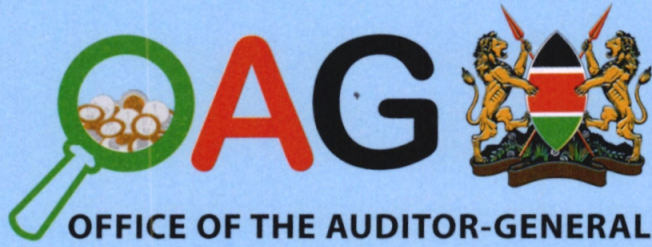



REPUBLIC OF KENYA



*Enhancing Accountability*

## REPORT

 THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 23 JUL 2024	DAY: WEDNESDAY
TABLED BY:	HON. (DP) ROBERT PUKOSE
CLERK-AT THE TABLE:	HALMA SULEIMAN

OF

PARLIAMENT  
OF KENYA  
LIBRARY

**THE AUDITOR-GENERAL**

ON

**ST. JOSEPHINE BAKHITA MASINGA  
GIRLS' HIGH SCHOOL**

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



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

03 JUL 2025

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**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>TH</sup> JUNE 2024**

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

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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

**A. Acronyms.**

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education
TSC	Teachers Service Commission
SMASSE	Strengthening of Mathematics and Science in Secondary Education
M&I	Maintenance and Improvement
NG-CDF	National Government Constituency Development Fund
PE	Personal Emoluments
PA	Parents Association
EWC	Electricity Water and Conservancy
LTT	Local Travelling and Transport
ADM	Administration costs
NT	Non-teaching
MOE	Ministry of Education

**B. Definition of Key Terms**

**Comparative Year-** Means the prior period.

## 2. Key School Information and Management

### (a) Background information

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

The school was registered in **2017** and re-registered in **2024** under registration number **16S30000281** and **16S30001265** respectively. It is currently categorized as an **Extra County** public school established, owned or operated by the Government.

The school is a boarding school and had **978** number of students as at **30<sup>th</sup> June 2024**. It has **6 streams in Form 1, 4 streams in Form 2, and 5 streams in Form 3 and Form 4** and **41** teachers of which **11** 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	Description	Term
1	Sylvester Muoki Joseph	Chairman- Sponsor	8th March, 2022
2	Maryann Mutindi Mutua	Secretary- Principal	21st February, 2023
3	Onesmus Mutinda Kiminza	Member- Sponsor	8th March, 2022
4	Alice Munini Muthengi	Member	8th March, 2022
5	Rebecca Mukui Kyengo	Member	8th March, 2022
6	Samuel Omino Omingo	Member	8th March, 2022
7	Geoffrey Mutuku Kithae	Member	8th March, 2022
8	Raymond Mutie Mutiso	Member – CEB Rep	8th March, 2022
9	Florence Mwikali David	Member – Teachers Rep	10th March, 2023
10	Rev. Fr. Paul King'oo Kinyumu	Member – Sponsor	8th March, 2022
11	Francis Mboya Mutua	Member – Community	8th March, 2022
12	Jackson Waema Mutungi	Member - SpecialNeeds	8th March, 2022
13	Stellamarris Muthama	Member	8th March, 2022
14	Alice Muthengi	Member	8th March, 2022
15	Brenda Mumbe Kivaya	Member- Students Rep.	8th March, 2022

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**The functions of the School Board of Management are to:**

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, of 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	
1	Executive Committee	Sylvester Muoki Joseph Maryann Mutindi Mutua Samuel Omino Omingo Rev. Fr. Paul King'oo Kinyumu Onesmus Mutinda Kiminza	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b>	<b>2 of 3</b> <b>2 of 3</b> <b>2 of 3</b> <b>2 of 3</b> <b>2 of 3</b>
2	Audit Committee	Samuel Omino Omingo Onesmus Mutinda Kiminza Jackson Waema Mutungi Florence Mwikali David Rebecca Mukui Kyengo	<b>Chairperson</b> <b>Member</b> <b>Member</b> <b>Member</b> <b>Member</b>	0 of 3 0 of 3 0 of 3 0 of 3 0 of 3
3	Finance, procurement and general purposes Committee	Sylvester Muoki Joseph Maryann Mutindi Mutua Samuel Omino Omingo Rev. Fr. Paul King'oo Kinyumu Onesmus Mutinda Kiminza	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b>	0 of 3 0 of 3 0 of 3 0 of 3 0 of 3
4	Academic Committee	Onesmus Mutinda Kiminza Maryann Mutindi Mutua Florence Mwikali David Rebecca Mukui Kyengo Raymond Mutie Mutiso Samuel Omino Omingo	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b> <b>Member</b>	1 of 3 1 of 3 1 of 3 1 of 3 1 of 3 1 of 3

**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

5	Development Committee	Rev. Fr. Paul Kingoo Kinyumu Maryann Mutindi Mutua Sylvester Muoki Joseph Samuel Omino Omingo Stellamarris Muthama Dennis Kasimbu	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b> <b>Member</b>	1 of 3 1 of 3 1 of 3 1 of 3 1 of 3 1 of 3
6	Discipline and welfare Committee	Francis Mutua Mboya Maryann Mutindi Mutua Jacinta Mbenge Alice Muthengi Jackson Waema Mutungi Geoffrey Mutuku Kithae	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b> <b>Member</b>	0 of 3 0 of 3 0 of 3 0 of 3 0 of 3 0 of 3
7	Adhoc Committee	Sylvester Muoki Joseph Maryann Mutindi Mutua Samuel Omino Omingo Rev. Fr. Paul King'oo Kinyumu Onesmus Mutinda Kiminza	<b>Chairperson</b> <b>Secretary</b> <b>Member</b> <b>Member</b> <b>Member</b>	0 of 3 0 of 3 0 of 3 0 of 3 0 of 3

**(d) School operation Management**

For the financial year ended 30<sup>th</sup> June, 2024 the School's day-to-day management was under the following persons:

<b>Ref:</b>	<b>Designation</b>	<b>Name</b>	<b>Identification</b>
1	Chief Principal	Maryann Mutindi Mutua	TSC No. 304152
2	Deputy Principal	Lilian Katunge Mutinda	TSC No. 430015
3	School Bursar	Augustine Muema Mweleli	ICPAK No.N/A

**(e) Schools contacts**

Post Office Box: 7 – 90141  
 Telephone: 0716649233  
 E-mail: [masinga.girls@gmail.com](mailto:masinga.girls@gmail.com)  
 Website: [www.masingagirls.sc.ke](http://www.masingagirls.sc.ke)  
 Facebook:  
 Twitter:

**(f) School Bankers**

Name of Bank: Kenya Commercial Bank (School fund account – Fees Collection)  
 Branch: Matuu  
 Account Number: 1105302474

Name of Bank: Kenya Commercial Bank (Infrastructure Account - Developments)  
 Branch: Matuu  
 Account Number: 1257778862

Name of Bank: Kenya Commercial Bank (Savings Account)  
 Branch: Matuu  
 Account Number: 1104974754

Name of Bank: Kenya Commercial Bank (Operations Account)  
 Branch: Matuu  
 Account Number: 1111454604

Name of Bank: Kenya Commercial Bank (Tuition Account)  
 Branch: Matuu  
 Account Number: 1105281361

Name of Bank: Kenya Commercial Bank (NG-CDF)  
 Branch: Matuu  
 Account Number: 1317425170

Name of Bank: Equity Bank Kenya Ltd (School Fund Account 2)  
 Branch: Matuu  
 Account Number: 0390281065209

M-pesa Pay Bill Number: 4096891

**(g) Independent Auditors**

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

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**3. Summary Report of Performance of the School**

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

**a) Financial performance:**

**1. Income – Parents Contributions and miscellaneous**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
<b>Boarding and miscellaneous</b>	54,604,953.22	47,484,589.00	61,287,390.65

**2. Debtors**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
Boarding- Fees arrears	9,511,308.30	8,688,550.30	6,195,166.33

**3. Creditors**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
<b>Total trade creditors</b>	12,976,179.00	20,769,248.00	4,955,659.00

**4. Surplus/Deficit**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
<b>Operations, Tuition, Infrastructure and School Fund</b>	15,970,682.15	(16,075,622.25)	1,520,835.95

**5. Expenditure**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
Boarding	46,787,591.72	53,876,045.00	59,568,790.00
Tuition	3,707,830.50	3,322,857.00	3,639,463.00
Operations	3,089,555.00	10,921,863.00	7,120,326.00
Infrastructure	1,869,176.50	12,528,163.00	3,984,416.00
<b>Total</b>	<b>55,454,153.72</b>	<b>80,648,928.00</b>	<b>74,312,995.00</b>

**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**6. Cash and Bank Balances**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
Boarding	Cash – 1,727.50	Cash – 37,360.50	Cash – 120,486.50
	Bank – 351,008.06	Bank – (115,212.94)	Bank – 393,373.00
Tuition	Bank – 732,049.35	Bank – 48,708.65	Bank – 151,186.00
Operations	Cash – 38.00	Cash – 38.00	Cash – 38.00
	Bank – 3,241,865.82	Bank – 11,830.37	Bank – 333,204.87
Equity	Bank – 89,499.50	Bank – 28,819	Bank –3,147,426
Infrastructure	Bank – 621.50	Bank – 2,778	Bank –44,441
Savings	Bank – 19,790.80	Bank – 1,066,838.80	Bank –132,297.80
NG-CDF	Bank- 3,999,415.00	-	-

**7. Government Capitation**

Account	2024(Kshs)	2023(Kshs)	2022(Kshs)
Tuition	2,192,072.20	2,407,677.25	2,742,090.20
Operations	7,066,310.45	10,617,039.50	7,152,350.10
Infrastructure	3,561,500.00	4,064,000	4,652,000
NG-CDF	4,000,000.00	0	0
Development Grants			
<b>Total</b>	<b>16,819,882.65</b>	<b>17,088,716.75</b>	<b>14,546,440.30</b>

**b) Teacher Student ratio:**

*Students – 978 teachers 41*

*Teacher student's ratio 1:24*

*30 teachers' employer by TSC, 11 teachers on BOM terms*

*Shortage – 17 teachers*

Teachers posted during the year	Teachers transferred during the yeas	Teachers retired during the year	Teachers recruited during the year
0	0	0	0

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**c) Mean score in the 2023 KCSE:**

YEAR	ENTRY	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E	X	Y	U	MEAN SCORE	DEV
2024	239	0	0	5	16	25	71	51	44	22	5	0	0	0	0	0	6.358	-0.34
2023	213	0	0	3	20	35	60	52	32	9	1	0	0	1	0	0	6.7028	0.6968
2022	178	0	0	1	0	17	40	61	40	17	1	0	0	1	0	0	6.006	-0.203

**d) Number of Candidates in the 2024 KCSE:**

YEAR	ENTRY	Transition to university	% of candidates to university	Transition to other colleges /polytechnics	% of candidates to other colleges /polytechnics
2024	239	117	49%	122	51%
2023	213	118	55%	95	45%
2022	178	58	33%	120	67%

**e) Capacity of the school:**

**Total number of students 978.**

FACILITY	NUMBER OF UNITS
<b>DORMITORY</b>	<b>11 UNITS WITH A CAPACITY OF 1150 AGAINIST 978 ACTUAL NUMBER OF STUDENTS</b>
<b>TOILETS/BATHROOMS</b>	<b>4 UNITS (40 DOORS)</b>
<b>SCIENCE LABORATORY</b>	<b>3 UNITS</b>
<b>DINING HALL</b>	<b>1 UNIT</b>
<b>COMPUTER LAB</b>	<b>1 UNIT WITH 30 COMPUTERS</b>
<b>H/SCIENCE LAB</b>	<b>1 UNIT WITH 30 SEWING MACHINES</b>

**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

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

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
Dormitory Payment	Parents/Moest	Complete and in use	33,690,000.00	33,690,000.00	complete

*Mutua*

Mutindi Mutua  
School Principal



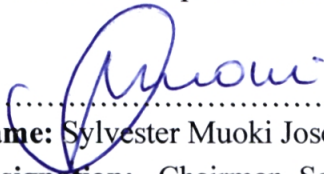
#### **4. Statement of School Management Responsibility**

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

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

The Board of Management of *St. Josephine Bakhita Masinga Girls' High 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, 2024, and of the school's financial position as at that date.



.....  
**Name:** Sylvester Muoki Joseph  
**Designation:** Chairman, School Board of Management  
**Date:** 02.07.2025



.....  
**Name:** Mutindi Mutua  
**Designation:** School Principal & Secretary to Board of Management  
**Date:** 02.07.2025

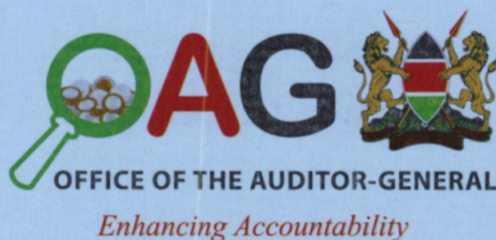


.....  
**Name:** Augustine Muema Mweleli  
**Designation:** Bursar/ Finance Officer  
**Date:** 02.07.2025



# REPUBLIC OF KENYA

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HEADQUARTERS  
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NAIROBI

## **REPORT OF THE AUDITOR-GENERAL ON ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024**

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### **PREAMBLE**

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

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

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on Effectiveness of Internal Controls, Risk Management and Governance.

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

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

#### **Qualified Opinion**

I have audited the accompanying financial statements of St. Josephine Bakhita Masinga Girls' High School set out on pages 1 to 24, which comprise of the statement of assets

and liabilities as at 30 June, 2024 and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended, and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the 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 St. Josephine Bakhita Masinga Girls' High School as at 30 June, 2024 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012.

### **Basis for Qualified Opinion**

#### **1. Unsupported Cash and Cash Equivalent Balances**

The statement of assets and liabilities and Notes 10 and 11 to the financial statements reflects cash and cash equivalents balance of Kshs.8,436,015.53. Review of the financial records revealed the following issues;

- i. It was noted that the School operated an MPESA account for collection of fees. However, Management did not maintain a separate cashbook for the account. Further, the MPESA statement indicated a balance of Kshs.270,276 as at 30 June, 2024 and which was not disclosed in the financial statements.
- ii. The account balances were not supported by a board of survey report as at 30 June, 2024.
- iii. Review of bank statements revealed that the school saving account held with KCB Bank had been used to collect school fund income thus the account purpose changed from saving funds from boarding account that cannot be put into immediate use to collection of school fund income without approval from relevant authorities.

In the circumstances, the accuracy and completeness of cash and cash equivalents of Kshs.8,436,015.53 could not be confirmed.

#### **2. Long Outstanding Student Accounts Receivables**

The statement of asset and liabilities and Note 13 shows account receivables balance of Kshs.11,821,808. Included in the balance is outstanding fees arrears amounting to Kshs.9,511,308.30 out of which an amount of Kshs.2,931,868 was in respect of fees arrears outstanding for more than two (2) years. However, Management did not explain what action was being undertaken to recover the arrears.

Further, the balance includes suspense account of Kshs.2,310,500 which relates to irregular cash withdrawals that were done in financial year 2018/2019 without the

knowledge of the school and the account signatories. Review of records provided revealed that Kshs.775,800 was lost through cash withdrawals done by the former accounts clerk on behalf of the former bursar since he was the authorized agent and Kshs.1,534,700 was lost through money transfers done through cheques written by the former bursar to his own bank account. All aforementioned transactions were done through cheques with forged signatures hence the former bursar was charged with 12 counts of criminal offences in criminal case No.322 of 2020 before Kithimani Law courts.

In the circumstances, the accuracy and recoverability of account receivables of Kshs.11,821,808.30 could not be confirmed.

### **3. Incomplete Fixed Asset Register**

Summary of fixed asset register Annex 2 to the financial statements reflects quantity balance of various assets owned by the school without indicating their value contrary to IPSAS template. The assets include land, buildings, motor vehicles, office equipment, furniture and fittings, ICT equipment, tools and apparatus, text books, software and Heritage and cultural assets. Review of the asset register revealed that the register did not indicate the cost price and the method applied on the valuation of assets in the prescribed format indicating the original cost, description, financier, serial/log book number, acquisition date and location.

Further, physical verification of assets revealed that assets had no tag for unique identification which is contrary to the guidelines on asset and liability management. In addition, asset register had not indicated serial and code numbers and therefore not possible to confirm their existence. Hence, identification and tracking of movement of assets may not be possible and the assets may be lost through theft/pilferage.

In the circumstances, the accuracy, completeness and valuation of the asset register could not be confirmed.

### **4. Lack of Land Ownership Documents**

Summary of fixed asset register Annex 2 shows that the school occupies approximately 16.5 Acres of land. However, review of land ownership documents provided for audit revealed that the school possesses the following pieces of land;

- i. The school occupies freehold land with approximate size of 16.57 Acres referenced Masinga/516, which, according to the school management, was inherited from the Masaku County Council. This was supported by a letter from Ministry of lands dated 23 February, 2011 confirming that the plot number 516 in Masinga adjudication section is recorded under Masaku County Council and reserved for the School. However, key ownership documents, including the title deed, were not availed for audit verification.
- ii. The School purchased piece of land measuring approximately 4 acres referenced Masinga/517, at a cost of Kshs.79,000 through a sale agreement dated 19 October, 1999. Despite this, no evidence was provided to indicate any efforts by

management to transfer ownership of the land to the school. Additionally, this parcel was not reflected in the School's asset register.

- iii. The School presented a free hold title deed for land parcel measuring approximately 0.11 Ha, title number Masinga/5431 which was registered under the school's name. However, the parcel was not reflected in the school's asset register.

In the circumstances, the ownership of the School's land and safe custody could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the St. Josephine Bakhita Masinga Girls' High 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.

### **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 were no key audit matters to report in the year under review.

### **Other Matter**

#### **1. 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, 2024.

#### **2. Underfunding of Capitation Grants**

The expected capitation grant was Kshs.22,244 per student while the actual grants received during the year under review from the Ministry of Education was Kshs.16,153.05 per student for the three terms under review, resulting in underfunding totalling Kshs.5,451,731 as shown below;

	<b>Expected Amount Per Student</b>	<b>Actual Received Per Student</b>	<b>Amount Difference Per Student</b>	<b>No of Students Registered In NEMIS</b>	<b>Underfunding</b>
3 <sup>rd</sup> Term - September, 2023	20%*22,244 =4,448.8	3,327.87	1120.93	872	977,450.96
1 <sup>st</sup> Term - January, 2024	50%*22,244 =11,122	8,319.68	2,802.32	861	2,412,797.52
2 <sup>nd</sup> Term- May, 2024	30%*22,244 =6,673.2	4,505.5	2,167.7	951	2,061,482.70
<b>Total</b>	<b>22,244</b>	<b>16,153.05</b>	<b>6,090.05</b>		<b>5,451,731.18</b>

In the circumstances, the underfunding affected the planned activities of the school and may have impacted negatively on service delivery to the learners.

### **3. Failure to Register Students on the National Education Management Information System**

The statement of receipts and payments and Notes 1 and 2 to the financial statements reflect Kshs.2,192,072, Kshs.7,066,310.45 and Kshs.7,561,500 being capitation grants for tuition, operations and infrastructure respectively.

Review of the registration details revealed that Management had not registered all students in the three (3) terms. No plausible explanation was provided as to why registration of the learners had not been effected. Failure to register the learners has denied the Management an amount of Kshs.1,252,433.56 in form of total capitations sent to school and that retained at the Ministry of Education.

<b>Term</b>	<b>Actual Capitation Received Per Student</b>	<b>Actual No. of Students</b>	<b>Capitation as Per Actual No. of Students</b>	<b>No. of Students Registered In NEMIS</b>	<b>Capitation as Per NEMIS Student Data</b>	<b>Capitation Amount Denied</b>
Term 3 - September, 2023	3,327.87	922	3,068,296.14	872	2,901,902.64	166,393.5
Term 1 - January, 2024	8,319.68	978	8,136,647.04	861	7,163,244.48	973,402.56
Term 2 – May, 2024	4,505.5	976	4,397,368	951	4,284,730.5	112,637.5
<b>TOTAL</b>			<b>15,602,311.18</b>		<b>14,349,877.62</b>	<b>1,252,433.56</b>

In the circumstances, a significant number of learners at the school are denied funding for tuition, operations and textbooks and therefore delivery of services is likely to be affected.

### **Other Information**

The Management are responsible for the other information set out on page iii to xii which comprises of Key School Information and Management, Summary Report of Performance of the School and Statement of School Management Responsibility. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the School'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 Lawfulness and Effectiveness in the Use of Public Resources section of my report, I confirm that nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

### Basis for Conclusion

#### 1. Delay in Transfer of Infrastructure Capitation Grants

The statement of receipts and payments reflects Government grants for operations and infrastructure of Kshs.7,066,310 and Kshs.7,561,500 respectively. Included in the infrastructure grants of Kshs.7,561,500 is amount totalling Kshs.2,827,100 which were transfers not done within 15 days from operation Account to the infrastructure bank account upon receipt in operation account as analyzed below;

Date of Disbursement in Operation Account	Amount Disbursed in Operation Account	Transfer to Infrastructure Account	Date of Transfer of Infrastructure Grant	No. of Days Delayed
09/01/2024	2,820,498.25	920,000	05/02/2024	12 days
27/03/2024	2,820,498.25	861,000	22/04/2024	12 days
21/06/2024	3,237,869.7	1,046,100	08/07/2024	2 days
<b>Total</b>		<b>2,827,100</b>		

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

#### 2. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipt and payments and Note 9 to the financial statements reflects Boarding and School fund of Kshs.46,787,591.72. Included in the amount is co-curricular funds totalling Kshs.663,840 that the school transferred to Kenya Secondary School

Heads Association which is a private entity that is not subject to PFM Act, 2012 or any other public finance regulations.

This organization is not defined in Government Funding and there is no assurance that it has implemented effective, efficient and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, the School may not have received value for the Kshs.663,840 transferred to KESSHA.

### 3. Excess Supply of Books

Annex 2 to the financial statements reflects textbook quantity balance of 20,859 under summary of fixed assets register. Review of the text books issued to the school for the financial year ended 30 June, 2024 revealed the following;

No	Form	Title of Book	No. of Books Supplied	No. of Students	Excess Books
1	4	Nguu za Jadi	257	239	18
2	3	Bembea ya Maisha	257	227	30
3	2	Agriculture	215	12	203
4	1	Agriculture	297	10	287
5		Parliament of Owls	482	0	482

In the circumstances, value for money on the excess text books could not be confirmed.

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 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 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. Inactive Audit Committee and Internal Audit Function**

Review of records revealed that the school does not have an active audit committee of the Board and an internal audit function for purposes of reviewing and evaluating budgetary performance, financial management, transparency and accountability mechanisms processes in the school. Audit committee did not meet during the year under review thus it could not be established whether there is a functional internal audit whose reports could have formed part of agenda in notice calling for an audit committee meeting. In the circumstances, the effectiveness of the independent assurance that the risk management governance and internal control processes are operating effectively could not be confirmed.

### **2. Weaknesses in Information Communication Technology (ICT) Environment**

Review of the School (IT) Internal Controls revealed the following:

- i. The School does not have an IT strategic or steering committee which could result in none implementation of IT governance, as part of enterprise governance.
- ii. The School does not have an IT strategic plan that supports business requirements and ensures that IT spending remains within the approved IT strategic plan.
- iii. There were no approved policies on Information Technology security including disaster recovery plan and IT continuity plan. Consequently, the critical data/information may not be recovered in case a disaster occurs.
- iv. There were no formally documented and approved processes to manage upgrades made to all financial / performance information systems.
- v. There was no data management strategy to guide the creation, processing, storage and archiving of data, contrary to the Government ICT Information Security Standard 2023, Section 11.10 that require the MCDAs to implement data masking in accordance with the Access control policy, business requirements and applicable legislation to limit exposure of personally identifiable information.

In the circumstances, there is a risk of breaches of information confidentiality, data integrity and loss of business continuity.

### **3. Lack of Risk Management Policy**

Review of the records provided for audit revealed that the School Management had not established a Risk Management Policy. Consequently, Management did not perform formal risk assessments on all key financial risk areas such as cash, revenue and

expenditure. In the circumstances, there was no approved processes and guidelines on how to mitigate operational, legal and financial risks. In the absence of a risk management policy, the management was not in a position to identify individual risks, significance areas, likelihood of occurrence of identified risks and the appropriate control measures.

In the circumstances, Management was in breach of the law and was therefore not in a position to identify risks and develop mitigating strategies.

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

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

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

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

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

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

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

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

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

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

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

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

  
FCPA Nancy Gathungu, CBS  
**AUDITOR-GENERAL**

**Nairobi**


**10 July, 2025**

**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**6. Statement Of Receipts and Payments for the Year Ended 30<sup>th</sup> June 2024**

Description Of Vote Head	Note	Insert Current FY	Insert Comparative
		2024	FY 2023
		Kshs	Kshs
<b>Receipts</b>			
Government grants for tuition	1	2,192,072.20	2,407,677.25
Government grants for operations	2	7,066,310.45	10,617,039.50
Government Grants for infrastructure	3	7,561,500.00	4,064,000.00
School fund income- parents' contributions	4	54,409,554.22	42,871,589.00
Miscellaneous incomes	5	195,399.00	4,613,000.00
<b>Total Receipts</b>		<b>71,424,835.87</b>	<b>64,573,305.75</b>
<b>Payments</b>			
Tuition	6	3,707,830.50	3,322,857.00
Operations	7	3,089,555.00	10,921,863.00
Infrastructure	8	1,869,176.50	12,528,163.00
Boarding and school fund	9	46,787,591.72	53,876,045.00
<b>Total Payments</b>		<b>55,454,153.72</b>	<b>80,648,928.00</b>
<b>Surplus/Deficit</b>		<b>15,970,682.15</b>	<b>(16,075,622.25)</b>

The school financial statements were approved on **02.07.2025** and signed by:

  
 .....

**Sylvester Muoki Joseph**

**Chair BOM**

**Date: 02.07.2025**

  
 .....

**Mutindi Mutua**  
 School Principal/ Secretary to  
 BOM

**Date: 02.07.2025**

  
 .....

**Augustine Muema Mweleli**

**Bursar/ Finance Officer**

**Date: 02.07.2025**

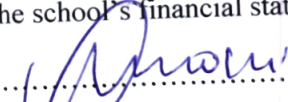



**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**


**7. Statement of Assets and Liabilities as at 30<sup>th</sup> June 2024**

Description	No.	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
<b>Financial Assets</b>			
<b>Cash and cash equivalents</b>			
Bank balances	10	8,434,250.03	1,043,761.88
Cash balances	11	1,765.50	37,398.50
Short term investments	12	-	-
<b>Total cash and cash equivalent</b>		<b>8,436,015.53</b>	<b>1,081,160.38</b>
Account's receivables	13	11,821,808.30	10,999,050.30
<b>Total financial assets (a)</b>		<b>20,257,823.83</b>	<b>12,080,210.68</b>
<b>Financial liabilities</b>			
Accounts payables	14	12,976,179.00	20,769,248.00.00
<b>Total Financial Labilities (b)</b>			
<b>Net financial assets (a-b)</b>		<b>7,281,644.83</b>	<b>(8,689,037.32)</b>
<b>Represented by</b>			
Accumulated fund b/fwd	15	(8,689,037.32)	7,386,584.93
<b>Surplus/deficit for the year</b>		<b>15,970,682.15</b>	<b>(16,075,622.25)</b>
<b>Net Assets</b>		<b>7,281,644.83</b>	<b>(8,689,037.32)</b>

The school's financial statements were approved on **02.07.2025** and signed by:

  
 Sylvester Muoki Joseph  
 Chair BOM  
 Date: 02.07.2025

  
 Mutindi Mutua  
 School Principal/ Secretary to BOM  
 Date: 02.07.2025

  
 Augustine Muema Mweleli  
 Bursar/ Finance Officer  
 Date: 02.07.2025



*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**8. Statement of Cash Flows for the Year Ended 30<sup>th</sup> June 2024**

Description			
<b>Cash from Operating Activities</b>			
<b>Receipts</b>			
Government grants for tuition	<b>1</b>	2,192,072.20	2,407,677.25
Government grants for operations	<b>2</b>	7,066,310.45	7,967,039.50
Government grants for infrastructure	<b>3</b>	7,561,500.00	2,650,000.00
School fund income- parents contributions/ fees	<b>4</b>	47,539,810.22	46,222,543.00
Other income	<b>5</b>	158,734.00	-
<b>Total receipts</b>		<b>64,518,426.87</b>	<b>59,247,259.75</b>
<b>Payments</b>			
Cash outflows for tuition	<b>6</b>	1,508,731.50	2,510,155.00
Cash outflows for operations	<b>7</b>	2,280,681.50	6,975,243.00
Cash outflows Boarding/lunch and school fund payments	<b>9</b>	48,245,823.72	39,890,327.00
<b>Total payments</b>		<b>52,035,236.72</b>	<b>49,375,725.00</b>
<b>Net cash inflow/outflow from operating activities</b>		<b>12,483,190.15</b>	<b>9,871,534.75</b>
<b>Cash flow from investing activities</b>			
Acquisition of assets- Infrastructure and Boarding	<b>8,9</b>	(5,165,000.00)	(13,112,828.00)
Proceeds from sale of Assets	<b>5</b>	36,665.00	-
Proceeds from investments	<b>12</b>	-	-
Purchase of investments	<b>12</b>	-	-
<b>Net cash inflow/outflows from investing activities</b>		<b>(5,128,335.00)</b>	<b>(13,112,828.00)</b>
<b>Cash flow from Financing activities</b>			
Proceeds from borrowings/ loans	<b>18</b>	-	-
Repayment of principal borrowings	<b>18</b>	-	-
<b>Net cash inflow/outflow from financing activities</b>		-	-
<b>Net increase/decrease in cash and cash equivalents</b>		<b>7,354,855.15</b>	<b>(3,241,293.25)</b>
Cash and cash equivalent at beginning of the FY	<b>10,11</b>	1,081,160.38	4,322,453.63
<b>Cash and cash equivalent at end of the FY</b>	<b>10,11</b>	<b>8,436,015.53</b>	<b>1,081,160.38</b>

The school's financial statements were approved on **02.07.2025** and signed by:

ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL  
Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024

  
.....

Sylvester Muoki Joseph

**Chair BOM**

**Date: 02.07.2025**

  
.....

Mutindi Mutua  
**School Principal/ Secretary to  
BOM**

**Date: 02.07.2025**

  
.....

Augustine Muema Mweleli

**Bursar/ Finance Officer**

**Date: 02.07.2025**



*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30<sup>th</sup> June 2024**

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a Kshs	b Kshs	c=a+b Kshs	d Kshs	e=d/c % Kshs
<b>Receipts</b>					
<b>(1) Capitation Grant on Tuition</b>					
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Internal Exams	-	-	-	-	-
Teaching / Learning Materials	3,812,480.00		3,812,480.00	2,192,072.20	57.5
Exams And Assessment	-	-	-	-	-
<b>(2) Capitation Grant on Operations</b>					
Others(lt,adm,ewc,p.e)	8,648,000.00		8,648,000.00	5,720,044.96	66.1
Repairs And Maintenance	-	-	-	-	-
Local Transport / Travelling	-	-	-	-	-
Electricity And Water	-	-	-	-	-
Medical	1,840,000.00		1,840,000.00	628,075.00	34.1
Administration Costs	-	-	-	-	-
Activity	1,380,000.00		1,380,000.00	718,190.49	52.0
Gratuity	-	-	-	-	-

**ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL**  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual Or Comparable Basis	% Of Expenditure
<b>3) FDSE for infrastructure</b>					
Maintenance & Improvement MoE	4,600,000.00	-	4,600,000.00	3,561,500.00	77.4
M&I parents' contribution	-	-	-	-	-
Economic Stimulus Programs	-	-	-	-	-
Transition Infrastructure Grants	-	-	-	-	-
Administration Block-Masinga NG-CDF	4,000,000.00	-	4,000,000.00	4,000,000.00	100
<b>(4) Fees Charged on Parents</b>					
Others(It,ewc,p.e,adm)	11,868,000.00	-	11,868,000.00	14,516,258.00	122.3
Repairs And Maintenance	1,840,000.00	-	1,840,000.00	2,116,994.00	115.1
Local Transport / Travelling	-	-	-	-	-
Electricity And Water	-	-	-	-	-
Medical	-	-	-	-	-
Administration Costs	-	-	-	-	-
Activity	230,000.00	-	230,000.00	682,976.00	297
Dormitory project	9,148,867.72	-	9,148,867.72	9,148,867.72	100
Fee On Boarding Equipment and Stores	23,354,200.00	-	23,354,200.00	27,944,458.50	120
<b>5) Miscellaneous Income</b>					
Loans / Borrowing	-	-	-	-	-
Rent income	-	-	-	-	-
Income From Farming Activities	-	-	-	-	-
Insurance Compensation	-	-	-	-	-
Income From Posho Mill	-	-	-	-	-

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Income From Bus Hire	16,000.00	-	16,000.00	16,000.00	100
Fee For Hire of Ground and Equipment	-	-	-	-	-
Kuccps registation	142,734.00	-	142,734.00	142,734.00	100
Income From sale of scrap metals/ matress	36,665.00	-	36,665.00	36,665.00	100
<b>Total Income</b>	<b>57,768,079.00</b>	<b>0.00</b>	<b>57,768,079.00</b>	<b>71,424,835.87</b>	<b>123.6</b>
<b>(6) Expenditure For Tuition</b>					
Textbooks	-	-	-	-	-
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Internal Exams	-	-	-	-	-
Teaching / Learning Materials	3,812,480.00		3,812,480.00	3,706,059.00	97.2
Exams And Assessment	-	-	-	-	-
Teachers Guides	-	-	-	-	-
Administration Costs	-	-	-	-	-
Bank Charges	1,771.50		1,771.50	1,771.50	100
<b>(7) Expenditure For Operations</b>					
Others(ltt,p.e,ewc,adm)	8,648,000.00		8,648,000.00	2,192,248.00	25.4
Repairs, Maintenance & Improvements	897,307.00		897,307.00	897,307.00	100
Local Transport / Travelling	-	-	-	-	-
Electricity, Water and Conservancy	-	-	-	-	-

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Medical	1,840,000.00		1,840,000.00	-	-
Administration Costs	-	-	-	-	-
Activity Expenses	1,380,000.00		1,380,000.00	-	-
Gratuity	-	-	-	-	-
SMASSE	-	-	-	-	-
				-	-
<b>(8) Expenditure For infrastructure</b>					
Construction of classrooms	-	-	-	-	-
Construction of LAB	-	-	-	-	-
Construction of DORMS	4,600,000.00		4,600,000.00	1,869,176.50	40.6
Purchase of furniture	-	-	-	-	-
Purchase of equipment					
<b>(9) Expenditure For school fund/lunch/boarding</b>					
Personnel Emoluments	-	-	-	-	-
Repairs, Maintenance and Improvements	1,840,000.00		1,840,000.00	2,934,413.00	159.5
Local Transport / Travelling	-	-	-	-	-
Electricity, Water and Conservancy	-	-	-	-	-
Other Expenses On Investments	-	-	-	-	-
Administration Costs	-	-	-	-	-
Activity	230,000.00		230,000.00	2,648,580.00	1151.6
Others(lt,ewc,p.e,adm)	11,868,000.00		11,868,000.00	12,676,948.50	106.8

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Lunch Programme	-	-	-	-	-
Boarding Equipment and Stores	23,354,200.00		23,354,200.00	28,514,660.22	122.1
Bus hire	10,000.00		10,000.00	10,000.00	100
Bank Charges	-	-	-	2,990.00	-
Loan Interest Repayment	-	-	-	-	-
Loan Principal Repayment	-	-	-	-	-
Acquisition Of Assets	-	-	-	-	-
<b>Totals</b>	<b>57,584,451.50</b>	<b>-</b>	<b>57,584,451.50</b>	<b>55,454,153.72</b>	<b>96.3</b>

- i. *The over utilization in school fund expenditure was due to price inflation on some basic commodities*
- ii. *Overall underutilization was due to increase in previous year trade creditors that were settled during the financial year 2023/2024*
- iii. *Overall over collection was due to NG-CDF funds received during the year and increased enrolment*

## **10. Significant Accounting Policies**

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

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

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

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

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

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

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

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

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

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

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

**5. Accounts Receivable**

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

**6. Accounts Payable**

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

**7. Non-current assets**

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

**8. Budget**

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

**9. Comparative figures**

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

**10. Subsequent events**

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

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**11. Notes To the Financial Statements**

**1 Government Grants for Tuition**

Description	Insert Current FY 2024	Insert Comparative FY 2023
	Kshs	Kshs
Reference Materials	-	-
Exercise Books	-	-
Laboratory Equipment	-	-
Internal Exams	-	-
Teaching / Learning Materials	2,192,072.20	2,407,677.25
Others ( <i>specify</i> ) *	-	-
<b>Total</b>	<b>2,192,072.20</b>	<b>2,407,677.25</b>

**2 Government Grants for Operations**

Description	Insert Current FY 2024	Insert Comparative FY 2023
	Kshs	Kshs
Personnel Emoluments	-	-
Repairs And Maintenance	-	2,650,000.00
Local Transport / Travelling	-	-
Electricity And Water	-	-
Medical	628,075.00	178,700.00
Administration Costs	-	-
Activity	718,190.49	497,637.50
Other Vote Heads (ltt,pe,adm,ewc)*	5,720,044.96	7,290,702.00
<b>Total</b>	<b>7,066,310.45</b>	<b>10,617,039.50</b>
Less: amount for M&I account	-	(2,650,000.00)
<b>Totals as per the statement of Cash flow</b>	<b>7,066,310.45</b>	<b>7,967,039.50</b>

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**3 Government Grants for infrastructure**

Description	<i>Insert Current FY 2024</i> Ksh.	<i>Insert Comparative FY 2023</i> Ksh.
Maintenance &Improvement	3,561,500.00	4,064,000.00
Transition infrastructure grants	-	-
Administration Block	-	-
Economic stimulus grants	-	-
Other (Masinga <i>NG-CDF</i> )	4,000,000.00	
<b>Total as the statement of Receipts and Payments</b>	<b>7,561,500.00</b>	<b>4,064,000.00</b>
Less: acquisition of assets - Dormitory	-	<b>(1,414,000.00)</b>
<b>Totals as per the statement of Cash flow</b>	<b>7,561,500.00</b>	<b>2,650,000.00</b>

**4 School Fund Income -Parents Contribution/Fees**

Description	<i>Insert Current FY 2024</i> Ksh.	<i>Insert Comparative FY 2023</i> Ksh.
Personnel emoluments	-	-
Repairs and maintenance	2,116,994.00	2,388,720.00
Local transport / travelling	-	-
Electricity and water	-	-
Medical	-	-
Administration costs	-	-
Activity	682,976.00	439,500.00
Fee on Boarding Equipment and stores	27,944,458.50	27,611,539.00
Others (P.Emol,LTT,Adm,ewc)	14,516,258.00	12,431,830.00
Dormitory Project	9,148,867.72	4,613,000.00
<b>Total as the statement of Receipts and Payments</b>	<b>54,409,554.22</b>	<b>47,484,589.00</b>
Add: Fees Arrears paid during the year	-	3,263,298.00
Prepaid fees	385,867.50	1,231,338.00
Less: Fees debtors at the end of the year	(6,024,273.50)	(5,756,682.00)
Prepaid fees for 2023	(1,231,338.00)	-
<b>Totals as per the statement of Cash flow</b>	<b>47,539,810.22</b>	<b>46,222,543.00.00</b>

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**5 Miscellaneous Incomes**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Dormitory project	0.00	-
Old Matress	17,800.00	-
Scrap Metals	18,865.00	-
Kuccps application	142,734.00	-
Income From Bus Hire	16,000.00	-
<b>Total as the statement of Receipts and Payments</b>	<b>195,399.00</b>	<b>-</b>
<b>Totals as per the statement of Cash flow</b>	<b>195,399.00</b>	<b>-</b>

**6 Tuition**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Exercise Books	-	1,559,676.00
Textbooks	-	-
Reference materials	-	-
Laboratory Equipment	-	876,750.00
Teaching / Learning Materials	3,706,059.00	882,756.00
Exams And Assessment	-	-
Teachers Guides	-	-
Bank Charges	1,771.50	3,675.00
Others (specify)	-	-
<b>Total as the statement of Receipts and Payments</b>	<b>3,707,830.50</b>	<b>3,322,857.00</b>
Add: creditors paid during the year	479,612.00	492,196.00
Less: creditors at the end of the year	(2,678,711.00)	(1,304,898.00)
<b>Totals as per the statement of Cash flow</b>	<b>1,508,731.50</b>	<b>2,510,155.00</b>

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**7 Operations**

Description	<i>Insert Current FY 2024</i> Kshs	<i>Insert Comparative FY 2023</i> Kshs
Repairs And Maintenance & Improvements	897,307.00	4,064,000.00
Service Gratuity	-	-
Administration Cost	-	-
Personal emolument	-	-
Local Transport / Travelling	-	-
Activity Expenses	-	1,102,800.00
Insurance Cost	-	-
Others (ADM,LTT,PE,EWC)	2,192,248.00	5,755,063.00
<b>Total as the statement of Receipts and Payments</b>	<b>3,089,555.00</b>	<b>10,921,863.00</b>
Add: creditors paid during the year	11,320.00	<b>128,700.00</b>
Bank charges	1,306.50	-
Less: creditors at the end of the year	<b>(821,500.00)</b>	<b>(11,320.00)</b>
Transfer to M&I account	-	<b>(4,064,000.00)</b>
<b>Totals as per the statement of Cash flow</b>	<b>2,280,681.50</b>	<b>6,975,243.00</b>

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**8 Infrastructure**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Construction of classrooms	-	-
Classess facelifting(tiling,painting)	1,867,285.00	
Construction of dormitory	-	12,524,848.00
Purchase of furniture	-	-
Purchase of equipment	-	-
Purchase of apparatus	-	-
Drilling of boreholes	-	-
Others (bank charges)	1,891.50	3,315.00
<b>Total as the statement of Receipts and Payments</b>	<b>1,869,176.50</b>	<b>12,528,163.00.00</b>
Less: creditors at the end of the year	<b>(1,867,285.00)</b>	<b>(8,422,500.00)</b>
Bank charges	<b>(1,891.50)</b>	-
Add: creditors paid During the year- Dormitory Project	<b>2,516,250.00</b>	-
<b>Totals as per the statement of Cash flow</b>	<b>2,516,250.00</b>	<b>4,105,668.00</b>

**9 Boarding And School Fund**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Personnel Emoluments	-	-
Repairs And Maintenance & Improvements	2,934,413.00	3,546,273.00
Local Transport / Travelling	-	-
Electricity And Water	-	-
Medical Expenses	-	-
Administration Costs	-	-
Activity	2,648,580.00	1,846,445.00
Bank Charges Savings Account	-	-
bank Charges Equity Account	2,990.00	-
Fee On Boarding Equipment and Stores	28,514,660.22	26,084,103.00
Bus Hire expenses	10,000.00	-
Insurance Cost	-	272,171.00
Dormitory Project	-	5,805,500.00
Others (LTT,P.E,ADM,EWC)	12,676,948.50	16,321,553.00
<b>Total as per Receipts and Payments</b>	<b>46,787,591.72</b>	<b>53,876,045.00</b>

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Add: creditors paid during the year	11,685,827.00	<b>4,334,763.00</b>
Collection for uniform	-	<b>1,717,214.00</b>
Less: creditors at the end of the year	(7,578,845.00)	<b>(11,030,530.00)</b>
Acquisition of asset - dormitory	(2,648,750.00)	<b>(9,007,165.00)</b>
<b>Totals as per the statement of Cash flow</b>	<b>48,245,823.72</b>	<b>39,890,327.00</b>

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**10 Bank Accounts**

Account Name & Currency	Status	Bank Account Number	Insert Current FY 2024	Insert Comparative FY 2023
	Active/Dormant		Kshs	Kshs
KCB Tuition Account	ACTIVE	1105281361	732,049.35	48,708.65
KCB Operations Account	ACTIVE	1111454604	3,241,865.82	11,830.37
KCB School Fund Account/Boarding	ACTIVE	1105302474	351,008.06	-115,212.94
KCB Savings Account	ACTIVE	1104974754	19,790.80	1,066,838.80
Equity Boarding Account	ACTIVE	0390281065209	89,499.50	28,819.00
KCB NG-CDF	ACTIVE	1317425170	3,999,415.00	-
KCB Infrastructural Account	ACTIVE	1257778862	621.50	2,778.00
<b>Total</b>			<b>8,434,250.03</b>	<b>1,043,761.88</b>

**11 Cash In Hand**

Description	Insert Current FY 2024	Insert Comparative FY 2023
	Kshs	Kshs
Notes and Coins	1,765.50	37,398.50
<b>Total</b>	<b>1,765.50</b>	<b>37,398.50</b>

**12 Short Term Investments**

Description	Insert Current FY	Insert Comparative FY
	Kshs	Kshs
Cooperative Shares	-	-
Treasury Bills	-	-
Fixed Deposit accounts	-	-
Other Investments	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

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**13 Accounts Receivable**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Fees Arrears	9,511,308.30	8,688,550.30
<b>Other Non-Fees Receivables</b>		
Salary Advances (list/schedule attached)	-	-
Suspense Account(George Mutuku, John Malile)	2,310,500.00	2,310,500.00
Unpaid land balance	-	133,000.00
<b>Total</b>	<b>11,821,808.30</b>	<b>11,132,050.30</b>

**13 a. Ageing Analysis of Accounts Receivable**

Description	Insert Current FY 2024 Kshs		Comparative FY 2023 Kshs	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	6,024,273.50	50.96	5,756,682.00	51.71
Between 1- 2 years	555,166.50	4.70	1,828,611.00	16.43
Between 2-3 years	1,631,562.30	13.80	575,763.00	5.17
Over 3 years	1,300,306.00	11.00	527494.30	4.74
Suspense Account (George Mutuku/John Malile)	2,310,500.00	19.54	2,310,500.00	20.76
Unpaid land balance	-	-	133,000.00	1.19
<b>Total</b>	<b>11,821,808.30</b>	<b>100.00</b>	<b>11,132,050.30</b>	<b>100</b>

**14 Accounts Payable**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Trade Creditors (See Ageing Below and Appendix 1)	12,976,179.00	20,769,248.00
Prepaid Fees	-	-
Retention Monies	-	-
Unpaid salaries and statutory deductions	-	-
Caution money	-	-
Other payables ( <i>specify</i> )	-	-
<b>Total</b>	<b>12,976,179.00</b>	<b>20,769,248.00</b>

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**14a. Ageing Analysis of Accounts Payable**

Description	Insert Current FY 2024		Insert Comparative FY 2023	
	Kshs		Kshs	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	12,976,179.00	100%	20,769,248.00	100%
Between 1- 2 years	-	-	-	-
Between 2-3 years	-	-	-	-
Over 3 years	-	-	-	-
<b>Total</b>	<b>12,976,179.00</b>	<b>100%</b>	<b>20,769,248.00</b>	<b>100%</b>

**15 Fund Balance Brought Forward**

Description	Insert Current FY 2024		Insert Comparative FY 2023	
	Kshs		Kshs	
Bank Balances	1,043,761.88		4,201,929.13	
Cash Balances	37,398.50		120,524.50	
Short Term Investments	-		-	
Receivables	11,132,050.30		8,638,666.30	
Less: adjusted unpaid land balance	(133,000.00)		-	
Payables	(20,769,248.00)		(5,441,535.00)	
<b>Total</b>	<b>(8,689,037.32)</b>		<b>7,519,584.93</b>	

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**Other important disclosure notes**

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

**16 Non-current Liabilities Summary**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Bank Loans	-	-
Outstanding Leases	-	-
Hire Purchase	-	-
Gratuity And Leave Provision	-	-
Others (specify)	-	-
<b>Total</b>	-	-

**17 Biological assets**

Description	Numbers	Insert Current FY Kshs	Insert Comparative FY Kshs
Cattle		-	-
Goats		-	-
Trees		-	-
Coffee Or Tea Plantation		-	-
Poultry		-	-
Others (specify)		-	-
<b>Total</b>		-	-

**18 Borrowings**

Description	Kshs	Kshs
Borrowings at beginning of the year	-	-
Borrowings during the year	-	-
Repayments during the year	-	-
<b>Balance at the end of the year</b>	-	-

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**Other important disclosure notes**

**19 Stock/ Inventory**

Description	Insert Current FY 2024 Kshs	Insert Comparative FY 2023 Kshs
Food stuffs	1,523,698.00	1,116,140.00
Lab consumables	-	-
Farm produce	-	-
Medication	-	-
Construction Materials	-	-
Others (specify)	-	-
<b>Total</b>	<b>1,523,698.00</b>	<b>1,116,140.00</b>

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**20 Progress On Follow Up of Auditor Recommendations**

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

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
1.	Late submission	Will be submitting financial statements on time as evidenced in FY2023/2024 financial statements that were submitted before the constitutional deadline	resolved	FY 2023/2024
2.	Inaccuracies in financial statements	The financials have been amended	resolved	FY 2023/2024
3.	Unsupported Accounts receivables	The management has provided a detailed schedule for fees arrears as at 30 <sup>th</sup> June 2024	resolved	FY 2023/2024
4.	Long outstanding accounts receivables	The buildup of student fee balances is due to directive from the MOE that requires students with fee arrears to continue learning and release of KCSE certificate to students with uncleared fee balances. However, the management will device a friendly mechanism to recover unsettled fees.	On going	FY 2025/2026
5.	Non compliance with PSASB	The FY 2023/2024 has complied with PSASB reporting template	resolved	FY 2023/2024
6.	Lack of procurement function	The management has engaged professionals from the ministry as we wait for allocation of	On going	FY 2025/2026

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Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe (Put a date when you expect the issue to be resolved)
		funds on recruitment of non- teaching staff		
7.	Unconfirmed students Enrolment data	This was an oversight. the actual number of students as at 30 <sup>th</sup> June 2023 was <b>922</b> as reported in the certified FY 2022/2023 financial Statement	resolved	FY 2022/2023
8.	Lack of ownership documents	The management has initiated the process of transfer of the ownership of the land to school name and acquire a title deed.	On going	FY 2025/2026
9.	Burget control and Performance	The management will make a follow up with ministry of education on the issue of underfunding.	On going	FY 2025/2026

Mutiya  
 Sign and Date  
 Principal



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**12. Annexes**

**Annex I - Analysis of Pending Accounts Payable**

Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current FY	Outstanding Balance Comparative FY	Comments
	A	b	C	D=a-c	E	
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>Construction Of Buildings</b>						
1. BLUEVALLEY ENTERPRISES	33,690,000.00	20.10.2021	33,690,000.00	0.00	11,230,000.00	CLEARED
<b>Sub-Total</b>						
<b>Supply Of Goods</b>						
BETA BAKERS	433,790.00	-	-	433,790.00	-	-
PROMOSING MERCHANTS	2,539,890.00	-	-	2,539,890.00	-	-
ZIPPORAH MUEKE	553,460.00	-	-	553,460.00	-	-
MUASA SUPPLIES INVEST.	165,000.00	-	-	165,000.00	-	-
VISION ELECTRICALS	24,400.00	-	-	24,400.00	-	-
BRILLIANT SUPERMARKET	452,315.00	-	-	452,315.00	-	-
KITWASCO	34,340.00	-	-	34,340.00	-	-
KALUU HIGHTECH WELDERS	198,000.00	-	-	198,000.00	-	-
MACHAKOS GLASS ENTE.	1,867,285.00	-	-	1,867,285.00	-	-
KING BIRDS MILLERS	722,700.00	-	-	722,700.00	-	-
JOHN WACHIRA	21,301.00	-	-	21,301.00	-	-

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Supplier Of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current FY	Outstanding Balance Comparative FY	Comments
SAMAR ENERGY	604,000.00	-	-	604,000.00	-	-
STEWAN ENTERPRISES	108,000.00	-	-	108,000.00	-	-
NADINE BUSINESS SOLUTION	104,250.00	-	-	104,250.00	-	-
CHARLES MUSEMBI	16,680.00	-	-	16,680.00	-	-
JEREMIAH MUTUKU	36,200.00	-	-	36,200.00	-	-
LUCIA MUTINDA	61,500.00	-	-	61,500.00	-	-
REGINA MWONGELI	44,550.00	-	-	44,550.00	-	-
GREENNATURE VENTURES	205,000.00	-	-	205,000.00	-	-
LOGIK SUPPLIERS	725,000.00	-	-	725,000.00	-	-
ENG.MUINDI	369,400.00	-	-	369,400.00	-	-
PRECISE WEB SOLUTIONS	821,500.00	-	-	821,500.00	-	-
NORAH & GEORGE	159,069.00	-	-	159,069.00	-	-
BERGIK ENTERPRISES	371,390.00	-	-	371,390.00	-	-
JOCAJO ENTER.	72,838.00	-	-	72,838.00	-	-
KATITU BOOKSHOP	1,000,000.00	-	-	1,000,000.00	-	-
TOPGRADE SUPPLIES	140,000.00	-	-	140,000.00	-	-
VISION AVENUES	32,000.00	-	-	32,000.00	-	-
LOGIK SUPPLIERS	1,092,321.00	-	-	1,092,321.00	-	-
<b>Sub-Total</b>	<b>12,976,179.00</b>	-	-	<b>12,976,179.00</b>	-	-

*ST. JOSEPHINE BAKHITA MASINGA GIRLS' HIGH SCHOOL*  
**Annual Report and Financial Statements For the year ended 30<sup>th</sup> June 2024**

**Annex 2 – Summary of Fixed Assets Register**

	Historical Cost b/f (Kshs) 1 <sup>st</sup> July 2024	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30 <sup>th</sup> June 2024
Land	16.5 A	-	-	16.5A
Buildings And Structures	171	-	-	171
Motor Vehicles	1	-	-	1
Office Equipment, Furniture and Fittings	3,732	100	10	3,822
Textbooks	20,859	50	-	20,909
ICT Equipment	45	8	-	53
Tools And Apparatus	30	10	3	37
Other Machinery and Equipment	4	-	-	4
Heritage And Cultural Assets	35	-	-	35
Intangible Assets- Soft Ware	3	2	-	5
<b>Total</b>	<b>24,880</b>	<b>170</b>	<b>13</b>	<b>25,037</b>