

REPUBLIC OF KENYA



*Enhancing Accountability*



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**REPORT**

THE NATIONAL ASSEMBLY  
PAPERS LAID

DATE: 05 MAR 2026 DAY: Thursday

OF

TABLED BY: Hon. Owen Bora MP  
Deputy leader of Majority Party  
CLERK-AT-THE-TABLE: A. Shibusko

**THE AUDITOR-GENERAL**

ON

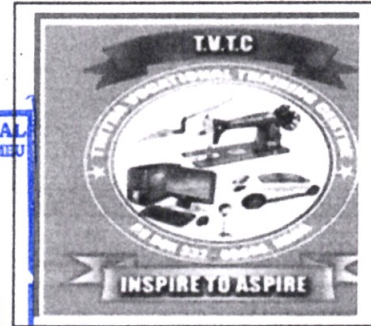
**THITHA VOCATIONAL TRAINING  
CENTRE**

**FOR THE YEAR ENDED  
30 JUNE, 2025**



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**THITHA VOCATIONAL TRAINING CENTRE**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**  
**30<sup>TH</sup> JUNE 2025**

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

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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**1. Acronyms and Definition of Key Terms**

BOM	Board of Management
ICPAK	Institute of Certified Public Accountants of Kenya
IPSAS	International Public Sector Accounting Standards
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
VTC	Vocational Training College

**B. Definition of key terms**

**Fiduciary management** – The key personnel directly entrusted with the entities financial resources

**Financial Statement** – A set of documents that shows your institution status at a specific point in time

**2. Key Entity Information and Management****(a) Background information**

Thitha VTC began in the year 2012 as a day institution through the initiation of the area MCA and the entire fraternity of Kalankware Primary School and supported by the local community. Thitha VTC was registered in the year 2013 under the Ministry of Youth affairs and Sports. In the year 2020 dated 23/01/2020 the Vocational Centre was registered in accordance with the TVET Act, 2013 Section 20 (1)

They constructed two classrooms and by then they had two instructors who were teaching Building Technology and Garment Making. It was run by Kalankware primary board of management until March 2014 when the VTC board of governors was put in place. The VTC has gradually grown and as at 30<sup>th</sup> June 2025 it had two BOG instructors and two Meru County instructors, four classes and one workshop and offers three courses namely building technology, garment making, hairdressing and beauty therapy. The VTC is under County Government of Meru County Department for Education.

**(b) Principal Activities**

The principal activity is to train marketable skills for a better future as we meet self – sustainability.

**Vision**

To produce people with empowered technological skills and services

**Mission**

Training people with skills to become self-reliant in future

**Core Values**

Our operational environment is governed by a set of core values which constitute the desired Thitha culture. The school demands observations of the values by instructors, non-teaching staff and trainees. These values are:

- T – The divine fear of God
- H - Honesty
- I - Integrity
- T – Team work
- H – Hope for skills
- A – Ability to work

**(c) Key Management**

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

- Board of Management
- Manager

**(d) Fiduciary Management**

The key management personnel who held office during the financial year ended 30th June 2025 and who had direct fiduciary responsibility were:

## THITHA VTC

### Annual Report and Financial Statements for the year ended 30th June 2025

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SN.	Designation	Name
1.	Manager	Ruth Mukami
	Chairperson	Janet Nzororo
	Vice chairperson	Robert Michubu
	Third Signatory	Henry Muroki
	VET officer	Bernard Mwenda

(e) **Entity Headquarters**

**THITHA VOCATIONAL TRAINING CENTRE**

P.O. Box 332 - 60600  
Maua  
Stage Kwa Njilu – Athiru road

(f) **Entity Contacts**

Telephone: (254) 716054451  
E-mail: thithavtc@gmail.com

(g) **Entity Bankers**

1. **Kenya Commercial Bank**

General operations fees Account No: 1294569759  
Maua Branch

2. **Kenya Commercial Bank**

Capitation Account No:1233979779  
Maua Branch

(h) **Independent Auditors**

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

**Principal Legal Adviser**

The Attorney General  
State Law Office  
Harambee Avenue

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**






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P.O. Box 40112  
City Square 00200  
Nairobi, Kenya

County Attorney  
P.O Box 120-60200






Meru

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025****3. The Board of Management**



<i>Member/ Director</i>	<i>Details</i>
 <p>Name: Janet Nzororo Profession: Businesswoman Academic: Secretarial</p>	Date of birth:01/01/1959 Qualification: Secretarial Work experience: Retired secretary Position in BOG: Chairperson BOG
 <p>Name: Robert Michubu Profession: Preacher Academic: Preaching</p>	Date of birth:01/01/1977 Qualification: Preacher Work experience:8 years Position in BOG: Vice chairperson BOG
 <p>Name: Henry Muroki Profession: IT professional Academic: IT specialist</p>	Date of birth:01/01/1980 Qualification: Information Technology Work experience:13 years Position in BOG: Third signatory BOG
 <p>Name: Bonface Mwirigi Profession: Plumber Academic: Plumbing</p>	Date of birth:30/01/1995 Qualification: Plumbing Work experience:5 years Position in BOG: Member
 <p>Name: Timothy Kirimi Profession: IT professional Academic: IT and MYS</p>	Date of birth:01/01/1992 Qualification: Mobile Repair/IT specialist Work experience:4 years Position in BOG: Member

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

 <p>Name: Salesio Kareithi          Profession: Teacher          Academic: P1 and ECDE</p>	<p>Date of birth: 01/01/1971          Qualification: Teaching          Work experience: 28 yrs          Position in BOG: Member</p>
 <p>Name: Fridah Karwirwa          Profession: Hairdresser          Academic: Hairdressing</p>	<p>Date of birth: 01/01/1978          Qualification: Hairdressing          Work experience: 13 years          Position in BOG: Member</p>
 <p>Name: Hellen Kanana          Profession: Community Health worker          Academic: Community health worker</p>	<p>Date of birth: 01/01/1967          Qualification: Community health worker          Work experience: Retired          Position in BOG: Member</p>
 <p>Name: Jeffris Murungi          Profession: Finger print technician          Academic: Finger print technician</p>	<p>Date of birth: 01/01/1956          Qualification: Finger print technician          Work experience: Retired          Position in BOG: Member</p>
<p><i>Secretary to the Board</i></p>	
 <p>Name: Ruth Mukami          Profession: ICT Instructor          Academic: Bachelor of Education Science</p>	<p>Date of birth: 02/07/1983          Qualification: ICT          Work experience: 14 years          Position in BOG: Secretary</p>

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025****4. Key Management Team**

<i>S N</i>	<i>DESIGNATION</i>	<i>NAME</i>
1.	Manager  Name: Ruth Mukami Profession: ICT Instructor Academic: Bachelor of Education Science Diploma Education Management Diploma Information Technology	Ruth Mukami
2.	Deputy Manager  Name: Wilfred Gitonga Profession: Instructor Academic: Artisan Masonry	Wilfred Gitonga

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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#### **5. Chairman's Statement**

I am pleased to present the annual report and financial statement for Thitha Vocational Training Centre for the year ended June 30<sup>th</sup> 2025

The objective of the board is to ensure that the community is able to access the technical courses from within their locality. In line to this, we have several courses like building technology, hairdressing, beauty therapy and garment making and fashion Design

#### **I am proud that we have made achievements within the year as follows:**

- Increased trainee enrolment as compared to previous years
- Presented trainees for Dec 2024 NITA exam series all passed exam, also registered more trainees for the next Dec 2025 series
- Exhibited during Meru Ask show
- Participated in Meru County ball games
- Received bursary from the Meru County bursaries and also the Igembe Central CDF funds
- Received capitation for instructional materials
- Received equipment's from Meru County government
- Physical infrastructure improvement and also the construction of two classrooms within the financial year 2024/25 by the ward fund

#### **Challenges**

- Lack of enough government instructors in all courses
- Lack of enough infrastructure (classrooms and workshops) whereby both first- and second-year trainees share a single workshop
- Delayed fee payment and poor payment method of very many instalments of small amount.
- Also lack of storage water tanks.

#### **Way forward**

- Introduce more courses and also incorporate short courses like barbering, dreadlocks, block making, tiling, dress making, interior décor,
- Add and modify infrastructure
- Incorporate more courses and continue with marketing the available courses

#### **Special thanks**

- To County government of Meru for the bursaries awarded to our trainees in year 2024/2025 and also training equipments
- To Igembe Central CDF for bursaries in the year 2024/2025
- To ward fund for the construction of classrooms
- To the community for the borehole water
- To Nyumba Kumi for continued support and trainee attendance and follow up

I wish to thank the members of the board for their continued support for the growth of the institution. I thank both county and national government for financial support. Finally, I thank all the stakeholders for their continued support and dedication.

**Name:** Janet Nzororo  
**BOG CHAIRPERSON**

**Signature:**  .....

## **6. Report of the Principal/Manager**

I am pleased to present the annual report and financial statement for Thitha Vocational Training Centre for the year ended June 30<sup>th</sup> 2025 as per requirement of the public finance management Act of 2012 and public audit Act 2015.

### **A) Academic programmes**

During the financial year under review the Vocational centre had the following training programs:

- Building Technology
- Garment Making and Fashion Design
- Hairdressing and Beauty Therapy

### **B) Student population**

The institution admits trainees by walk in and outsourcing from the locality. By the end of year 2024/2025 the population was one hundred and five trainees. This was achieved by marketing our programs in local churches, posters and brochures, former trainees, public meetings and initiative by the area chief and nyumba kumi to have all access training.

### **C) Provision of requisite facilities**

We have tried to expand existing facilities by building two more classrooms and a kitchen

### **D) Key achievements**

- Increased trainee enrolment as compared to previous years
- Presented trainees for Dec 2024 NITA exam series all passed exam, also registered more trainees for the next Dec 2025 series
- Exhibited during Meru Ask show in hairdressing and garment making
- Participated in Meru County ball games and presented hand ball team
- Received bursary from the Meru County bursaries and also the Igembe Central CDF funds
- Received capitation for instructional materials
- Received equipments from Meru County government in garment making and motor vehicle
- Physical infrastructure improvement and also the construction of two classrooms within the financial year 2024/25 by the ward fund

### **Challenges**

- Lack of enough government instructors in all courses
- Lack of enough infrastructure (classrooms and workshops), administration block, proper fencing of the institution
- Delayed fee payment and poor payment method of very many instalments of small amount.
- Also lack of storage water tanks since water is not very reliable

### **Way forward**

- Introduce more courses and also incorporate short courses like barbering, dreadlocks, block making, tiling, dress making, interior décor,
- Add and modify infrastructure
- Incorporate more courses to attract more trainees and continue with marketing the available courses

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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- To have a graduation so as to motivate more trainees
- Introduce practical placements in the field for more exposure and connection with the job market

#### **Special thanks**

- To County government of Meru for the bursaries awarded to our trainees in year 2024/2025 and also training equipments
- To Igembe Central CDF for bursaries in the year 2024/2025
- To ward fund for the construction of classrooms
- To the community for the borehole water
- To Nyumba Kumi for continued support and trainee attendance and follow up

On behalf of management and staff of Thitha VTC I take this opportunity to thank the BOG for the support accorded and its visionary directions towards making the institution grow  
I also thank all staff and trainees of Thitha VTC for their continued support and cooperation  
I thank the both county and national government for financial support. Finally, I thank all the stakeholders for their continued support and dedication.

NAME: RUTH MUKAMI

SIGNATURE..........

**MANAGER/BOG SECRETARY**

**7. Statement of Performance against Predetermined Objectives**

**Specific Objectives**

- To increase enrolment to 120 Trainees by 2025
- To put up kitchen by April 2025
- To complete fencing by Aug 2024
- Finish school beautification by Dec 2023
- Equip ICT lab by March 2026
- Construct Classrooms by 2025
- Connect to internet by March 2026

<b>Strategic Pillar</b>	<b>Objective</b>	<b>Key Performance Indicators</b>	<b>Activities</b>	<b>Achievements</b>
Enrolment	To increase enrolment to 120 Trainees by 2025	Admission register	Advertisement	Achieved 105
Infrastructure	To put up kitchen by April 2025	Complete kitchen	Constructing the kitchen	Constructed
Infrastructure	To complete fencing by Aug 2024	Complete fencing	Fencing	Fencing completed
Greening the environment	Finish school beautification by Dec 2023	Number of trees and flowers planted	planting	Planted flowers and trees
Equipments	Equip ICT lab by March 2026	Computers	Procuring	To be procured
Infrastructure	Construct Classrooms by 2025	Classrooms	Constructing	Class completed
Equipments	Connect to internet by March 2026	Internet connectivity	Connecting to internet	To be done

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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#### **8. Corporate Governance Statement**

##### **1.0 THE ROLE OF BOARD OF GOVERNORS**

The Board of Governors (BOG) is a body of people nominated by the community and other stakeholders to guide and manage the affairs of a Vocational Training Centre on behalf of the County Executive Committee Member (CEC(M)). The board is entrusted by the community to be the main decision maker on all management matters pertaining the institution.

It is composed of the nominated members of the community, parents' representatives and persons interested in contributing to the Vocational Training Centres in their personal capacities or as ex official members.

##### **2.0 STRUCTURE OF NOMINATION PANEL**

There shall be a nomination panel whose responsibility will be to identify persons to be appointed by the (CEC (M) as members of a Vocational Training Centre board of governors. A nomination panel shall comprise of the following persons;

- I. Vocational Education and Training Officer (Chairperson)
- II. Vocational Training Centre manager (secretary)
- III. Area Member of County Assembly (MCA)
- IV. Vocational Training Centre Religious Entity. In case the VTC has no Religious Entity, then a representative of the Sub -County Education Board (SCEB)
- V. Local administration

The nomination panel shall ensure that the following basic requirements for Board of management membership:

1. Minimum academic qualification of KCSE/KCE level (secondary education)
2. Must be persons of integrity and committed to serve the community on voluntary basis.
3. At least one third of the nominees are women

##### **3.0 COMPOSITION OF THE BOARDS OF GOVERNORS**

The composition of boards of management members shall be as follows:

1. Two (2) persons nominated by the Religious Entity/SCEB affiliated with the Vocational Training Centre.
2. Two (2) persons representing the community in which the VTC is situated.
3. Two (2) youths; one MALE and FEMALE.
4. One (1) person representing people with special needs.
5. One (1) person representing the jua kali or industry and commerce sector.
6. One (1) person representing special interests.
7. Three persons (3) co-opted to the Board during the first BOG's meeting. These members will be drawn from the parents' instructors Association (PIA).
8. Vocational Education and Training Officer as an ex-officio Board member.
9. The VTC manager who is the secretary to the board.

The total composition of board members shall be (12) people. No single gender shall constitute more than two thirds of the total number. The Vocational Education and Training Officer should be automatic ex-officio member of board.

Upon appointment the nine members of the Boards of Governors fulfil the following at the inaugural meeting:

- i) Confirm the chairperson of BOG;
- ii) Elect a vice-chairperson;
- iii) Co-opt three persons to the Board who should be two parents with trainees in the VTC and an instructor;
- iv) Nominate signatories to the bank account (3) members namely the chairperson, manager/secretary and a third signatory.
- v) In identifying the (9) nominees, the nomination panel will be required to ensure no single gender shall constitute more than two thirds of the total number of the Board of Governors. Persons appointed to the board should be people who have keen interest in promoting the youth by developing their skills and talents.
- vi) The VETO should convene a nomination panel consultative meeting within fourteen (14) days after constituting the panel. During this meeting, the panel members should be briefed on the nomination process including the categories of persons they are expected to nominate as Vocational Training Centres Boards of Governors as prescribed in part 7.2.
- vii) The VETO should convene a Vocational Training Centres Board of Governors nomination panel meeting after the expiry of the thirty (30) days given to panel members.
- viii) The meeting should discuss the different proposed names and nominates the list of people to be appointed as members of Vocational Training Centres Board of Governors.
- ix) The VETO should submit to the CEC (M) within the fourteen (14) days after the BOG nomination panel meeting, the list of people to be appointed as members of Vocational Training Centres Board of Governors. The list should be accompanied with the minutes of the nomination panel meeting and the Curriculum Vitae of the nominated members.
- x) Members of the Vocational Training Centres Board of Governors shall be appointed in writing by the CEC (M) in charge of Education and Technology.
- xi) Members appointed to the board shall confirm their acceptance in writing to the CEC (M) within fourteen (14) days.
- xii) A person may be disqualified for appointment to VTC Board if:-
- xiii) 1. He/she does not meet the minimum academic qualification of KCSE/KCE Level of secondary education.
- xiv) 2. He/she has a criminal record and has not been granted a pardon.
- xv) 3. He/she has been declared insolvent or bankrupt and has not been discharged.
- xvi) 4. He/she is adjudged to be of unsound mind or has been detained as criminally insane person.
- xvii) 5. He/she is disqualified from public office by any law for the time being in force.
- xviii) 6. His/her economic or business interests are linked to those of the board of the Vocational Training Centre with an exception of special cases which must receive written permission from the CEC (M).
- xix) 7. He/she fails to write an acceptance letter to the CEC (M) in charge of Education and Technology.
- xx) 8. He/she fails to attend three (3) consecutive meetings of the board without written apologies.

### **3.1 THE EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS**

The Executive committee of the Board of Governors of the VTC shall be composed of the following people:

- i) Chairperson
- ii) Vice-Chairperson
- iii) Secretary/Manager
- iv) Third signatory

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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- v) One BOG member
- vi) County Vocational Education and Training Officer

The Executive Committee will meet as the need arises. Quorum for meetings shall be two-thirds. The decisions of the executive must be brought before the full board in its subsequent meeting for ratification. The full board shall have three meetings per year and two-third quorum applies.

#### **THE FUNCTIONS OF THE BOARD OF GOVERNORS**

The functions of the Board of Governors of Vocational Training Centre shall be:-

- (a) Promote the best interests of the Institution and ensure its development,
- (b) Promote quality education and training for all trainees in accordance with the set standards,
- (c) Develop a strategic plan for the institution,
- (d) Provide proper and adequate physical facilities for the institution,
- (e) Create an enabling environment for the institution's manager/principal, instructors and other staff of the institution in the performance of their professional duties,
- (f) Manage all affairs of the Institution in the accordance with the laid down procedures,
- (g) Advise the Department on the staffing needs of the institution,
- (g) Make recommendations for appointment of instructors at the institution,
- (h) Recruit, employ and remunerate such number of instructors as may be required by the Institution subject to the provisions of the law,
- (I) In consultation with the Quality Assurance and Standards Officers, ensure effective curriculum implementation and delivery,
- (j) Ensure the trainees are presented for examination and assessments,
- (k) Prepare annual estimates of revenues and expenditure for the institution and incur expenditure on behalf of the institution,
- (L) Receive, on behalf of the institution: - Fees, grants, subscriptions, donations or other monies and to make payments to the Institution or other bodies or persons in accordance to the relevant law,
- (m) Mobilize resources for the purposes of the institution subject to the provisions of the Public Financial Management Act, 2012, and any other relevant laws,
- (n) Enter into association with other local or international training institutions in the interests of the institution with the approval of the relevant authority,
- (o) Continuously monitor instructors in terms of curriculum implementation and delivery conduct of examinations and assessments in the institution,
- (p) Adopt a code of conduct for the staff and trainees, determines cases of discipline and make reports to the Department of Education and Technology,
- (q) Prepare a comprehensive annual report on all areas of its mandate including education, training and research services and submit the same to the Department,
- (r) Provide for the welfare and safety of the staff and trainees at the Institution,
- (s) Facilitate and ensure the provision of guidance and counselling to all trainees,
- (t) Encourage the community, parents, trainees, staffs and other stakeholders to render voluntary services to the Institutions,
- (u) Upon request, approve the use of the Institutional facilities for educational, training and research programmes not conducted by the institution either for free or on hire.
- (v) Recruit, employ and remunerate such number of non-teaching staff as may be required by the institution in accordance with the Employment Act, and
- (w) Perform any other function to facilitate the implementation of its functions under these guidelines or any other written law.

**DISSOLUTION OF THE BOARD OF GOVERNORS (as established in the Education Act Cap 211 Section 12)**

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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1. Where in the opinion of the CEC (M), a Board of Governors has behaved irresponsibly or has failed to exercise properly its functions; the CEC (M) may in writing-

a) Suspend the board from the exercise of and performance of all its powers and duties and appoint an administrator to exercise and perform all powers and duties of the board for such period not exceeding one year as the CEC (M) specifies, and/or

b) Require the resignation of all or any of the members of the Board, and appoint or require the appointment of new members of the board.

2. The CEC (M) shall make regulations providing for the manner in which an administrator appointed under sub-section (1) shall exercise all powers and perform the duties of the Board of Governors.

**9. Management Discussion and Analysis**

The institution admits trainees by walk in and outsourcing from the locality. By the end of year 2024/2025 the population was one hundred and five trainees which had increased from the previous year 2024. This was achieved by marketing our programs in local churches, posters and brochures, former trainees, public meetings and initiative by the area chief and nyumba kumi to have all access training. We have tried to expand existing facilities by building two more classrooms and a kitchen

**Challenges**

- Lack of enough government instructors in all courses
- Lack of enough infrastructure (classrooms and workshops), administration block, proper fencing of the institution
- Delayed fee payment and poor payment method of very many instalments of small amount.
- Also lack of storage water tanks since water is not very reliable

## **10. Environmental And Sustainability Reporting Statement**

At Thitha vocational training centre, sustainability is not just a policy it's a principle that guides our operations, curriculum and community engagement. social responsibility and economic resilience

### **i. Sustainability strategy and profile**

Thitha vocational training centre is a learning organisation under the county government of Meru. In department of education, science and arts. In her commitment to produce skilled manpower that fits in the job market, the vocational has continued to comply with the ministry of Education guidelines and policies. The vocational has identified the potential of the community as key in realizing the growth of vocational. The vocational has therefore engaged the community through continuous sensitization on the TVET courses and the support given by government through capitation. The vocational has reached out to the stakeholders and the political leaders for support in all aspects in the running of the vocational through community meetings and upholding support fees payment through the county and CDF bursaries  
The vocational has continued to engage with the industry to allow linkage for trainees to the industry for industrial attachments.

### **ii. Environmental performance**

Thitha vocational training centre is committed to reducing its impact on the environment. We strive to improve our environmental perform. Our commitment is to

1. Comply with all applicable environment al regulations
2. Prevent pollution whenever possible

### **iii. Employee welfare**

The vocational has the following procedure of hiring employees. The board identifies the vacancies by analysis of the key responsibilities and duties that ought to be done and the staff are not available or adequate. The board then advertises for the position and invites qualified candidates to apply. On applications, shortlisting of done. Qualified persons are contacted to attend interviews through telephone calls. The panel engages all interviewees and allocates mark as per the score sheet. The panel the discuss the scores and averages for the best candidates to be approved. Once staff are engaged, they are taken through orientation where the responsibilities are outlined.

### **iv. Marketplace practices**

The Vocational Training centre has established norms or values to guide the performance of the training centre

The institution has engaged the community through sensitization on TVET courses offered and the support given by the county government. The Vocational centre also involved the politicians by lobbying for finances through awarding of bursaries to assist the needy trainees

The Vocational centre pays all suppliers in good time which creates a good relationship and in return they supply goods and services without fear even when the VTC has no finances

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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#### **11. Report of the Board of Management**

The Board members submit their report together with the audited financial statements for the year ended June 30, 2025, which show the state of Thitha Vocational Training Centre affairs.

##### **Principal activities**

The principal activities of the entity are:

- To promote the best interest of institution and ensure its development.
- To promote quality training for all trainees in accordance with set standards.
- To work in accordance with developed strategic plan for the institution
- To provide proper and adequate physical facilities for the institution
- To Manage all the general affairs of the institution in accordance with laid down procedures
- To Advise the management on training needs of the institution
- To Create an enabling environment for all employees in the institution

##### **Results**

The results of Thitha Vocational Training Centre for the year ended June 30 are set out on page 21

##### **Board of Management**

The members of the Board who served during the year are shown on page v and vi.

##### **Auditors**

The Auditor General is responsible for the statutory audit of Thitha Vocational Training Centre 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**

**Date:** 2/12/2025

## THITHA VTC

### Annual Report and Financial Statements for the year ended 30th June 2025

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#### 12. Statement of Board of Management Responsibilities

Section 164 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 of Governors to prepare financial statements in respect of Thitha VTC, which give a true and fair view of the state of affairs of the entity at the end of the financial year/period and the operating results of the entity for that year/period. The Board of Governors are also required to ensure that the entity keeps proper accounting records which disclose with reasonable accuracy the financial position of the entity. The Board of Governors are also responsible for safeguarding the assets of the entity.

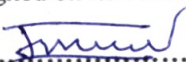
The Board of Governors are responsible for the preparation and presentation of the entity's financial statements, which give a true and fair view of the state of affairs of the entity for and as at the end of the financial year (period) ended on June 30, 2025. This responsibility includes: (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period, (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the entity, (iii) 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, (iv) safeguarding the assets of the entity, (v) selecting and applying appropriate accounting policies, and (vi) making accounting estimates that are reasonable in the circumstances.

The Board of Management accept responsibility for Thitha VTC 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 TVETA act 2013 section 20 (1).. The Board of Governors are of the opinion that the entity's financial statements give a true and fair view of the state of entity's transactions during the financial year ended June 30, 2025, and of the entity's financial position as at that date. The Board of Governors further confirm the completeness of the accounting records maintained for Thitha VTC, which have been relied upon in the preparation of the entity's financial statements as well as the adequacy of the systems of internal financial control.

In preparing the financial statements, the Manager has assessed Thitha VTC ability to continue as a going concern. Nothing has come to the attention of the Board of Governors to indicate that the entity will not remain a going concern for at least the next twelve months from the date of this statement.

#### Approval of the financial statements

Thitha vocational Training Centre financial statements were approved by the Board on 28/08/ 2025 and signed on its behalf by:

  
.....

**Janet Nzororo**

**Chairperson of the Board**

  
.....

**Ruth Mukami**

**Manager**

# REPUBLIC OF KENYA

Telephone: +254-(20) 3214000  
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OFFICE OF THE AUDITOR-GENERAL

*Enhancing Accountability*

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

## REPORT OF THE AUDITOR-GENERAL ON THITHA VOCATIONAL TRAINING CENTRE FOR THE YEAR ENDED 30 JUNE, 2025

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### 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 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 Thitha Vocational Training Centre set out on pages 21 to 47, which comprise of statement of financial position as at

30 June, 2025, statement of financial performance, the 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 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 Thitha Vocational Training Centre as at 30 June, 2025 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 with the Technical and Vocational Education and Training Act, 2013 and the Public Finance Management Act, 2012.

### **Basis for Qualified Opinion**

#### **Unreconciled Variance of Employee Cost**

The statement of financial performance and as disclosed in Note 10 to the financial statements reflects an amount of Kshs.148,500 in respect employee costs. However, the master roll provided amounted to Kshs.270,000 for payments made between July, 2024 and June, 2025 resulting in an unexplained variance of Kshs.122,000.

In the circumstances, the accuracy of employee of cost totalling Kshs.148,500 could not be confirmed.

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

#### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgement, are of most significance in the audit of the financial statements. Except for the effect of the matters described in the Basis for Qualified Opinion section, I have determined that there are no key audit matters to communicate in my report.

#### **Other Matter**

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

The statement of budgeted versus actual amounts reflects final receipts budget and actual on a comparable basis of Kshs.2,228,500 and Kshs.1,592,376 respectively,

resulting to an under-funding of Kshs.636,124 or 28% of the budget. However, the Institution spent a balance of Kshs.1,499,349 against actual receipts of Kshs.1,592,376 resulting to an under-utilization of Kshs.93,027 or 6% of actual receipts.

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

My opinion is not modified in respect of this matter.

### **Other Information**

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

In connection with my audit on the Centre'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, I am required to report that fact. I have nothing to report in this regard.

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

### **Basis for Conclusion**

#### **1. Unauthorized Use of Cash Collections ("Cash Float" Practice)**

The statement of financial position reflects bank balance of Kshs.415,288 as disclosed in Note 13 to the financial statements. Included in the bank balance is Kshs.3,602 in respect to operations account. However, review of the cashbook revealed that school fees is paid in cash by students and instead of the Institution depositing the full amount of cash

collected into the bank account intact on a daily or regular basis, they use the cash receipts directly to meet day-to-day operational expenses (e.g., casual wages, fuel, purchases of consumables, transport refunds, etc.). a total of Kshs.119,300 was collected as cash and used at source.

In the circumstances, prudent funds collection and utilization could not be confirmed.

## **2. Non-Compliance with Mandatory Registration Requirements under the Data Protection Act**

Review of compliance with the Data Protection Act, 2019 revealed that Thitha Vocational Training Centre had not registered with the Office of the Data Protection Commissioner (ODPC) as a data controller or data processor, despite collecting and processing personal data of trainees and staff. Failure to register contravenes Section 18(1) of the Act, which requires all entities that meet the prescribed thresholds to be duly registered before processing personal data.

In the circumstances, the Centre was not compliant with mandatory registration requirements under the Data Protection Act.

## **3. Non-Compliance with TVET Act Requirements on Institutional Accreditation and Registration**

Review of compliance with the Technical and Vocational Education and Training (TVET) Act revealed that the Vocational Training Centre has been operating with an expired Institutional license and registration certificate. This contravenes Section 17(1) and (3) of the TVET Act, which require all institutions to be accredited, licensed, and registered before offering training programmes, and prohibit mounting of any course without prior approval by the Board.

In the circumstances, Management was in breach of law.

## **4. Irregular Payment of Associations Expenses**

The audit noted that the Institution transferred co-curricular funds totaling Kshs.11,300 to Meru County Polytechnic Activities a private entity. This was contrary to Regulations 43(2) of the Public Finance Management (National Government) Regulations, 2015 which provides that National government entities shall execute their approved budgets based on the annual appropriation legislation, and the approved annual cash flow plan with the exception of unforeseen and unavoidable matters.

In the circumstances, Management was in breach of law

## **5. Non-Compliance to Remittance of Statutory Deductions**

Examination of the institutions statutory deductions revealed no deductions were not made from any of the contracted BOM employees. The employees were eligible for statutory deductions such as SHA, Staff housing levy, NSSF. This was contrary to Section 19(4) of the employment Act, 2007 which provides that an employer who deducts an

amount from an employee's remuneration in accordance with subsection (1)(a), (f), (g) and (h) should pay the amount so deducted in accordance with the time period and other requirements specified in the law.

In the circumstances, Management was in breach of law.

## **6. Non-Compliance with the Public Procurement Capacity Building Levy Order, 2023**

Review of records revealed that the Institution entered into contracts but no documentary evidence has been provided to confirm that the Entity complied with paragraph 3(1) of the Public Procurement Capacity Building Levy, Order 2023 which states that there shall be paid a levy by a supplier on all procurement contracts signed between the supplier and a procuring entity, at the rate of zero point zero three per centum (0.03%) of the value of the signed contract, exclusive of applicable taxes. In addition, Public Procurement Regulatory Authority (PPRA) circular No. 01/2024 dated 30 August, 2024 which requires procurement entities to remit the levy to the Authority through the e-Citizen payment platform by the 20<sup>th</sup> day of the subsequent month and also file monthly returns.

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

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, except for the effect of the matters 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**

#### **1. Lack of Internal Audit Function and Audit Committee**

During the year under review, the Institution had not constituted an audit committee and an internal audit unit as required by Regulation 166 (1) and (2) of the Public Finance Management (National Government), 2015 which states that, the internal audit unit of a County Government entity to assess effectiveness of the Polytechnic through an internal

performance appraisal commenting on its effectiveness in the annual report to The County Treasury.

In the circumstances, the Institution lacked the required governance and internal oversight mechanisms necessary to ensure effective internal controls, risk management and accountability.

## **2. Lack of Approved Staff Establishment**

The Management did not have an approved staff establishment contrary to paragraph B 5(2) of the County Public Service Human Resource Manual, 2013 which states that all vacancies shall be declared in a prescribed format which shall include the number of vacancies, when the vacancy occurred, whether the vacancy is within the authorized establishment and other relevant details. Further, Section B 6(3) states that in the recruitment process, due consideration will be given to appropriate organizational structure in each department, optimal staffing levels, schemes of service and career progression guidelines.

In the circumstances, it was not possible to establish if the Vocational Training Centre operated at optimum staffing levels.

## **3. Failure to Maintain Employee Personal Files and Mandatory Employment Records**

During the audit, it was noted that the organization failed to maintain comprehensive and up-to-date personal files for its employees. It was therefore not possible to verify mandatory documentation such as copies of appointment letters, academic and professional certificates, personal identification records (e.g., ID cards, PIN), performance appraisals, and signed contracts.

Further, Management did not provide a staff register showing age, gender and ethnic groups of its human resource. It was therefore not possible to ascertain whether there was gender and ethnic balance and whether there are employees who have achieved the stipulated retirement age and are still in service.

In the circumstances, the absence of complete personal files and a comprehensive staff register represents a significant internal control weakness, as the Institution lacks reliable documentation to support human resource management decisions, enforce compliance with statutory requirements, and ensure transparency and accountability in staff administration.

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 the Board of Management**

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

In preparing the financial statements, Management is responsible for assessing the College'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 Management is responsible for overseeing the College'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 of 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 Centre'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**

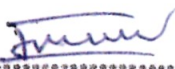
**03 December, 2025**

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

**14. Statement of Financial Performance for The Year Ended 30 June 2025**

	Notes	FY 2024/2025
		Kshs
<b>Revenue from non-exchange transactions</b>		
Transfers from the County Government	6	1,272,000
Transfers from National Government Entities	7	18,000
		<b>1,290,000</b>
<b>Revenue from Exchange transactions</b>		
Fees from students	8	1,314,834
<b>Revenue from Exchange transactions</b>		<b>1,314,834</b>
<b>Total Revenue</b>		<b>2,604,834</b>
<b>Expenses</b>		
Use of goods and services	9	1,248,189
Employee costs	10	148,500
Board Expenses	11	53,160
Repairs and maintenance	12	49,500
<b>Total Expenses</b>		<b>1,499,349</b>
<b>Other Gains/(Losses)</b>		
<b>Total Other Gains/(Losses)</b>		-
<b>Net surplus/(deficit) for the year</b>		<b>1,105,485</b>

  
.....

Name: Janet Nzororo  
Chairman of Board

Date: 2/12/2025

  
.....

Name: Faithjolly Muriuki  
Accountant  
ICPAK No.15812

Date: 2/12/2025

  
.....

Name: Ruth Mukami  
Principal/Manager

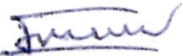
Date: 2/12/2025

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

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Date: 2/12/2025

  
.....

Name: Ruth Mukami  
Principal/Manager

Date: 2/12/2025

**THITHA VTC**


**Annual Report and Financial Statements for the year ended 30th June 2025**

**15. Statement of Financial Position As At 30th June 2025**

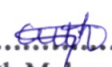
Description	Notes	FY 2024/2025
		Kshs
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	13	415,288
Current portion of receivables from exchange transactions	14(a)	1,012,458
Inventories	15	99,875
<b>Total Current Assets</b>		<b>1,527,621</b>
<b>Total Assets (A)</b>		<b>1,527,621</b>
<b>Liabilities</b>		
<b>Total Liabilities (B)</b>		-
		-
<b>Net Assets (A-B)</b>		<b>1,527,621</b>
<b>Represented By:</b>		
Accumulated Surplus		1,527,621
Capital Fund		-
<b>Total Net Assets</b>		<b>1,527,621</b>

  
 Name: Janet Nzororo  
 Chairman of Board

Date: 2/12/2025

  
 Name: Faithjolly Muriuki  
 Accountant  
 ICPAK No.15812

Date: 2/12/2025

  
 Name: Ruth Mukami  
 Principal/Manager

Date: 2/12/2025

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025**

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**16. Statement of Changes in Net Assets For The Year Ended 30 June 2025**

	Revaluation	Accumulated	Capital	Total
<b>At July 1, 2024</b>	-	<b>422,136</b>	-	<b>422,136</b>
Revaluation gain	-	-	-	-
Surplus/(deficit) for the year	-	1,105,485	-	1,105,485
Capital grants received during the year	-	-	-	-
<b>At June 30, 2025</b>	-	<b>1,527,621</b>	-	<b>1,527,621</b>

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025****17. Statement of Cash Flows for The Year Ended 30 June 2025**

Description	Note	FY 2024/2025
		Kshs
<b>Cash flows from operating activities</b>		
<b>Receipts</b>		
Transfers from County Government		1,272,000
Transfers from National Government entities		18,000
Fees from students		302,376
<b>Total Receipts</b>		<b>1,592,376</b>
<b>Payments</b>		
Use of goods and services		1,248,189
Employee costs		148,500
Board Expenses		53,160
Repairs and maintenance		49,500
<b>Total Payments</b>		<b>1,499,349</b>
<b>Net Cash Flows from operating activities</b>	16	<b>93,027</b>
<b>Cash flows from investing activities</b>		
<b>Net cash flows used in investing activities</b>		-
<b>Cash flows from financing activities</b>		
<b>Net cash flows used in financing activities</b>		-
<b>Net Increase/(Decrease) in Cash and Cash equivalents</b>		<b>93,027</b>
Cash & Cash equivalents at the beginning (1 <sup>st</sup> July)		322,261.00
Cash & Cash equivalents at the end. (30 <sup>th</sup> June)	13	<b>415,288.00</b>

**THITHA VTC**
**Annual Report and Financial Statements for the year ended 30th June 2025**
**18. Statement of Comparison of Budget & Actual amounts For Year Ended 30 June 2025**

Description	Original budget	Adjustments	Final Budget	Actual on comparable basis	Performance difference	Utilization Difference
	Kshs	Kshs	Kshs	Kshs	Kshs	%
	A	B	C=A+B	D	E=C-D	F=D/C %
<b>Budget carryovers from the previous year*</b>	-	-	-	-	-	-
<b>Receipts</b>						
Transfers from County Government	1,192,000.	-	1,192,000	1,272,000	(80,000)	107%
Grants from donors and development partners	-	-	-	-	-	-
Transfers from National Government entities	-	-	-	18,000	(18,000)	0%
Public contributions and donations						0%
Fees from students	1,036,500	-	1,036,500	1,314,834	(278,334)	29%
Sale of goods	-	-	-	-	-	-
Rental revenue from facilities and equipment	-	-	-	-	-	-
Finance income	-	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-	-
<b>Total Receipts</b>	<b>2,228,500</b>	<b>-</b>	<b>2,228,500</b>	<b>2,604,834</b>	<b>(376,334)</b>	<b>71%</b>
<b>Payments</b>						
Use of goods and services	1,030,380	-	1,030,380	1,248,189	(217,809)	121%
Employee costs	324,000	-	324,000	148,500	175,500	46%
Board Expenses	147,000	-	147,000	53,160	93,840	36%
Repairs and maintenance	131,120	-	131,120	49,500	81,620	38%
Contracted services	-	-	-	-	-	-
Grants and subsidies	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>1,632,500</b>	<b>-</b>	<b>1,632,500.00</b>	<b>1,499,349.00</b>	<b>133,151.00</b>	<b>92%</b>
<b>Capital Expenditure payments</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus</b>	<b>596,000</b>	<b>-</b>	<b>596,000</b>	<b>1,105,485</b>	<b>(509,485)</b>	

**19. Notes to the Financial Statements**

**19. Notes to the Financial Statements**

**1. General Information**

Thitha VTC is established by and derives its authority and accountability from TVET Act. Thitha VTC is wholly owned by the County Government of Meru and domiciled in Igembe Central sub-county. Thitha VTC principal activity is instilling vocational skills to the youth

**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 judgment in the process of applying the entity's accounting policies. The areas involving a higher degree of judgment or complexity, or where assumptions and estimates are significant to the financial statements, are disclosed in Notes. The financial statements have been prepared and presented in Kenya Shillings, which is the functional and reporting currency of the entity. The values are rounded off to the nearest shilling. The financial statements have been prepared in accordance with the PFM Act, the TVET Act, and International Public Sector Accounting Standards (IPSAS). The accounting policies adopted have been consistently applied to all the years presented.

3. Adoption of New and Revised Standards

New and amended standards and interpretations in issue and effective in the year ended 30 June 2025.

There are no new standards and interpretations issued in the Financial Year.

i. New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2025.

Standards	Effective date and impact:
IPSAS 46: Measurement	<p><b>Applicable 1<sup>st</sup> January 2025</b></p> <p>The objective of this standard was to improve measurement guidance across IPSAS by:</p> <ul style="list-style-type: none"> <li>i. Providing further detailed guidance on the implementation of commonly used measurement bases and the circumstances under which they should be used.</li> <li>ii. Clarifying transaction costs guidance to enhance consistency across IPSAS.</li> <li>iii. Amending where appropriate guidance across IPSAS related to measurement at recognition, subsequent measurement and measurement related disclosures.</li> </ul> <p>The standard also introduces a public sector specific measurement bases called the current operational value.</p>
IPSAS 47: Revenue	<p><b>Applicable 1<sup>st</sup> January 2026</b></p> <p>This standard supersedes IPSAS 9- Revenue from exchange transactions, IPSAS 11 Construction contracts and IPSAS 23 Revenue from non-exchange transactions. This standard brings all the guidance of accounting for revenue under one standard. The objective of the standard is to establish the principles that an entity shall apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flow arising from revenue transactions.</p>
IPSAS 48: Transfer Expenses	<p><b>Applicable 1<sup>st</sup> January 2026</b></p> <p>The objective of the standard is to establish the principles that a transfer provider shall apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of expenses and cash flow arising from transfer expense transactions. This is a new standard for public sector entities geared to provide guidance to entities that provide transfers on accounting for such transfers.</p>

**ii. Early adoption of standards**

Thitha VTC did not early – adopt any new or amended standards in the financial year.

**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. To the extent that there is a related condition attached that would give rise to a liability to repay the amount, the amount is recorded in the statement of financial position and realised in the statement of financial performance over the useful life of the assets that has been acquired using such funds.

**ii) Revenue from exchange transactions**

**Rendering of services**

Thitha VTC 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.

**Interest income**

Interest income is accrued using the effective yield method. The effective yield discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this yield to the principal outstanding to determine interest income each period.

**Rental income**

Rental income arising from operating leases on investment properties is accounted for on a straight-line basis over the lease terms and included in revenue.

**b) Budget information**

The original budget for FY 2024/2025 was approved by the Board on **23/01/2024**. Subsequent revisions or additional appropriations were made to the approved budget in accordance with specific approvals from the appropriate authorities. The additional appropriations are added to the original budget by the entity upon receiving the respective approvals to conclude the final budget. The entity's budget is prepared on a different 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, whereas the budget is prepared on cash basis. The amounts in the financial statements were recast from the accrual basis to the cash basis and reclassified by presentation to be on the same basis as the approved budget. A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, is then presented in the statement of comparison of budget and actual amounts. In addition to the Basis difference, adjustments to amounts in the financial statements are also made for differences in the formats and classification schemes adopted for the presentation of the financial statements and the approved budget. A statement to reconcile the actual amounts on a comparable basis included in the statement of comparison of budget and actual amounts and the actuals as per the statement of cash flows has been presented.

**c) Taxes*****Current income tax***

Thitha VTC is exempt from paying taxes as per schedule of the Act.

***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) 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 or construction of the item of property appropriately according to the acronyms you use in your financial statements plant and equipment. 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.

**e) 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 leased property or, if lower, at the present value of the future minimum lease payments. 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 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.

**f) 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. Intangible assets with an indefinite useful life are assessed for impairment at each reporting date.

**g) Biological Assets**

Thith VTC recognizes biological assets when it controls the assets due to past events, it is probable that future economic benefits associated with the asset will flow to the entity, and when the fair value or cost of the asset can be measured reliably. Biological assets are initially and subsequently measured at fair value less costs to sell, except where fair value cannot be reliably determined. In such cases, the asset is measured at its cost less accumulated depreciation and any accumulated impairment losses. Changes in fair value less costs to sell are recognized in surplus/deficit in the period in which they occur.

***Financial assets******Classification***

Thitha VTC classifies its financial assets as subsequently measured at amortised cost, fair value through net assets/ equity or fair value through surplus and deficit on the basis of both the entity's management model for financial assets and the contractual cash flow characteristics of the financial asset. A financial asset is measured at amortized cost when the financial asset is held within a management model whose objective is to hold financial assets in order to collect contractual cash flows and the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal outstanding. A financial asset is measured at fair value through net assets/ equity if it is held within the management model whose objective is achieved by both collecting contractual cashflows and selling financial assets and the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding. A financial asset shall be measured at fair value through surplus or deficit unless it is measured at amortized cost or fair value through net assets/ equity unless an entity has made irrevocable election at initial recognition for particular investments in equity instruments.

***Subsequent measurement***

Based on the business model and the cash flow characteristics, the entity classifies its financial assets into amortized cost or fair value categories for financial instruments. Movements in fair value are presented in either surplus or deficit or through net assets/ equity subject to certain criteria being met.

**Amortized cost**

Financial assets that are held for collection of contractual cash flows where those cash flows represent solely payments of principal and interest, and that are not designated at fair value through surplus or deficit, are measured at amortized cost. A gain or loss on an instrument that is subsequently measured at amortized cost and is not part of a hedging relationship is recognized in profit or loss when the asset is de-recognized or impaired. Interest income from these financial assets is included in finance income using the effective interest rate method.

**Fair value through net assets/ equity**

Financial assets that are held for collection of contractual cash flows and for selling the financial assets, where the assets' cash flows represent solely payments of principal and interest, are measured at fair value through net assets/ equity. Movements in the carrying amount are taken through net assets, except for the recognition of impairment gains or losses, interest revenue and foreign exchange gains and losses which are recognized in surplus/deficit. Interest income from these financial assets is included in finance income using the effective interest rate method.

**Fair value through surplus or deficit**

Financial assets that do not meet the criteria for amortized cost or fair value through net assets/ equity are measured at fair value through surplus or deficit. A business model where the entity manages financial assets with the objective of realizing cash flows through solely the sale of the assets would result in a fair value through surplus or deficit model.

**Trade and other receivables**

Trade and other receivables are recognized at fair values less allowances for any uncollectible amounts. Trade and other receivables are assessed for impairment on a continuing basis. An estimate is made of doubtful receivables based on a review of all outstanding amounts at the year end.

**h) 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 *Entity*.

**i) Related parties**

Thitha VTC 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 Thitha VTC, or vice versa. Members of key management are regarded as related parties and comprise the directors, the Principal and senior managers.

**j) Service concession arrangements**

Thitha VTC 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, Thitha VTC 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, Thitha VTC also recognizes a corresponding liability, adjusted by a cash consideration paid or received.

**k) 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.

**Comparative figures**

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

**l) 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, 2025.

**5. Significant Judgments and Sources of Estimation Uncertainty**

The preparation of Thitha VTC 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 Entity 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 Entity. Such changes are reflected in the assumptions when they occur. IPSAS 1.140

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

**6. Transfers from the County Government**

Description	FY 2024/2025 Kshs
<b>Unconditional Grants</b>	
Capitation Grants	1,192,000
Operational Grant	-
Unconditional Development grants	-
Other Grants (Bursary)	80,000
<b>Total unconditional Grants</b>	<b>1,272,000</b>
<b>Conditional Grants amortised/ recognised in revenue</b>	
Library Grant	-
Hostels Grant	-
Administration Block Grant	-
Laboratory Grant	-
Learning Facilities Grant	-
Other Organizational Grants	-
<b>Total Government Grants and Subsidies</b>	<b>1,272,000</b>

**(b) Transfers from County Government (Categorized)**

Name of the Entity Sending The Grant	Amount recognized to Statement of Financial performance	Amount deferred under deferred income	Amount recognised in capital fund.	Total grant income during the year
	Kshs	Kshs	Kshs	Kshs
County Department for Education	1,272,000	-	-	1,272,000
<b>Total</b>	<b>1,272,000</b>	<b>-</b>	<b>-</b>	<b>1,272,000</b>

**7. Transfers from National Government entities**

Description	FY 2024/2025 Kshs
Transfer from Ministry of National Treasury & Planning (NG-CDF)	18,000
Other transfers (specify)	-
<b>Total Transfers</b>	<b>18,000</b>

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

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**8. Fees from students**

Description	FY 2024/2025
	Kshs
Tuition Fees	296,876
Registration Fees	5,500
<b>Total Fees from students</b>	<b>302,376</b>

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025****9. Use of Goods and Services**

Description	FY 2024/2025
	Kshs
Teaching and learning materials	808,200
Electricity	3,000
Water	52,000
Catering, conferences, and delegations	149,500
Travelling and accommodation	57,900
Postage	23,175
Printing and stationery	46,700
Training expenses	82,880
Other (General expenses)	24,834
<b>Total good and services</b>	<b>1,248,189</b>

**10. Employee Costs**

Description	FY 2024/2025
	Kshs
Salaries and wages	148,500
<b>Employee Costs</b>	<b>148,500</b>

**11. Board Expenses**

Description	FY 2024/2025
	Kshs
Other Allowances	53,160
<b>Total</b>	<b>53,160</b>

**12. Repairs and Maintenance**

Description	FY 2024/2025
	Kshs
Equipment and machinery	49,500
<b>Total Repairs and Maintenance</b>	<b>49,500</b>

**13. Cash and Cash Equivalents**

Description	FY 2024/2025
	Kshs
Current Account	415,288
<b>Total Cash and Cash Equivalents</b>	<b>415,288</b>

**13 (a). Detailed Analysis of Cash and Cash Equivalents**

Financial Institution	Account number	FY 2024/2025
		Kshs
<b>a) Current Account</b>		
Kenya Commercial Bank	1233979779	411,686
Kenya Commercial Bank	1294569759	3,602
<b>Sub- Total</b>		<b>415,288</b>
<b>Sub- Total</b>		-
<b>Grand Total</b>		<b>415,288</b>

**14. Receivables from Exchange transactions**

**14 (a) Current Receivables from Exchange transactions**

Description	FY 2024/2025
	Kshs
<b>Current Receivables</b>	
Student Debtors	1,012,457
<b>Total Current Receivables</b>	<b>1,012,457</b>

**14 (b) Ageing Analysis of Receivables from Exchange Transactions**

	Current FY	% of the total
Less than 1 year	1,012,457	100%
<b>Total (a+b)</b>	<b>1,012,457</b>	<b>100%</b>

## 15. Inventories

Description	FY 2024/2025
	Kshs
Consumable stores	52,825
Maintenance stores	43,750
Catering stores	3,300
<b>Total Inventories at lower of Cost and Net Realizable Value</b>	<b>99,875</b>

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025****Detailed Disclosure on Inventories**

	<b>FY 2024/2025</b>
<b>Opening balance</b>	-
Additional Inventory in the year	1,001,500.00
Inventory expensed in the year	901,624.00
Write-downs in the year	-
Others specify	-
<b>Closing balance</b>	<b>99,875.00</b>

**16. Cash generated from operations.**

	<b>FY 2024/2025</b>
	<b>Kshs</b>
Surplus/(Deficit) for the year	1,105,485
<b>Adjusted for:</b>	
<b>Working Capital Adjustments</b>	-
<b>Net Cash Flow from Operating Activities</b>	<b>1,105,485</b>

**17. Financial Risk Management**

Thitha VTC activities expose it to a variety of financial risks including credit and liquidity risks and effects of changes in foreign currency. The company's overall risk management programme focuses on unpredictability of changes in the business environment and seeks to minimise the potential adverse effect of such risks on its performance by setting acceptable levels of risk. The company does not hedge any risks and has in place policies to ensure that credit is only extended to customers with an established credit history.

Thitha VTC financial risk management objectives and policies are detailed below:

**(i) Credit risk**

Thitha VTC has exposure to credit risk, which is the risk that a counterparty will be unable to pay amounts in full when due. Credit risk arises from cash and cash equivalents, and deposits 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 limits set by the directors. The amounts presented in the statement of financial position are net of allowances for doubtful receivables, estimated by the company's management based on prior experience and their assessment of the current economic environment.

The carrying amount of financial assets recorded in the financial statements representing Thitha VTC maximum exposure to credit risk without taking account of the value of any collateral obtained is made up as follows:

Description	Total amount Kshs	Fully performing Kshs	Past due Kshs	Impaired Kshs
<b>At 30 June 2025</b>	-	-	-	-
Receivables from exchange transactions	1,012,457	1,012,457	-	-
Receivables from non-exchange transactions	-	-	-	-
Bank balances	415,288.00	415,288.00	-	-
<b>Total</b>	<b>1,427,745</b>	<b>1,427,745</b>	-	-

## **THITHA VTC**

### **Annual Report and Financial Statements for the year ended 30th June 2025**

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The customers under the fully performing category are paying their debts as they continue trading. The credit risk associated with these receivables is minimal and the allowance for uncollectible amounts that the company has recognised in the financial statements is considered adequate to cover any potentially irrecoverable amounts.

The board of directors sets the company's credit policies and objectives and lays down parameters within which the various aspects of credit risk management are operated.

#### **(iii) Market risk**

Thitha VTC has put in place an internal audit function to assist it in assessing the risk faced by the entity on an ongoing basis, evaluate and test the design and effectiveness of its internal accounting and operational controls.

Market risk is the risk arising from changes in market prices, such as interest rate, equity prices and foreign exchange rates which will affect the entity's income or the value of its holding of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return. Overall responsibility for managing market risk rests with the Audit and Risk Management Committee.

Thitha VTC Finance Department is responsible for the development of detailed risk management policies (subject to review and approval by Audit and Risk Management Committee) and for the day-to-day implementation of those policies.

There has been no change to the entity's exposure to market risks or the manner in which it manages and measures the risk.

#### **a) Interest rate risk**

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

#### ***Management of interest rate risk***

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

## **18. Related Party Balances**

### **Nature of related party relationships**

Entities and other parties related to the entity include those parties who have ability to exercise control or exercise significant influence over its operating and financial decisions. Related parties include management personnel, their associates and close family members.

#### **County Government of Meru**

The County Government of Meru is the principal shareholder of Thitha VTC. The County Government of Meru has provided full guarantees to all long-term lenders of the entity, both domestic and external. Other related parties include:

**THITHA VTC****Annual Report and Financial Statements for the year ended 30th June 2025**

- i) The County Government.
- ii) Department of Education and Technology.
- iii) Board of Management;
- iv) Key management;

The transactions and balances with related parties during the year are as

Description	FY 2024/2025
	Kshs
<b>Transactions with Related Parties</b>	
<b>a) Grants /Transfers from the Government</b>	-
Grants from National Govt	-
Grants from County Government	1,192,000.00
Donations in Kind	-
<b>Total</b>	1,192,000.00
<b>Total</b>	-
<b>b) Key Management Compensation</b>	-
Board of Management emoluments	53,160
<b>Total</b>	-

**19. Events After The Reporting Period**

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

**20. Currency**

The financial statements are presented in Kenya Shillings (Kshs) and the values are rounded off to the nearest shilling.

20. Appendices

**Appendix 1: Implementation Status of Auditor-General Recommendations**

Thitha VTC is reporting for the first time thus no previous audit queries.

.....  
*Ruth Mukami*

**Ruth Mukami**  
**Principal/Manager**

Date ..*2/12/2025*.....

**THITHA VTC**

**Annual Report and Financial Statements for the year ended 30th June 2025**

**Appendix II- Inter-Entity Confirmation Letter**

Name of transferring entity: County Government of Meru


Name of beneficiary entity: Thitha VTC.....

**Confirmation of amounts received by [Insert name of beneficiary Entity] as at 30<sup>th</sup> June 2025**


Reference Number	Date Disbursed	Recurrent (A)	Development (B)	Total (C)=(A+B)	Remarks
17	26-FEB-2025	420,000.00		420,000.00	
18	26-FEB-2025	772,000.00		772,000.00	
Total		1,192,000.00		1,192,000.00	

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

**Head of Accounts Department - Disbursing Entity:**

Name DOMICIANO KOBIA..... Sign .....  
Date 3/12/2025.

**Head of Accounts Department - Beneficiary Entity:**

Name RUTH MUKAMI..... Sign .....  
Date 2/12/2025.