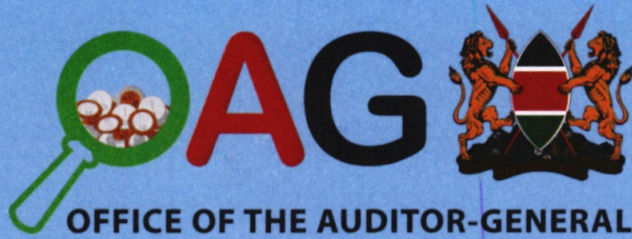


REPUBLIC OF KENYA



*Enhancing Accountability*

PARLIAMENT  
OF KENYA  
LIBRARY

THE NATIONAL ASSEMBLY  
PAPERS LAID

**REPORT**

DATE: 04 DEC 2024 DAY: WEDNESDAY

**OF**

TABLED BY: HON. SILVANUS OSORO  
MAJORITY PARTY WHIP  
CLERK-AT-THE-TABLE: HAILE HUSSEIN.

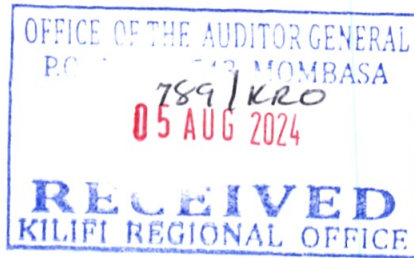
**THE AUDITOR-GENERAL**

**ON**

**NGAO GIRLS SECONDARY SCHOOL**

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

**TANA RIVER COUNTY**



*QRevised 30<sup>th</sup> June 2023*



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**NGAO GIRLS SECONDARY SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>th</sup> June 2022**

---

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

*NGAO GIRLS SEC SCHOOL*  
**PUBLIC SECONDARY SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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**PUBLIC SECONDARY SCHOOLS –NGAO GIRLS SEC SCHOOL**  
**Reports and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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**I. KEY SCHOOL INFORMATION AND MANAGEMENT**

**(a) Background information**

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in TANA RIVER County, TANA DELTA Sub-County

The school was registered in 9<sup>th</sup> MAY, 2017 under registration number 04S00300126 and is currently categorized as a NATIONAL public school established, owned or operated by the Government.

The school is a day school and had 293 numbers of students as at 30<sup>th</sup> June 2022. It has 3 streams and 24 teachers of which 4 teachers are employed by the School Board Of Management.

**(b) School Board of Management - Board Members**

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

Ref:	Name of Board Member	Designation	Date of appointment
1	Mr. Jackson Daido	Chairman	15 <sup>th</sup> October 2020
2	Mrs. Carolyn Zawadi	Secretary-Principal	15 <sup>th</sup> October 2020
3	Mr. Daido Japhet	Member	15 <sup>th</sup> October 2020
4	Mr. Morris Kadenge	Member	15 <sup>th</sup> October 2020
5	Mr. Emmanuel Bahati	Member	15 <sup>th</sup> October 2020
6	Ms. Catherine Habute	Member	15 <sup>th</sup> October 2020
7	Mr. David Baiba	Member	15 <sup>th</sup> October 2020
8	Md. Fela Jacob	Member – Rep CEB	15 <sup>th</sup> October 2020
9	Md. Aziza Faiza	Member Rep Teachers	15 <sup>th</sup> October 2020
10	Rev. Francis Tumaini	3 Members-Sponsor	15 <sup>th</sup> October 2020
11	Md. Hanna Gwiyo	Member-Community	15 <sup>th</sup> October 2020
12	Md. Jennifer Maneno	Member Special Needs	15 <sup>th</sup> October 2020
	Angela Njoki	Rep Students	15 <sup>th</sup> October 2020

NGAO GIRLS SEC SCHOOL  
**PUBLIC SECONDARY SCHOOL**  
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**For the year ended 30<sup>th</sup> June 2022**

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**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

**The function of the School Board of Management includes:**

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

**(c) Committees of the Board**

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Mr. Jackson Daido Ms. Hanna Gwiyo Mrs. Carolynne Zawadi Rev. Francis Tumaini	Chairperson Vice chairperson Secretary Member/Sponsor	3 out of 3
2	Audit Committee	Ms. Alice Mwaka Mr. Daido Japhet Mr. Kainan Wario	Member Secretary Chairperson	1 out of 1
3	Finance, procurement and general purposes Committee	Mr. Omar Bakero Ms. Catheryne Habute Mr. Emmanuel Karisa	Member Chairperson Secretary	2 out of 2
4	Academic Committee	Ms. Fella Jacob Mr. Daudi Dube Mr. Kainan Wario	Chairperson Member Secretary	3 out of 3
5	Development Committee	Rev. Francis Tumaini Mrs. Carolynne Zawadi Mr. Morris Kadenge	Chairperson Secretary Member	
6	Discipline and welfare Committee	Ms. Hanna Gwiyo Ms. Catheryne Habute Rev. Francis Tumaini	Chairperson Secretary Member	3 out of 3

**(d) School operation Management**

NGAO GIRLS SEC SCHOOL  
**PUBLIC SECONDARY SCHOOL**  
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For the financial year ended 30<sup>th</sup> June 2022 the School day-to-day management was under the following persons:

<b>Ref:</b>	<b>Designation</b>	<b>Name</b>	<b>TSC Number</b>
1	Principal	Carolyne Zawadi	407943
2	Deputy Principal	Selina Abajila	557245
3	School Bursar	Lawrence Jilo	ID No. 29519352

*NGAO GIRLS SEC SCHOOL*  
**PUBLIC SECONDARY SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

**(e) Schools contacts**

Post Office Box: P.O.Box 12, Garsen  
Telephone: 0728767670  
E-mail: ngaogirls@gmail.com  
Website: -  
Facebook: -  
Twitter: -

**(f) SchoolBankers**

The following school operated 4 numbers of bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

1. Name of Bank: KCB  
Branch: MALINDI  
Account Number: 1107951305
2. Name of Bank: KCB  
Branch: MALINDI  
Account Number: 1108302254
3. Name of Bank: KCB  
Branch: MALINDI  
Account Number: 1108300820
4. Name of Bank: KCB  
Branch: MALINDI  
Account Number: 1161818618
5. Name of Bank: KCB  
Branch: MALINDI  
Account Number: 1218269782

6. MPESA Pay Bill No. 522123 Account No. 60007K attached to 1<sup>st</sup> bank account

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

**(g) Independent Auditors**

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

## II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL

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

a) **Financial performance:**

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>
<b>RECEIPTS</b>	<b>KSHS.</b>	<b>KSHS.</b>
<b>TUTION GRANTS</b>	964,649.80	423,209.00
<b>OPERATIONS GRANTS</b>	4,459,015.00	2,764,691.00
<b>SCHOOL FUND INCOME</b>	12,377,337.00	4,194,317.00
<b>TOTAL RECEIPTS</b>	<b>17,801,001.80</b>	<b>7,382,217.00</b>
<b>EXPENDITURE</b>		
<b>TUTION GRANTS</b>	1,091,790.00	497,441.00
<b>OPERATIONS GRANTS</b>	2,848,493.00	1,965,839.00
<b>SCHOOL FUND</b>	11,663,995.00	4,988,623.00
<b>TOTAL EXPENDITURE</b>	<b>15,604,278.00</b>	<b>7,451,903.00</b>

-

- *Capitation grants from the Ministry of Education*

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>
<b>RECEIPTS</b>	<b>KSHS.</b>	<b>KSHS.</b>
<b>TUTION GRANTS</b>	964,649.80	423,209.00
<b>OPERATION GRANTS</b>	4,459,015.00	2,764,691.00
<b>TOTAL RECEIPTS</b>	<b>5,423,664.00</b>	<b>3,187,900.00</b>

-

- *Ratio of capitation grant per student*

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>
<b>TOTAL RECEIPTS</b>	<b>5,423,664.00</b>	<b>3,187,900.00</b>
<b>STUDENT ENROLMENT</b>	293	322

**NGAO GIRLS SEC SCHOOL**  
**PUBLIC SECONDARY SCHOOL**  
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**For the year ended 30<sup>th</sup> June 2022**

<b>CAPITATION RATIO PER STUDENT</b>	18,510.80	9,900.31
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- *A three-year overview of growth of other income(s) earned by the school.*

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>	<b>2019-2020</b>
<b>SCHOOL FUND INCOME</b>	12,454,457.00	2,403,857.00	7,810,883.00
<b>TOTAL RECEIPTS</b>	12,454,457.00	2,403,857.00	7,810,883.00

-

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

<b>EXPENDITURE</b>	<b>2021-2022</b>	<b>2020-2021</b>	<b>2019-2020</b>
<b>TUITION GRANTS</b>	2,145,278.00	382,484.00	1,028,600.00
<b>OPERATIONS GRANTS</b>	2,247,724.00	3,078,984.00	2,236,420.00
<b>SCHOOL FUND</b>	11,663,995.00	8,469,266.00	9,382,854.00
<b>TOTAL EXPENDITURE</b>	16,056,997.00	11,930,734.00	12,647,847.00

-

- *Movement of debtors and creditors of the school*

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>	<b>2019-2020</b>
<b>DEBTORS</b>	7,145,117.00	7,437,839.00	7,696,906.00
<b>CREDITORS</b>	1,684,137.00	992,800.00	672,500.00

- *Movement of cash and bank balances*

<b>DESCRIPTION</b>	<b>2021-2022</b>	<b>2020-2021</b>	<b>2019-2020</b>
<b>BANK BALANCES</b>	4,590,138.00	1,075,169.25	6,393,198.10
<b>CASH BALANCES</b>	37,143.00	248,078.80	96,000.00

-

NGAO GIRLS SEC SCHOOL  
**PUBLIC SECONDARY SCHOOL**  
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**Teacher Student ratio:**

<i>DESCRIPTION</i>	<i>2021-2022</i>	<i>2020-2021</i>	<i>2019-2020</i>
<i>Teachers Available</i>	25	21	18
<i>Teachers Recruited</i>	3	2	1
<i>Teachers Posted</i>	1	0	1
<i>Sub total</i>	4	2	2
<i>Teachers transferred</i>	2	1	0
<i>Teachers retired</i>	1	1	0
<i>Total Available</i>	25	21	18
<i>No. of Students</i>	293	322	332
<i>Teachers Student ratio</i>	1:12	1:15	1:18

**b) Mean score in the 2020KCSE:**

<i>DE SC RI PTI ON</i>	<i>2021 MEAN SCORE 4.9265 C-</i>	<i>2020 MEAN SCORE 4.6967 C-</i>	<i>2019 MEAN SCORE 3.885 D+</i>

NGAO GIRLS SEC SCHOOL  
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	<i>s</i>	<i>u</i>	<i>t</i>	<i>s</i>	<i>u</i>	<i>t</i>	<i>s</i>	<i>U</i>	<i>t</i>
	<i>t</i>	<i>n</i>	<i>e</i>	<i>t</i>	<i>n</i>	<i>e</i>	<i>t</i>	<i>n</i>	<i>e</i>
	<i>u</i>	<i>i</i>	<i>r</i>	<i>u</i>	<i>i</i>	<i>r</i>	<i>u</i>	<i>i</i>	<i>r</i>
	<i>d</i>	<i>v</i>	<i>t</i>	<i>d</i>	<i>v</i>	<i>t</i>	<i>d</i>	<i>v</i>	<i>t</i>
	<i>e</i>	<i>e</i>	<i>i</i>	<i>e</i>	<i>e</i>	<i>i</i>	<i>e</i>	<i>e</i>	<i>i</i>
	<i>n</i>	<i>r</i>	<i>a</i>	<i>n</i>	<i>r</i>	<i>a</i>	<i>n</i>	<i>r</i>	<i>a</i>
	<i>t</i>	<i>s</i>	<i>r</i>	<i>t</i>	<i>s</i>	<i>r</i>	<i>t</i>	<i>s</i>	<i>r</i>
	<i>s</i>	<i>i</i>	<i>y</i>	<i>s</i>	<i>i</i>	<i>y</i>	<i>s</i>	<i>i</i>	<i>y</i>
		<i>t</i>			<i>t</i>			<i>t</i>	
		<i>y</i>			<i>y</i>			<i>y</i>	
<i>EN</i>	6			1			5		
<i>TR</i>	8			2			2		
<i>Y</i>				2					
<i>A</i>	0								
<i>A-</i>	0								
<i>B+</i>	0			1	1				
<i>B</i>	0			2	2				
<i>B-</i>	2	2		3	3		1	1	
<i>C+</i>	1	1		8	8		2	2	
	2	2							
<i>C</i>	9		9	1		9	0		
				5					
<i>C-</i>	1		1	4		4	1		1
	2		2	3		3	0		0
<i>D+</i>	2		2	2		2	1		1
	3		3	1		1	7		7
<i>D</i>	9		9	1		1	1		1
				8		8	8		8
<i>D-</i>	1		1	1		1	4		4
				1		1			
<i>E</i>	0			0			0		

c)

NGAO GIRLS SEC SCHOOL  
**PUBLIC SECONDARY SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

**d) Number of Candidates in the 2020 KCSE:**

<i>YEAR</i>	<i>2021-2022</i>	<i>2020-2021</i>	<i>2019-2020</i>
<i>ENTRY</i>	68	122	52

**e) Capacity of the school:**

<i>Descrip tion</i>	<i>2022-2021</i>		<i>2021-2020</i>		<i>2020-2019</i>	
	<i>No. of facil ities</i>	<i>stud ents</i>	<i>No. of facil ities</i>	<i>stud ents</i>	<i>No. of facil ities</i>	<i>Stud ents.</i>
<i>Dormit ories</i>	5	293	5	322	5	332
<i>Dining Hall</i>	1	293	1	322	1	332
<i>Laborat ories</i>	2	293	2	322	2	332
<i>Toilets.</i>	12	293	12	322	12	332
<i>Classro oms</i>	8	293	8	322	8	332

*f)*

**NGAO GIRLS SEC SCHOOL**  
**PUBLIC SECONDARY SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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

<i>Description</i>	<i>2022-2021</i>	<i>2021-2020</i>	<i>2020-2019</i>
<i>Fund Source</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>
<i>Project</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

**Sign**



**School Principal**




### III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY


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


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

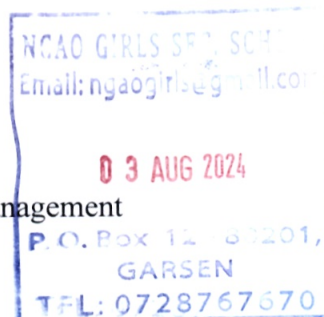
The Board of Management of (*NGAO GIRLS SECONDARY SCHOOL*) accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards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

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30<sup>th</sup> June, 2022, and of the school's financial position as at that date.

**Name:** MR. JACKSON DAIDO  
**Designation:** Chairman, School Board of Management  
**Sign:**   
**Date:** 02/08/24

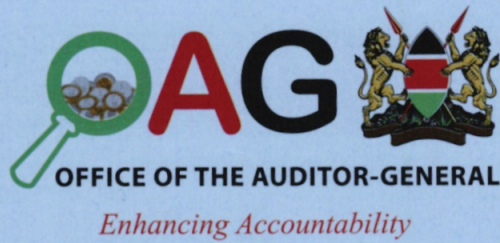
**Name:** MD. CAROLYNE ZAWADI  
**Designation:** School Principal & Secretary to Board of Management  
**Sign:**   
**Date:**

**Name:** MR. LAWRENCE JILO  
**Designation:** Bursar/ Finance Officer  
**Sign:**   
**Date:** 3/8/24



# REPUBLIC OF KENYA

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



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

## REPORT OF THE AUDITOR-GENERAL ON NGAO GIRLS SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 - TANA RIVER COUNTY

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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 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.
- 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.

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

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution of Kenya, 2010, 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 Ngao Girls Secondary School - Tana River County set out on pages 14 to 27, which comprise of the statement of financial

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*Report of the Auditor-General on Ngao Girls Secondary School for the year ended 30 June, 2022 - Tana River County*

assets and financial liabilities as at 30 June, 2022, the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended, and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya, 2010 and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of the Ngao Girls Secondary School – Tana River County as at 30 June, 2022 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

### **Basis for Qualified Opinion**

#### **1. Variances in Accounts Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.6,118,167 as disclosed in Note 11 to the financial statements. However, the ledger balance and issued invoices reflects a balance of Kshs.8,062,006 resulting to an unexplained variance of Kshs.1,943,839.

In the circumstances, the accuracy and completeness of the accounts receivables balance of Kshs.6,118,167 could not be confirmed.

#### **2. Variances in Accounts Payables**

The statement of financial assets and financial liabilities reflects accounts payables balance of Kshs.1,492,302 as disclosed in Note 12 to the financial statements. However, the supporting ledger balances amount to Kshs.1,620,349, resulting to an unexplained variance of Kshs.128,047.

In the circumstances, the accuracy and completeness of accounts payables balance of Kshs.1,492,302 could not be confirmed.

#### **3. Unsupported Cash and Cash Equivalents**

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.4,799,306, as disclosed in Note 8 and 9 to the financial statements. Included in this balance are bank accounts balances and cash at hand balances totalling to Kshs.4,762,163 and Kshs.37,143, respectively. Review of the supporting bank certificates revealed that two accounts belonging to the School with balances totalling to Kshs.1,133,585 were not included in the bank balances reflected in the statement of financial assets and financial liabilities. Further, the cash balance was not supported by board of survey certificate.

In the circumstances, the accuracy, completeness and existence of cash and cash equivalents balance of Kshs.4,799,306 could not be confirmed.

#### **4. Understatement of School Fund Income - Other Receipts**

The statement of receipts and payments reflects an amount of Kshs.272,300 under school fund income- other receipts as disclosed in Note 4 to the financial statements. Included in this amount is Kshs.185,300 relating to hire of school bus. However, supporting schedules provided for audit review amounted to Kshs.442,200 resulting to an unexplained variance of Kshs.256,900. In addition, no approved rates for hire of the bus were provided for audit review.

In the circumstances, the school fund income was understated by Kshs.256,900.

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

#### **Emphasis of Matter**

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

The statement of budgeted versus actual amounts reflects final receipts budget and actual on a comparable basis of Kshs.22,289,850 and Kshs.8,821,237 respectively, resulting to an under-funding of Kshs.13,468,614 or 60% of the budget. However, the School spent a balance of Kshs.7,403,445 against actual receipts of Kshs.8,821,237, resulting to an under-utilization of Kshs.1,417,792 or 16% of actual receipts.

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

My opinion is not modified in respect of this matter.

##### **Key audit Matters**

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. There were no key audit matters to report in the year under review.

##### **Other Matter**

##### **Unresolved Prior Year Matters**

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in Use of Public

Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2022.

## REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

### Conclusion

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

### Basis of Conclusion

#### 1. Late Submission of Financial Statements for Audit

During the year under review, Management submitted the financial statements to the Auditor-General on 12 March, 2024 instead of the statutory deadline of 30 September, 2022. This was contrary to the Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which require the School's financial statements to be ready by 30 September, 2022 in compliance which Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

#### 2. Failure to Transfer Infrastructure Funds from Operations Bank Account

The statement of receipts and payments reflects operations grants amount of Kshs.4,459,015 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. However, no amount was transferred to infrastructure account. This was contrary to The Ministry of Education Circular Ref. No: MOE.HQS/3/13/3 dated 16 June, 2021 which directed that infrastructure grants as well as maintenance and improvement funds should be transferred to the school infrastructure account fifteen (15) days upon receipt of the funds in the operations account.

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

#### 3. Failure to Prepare School Improvement Plan

During the year under review, the School did not have an approved School Improvement Plan, contrary to Section 2.2 of the Ministry of Education Operation Manual for Utilization of Learner Capitation Grant and Other School Funds, which requires Schools to identify in every three-year School improvement planning cycle, one priority area in each of the four (4) key areas which include curriculum implementation, foundational literacy and numeracy outcomes, an enabling environment for learning and parental involvement and community engagement for implementation.

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

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

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

### **Basis for Conclusion**

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

During the year under review, the School 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) Regulations, 2015 which requires the internal audit unit of a National Government entity to assess effectiveness of the School through an internal performance appraisal commenting on its effectiveness in the annual report to The National Treasury.

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

#### **2. Lack of an Approved Budget**

The statement of budgeted versus actual amounts reflects a total income budget of Kshs.22.289.850 against a final total expenditure budget of Kshs.22,289,850. However, board of management minutes approving the budget were not provided for audit review.

In the circumstances, the School Management may not have properly planned for the projected cashflows and inflows for the year under audit.

#### **3. Management of Assets**

##### **3.1 Lack of Ownership Documents**

Annex 2 to the financial statements reflects summary of fixed assets register with nil balance even though the School had fixed assets. Further, land ownership documents and motor vehicle logbooks were not provided for audit.

### **3.2 Failure to Capture Textbooks prices**

Review of delivery notes for textbooks revealed that prices of the textbooks were not included in the delivery notes. As a result, the value of the textbooks could not be ascertained.

In the circumstances, the ownership and safe custody of the fixed assets could not be confirmed.

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

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

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

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

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

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

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

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

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

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

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

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


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

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

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

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

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

  
FCPA Nancy Gathungu, CBS  
AUDITOR-GENERAL

Nairobi

24 September, 2024

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**V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30<sup>TH</sup> JUNE 2022**

DESCRIPTION OF VOTE HEAD	Note	2021 - 2022	2020 - 2021
		<b>Kshs</b>	
Capitation grants for tuition	1	964,650.00	423,209
Capitation grants for operations	2	4,459,015.00	2,764,691
School Fund Income- Parents' Contributions	3	12,105,037.00	3,718,343
School Fund Income- Other receipts	4	272,300.00	475,974
Proceeds from borrowings			
<b>TOTAL RECEIPTS</b>		<b>17,801,002.00</b>	<b>7,382,217</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	1,091,790.00	497,441
Payments for operations	6	2,848,493.00	1,965,836
Boarding and school fund payments	7	11,663,995.00	4,988,623
<b>TOTAL PAYMENTS</b>		<b>15,604,278.00</b>	<b>7,451,900</b>
<b>SURPLUS/DEFICIT</b>		<b>2,196,724</b>	<b>(69,683)</b>

The school financial statements were approved on \_\_\_\_\_ 2022 and signed by:

Sign: 

Name JACKSON DAIDO

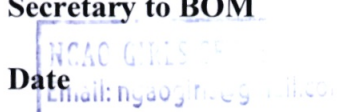
Chair BOM

Date 03/08/24

Sign: 

Name CAROLYNE ZAWADI

School Principal/  
Secretary to BOM

Date 

Sign: 

Name LAWRENCE JILO

Bursar/Finance Officer

Date 5/8/24

NGAO GIRLS SEC SCHOOL  
 Email: ngaogirlsec@kshs.go.ke  
 03 AUG 2024  
 P.O. Box 12-80201,  
 GARSEN  
 TFL: 0728767370

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VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30<sup>TH</sup> JUNE 2022

	Note	2021-2022 Kshs	2020-2021 Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	4,762,163	1,146,098
Cash Balances	9	37,143	269,077
Short term Investment	10	-	-
<b>Total Cash and Cash Equivalents</b>		<b>4,799,306</b>	<b>1,415,175</b>
Accounts receivables	11	<b>6,118,167</b>	<b>7,782,650</b>
<b>TOTAL FINANCIAL ASSETS</b>		<b>10,917,473</b>	<b>9,197,825</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payable	12	1,492,302	1,969,378
<b>NET FINANCIAL SSETS</b>		<b>9,425,171</b>	<b>7,228,447</b>
<b>REPRESENTED BY</b>			
Fund balance b/fwd 1st July...	13	7,228,447	7,298,130
Surplus/Deficit for the year		2,196,724	(69,683)
<b>NET FINANCIAL POSITION</b>		<b>9,425,171</b>	<b>7,228,447</b>

The School's financial statements were approved on 30 JUNE 2022 and signed by:

Name: JACKSON DAIDO  
 Chairman, BoM

Sign: 

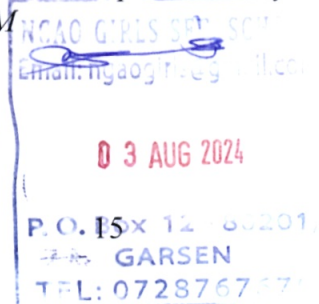
Date: 03/08/24

Name: CAROLYNE  
 ZAWADI

School Principal/Secretary  
 to BoM

Sign: 

Date:



Name: LAWRENCE JILO  
 Bursar/Finance

Sign: 

Date: 3/8/24

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**VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2022**

		2021-2022	2020-2021
		Kshs	Kshs
<b>Receipts for operating income</b>			
Capitation grants for tuition	1	964,650	423,209
Capitation grants for operations	2	4,459,015	2,764,691
School fund income- Parents contributions/ fees	3	12,105,037	3,460,548
School fund income- other receipts	4	272,300	475,974
Total receipts		<b>17,801,002</b>	<b>7,124,422</b>
<b>Payments</b>			
Payments for Tuition	5	859,934	265,585
Payments for operations	6	2,804,556	1,123,240
Boarding and school fund payments	7	10,752,381	5,117,260
		<b>14,416,871</b>	<b>6,506,085</b>
Net cash flow from operating activities		<b>3,384,131</b>	<b>618,337</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Assets	8	-	-
Acquisition of Assets	9		
Proceeds from investments	10	-	-
Net cash flows from Investing Activities			
<b>NET CASHFLOW FROM BORROWING ACTIVITIES</b>			
Proceeds from borrowings/ loans	11		
Repayment of principal borrowings	12		
Net cash flows from Investing Activities			
<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>		<b>3,384,131</b>	<b>618,337</b>
Cash and cash equivalent at BEGINNING of the year		<b>1,415,175</b>	<b>796,839</b>
Cash and cash equivalent at END of the year		<b>4,799,306</b>	<b>1,415,176</b>

*The above presentation of cash flow statement uses the direct method of cash flow presentation which is encouraged under IPSAS. Schools' should therefore adopt the direct method of cash flow as recommended by PSASB.*

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2022

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
<b>RECEIPTS</b>						
<b>(1) CAPITATION GRANT ON TUITION</b>						
Textbooks and reference materials	-	-	-	-		
Exercise books	118,000.00	-	118,000.00	307,670.40	(189,670.40)	260.7%
Laboratory equipment	143,000.00	-	143,000.00	309,032.82	(166,032.82)	216.1%
Internal exams	48,000.00	-	48,000.00	109,311.37	(61,311.37)	227.7%
Teaching / learning materials	60,000.00	-	60,000.00	127,794.84	(67,794.84)	213.0%
Chalks	24,000.00	-	24,000.00	45,958.91	(21,958.91)	191.5%
Exams and assessment	36,000.00	-	36,000.00	89,881.46	(53,881.46)	249.7%
Teachers guides		-	118,000.00	307,670.40	(189,670.40)	260.7%
<b>(2) CAPITATION GRANT ON OPERATIONS</b>						
Personnel emoluments	650,000.00	-	650,000.00	803,606.16	(153,606.16)	123.6%
Repairs and maintenance	950,000.00	-	950,000.00	1,524,000.00	(574,000.00)	160.4%
Local transport / travelling	620,000.00	-	620,000.00	985,441.26	(365,441.26)	158.9%

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Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Electricity and water	180,000.00	-	180,000.00	80,263.82	99,736.18	44.6%
Medical	48,000.00	-	48,000.00	80,263.50	(32,263.50)	167.2%
Administration costs	200,000.00	-	200,000.00	659,802.26	(459,802.26)	329.9%
Activity	180,000.00	-	180,000.00	325,640.00	(145,640.00)	180.9%
Gratuity		-				
SMASSE		-				
<b>(3) FEES CHARGED ON PARENTS</b>		-				
Personnel emoluments	150,000.00	-	150,000.00	1,997,282	(1,847,282)	1331.5%
Repairs and maintenance	360,200.00	-	360,200.00	638,292	(278,092)	177.2%
Local transport / travelling	600,000.00	-	600,000.00	1,210,610	(610,610)	201.8%
Electricity and water	360,000.00	-	360,000.00	905,036	(545,036)	251.4%
Medical		-	-		-	0.0%
Administration costs	350,000.00	-	350,000.00	1,131,134	(781,134)	323.2%
Activity	320,000.00	-	320,000.00	338,329	(18,329)	105.7%
SMASSE		-	0	-	-	0.0%

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Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Fee on Boarding Equipment and Stores	4,640,000.00	-	4,640,000	8,768,454	(4,128,454)	189.0%
<b>OTHER INCOME</b>		-	-	-	-	-
Rent income	-	-	-	-	-	-
Income from farming activities	-	-	-	-	-	-
Insurance compensation	-	-	-	-	-	-
Income from Posho mill	-	-	-	-	-	-
Income from Bus Hire	-	-	-	-	-	-
Fee for hire of ground and equipment	-	-	-	-	-	-
Interest income	-	-	-	-	-	-
Income from any other investment	-	-	-	-	-	-
<b>TOTAL INCOME</b>	<b>10,037,200</b>	-	22,289,850	8,821,236.55	13,468,615.5	421.386
<b>(1) EXPENDITURE FOR TUITION</b>						
Textbooks and reference materials		-	882,816	-	882,816	0
Exercise books	118,000.00	-	652,080	401,426	250,654	61.561
Laboratory equipment	143,000.00	-	576,840	270,575	306,265	46.906
Internal exams	48,000.00	-	10,659	-	10,659	0
Teaching / learning materials	60,000.00	-	-	-	-	-
Chalks	24,000.00	-	-	-	-	-
Exams and assessment	36,000.00	-	-	-	-	-
Teachers guides		-	-	-	-	-
Administration costs		-	197,505	900	196,605	0.45

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Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Bank Charges		-	-	-	-	-
		-	2,319,900	672,901	1,646,999	108.923%
<b>(2) EXPENDITURE FOR OPERATIONS</b>		-				
Personnel emoluments	650,000.00	-	2,508,000	543,850	1,964,150	21.685
Repairs, maintenance & improvements	950,000.00	-	3,763,000	2,925,604	698,396	81.436
Local transport / travelling	620,000.00	-	752,400	66,630	685,770	8.856
Electricity, water and conservancy	180,000.00	-	1,128,600	142,440	986,160	12.621
Medical	48,000.00	-	-	-	-	-
Administration costs	200,000.00	-	846,450	6740	839,710	0.796
Activity Expenses	180,000.00	-	940,500	-	940,500	0
Gratuity		-	-	-	-	-
SMASSE	650,000.00	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>			9,937,950	3,685,264	6,114686	125.394%
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>		-				
BOM TEACHERS	150,000.00	-	1,920,000	438,000	1,482,000	22.813
Repairs, maintenance and improvements	360,200.00	-	-	-	-	-
Local transport / travelling	600,000.00	-	-	-	-	-
Electricity, water and conservancy	360,000.00	-	-	-	-	-
Medical Expenses		-	-	-	-	-
Administration costs	350,000.00	-	-	-	-	-
Activity	320,000.00	-	-	-	-	-
Gratuity		-	-	-	-	-

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Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Lunch programme		-	8,112,000	2,607,280	5,504,720	32 %
Boarding Equipment and Stores	4,640,000	-	-	-	-	-
Expenditure for Income Generating Activity SUB TOTALS						
Insurance costs		-	-	-	-	-
Other expenses on investments		-	-	-	-	-
Rent Expenses		-	-	-	-	-
Bank Charges		-	-	-	-	-
Loan Interest Repayment		-	-	-	-	-
Loan Principal Repayment	150,000.00	-	-	-	-	-
Acquisition of Assets	360,200.00	-	-	-	-	-
<b>TOTALS</b>	<b>22,289,850</b>	<b>-</b>	<b>22,289,850</b>	<b>7,403,445</b>	<b>14,886,405</b>	<b>33.2</b>

*[Provide below a commentary on significant underutilization (below 90% of utilization) and any overutilization above 100%]*

- i.
- ii.

## **IX. SIGNIFICANT ACCOUNTING POLICIES**

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

### **1. Statement of compliance and basis of preparation**

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

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

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

### **2. Recognition of receipts and payments**

The *school* recognises all receipts from the various sources when the event occurs and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs and the related cash has actually been paid out by the *school*.

### **3. In-kind contributions**

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

### **4. Cash and cash equivalents**

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

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**5. Accounts Receivable**

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

**6. Accounts Payable**

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.

**7. Non-current assets**

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

**8. Budget**

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

**9. Comparative figures**

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

**10. Subsequent events**

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2022.

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**X. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

	2021-2022	2020-2021
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	-	-
Laboratory equipment	-	-
Internal exams	-	-
Teaching / learning materials	964,649.80	423,209.00
Chalks		-
Exams and assessment		-
Teachers guides	-	-
<b>Total</b>	<b>964,649.80</b>	<b>423,209.00</b>

**2 CAPITATION GRANT FOR OPERATIONS**

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	1,676,589.31	307,014.00
Repairs and maintenance	731,278.35	827,000.00
Local transport / travelling	985,441.26	231,650.00
Electricity and water	80,263.82	67,430.00
Medical	-	-
Administration costs	985,442.26	73,081.00
F.S.E		1,258,516.00
Activity	-	-
<b>Total</b>	<b>4,459,015.00</b>	<b>2,764,691.00</b>

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

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	1,345,217.00	255,032.00
Fee on Boarding Equipment and Stores	7,535,738.00	2,297,372.00
Repair and Maintenance	510,562.00	200,212.00
Local transport / travelling	927,181.00	500,156.00
Electricity and water	679,287.00	223,823.00
Medical	-	-
Administration costs	908,833.00	233,128.00
Activity	199,219.00	8,620.00
<b>Total</b>	<b>12,105,037.00</b>	<b>3,718,343.00</b>

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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT**

	2021-2022	2020-2021
	Kshs	Kshs
Rent income	-	8,000.00
Income from farming activities	-	-
Uniform	-	18,174.00
Insurance compensation	-	-
Income from Posho mill	-	-
Income from Bus Hire	185,300.00	442,200.00
Fee for hire of ground and equipment	-	-
Income from grants and donations*	-	-
Tender fees	27,000.00	-
Pocket Money	1000.00	7,600.00
Hire of facilities	36,000.00	-
Miscellaneous	23,000.00	-
Caution Money	-	-
Dividends income	-	-
<b>Total</b>	<b>272,300.00</b>	<b>475,974.00</b>

(Include an explanation on the kind and source of grants/ donations received by the school.)

**5 PAYMENTS FOR TUITION**

	2021-2022	2020-2021
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	-	-
Laboratory equipment	-	-
Internal exams	-	-
Teaching / learning materials	1,089,588.00	496,583.00
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Administration Costs	-	-
Bank Charges	2,202.00	858.00
<b>Total</b>	<b>1,091,790.00</b>	<b>497,441.00</b>

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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**6 PAYMENTS FOR OPERATIONS**

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	735,091.00	651,259.00
Service Gratuity	124,400.00	-
Administration Cost	668,197.00	44,122.00
Repairs and maintenance & improvements	117,100.00	389,630.00
Local transport / travelling	203,900.00	7,200.00
Electricity and water	236,781.00	152,350.00
Medical	-	-
Activity Expenses	159,695.00	-
Insurance Cost	-	-
Bank Charges	2,560.00	-
Tuition a/c	469,951.00	721,275.00
NHIF	69,500.00	-
NSSF	34,800.00	-
Bus a/c	26,518.00	-
Grants	-	-
Acquisition of Assets	-	-
<b>TOTAL</b>	<b>2,848,493.00</b>	<b>1,965,836.00</b>

**7 BOARDING AND SCHOOL FUND PAYMENTS**

	2021-2022	2020-2021
	Kshs	Kshs
Personnel emoluments	2,067,048.00	887,218.00
Service Gratuity	-	-
Repairs and maintenance & Improvements	491,030.00	277,838.00
Local transport / travelling	1,480,452.00	278,180.00
Electricity and water	512,425.00	78,760.00
Medical Expenses	9,040.00	16,255.00
Administration costs	1,154,724.00	469,322.00
Lunch Programme	-	-
Bank Charges	20,312.00	-
Expenses on Income Generating Activities	-	-
Fee on Boarding Equipment and Stores	5,421,074.00	2,668,198.00
Activity Expenses	507,890.00	312,852.00
Pocket money	-	-
Loan Interest repayment	-	-
Acquisition of Assets	-	-
<b>TOTAL</b>	<b>11,663,995.00</b>	<b>4,988,623.00</b>

*Expenses on income generating activities\*\* should include all costs relating to the school earnings on other receipts as recorded in*

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*note 4. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others.*

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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**8 BANK ACCOUNTS**

Name of Bank, Account No. & currency	Bank Account Number	2021-2022	2020-2021
		Kshs	Kshs
Tuition Account	1108300820	178,844.70	165,904.90
Operations Account	1108302254	1,210,050.35	581,932.35
School Fund Account/Boarding	1107951305	2,239,682.95	323,646.00
Savings Account		-	-
School Bus	1218769782	172,025.00	70,929.00
Parent Association Development Account	-	-	-
Income generating activities Account	-	-	-
Infrastructural Account		961,560.00	3,686.00
<b>Total</b>		<b>4,762,163.00</b>	<b>1,146,098.25</b>

**9 CASH IN HAND**

Description	2021-2022	2020-2021
	Kshs	Kshs
Tuition Account 1108300820	-	-
Operation Account 1108302254	19.00	143,390.00
School Fund account 1107951305	37,124.00	125,687.00
<b>Total</b>	<b>37,143.00</b>	<b>269,077.00</b>

**10 SHORT TERM INVESTMENTS**

Description	2021-2022	2020-2021
	Kshs	Kshs
Cooperative shares	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

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**11 ACCOUNTS RECEIVABLE**

Description	2021-2022	2020-2021
	Kshs	Kshs
Fees arrears	6,118,167.00	7,782,650.00
Other non-fees receivables	-	-
Salary advances	-	-
Imprest	-	-
<b>Total</b>	<b>6,118,167.00</b>	<b>7,782,650.00</b>

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

Description	2021-2022	2020-2021
	Kshs	Kshs
Fees arrears for current year	2,534,680.00	3,759,062.34
Fees arrears for the previous year	798,450.00	946,268.80
Fees arrears for prior periods (over two years)	2,785,037.00	3,077,319.00
<b>Total</b>	<b>6,118,167.00</b>	<b>7,782,650.14</b>

**12 ACCOUNTS PAYABLE**

Description	2021-2022	2020-2021
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	1,492,302.00	1,227,451.00
Prepaid fees	-	741,927.00
Retention monies	-	-
<b>Total</b>	<b>1,492,302.00</b>	<b>1,969,378.00</b>

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

Description	2021-2022	2020-2021
	Kshs	Kshs
Trade creditors for current year	1,303,061.00	421,098.00
Trade creditors for the previous year	189,241.00	806,353.00
Trade creditors for prior periods (over two years)	-	-
<b>Total</b>	<b>1,492,302.00</b>	<b>1,227,451.00</b>

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

13 FUND BALANCE BROUGHT FORWARD

Description	2021-2022	2020-2021
	Kshs	Kshs
Bank balances	1,146,098.25	790,220.30
Cash balances	269,077.00	6,619.00
Short Term Investments	-	-
Receivables	7,782,650.00	7,437,839.00
Payables	(1,969,378.00)	(936,548.00)
<b>Total</b>	<b>7,228,447.25</b>	<b>7,298,130.30</b>

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**Other important disclosure notes**

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

**14 Non-current Liabilities Summary**

Description	2021-2022	2020-2021
	Kshs	Kshs
Bank loan(s)	0	0
Outstanding Leases	0	0
Hire purchase	0	0
Gratuity and leave provision	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**15 Biological assets**

Description	Numbers	2021-2022	2020-2021
		Kshs	Kshs
Cattle	4	40,000.00	40,000.00
Goats	13	52,000.00	52,000.00
Trees		0	0
Coffee or tea plantation		0	0
Poultry		0	0
<b>Total</b>		<b>92,000.00</b>	<b>92,000.00</b>

**16 Borrowings**

Description	2021-2022	2020-2021
	KShs	KShs
<b>a) Borrowings</b>	0	0
Borrowing at beginning of the year	0	0
Borrowings during the year	0	0
Repayments of during the year	<b>0</b>	<b>0</b>
<b>Balance at end of the year</b>	0	0

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**Other important disclosure notes**

**17 Stock/ Inventory**

<b>Description</b>	<b>2021-2022</b>	<b>2020-2021</b>
	<b>KShs</b>	<b>KShs</b>
<b>b) Borrowings</b>		
Stock/ inventory at beginning of the year	0	0
Stock/ inventory purchased during the year	0	0
Stock/ inventory issued during the year	0	0
<b>Balance at end of the year</b>	<b>0</b>	<b>0</b>



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**ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE**

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2022	Outstanding Balance 2022	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>SUB-TOTAL</b>						
			-			
		-	-			
		-	-			
<b>SUB TOTAL</b>						
<b>TOTAL</b>						

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**ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER**

<b>Asset class</b>	<b>Date purchased</b>	<b>Location</b>	<b>Historical Cost b/f (Kshs) 1<sup>st</sup> July 2021</b>	<b>Additions during the year (Kshs)</b>	<b>Disposals during the year (Kshs)</b>	<b>Historical Cost c/f (Kshs) 30<sup>th</sup> June 2022</b>
Land 1			00	00	00	00
Land 2	-	-	-	-	-	-
Buildings and structures		-	-	-	-	-
Motor vehicles	-	-	-	-	-	-
Office equipment, furniture and fittings	-	-	-	-	-	-
ICT Equipment, and Other ICT Assets		-	-	-	-	-
Tools and apparatus	-	-	-	--	-	-
Textbooks	-					-
Other Machinery and Equipment	-	-	-	-	-	-
Heritage and cultural assets	-	-	-	-	-	-
Intangible assets- soft ware	-	-	-	-	-	-
<b>Total</b>						-

(The School should ensure that a detailed fixed assets register is maintained).

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FEE RECEIVABLES

YEAR	2022/23	2021/22	
BES	702462		
RMI	55791		
LTT	98903		
ADM	98903		
EWC	84954		
PE	204144		
ACTIVITY	22824		
<b>TOTAL</b>	<b>1267982</b>		

