2	2	2
GEOGRAPHY	2	2	2
COMPUTER STUDIES	2	2	1
c) Mean score in the 2023 KCSE:			
performance of the school for each over the last three years			
Number of students that have since transitioned to institutions of higher learning.	117	112	128
Mean score	6.311	6.77	6.703
comment on improvement or otherwise as compared to the school's set score.			
d) Number of Candidates in the 2023 KCSE:			
Number of candidates sitting for KCSE over the last three years.	276	199	246
e) Capacity of the school:			
Number of students in the school	1133	1131	1120
Dormitories	23	23	23

Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024

Dining hall,	1	1	1
laboratories,	4	4	3
Toilets	70	70	70
Land with legal ownership	1.5	1.5	1.5

b) Development projects carried out by the school:

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
Storey Laboratory (1st floor)	MOE	complete	6,722,190.00	3,368,830.00	Complete

PRINCIPAL
 MBITINI GIRLS SEC. SCHOOL
 P.O. Box 18, 00200 KITUI
 Date:

22/4/25

School Principal

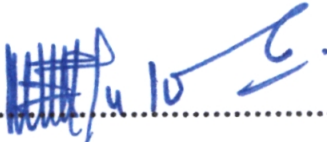
4. Statement of School Management Responsibility

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

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

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

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2024, and of the school's financial position as at that date.



.....

Name: Joel M. Mulelu
Designation: Chairman, School Board of Management

Date: 22/04/2025



.....

Name: Phoebe Muiva
Designation: School Principal & Secretary to Board of Management

Date: 22/4/2025



.....

Name: Francisah David
Designation: Bursar/ Finance Officer

Date: 22/4/2025

REPUBLIC OF KENYA

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



Enhancing Accountability

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

REPORT OF THE AUDITOR-GENERAL ON MBITINI GIRLS SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 - KITUI COUNTY

PREAMBLE

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

- A. Report on Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements;
- B. Report on Lawfulness and Effectiveness in the Use of Public Resources which considers compliance with applicable laws, regulations, policies, 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 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 material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on Effectiveness of Internal Controls, Risk Management and Governance.

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

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Mbitini Girls Secondary School set out on pages 1 to 24, which comprise the statement of assets and liabilities as at 30 June, 2024 and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended, and a summary

of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Mbitini Girls Secondary School as at 30 June, 2024 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and Basic Education Act, 2013.

Basis for Qualified Opinion

Long Outstanding Accounts Receivables

The statement of assets and liabilities reflects accounts receivables balance of Kshs.17,787,035 as disclosed in Note 13 to the financial statements. Included in this amount is student debtors balance of Kshs.17,744,295 out of which Kshs.10,476,076 or 59% of the balance relates to student fee balances due from continuing students while Kshs.7,268,219 or 41% of the balance is due from students who had completed their studies at the time of reporting.

Further, there was no documented policy for assessing and impairing long outstanding fees casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy, completeness and the recoverability of school fees arrears of Kshs.7,268,219 from students who have completed their studies could not be confirmed.

The audit was conducted in accordance with International Standards for Supreme Audit Institutions (ISSAIs). I am independent of Mbitini Girls Secondary School as at 30 June, 2024 Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Emphasis of Matter

Budgetary Control and Performance

The statement of budget versus actual amounts reflects final receipts budget and actual on a comparable basis of Kshs.81,014,530 and Kshs.78,550,291 respectively, resulting to an under-funding of Kshs.2,464,293 or 3% of the approved budget. Similarly, the School spent a total of Kshs.69,100,188 against actual receipts of Kshs.78,550,292 resulting into an under- utilization of Kshs.9,450,105 or 12% of the actual receipts.

Th under-funding and under- utilization affected the planned activities and programmes of the School, which may have impacted negatively on effective service delivery to the public.

My opinion is not qualified in respect to 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 matters described in the Basis for Qualified Opinion section of my report, I have determined that there are no other key audit matters to communicate in my report.

Other Information

The Board of Management is responsible for the other information set out on page iii to xi which comprise of Key Entity Information and Management, Summary report of the Performance of the School, and Statement of School Management Responsibility. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on Mbitini Girls Secondary School 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, I am required to report that fact. I have nothing to report in this regard.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN THE USE OF PUBLIC RESOURCES

Conclusion

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

Basis for Conclusion

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

The school's Management submitted the financial statements for the year under review to the Auditor-General on 4 April, 2025, six (6) months after the statutory deadline of 30 September, 2024. This was contrary to Section 47(1) of the Public Audit Act, 2015 on submission of financial statements to the Auditor-General within three months after the closure of the financial year.

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

2. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association (KESSHA)

The statement of receipts and payments reflects boarding and school fund payments amount of Kshs.56,325,573 as disclosed in Note 9 to the financial statements. Included

in the expenditure is an amount of Kshs.662,200 transferred to Kenya Secondary Schools Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from school principals only. The organization is not defined in Government funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.662,200 could not be confirmed.

3. Irregular Payments from Boarding and School Fund

The statement of receipts and payments reflects payments in respect of boarding and school fund of Kshs.56,325,573 as disclosed in Note 9 to the financial statements. Included in this amount is Kshs.353,000 in respect of sponsor levy and sponsor facilitation. This is contrary to Section 27(c)(e) and 56(7) of Basic Education Act, 2013 which stipulates that sponsors are responsible for providing supervisory and advisory services in matters regarding spiritual development in schools, including appointing Chaplains at their own expense, and offering financial and infrastructural support, which should significantly contribute to the School's development and impact.

No evidence was provided to confirm that the sponsor fulfilled any role other than charging the School levy, contrary to the law.

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

4. Long Outstanding Trade Payables

The statement of assets and liabilities, reflects accounts payables balance of Kshs.9,332,379 as disclosed in Note 14 to the financial statements. Included in the payables balance is Kshs.301,350 which has been outstanding for over one-year as disclosed in Note 14(a) to the financial statements. This is contrary to Section 53(8) of the Public Procurement and Assets Disposal Act, 2015 which states that an Accounting officer shall not commence any procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contract (s) are reflected in approved budget estimates.

In the circumstances, there is risk of loss of public funds through litigations, interest and penalties.

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

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effects of the matter described in the Basis for

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

Basis for Conclusion

Control Weakness in Management of Fixed Assets

Annex 2 to the financial statements on summary of fixed assets does not disclose historical costs brought forward for land, building structures, office equipment, furniture and fittings and textbooks as required by the reporting template for secondary schools. Further, the School Management did not maintain an assets register indicating cost of assets, location for parcels of land and each building; the terms on which it is held, dates of acquisition, disposal or major change in use. In addition, the assets were not coded or tagged for ease of identification and tracking.

In the circumstances, the effectiveness of internal controls to ensure proper custody, care, control and use of the School's assets could not be confirmed.

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

Responsibilities of the Management and those Charged with Governance

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

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

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

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

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

Auditor-General's Responsibilities for the Audit

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

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

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

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


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

06 May, 2025

6. Statement Of Receipts and Payments For the Year Ended 30th June 2024

Description Of Vote Head	Note	2023/2024	2022/2023
		Kshs	Kshs
Receipts			
Government grants for tuition	1	2,799,589.00	3,032,192.00
Government grants for operations	2a	9,173,258.00	8,888,035.0
Government Grants for infrastructure	3	5,223,140.00	4,596,000.00
School fund income- parents' contributions	4a	59,620,305.00	73,913,235.00
Miscellaneous incomes	5	1,734,000.00	197,227.00
Total Receipts		78,550,292.00	90,626,689.00
Payments			
Tuition	6a	2,229,547.00	3,482,400.00
Operations	7a	7,176,238.00	9,709,660.00
Infrastructure	8	3,368,830.00	5,493,730.00
Boarding and school fund	9a	56,325,573.00	78,393,865.00
Total Payments		69,100,188.00	97,079,655.00
Surplus/Deficit		9,450,104.00	6,452,966.00

The school financial statements were approved on 24/4/2025 2024 and signed by:







Name: Joel M. Mulelu

Name: Phoebe Muiva
School Principal/ Secretary to
BOM

Name: Franciseah David

Chair BOM

Bursar/ Finance Officer

Date: 24/4/2025

Date: 24/4/2025

Date: 24/4/2025

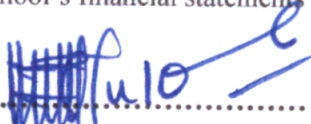
Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024


7. Statement of Assets and Liabilities As At 30th June 2024

Description	Note	2023/2024	2022/2023
		Kshs	Kshs
Financial Assets			
Cash and cash equivalents			
Bank balances	10	12,615,050.00	4,554,864.00
Cash balances	11	11,080.00	21,647.00
Short term investments	12	-	-
Total cash and cash equivalent		12,626,130.00	4,576,511.00
Account's receivables	13	17,787,035.00	13,805,726.00
Total financial assets		30,413,165.00	18,382,237.00
Financial liabilities			
Accounts payables	14	9,332,379.00	6,751,555.00
		21,080,786.00	11,630,682.00
Net financial assets			
Represented by			
Accumulated fund b/fwd	15	11,630,682.00	18,083,648.00
Surplus/deficit for the year		9,450,104.00	(6,452,966.00)
Net financial position		21,080,786.00	11,630,682.00

The school's financial statements were approved on _____ 2024 and signed by:


 Name: Joel M. Mulelu

Chair BOM
 Date: 22/04/2025


 Name: Phoebe Muiva
 School Principal/ Secretary to BOM

Date: 22/4/2025


 Name: Francisah David


Bursar/ Finance Officer
 Date: 22/4/2025


Mbitini Girls Secondary School
Annual Report and Financial Statements For the year ended 30th June 2024

8. Statement of Cash Flows for the year Ended 30th June 2024

Description	Note	2023/2024	2022/2023
		Kshs	Kshs
Cash from Operating Activities			
Receipts			
Government grants for tuition	1	2,799,589.00	3,032,192.00
Government grants for operations	2b	9,269,718.00	8,888,035.00
Government grants for infrastructure	3	5,223,140.00	4,596,000.00
School fund income- parents contributions/ fees	4b	57,698,633.00	62,323,369.00
Other income	5	1,734,000.00	197,227.00
Total receipts		76,725,080.00	79,036,823.00
Payments			
Cash outflows for tuition	6b	2,262,981.00	2,862,970.00
Cash outflows for operations	7b	7,544,824.00	9,124,260.00
Cash outflows Boarding/lunch and school fund payments	9b	55,498,826.00	73,359,622.00
Total payments		65,306,631.00	85,346,852.00
Net cash inflow/outflow from operating activities		11,418,449.00	(6,310,029.00)
Cash flow from investing activities			
Acquisition of assets- Storey Laboratory (1 st Floor)	8	(3,368,830.00)	(5,493,730.00)
Proceeds from sale of Assets			-
Purchase of investments			
Net cash inflow/outflows from investing activities		(3,368,830.00)	(5,493,730.00)
Cash flow from Financing activities			
Proceeds from borrowings/ loans		-	-
Repayment of principal borrowings		-	-
Net cash inflow/outflow from financing activities		-	-
Net increase/decrease in cash and cash equivalents		8,049,619.00	(816,299.00)
Cash and cash equivalent at beginning of the 2023		4,576,511.00	5,392,810.00
Cash and cash equivalent at end of the 2024		12,626,130.00	4,576,511.00

The school's financial statements were approved on _____ 2024 and signed by:


 Name: Joel M. Mulelu


 Name: Phoebe Muiva
 School Principal/ Secretary to BOM


 Name: Franciseah David
 Bursar/ Finance Officer

Chair BOM
 Date: 22/04/2025

Date: 22/4/2025

Date: 22/4/2025

9. Statement Of Budgeted Versus Actual Amounts for the year Ended 30th June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Receipts					
<i>(1) Capitation Grant on Tuition</i>					
Reference Materials				-	
Exercise Books				-	
Laboratory Equipment				-	
Chalks				-	
Teaching / Learning Materials	4,434,080.00		4,434,080.00	2,799,588.00	
Exams And Assessment					
	4,434,080.00		4,434,080.00	2,799,588.00	63%
<i>(2) Capitation Grant on Operations</i>					
Personnel Emoluments	3,049,500.00		3,049,500.00		
Repairs And Maintenance					
Local Transport / Travelling	2,817,310.00		2,817,310.00		
Electricity And Water	1,974,150.00		1,974,150.00		
Medical				938,475.00	
Administration Costs	2,217,040.00		2,217,040.00		
Activity	1,605,000.00		1,605,000.00	909,989.00	
Other Voteheads				7,324,794.00	
	11,633,000.00		11,633,000.00	9,173,258.00	79%

Mbitini Girls Secondary School
Annual Report and Financial Statements For the year ended 30th June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
3) FDSE for infrastructure					
Maintenance &Improvement MoE	5,350,000.00		5,350,000.00	5,223,140.00	
M&I parents' contribution					
Economic Stimulus Programs					
Transition Infrastructure Grants					
Administration Block					
	5,350,000.00		5,350,000.00	5,223,140.00	98%
(4) Fees Charged on Parents					
Personnel Emoluments	9,416,000.00		9,416,000.00	7,529,001.00	79%
Repairs And Maintenance	2,140,000.00		2,140,000.00	2,195,507.00	103%
Local Transport / Travelling	695,500.00		695,500.00	711,465.00	102%
Electricity And Water	3,852,000.00		3,852,000.00	3,900,371.00	101%
Medical					
Administration Costs	1,979,500.00		1,979,500.00	2,026,156.00	102%
Activity	267,500.00		267,500.00	472,235.00	176%
SMASSE					
Fee On Boarding Equipment and Stores	39,466,950.00		39,466,950.00	42,785,570.00	108%
	57,817,450.00		57,817,450.00	59,620,305.00	103%

Mbitini Girls Secondary School
Annual Report and Financial Statements For the year ended 30th June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
5) Miscellaneous Income					
Loans / Borrowing					
Rent income					
Income From Farming Activities					
Family Bank		1,600,000.00	1,600,000.00		
Lost books					
Income From Bus Hire	150,000.00		150,000.00	105,000.00	
Fee For Hire of Ground and Equipment					
Interest Income					
Tender fees	30,000.00		30,000.00	29,000.00	
	180,000.00	1600,000.00	1,780,000.00	1,734,000.00	97%
Total Income	79,414,530.00	1,600,000.00	81,014,530.00	78,550,291.00	97%
(6) Expenditure For Tuition					
Textbooks					
Reference Materials	166,000.00		166,000.00		
Exercise Books	536,229.00		536,229.00		
Laboratory Equipment	1,635,500.00		1,635,500.00	790,996.00	48%
Internal Exams	150,000.00		150,000.00		
Teaching / Learning Materials	885,000.00		885,000.00	1,431,628.00	161%

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Chalks	151,100.00		151,100.00		
Exams And Assessment				5,000.00	
Teachers Guides					
Sundry Creditors	909,951.00		909,951.00		
Bank Charges	300.00		300.00	1,923.00	
	4,434,08.00		4,434,08.00.00	2,229,547.00	50%
(7) Expenditure For Operations					
Personnel Emoluments	3,049,500.00		3,049,500.00	3,385,118.00	111%
Repairs, Maintenance & Improvements				750,803.00	
Local Transport / Travelling	2,817,310.00		2,817,310.00	282,400.00	10%
Electricity, Water and Conservancy	1,974,150.00		1,974,150.00	459,669.00	23%
Medical					
Administration Costs	2,217,040.00		2,217,040.00	1,564,415.00	71%
Activity Expenses	1,605,000.00		1,605,000.00	732,510.00	46%
Gratuity					
Bank charges				1,322.50	
	11,663,000.00		11,663,000.00	7,176,237.50	62%
(8) Expenditure For infrastructure					
Construction of classrooms					
Construction of storey Laboratory	5,350,000.00		5,350,000.00	3,368,830.00	63%
Construction of DORMS					
Purchase of furniture					

Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Purchase of equipment					
Purchase of machinery					
	5,350,000.00		5,350,000.00	3,368,830.00	63%
<i>(9) Expenditure For school fund/lunch/boarding</i>					
Personnel Emoluments	9,416,000.00		9,416,000.00	9,092,092.00	97%
Repairs, Maintenance and Improvements	2,140,000.00		2,140,000.00	1,161,290.00	54%
Local Transport / Travelling	695,500.00		695,500.00	2,848,768.00	409%
Electricity, Water and Conservancy	3,852,000.00		3,852,000.00	4,726,534.00	123%
Medical Expenses					
Administration Costs	1,979,500.00		1,979,500.00	2,817,379.00	142%
Activity	267,500.00		267,500.00	1,691,268.00	632%
Gratuity	288,847.00		288,847.00	50,000.00	17%
Boarding Equipment and Stores	39,466,950.00		39,466,950.00	33,688,897.00	85%
Expenditure For Income Generating Activity					
Insurance Costs					
Bus hire	150,000.00		150,000.00	194,680.00	129%
Tender fees	30,000.00		30,000.00	29,000.00	96%
Bank Charges	25,000.00		25,000.00	23,665.00	106%
Loan Interest Repayment					
Acquisition Of Assets					
Totals	58,311,297.00		58,311,297.00	56,325,573.00	96%

10. Significant Accounting Policies

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

1. Statement of compliance and basis of preparation

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

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

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

2. Recognition of receipts and payments

The *school* recognises all receipts from the various sources when the event occurs, and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs, and the related cash has actually been paid out by the *school*. Income arising from school fees is recognised when the event occurs whether cash is received or not. Expenditure arising from operations is recognised when the event occurs irrespective of receipt of cash.

3. In-kind contributions

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

4. Cash and cash equivalents

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

5. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. Accounts receivables also include school fees billed to parents for services rendered but not paid. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. Payables also include expenditure incurred for the purchase of goods, works and services that has been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools. Other liabilities are disclosed in the financial statements.

7. Non-current assets

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

8. Budget

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

9. Comparative figures

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

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2024

11. Notes To The Financial Statements

1. Government Grants for Tuition

Description	2023/2024	2022/2023
	Kshs	Kshs
Reference Materials	-	
Exercise Books	-	
Laboratory Equipment	-	
Internal Exams	-	
Teaching / Learning Materials	2,799,589.00	3,032,192.00
Chalks		
Total	2,799,589.00	3,032,192.00

2a. Government Grants for Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments		2,436,476.00
Repairs And Maintenance	-	-
Local Transport / Travelling	-	2,253,198.00
Electricity And Water	-	1,577,158.00
Other Voteheads	7,324,794.00	
Administration Costs		1,771,690.00
Activity	909,989.00	627,713.00
Medical Insurance	938,475.00	221,800.00
Total	9,173,258.00	8,888,035.00

Notes to the Financial Statements (continued)

2b. Government Grants for Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments		2,436,476.00
Repairs And Maintenance	-	-
Local Transport / Travelling	-	2,253,198.00
Electricity And Water	-	1,577,158.00
Other Voteheads	7,324,794.00	
Administration Costs		1,771,690.00
Activity	909,989.00	627,713.00
Medical Insurance	938,475.00	221,800.00
Salary Advances	96,460.00	
Total	9,269,718.00	8,888,035.00

3. Government Grants for infrastructure

Description	2023/2024	2022/2023
	Kshs	Kshs
Maintenance & Improvement	4,790,800.00	4,458,000.00
Transition infrastructure grants		
Administration Block		
Interborrowing - <i>Operation Account</i>	432,340.00	138,000.00
Total	5,223,140.00	4,596,000.00

4a. School Fund Income - Parents Contribution/Fees

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel emoluments	7,529,001.00	9,395,599.00
Repairs and maintenance	2,195,507.00	2,680,969.00
Local transport / travelling	711,465.00	917,039.00
Electricity and water	3,900,371.00	5,074,427.00
Administration costs	2,026,156.00	2,452,450.00
Activity	472,235.00	287,652.00
Fee on Boarding Equipment and stores	42,785,570.00	53,105,099.00
Others (specify)	-	
Total	59,620,305.00	73,913,235.00

Notes to the Financial Statements (continued)

4b. School Fund Income - Parents Contribution/Fees

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel emoluments	6,407,824.00	8,631,425.00
Repairs and maintenance	1,987,207.00	2,525,344.00
Local transport / travelling	638,745.00	863,274.00
Electricity and water	3,505,782.00	4,775,611.00
Medical	-	
Administration costs	1,796,043.00	2,287,743.00
Activity	456,735.00	275,152.00
Fee on Boarding Equipment and stores	34,351,893.00	42,964,820.00
PA Levies*	-	
Arrears	6,040,407.00	
prepayments	2,053,097.00	
Advances	460,900.00	
Others (specify)	-	
Total	57,698,633.00	62,323,369.00

5 Miscellaneous Incomes

Description	2023/2024	2022/2023
	Kshs	Kshs
Rent Income		
Income From Farming Activities		
Family Bank	1,600,000.00	
Lost books		78,197.00
Income From Bus Hire	105,000.00	89,030.00
Fee For Hire of Ground and Equipment		
Income From Grants and Donations*(Bursary from CDF)		
Harambee Classroom		
Dividends Income		
Loans/Borrowings*		
Tender fees	29,000.00	30,000.00
Total	1,734,000.00	197,227.00

Notes to the Financial Statements (continued)**6a Tuition**

Description	2023/2024	2022/2023
	Kshs	Kshs
Exercise Books		591,694.00
Textbooks		
Reference materials		183,400.00
Laboratory Equipment	790,996.00	1,274,470.00
Teaching / Learning Materials	1,431,628.00	1,099,576.00
Exams And Assessment	5,000.00	333,020.00
Teachers Guides		
Bank Charges	1,923.00	240.00
Chalk & Dusters		-
Total	2,229,547.00	3,482,400.00

6b Tuition

Description	2023/2024	2022/2023
	Kshs	Kshs
Exercise Books		591,694.00
Textbooks		
Reference materials		183,400.00
Laboratory Equipment	550,520.00	1,274,470.00
Teaching / Learning Materials	1,006,658.00	263,700.00
Exams And Assessment	5,000.00	333,020.00
Sundry Creditor	698,880.00	
Bank Charges	1,923.00	240.00
Chalk & Dusters		-
Sundry Creditors		216,446.00
Total	2,262,981.00	2,862,970.00

Notes to the Financial Statements (continued)

7a Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	3,385,118.00	3,049,510.00
Service Gratuity	-	-
Administration Cost	1,564,415.00	4,565,520.00
Repairs And Maintenance & Improvements	750,803.00	138,000.00
Local Transport / Travelling	282,400.00	-
Electricity And Water	459,669.00	344,000.00
Medical		
Activity Expenses	732,510.00	1,610,940.00
Bank Charges	1,323.00	1,690.00
Others Voteheads		
Total	7,176,238.00	9,709,660.00

7b Operations

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	3,385,118.00	3,049,510.00
Service Gratuity	-	-
Administration Cost	974,515.00	3,831,030.00
Repairs And Maintenance & Improvements	750,803.00	138,000.00
Local Transport / Travelling	282,400.00	-
Electricity And Water	459,669.00	344,000.00
Sundry Creditors	930,486.00	149,090.00
Activity Expenses	732,510.00	1,610,940.00
Bank Charges	1,323.00	1,690.00
Others Voteheads		
Salary Advances	28,000.00	
Total	7,544,824.00	9,124,260.00

Notes to the Financial Statements (continued)

8 Infrastructure

Description	2023/2024	2022/2023
	Kshs	Kshs
Construction of classrooms		
Construction of laboratory	3,368,830.00	5,493,730.00
Construction of dormitory		
Purchase of furniture		
Purchase of equipment		
Purchase of apparatus		
Drilling of boreholes		
Covid 19 washing points		
Total	3,368,830.00	5,493,730.00

9a. Boarding And School Fund

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	9,092,092.00	9,262,087.00
Service Gratuity	50,000.00	304,977.00
Repairs And Maintenance & Improvements	1,161,290.00	2,308,075.00
Local Transport / Travelling	2,848,768.00	3,676,237.00
Electricity And Water	4,726,534.00	6,429,600.00
Medical Expenses	-	16,560.00
Administration Costs	2,817,379.00	2,545,914.00
Bank Charges	23,665.00	66,141.00
Bank Charges- Savings Account		
Expenses On Income Generating Activities -Bus	194,680.00	31,500.00
Fee On Boarding Equipment and Stores	33,688,897.00	53,075,634.00
Rent Expenses	-	
Insurance Cost (Life Property)		
Loan Principal Repayment	-	
Bursaries	-	
Acquisition Of Assets- Classroom Construction		
Activity expenses	1,691,268.00	647,140.00
Tender fees	31,000.00	30,000.00
Total	56,325,573.00	78,393,865.00

Notes to the Financial Statements (continued)**9b. Boarding And School Fund**

Description	2023/2024	2022/2023
	Kshs	Kshs
Personnel Emoluments	9,092,092.00	9,262,087.00
Service Gratuity	50,000.00	304,977.00
Repairs And Maintenance & Improvements	1,134,090.00	2,308,075.00
Local Transport / Travelling	2,848,768.00	3,676,237.00
Electricity And Water	4,640,334.00	6,429,600.00
Medical Expenses	-	16,560.00
Administration Costs	2,577,379.00	2,308,414.00
Bank Charges	23,665.00	66,141.00
Sundry Creditors	3,386,420.00	1,389,715.00
Expenses On Income Generating Activities -Bus	194,680.00	31,500.00
Fee On Boarding Equipment and Stores	28,890,262.00	46,889,176.00
Rent Expenses	-	
Prepayment	863,868.00	
Salary Advance	75,000.00	
Bursaries	-	
Acquisition Of Assets- Classroom Construction		
Activity expenses	1,691,268.00	647,140.00
Tender fees	31,000.00	30,000.00
Total	55,498,826.00	78,393,864.60

Mbitini Girls Secondary School

Annual Report and Financial Statements For the year ended 30th June 2024

Notes to the Financial Statements (continued)

10 Bank Accounts

Account Name & Currency	Status	Bank Account Number	2023/2024	2022/2023
	Active/Dormant		Kshs	Kshs
Tuition Account	Active	01025052782400	732,738.85	196,131.00
Operations Account	Active	01021052782400	3,917,814.55	1,762,462.00
School Fund Account/Boarding	Active	01021051881700	4,053,001.15	105,845.00
Savings Account	Active	01242051881700	55,196.24	55,196.00
Parent Association Development Account				
Income Generating Activities Account				
Infrastructural Account	Active	01022230305700	3,856,300.00	2,435,230.00
Total			12,615,050.00	4,554,864.00

11 Cash In Hand

Description	2023/2024	2022/2023
	Kshs	Kshs
Notes and Coins	11,080.00	21,647.00
Total	11,080.00	21,647.00

12 Short Term Investments

Description	2023/2024	2022/2023
	Kshs	Kshs
Cooperative Shares		
Treasury Bills		
Fixed Deposit accounts		
Other Investments		
Total		

Mbitini Girls Secondary School**Annual Report and Financial Statements For the year ended 30th June 2024****Notes to the Financial Statements (continued)****13 Accounts Receivable**

Description	2023/2024	2022/2023
	Kshs	Kshs
Fees Arrears	17,744,295.00	13,308,626.00
Other Non-Fees Receivables		
Salary Advances (list/schedule attached)	42,740.00	497,100.00
Imprest (list/schedule attached)	-	
Rent arrears (list/schedule attached)	-	
Total	17,787,035.00	13,805,726.00

13 b Ageing Analysis of Accounts Receivable

Description	2023/2024		2022/2023	
	Kshs	% of the total	Kshs	% of the total
	2023/2024	% of the total	2022/2023	% of the total
Less than 1 year	10,476,076.00	59%	7,850,245.00	58%
Between 1- 2 years	1,809,838.00	10%	1,641,026.00	12%
Between 2-3 years	5,458,381.00	31%	3,817,355.00	28%
Over 3 years				%
Total (should tie to note 13 a)	17,744,295.00		13,308,626.00	%

14 Accounts Payable

Description	2023/2024	2022/2023
	Kshs	Kshs
Trade Creditors (See Ageing Below and Appendix 1)	6,708,731.00	5,317,136.00
Prepaid Fees	2,623,648.00	1,434,419.00
Retention Monies		
Unpaid salaries and statutory deductions		
Caution money		
Other payables (<i>specify</i>)		
Total	9,332,379.00	6,751,555.00

Notes to the Financial Statements (continued)

14a. Ageing Analysis of Accounts Payable

Description	2023/2024		2022/2023	
	Kshs		Kshs	
	2023/2024	% of the total	2022/2023	% of the total
Less than 1 year	6,407,381.00	95%	4,983,806.00	93%
Between 1- 2 years	301,350.00	5%	333,330.00	6%
Between 2-3 years		%		%
Over 3 years		%		%
Total (should tie to note 14)	6,708,731.00	%	5,317,136.00	%

15 Fund Balance Brought Forward

Description	2023/2024	2022/2023
	Kshs	Kshs
Bank Balances	4,554,864.00	5,382,298.00
Cash Balances	21,647.00	10,512.00
Short Term Investments	-	-
Receivables	13,805,726.00	16,231,297.00
Payables	(6,751,555.00)	(3,540,459.00)
Total	11,630,682.00	18,083,648.00

Other important disclosure notes

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

16 Non-current Liabilities Summary

Description	2023/2024	2022/2023
	Kshs	Kshs
Bank Loans		
Outstanding Leases		
Hire Purchase		
Gratuity And Leave Provision		
Others (specify)		
Total		

17 Biological assets

Description	Numbers	2023/2024	2022/2023
		Kshs	Kshs
Cattle	N/A		
Goats	N/A		
Trees	500	250,000.00	250,000.00
Coffee Or Tea Plantation	N/A		
Poultry	N/A		
Others (specify)	N/A		
Total		250,000.00	250,000.00

18 Borrowings

Description	Kshs	Kshs
Borrowings at beginning of the year		
Borrowings during the year		
Repayments during the year		
Balance at the end of the year		

Mbitini Girls Secondary School

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Other important disclosure notes

19 Stock/ Inventory

Description	2023/2024	2022/2023
	Kshs	Kshs
Food stuffs	1,490,000.00	1,366,385.00
Lab consumables	25,790,000.00	25,700,000.00
Farm produce		N/A
Medication		N/A
Construction Materials	62,050.00	62,050.00
Others (specify)		-

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20 Progress On Follow Up Of Auditor Recommendations

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

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1	Unsupported Accounts Receivables	The school has compiled all accounts Receivables	Resolved	
2	Late submission of Financial Statements for Audit	There is lack of awareness pertaining submission of Financial Statements to the office of Auditor General by schools. The school will adhere to the statutory deadline submission in other subsequent financial years ie 2024/2025.	Not Resolved	Year 2024/2025
3	Weakness in procurement of Infrastructure Works	The school has sought assistance from procurement office and the necessary procedures are followed.	Resolved	
4	Irregular payment from Operation Capitation	The schools are given the guidelines to transfer the money by the said office. The Government should provide guidelines on how such payments should be handled.	Not Resolved	
5	Lack of School Improvement Plan	The school has prepared an Improvement Plan and is operational	Resolved	
6	Lack of Board of Management	The school constituted the Board of Management in December 2023 and is operational	Resolved	

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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
7.	Lack of Ownership of Documents	The school has a title deed for the parcel of land. The school will request Ministry of Education through County offices for assistance since the school can't afford the services of a valuer	Partially Resolved	

PRINCIPAL
 MBITINI GIRLS' SEC. SCHOOL
 P.O. BOX 10000
 NAIROBI
 Date _____
 Sign and Date
 Principal

21/4/2025

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12. Annexes

Annex I - Analysis of Pending Accounts Payable

Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2023/2024	Outstanding Balance 2022/2023	Comments
	A	b	C	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Construction Of Buildings						
1.						
2.						
3.						
Sub-Total						
Supply Of Goods						
1. Kelvis Office Solutions				-	250,000.00	
2. Superflight Agencies				387,400.00		
3. Mosheni Technologies				50,000.00		
4. Cana General Suppliers				152,500.00		
5. Bofil General Supplies				424,970.00	24,300.00	
6. Limpid Enterprises				240,476.00		
7. Liz-Bella Enterprises				650,550.00		
8. Emmanuel Munyasya				106,000.00		

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Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2023/2024	Outstanding Balance 2022/2023	Comments
9. Judiah Knitfit Wear				44,800.00		
10. Manchuma Enterprises				39,470.00		
11. John Mwanzia				32,085.00		
12. Mbila Mulinge				66,490.00		
13. Tina Mwongela				18,000.00		
14. Timothy Mulinge				16,000.00		
15. Teranzi Enterprise				390,000.00		
16. Mbuni Posh Mill				578,000.00		
17. Evan Thuo Evan				39,000.00		
18. David Mutua Mune (Danmat)				27,200.00		
19. Rhamkeny Chemicals Ltd				248,980.00		
20. Mutunga Mutua				34,200.00		
21. Dademi & Sons Ltd				32,840.00		
22. Jakaace Enterprises Ltd				808,000.00		
23. V.M Kyambiti Chemicals				125,000.00		
24. DPL Festive				237,858.00		
25. Mwangangi Mwandu				4,250.00		
26. Garden Meat Supplies				223,670.00		
27. Jossnard General Merchants				22,500.00		
28. Patric Ndunda				10,300.00		

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Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2023/2024	Outstanding Balance 2022/2023	Comments
29. Kisasi Filling Station				52,000.00		
30. Sloam Enterprises				94,500.00		
31. SPMK & Sons Ltd				619,350.00		
32. SPMI Enterprises				74,192.00		
33. Mombasa Road General Suppliers				75,000.00		
34. Ikutha Smart Industries				101,500.00		
35. Be Nice Computers				116,000.00		
36. Kwanzulu Natal				264,300.00		
37. Semeha Contractors				-	27,050.00	
Sub-Total				6,407,381.00	301,350.00	
Supply Of Services						
1.						
2.						
3.						
Sub-Total						
Grand Total						

Annex 2 – Summary of Fixed Assets Register

Asset Class	Historical Cost b/f (Kshs) 1st July 2023	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30th June 2024
Land	Unknown			
Buildings And Structures	Unknown	6,722,190.00		
Motor Vehicles	18,377,881.00			18,377,881.00
Office Equipment, Furniture And Fittings	Unknown	339,300.00		
Textbooks	Unknown	12,000.00		
ICT Equipment	1,910,000.00	125,000.00		2,035,000.00
Tools And Apparatus	Unknown	437,000.00		-
Other Machinery And Equipment	2,428,176.00			2,428,176.00
Heritage And Cultural Assets				
Intangible Assets- Soft Ware	337,500.00			337,500.00
Total				