

REPUBLIC OF KENYA



Enhancing Accountability

THE NATIONAL ASSEMBLY
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REPORT

DATE: 05 DEC 2024

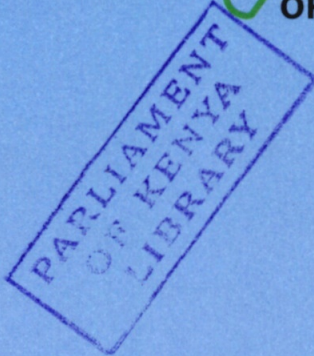
DAY:
Thursday

TABLED
BY:

Hon. Kimani Ichunguwa
(Leader of the Majority Party)

OF
PRESENTED AT
THE TABLE:

Anastacia



THE AUDITOR-GENERAL

ON

BAVUNI SECONDARY SCHOOL

**FOR THE SIX (6) MONTHS'
PERIOD ENDED 30 JUNE, 2021**

NAKURU COUNTY

Revised 30th June 2021.

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

26 AUG 2024

RECEIVED



BAVUNI SECONDARY SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE FINANCIAL YEAR ENDED
30th June 2021**

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



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BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

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BAVUNI SECONDARY SCHOOLS
Reports and Financial Statements
For the year ended 30th June 2021

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 Nakuru County, Nakuru North Sub-County

The school was registered in 01/1984 under registration number 32S3000099 and is currently categorized as a *Sub County* public school established, owned or operated by the Government.

The school is a day/boarding school and had number of students as at 30th June 2021 It has Four (4) streams and 33 teachers of which 5 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	DR SIMON MWANGI	Chairman	22nd Oct 2015
2	MR JULIUS MUTAHI	Secretary - Principal	22nd Oct 2021
3	DAVID NJOGU	Member	22nd Oct 2015
4	MAINA MUHORO	Member	22nd Oct 2015
5	ESTHER GAKUO	Member	22nd Oct 2015
6	ESTHER MBUGUA	Member	22nd Oct 2015
7	JEDIDA WANGUI	Member	22nd Oct 2015
8	NELLY MUTUNGI	Member – Rep CEB	22nd Oct 2015
9	WILSON MWANGI	Member Rep Teachers	22nd Oct 2015
10	REV TITUS KARANJA	3 Members - Sponsor	22nd Oct 2015
11	PST JANE NYAGUTHIE	Member - Community	22nd Oct 2015
12	KAMANJA J.K	MemberSpecial Needs	22nd Oct 2015
13	HARRISON KIRIGWI	Rep Students	22nd Oct 2015

BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

The function of the School Board of Management include:

- 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	Dr Simon Mwangi Zachary Thiong'o Wilson Mwangi Pst Jane Mwangi John kamanja Rev. Titus K. karanja	BOM chair secretary Teacher member Member Member	2 OUTOF3
2	Audit Committee			2 out of 3
3	Finance, procurement and general purposes Committee			
4	Academic Committee			
5	Development Committee			
6	Discipline and welfare Committee			
7	Adhoc Committee (if any during the year)			

BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

(d) School operation Management

For the financial year ended 30th June 2021 the school day-to-day management was under the following persons:

Ref:	Designation	Name	TSC Number
1	Principal	MR JULIUS MUTAHI	361203
2	Deputy Principal	MRS MARY NGINGO	314569
3	School Bursar	MS NAOMI KIRATU	

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

(e) Schools contacts

Post Office Box: 4061NKU
 Telephone: 0722468799
 E-mail: bavunisec@gmail.com

(f) School Bankers

The following school operated 7 number of bank accounts in the following banks:

1. Name of Bank: Equity bank
 Branch: Gatehouse
 Account Number: 0130262191294
2. Name of Bank: National bank
 Branch: Nakuru
 Account Number: 0102119540500
3. Name of Bank: Rafiki
 Branch: Kenyatta Avenue
 Account Number: 0162020000912
4. Name of Bank: Family Bank
 Branch: Finance
 Account Number: 018000016742
5. Name of Bank: Family Bank
 Branch: Finance
 Account Number: 018000014807
6. Name of Bank: Equity Bank
 Branch: Gatehouse
 Account Number: 0130273073408
7. Name of Bank: Equity Bank(cdf)
 Branch: Gatehouse

BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

Account Number 0130278997613

8. MPESA Pay Bill No. 406100 attached to bank account 0130262191294

(g) Independent Auditors

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

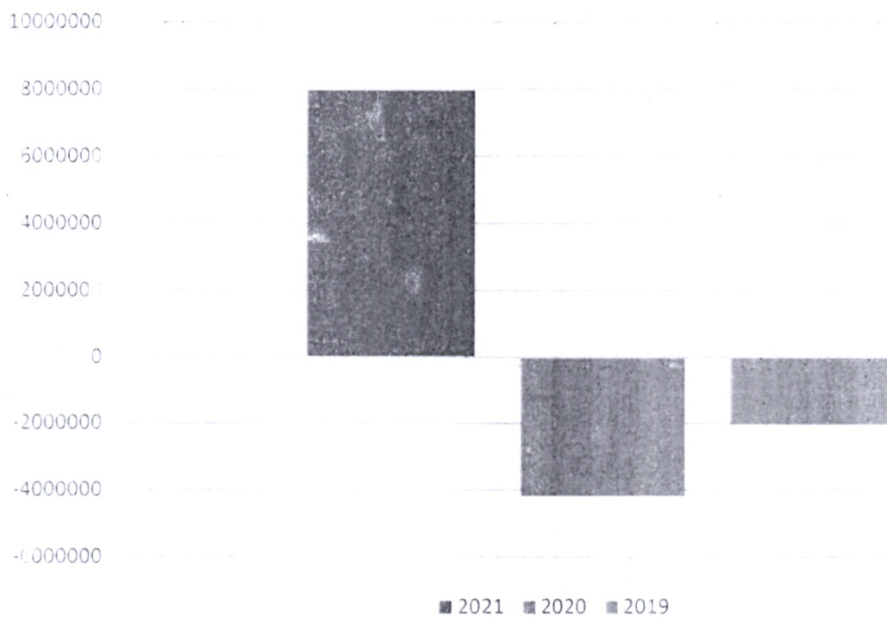
BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL

a) **Financial performance:**

<i>SURPLUS/DEFICIT FOR THE YEAR AND A COMPARISON FOR THE SAME FOR THE LAST 3 YEARS</i>		
<i>2021</i>	<i>2020</i>	<i>2019</i>
<i>KSH</i>	<i>KSH</i>	<i>KSH</i>
7958934	(4183076)	(2045022)

GRAPH PRESENTATION OF SURPLUS FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS

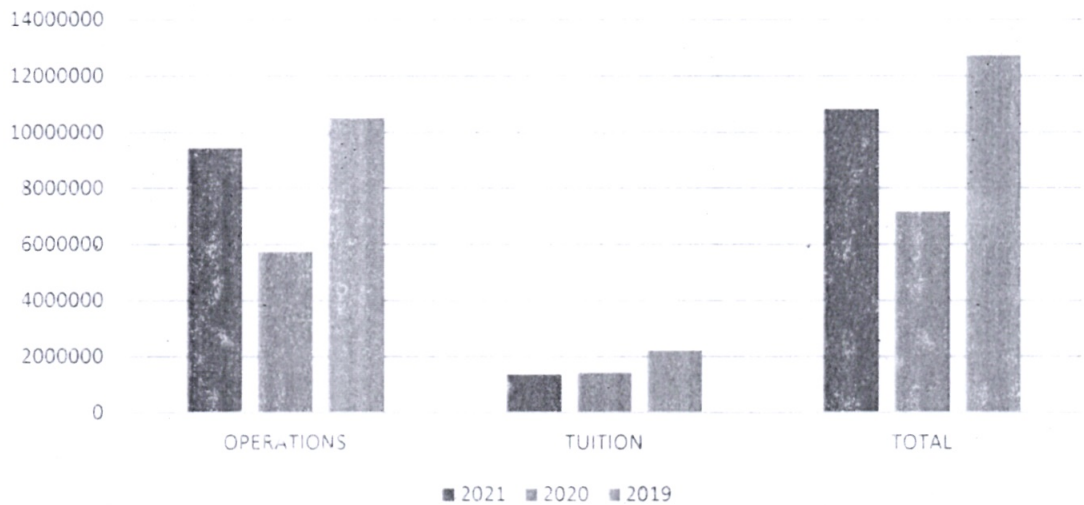


BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

CAPITATION GRANTS FROM THE MINISTRY OF EDUCATION FOR THE LAST THREE YEARS

	2021	2020	2019
	KSH	KSH	KSH
<i>OPERATIONS</i>	9447310	5718975	10512337
<i>TUITION</i>	1377635	1428280	2222811
<i>TOTAL</i>	10824945	7147255	12735148

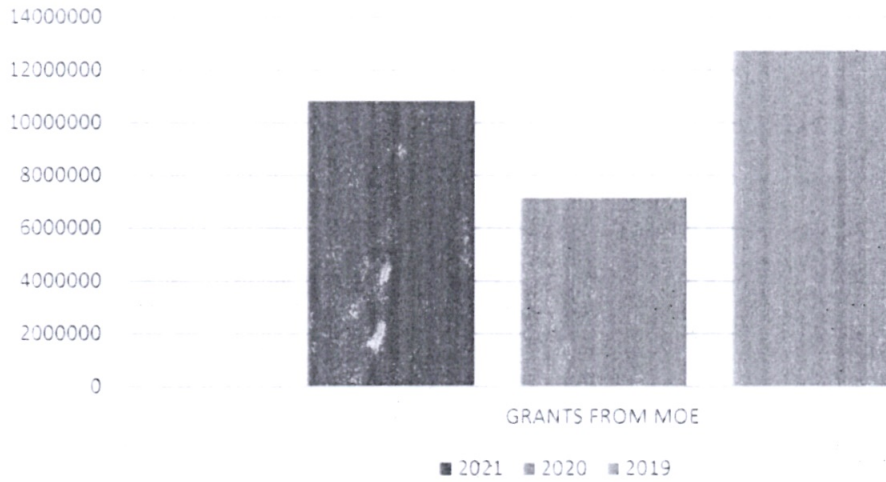
**CAPITATION GRANTS FROM THE MINISTRY OF EDUCATION
FOR THE LAST THREE YEARS**



- RATIO OF CAPITATION GRANT PER STUDENT OVER THE LAST THREE YEARS

	2021	2020	2019
	KSH	KSH	KSH
<i>GRANTS FROM MOE</i>	10824945	7147255	12735148
<i>NO OF STUDENTS</i>	1050	996	850
<i>Ratio of capitation per student</i>	1:10309	1:7176	1:1498

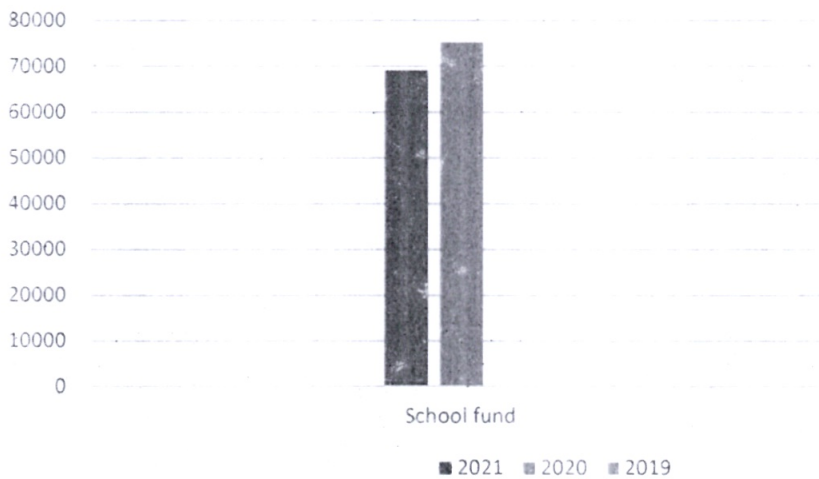
*RATIO OF CAPITATION GRANT PER STUDENT
OVER THREE YEARS*



A THREE-YEAR OVERVIEW OF GROWTH OF OTHER INCOME(S) EARNED BY THE SCHOOL.

	2021	2020	2019
	<i>KSH</i>	<i>KSH</i>	<i>KSH</i>
<i>School fund</i>	69148	75290	-

A THREE-YEAR OVERVIEW OF GROWTH OF OTHER INCOME(S) EARNED BY THE SCHOOL.

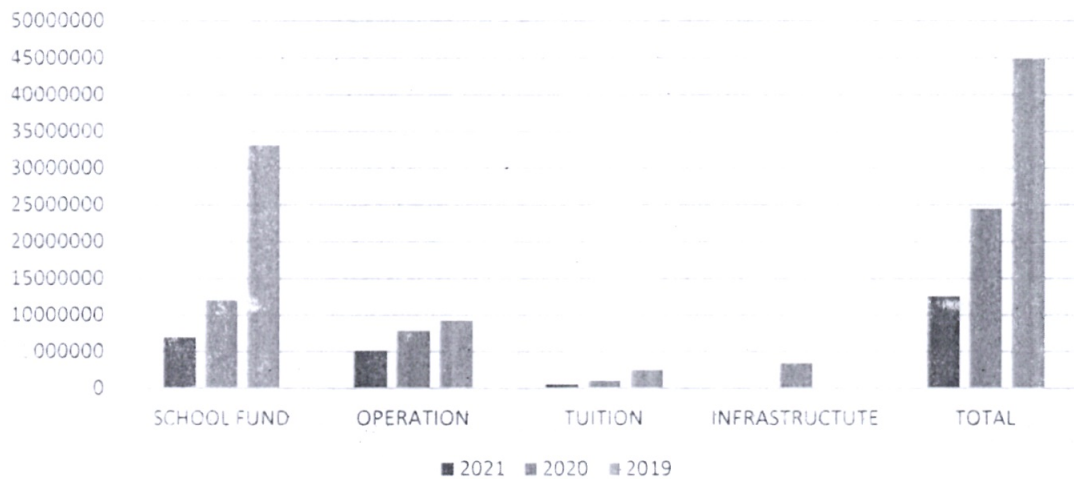


BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

A THREE-YEAR OVERVIEW OF GROWTH IN EXPENDITURE OF THE SCHOOL

<i>ACCOUNTS</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>
	<i>KSH</i>	<i>KSH</i>	<i>KSH</i>
<i>SCHOOL FUND</i>	<i>6913852</i>	<i>12060268</i>	<i>33111327</i>
<i>OPERATION</i>	<i>5093157</i>	<i>7839175</i>	<i>9207858</i>
<i>TUITION</i>	<i>526064</i>	<i>1102716</i>	<i>2485306</i>
<i>INFRASTRUCTURE</i>		<i>3509608</i>	<i>-</i>
<i>TOTAL</i>	<i>12504303</i>	<i>24511767</i>	<i>44804491</i>

A THREE-YEAR OVERVIEW OF GROWTH IN EXPENDITURE OF THE SCHOOL

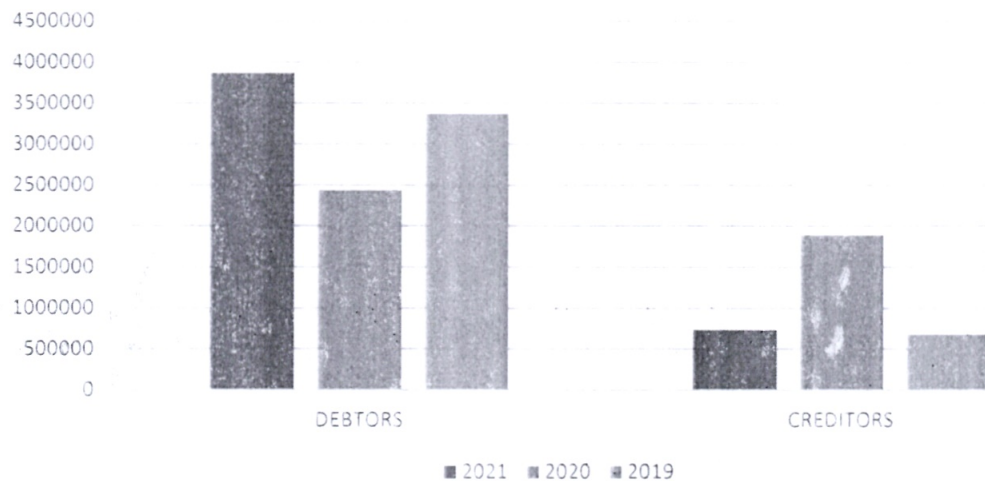


MOVEMENT OF DEBTORS AND CREDITORS OF THE SCHOOL OVER THE LAST THREE YEARS

	<i>2021</i>	<i>2020</i>	<i>2019</i>
	<i>KSH</i>	<i>KSH</i>	<i>KSH</i>
<i>DEBTORS</i>	<i>3800687</i>	<i>2437652</i>	<i>3368023</i>
<i>CREDITORS</i>	<i>732560</i>	<i>1891416</i>	<i>682905</i>

BAVUNI SECONDARY SCHOOL
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*MOVEMENT OF DEBTORS AND CREDITORS OF
 THE SCHOOL OVER THE LAST THREE YEARS*

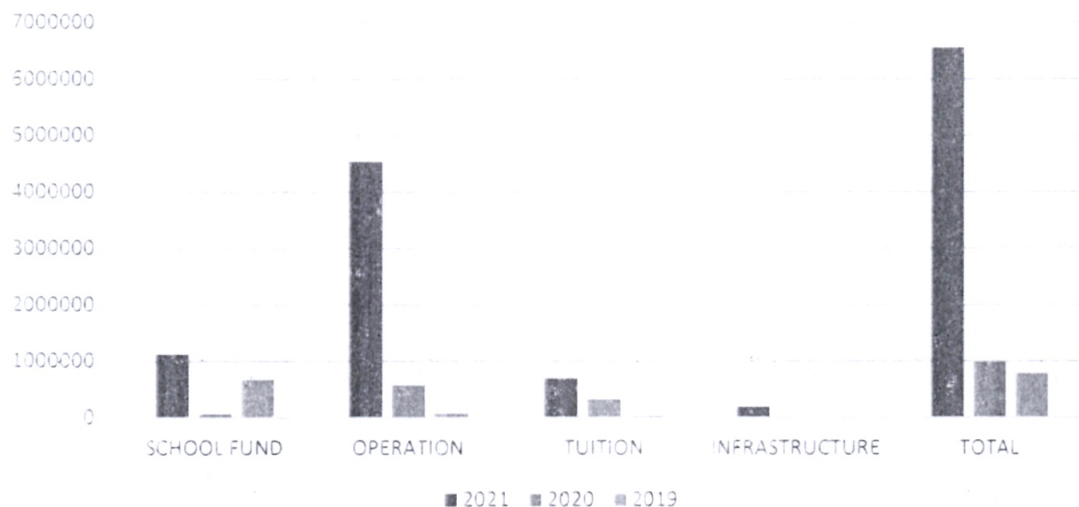


MOVEMENT OF CASH AND BANK BALANCES OVER THE LAST THREE YEARS

	2021	2020	2019
	KSH	KSH	KSH
<i>SCHOOL FUND</i>	1123910	74295	676740
<i>OPERATION</i>	4536687	583114	74818
<i>TUITION</i>	693708	325853	32010
<i>INFRASTRUCTURE</i>	194310	926	-
TOTAL	6548615	984188	783569

BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

*MOVEMENT OF CASH AND BANK BALANCES OVER THE LAST
 THREE YEARS*



Teacher Student ratio:

1. Teachers recruited in the year

	Gender		Total
	Male	Female	
Number of teachers employed by TSC	5	17	22
Number of teachers employed by B.O.M.	4	6	10
Number of teachers transferred or Retired during the year	1	2	3
Number of TSC teachers posted during the year	0	1	2
Number of B.O.M. teachers posted during the year	2	2	4

2. Teacher student ratio

NO. OF STUDENTS	NO. OF TEACHERS	TEACHER STUDENT RATIO
975	32	1:3

9

3. Teacher subject distribution

SUBJECT	NO. OF TEACHERS	NO. OF LESSONS
English	5	110

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For the year ended 30th June 2021

Kiswahili	4	87
Mathematics	5	103
Biology	4	71
Physics	1	46
Chemistry	2	71
History	5	43
Geography	3	46
C.R.E.	4	55
Agriculture	3	35
Business Studies	3	43
Shortage as per C.B.E – Teachers		6

b) **Mean score in the 2021 KCSE:**

c) YEARS	2021	2020	2019
MEAN SCORE	5.312	6.352	6.62
NO. OF STUDENTS TRANSITIONING TO INSTITUTIONS OF HIGHER LEARNING	42	46	37
NUMBER OF CANDIDATES SITTING FOR KCSE	137	105	77

SCHOOL SET TARGET

YEAR	ENTRY	TARGETED MEAN	ACHIEVED MEAN
2021			4.085
2020			3.920
2019			5.028

BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

d) Number of Candidates in the 2021 KCSE:

YEARS	2021	2020	2019
NUMBER OF CANDIDATES SITTING FOR KCSE	137	105	77

e) Capacity of the school:

S/NO.	AMENITY	NO. OF AMENITIES	NO. OF STUDENTS USING THE AMENITY
1.	Classrooms	15	975
2.	Library	1	975
3.	Laboratories	2	975
4.	A Kitchen	1	975
5.	Girl's Toilets	36	975
6.	Boy's Toilets	N/A	N/A

f) Development projects carried out by the school:

<i>PROJECT</i>	<i>YEAR</i>	<i>STATUS</i>	<i>AMOUNT</i>	<i>FUND SOURCE</i>
<i>STOREY CLASSROOMS</i>	<i>2020-2021</i>	<i>ON GOING</i>	<i>500000</i>	<i>REPAIR, MAINAINANCE IMPROVEMENT</i>

Mutahi J. G.

Sign

School Principal



BAVUNI SECONDARY SCHOOL
Annual Report and Financial Statements
For the year ended 30th June 2021

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.

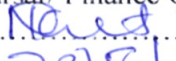
Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to be keep all proper books and records of accounts of the income, expenditure and assets of the institution.

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

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 20XX, and of the school's financial position as at that date.

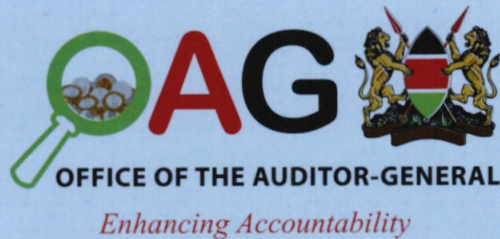
Name: DR Simon Mwangi
Designation:  Chairman, School Board of Management
Sign:
Date: 22/08/2024

Name: Julius G. Mutahi
Designation: School Principal & Secretary to Board of Management
Sign:
Date:


Name: Naomi N Kiratu
Designation: Bursar/ Finance Officer
Sign: 
Date: 23/8/2024

REPUBLIC OF KENYA

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Website: www.oagkenya.go.ke



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

REPORT OF THE AUDITOR-GENERAL ON BAVUNI SECONDARY SCHOOL FOR THE SIX (6) MONTHS' PERIOD ENDED 30 JUNE, 2021 - NAKURU COUNTY

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 Government achieves value for money and that such funds are applied for the intended purpose.
- 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, the risk management environment and the 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, 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 Bavuni Secondary School - Nakuru County set out on pages 16 to 29, which comprise the statement of financial

assets and financial liabilities as at 30 June, 2021, and the statement of receipts and payments, statement of cash flows, statement of budgeted versus actual amounts for the for the six (6) months' period then ended, and a summary of significant accounting policies and other explanatory notes 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 the financial position of as at 30 June, 2021 and of its financial performance Bavuni Secondary School-Nakuru County and its cash flows for the period 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

1.0 Variance in the Cash and Cash Equivalents Balance

The statement of financial assets and financial liabilities reflects cash and cash equivalents balance of Kshs.6,548,615. Included in this balance are bank balance and cash balance of Kshs.6,424,026 and Kshs.124,589 respectively. However, the balance as per cash book is Kshs.6,406,326, resulting to an unreconciled variance of Kshs.17,700.

In the circumstances, the accuracy and completeness of the cash and cash equivalents balance of Kshs.6,548,615 could not be confirmed.

2.0 Inaccuracies in Statement of Cash Flows

Review of the statement cash flows revealed inaccuracies as shown below;

Description	Balance as Per Statement of Cash Flows (Kshs)	Recomputed Balance (Kshs)	Variance (Kshs)
Change In Receivables	(1,158,856)	(1,363,035)	(2,521,891)
Change In Payables	1,429,035	1,158,856	2,587,891

In the circumstances, the accuracy and completeness of the statement of cash flows of Kshs.6,548,615, in the could not be confirmed.

3.0 Long Outstanding Receivables

The statement of financial assets and financial liabilities reflects accounts receivable balance of Kshs.3,800,687 in respect of fees arrears as disclosed in Note 12 to the

financial statements. Included in the balance are receivables amounting to Kshs.937,404 which had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy and full recoverability of the outstanding receivables balance of Kshs.937,404 could not be confirmed.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Bavuni 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 audit 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 a final receipts budget and actual on a comparable basis of Kshs.62,829,000 and Kshs.18,992,007, respectively, resulting to an under-funding of Kshs.43,836,998 or 70% of the budget. However, the School spent a balance of Kshs.12,504,303 against actual receipts of Kshs.18,992,007, resulting to an under-utilization of Kshs.6,487,704 or 34% of the 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.

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 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 for Conclusion

1.0 Late Submission of Financial Statements for Audit

During the year under review, Management submitted the financial statements to the Auditor-General on 31 May, 2024 instead of the statutory deadline of 30 September, 2021. This is contrary to Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be ready by 30 September,2021 in compliance with 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.

2.0 Lack of Fixed Assets Register

The School has moveable and immovable assets for which no assets register was maintained and provided for audit review. This was contrary to Regulation 143(1) of Public Finance Management (National Government) Regulations, 2015 which prescribes that the Accounting Officer shall be responsible for maintaining a register of assets under his or her control or possession as prescribed by the relevant laws.

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

3.0 Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflects boarding and school fund payments amount of Kshs.6,913,852 as disclosed in Note 8 to the financial statements. Included in the expenditure is an amount of Kshs.226,000 transferred to Kenya Secondary School Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.226,000 could not be confirmed.

4.0. Lack of Procurement Plan

The statement of receipts and payments reflects an amount of Kshs.20,492,007 and Kshs.12,533,073 in respect of total receipts and payments respectively. However, during the year, Management did not prepare an annual procurement plan as part of the annual budget preparation process. This was contrary to Regulation 40 of the Public Procurement and Asset Disposal Regulations, 2020 which states that 'a procuring entity prepare a procurement plan for each financial year as part of the annual budget preparation process'.

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

5.0 Failure to Prepare School Improvement Plan

During the period 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 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.

6.0 Non-Compliance with Public Sector Accounting Standards Reporting Requirements

The financial statements presented for audit refer to the year ended 30 June 2021 instead of the six months' period ended 30 June, 2021.

In the circumstances the financial statements do not comply with the Public Sector Accounting Standards Board Requirements.

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 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 matter 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

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), 2015 which states that, '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.

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 governance.

In preparing the financial statements, Management is responsible for assessing the School’s ability to continue to sustain 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 controls may not prevent or detect misstatements and instances of noncompliance. 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 controls.
- 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 continue 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 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

17 September, 2024

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V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30TH JUNE 20XX


DESCRIPTION OF VOTE HEAD	Note	2020-2021 Kshs	2019-2020 Kshs
RECEIPTS			
Capitation grants for tuition	1	1377635	1428280
Capitation grants for operations	2	9447310	5718975
School Fund Income- Parents' Contributions	3	9597914	9595646
School Fund Income- Other receipts	4	69148	75290
Infrastructure			3510500
TOTAL RECEIPTS		20492007	20328691
PAYMENTS			
Payments for Tuition	5	526064	1102716
Payments for operations	6	5093157	7839175
Boarding and school fund payments	7	6913852	12060268
Infrastructure			3509608
TOTAL PAYMENTS		12533073	24511767
SURPLUS/DEFICIT		7958934	(4183076)

The school financial statements were approved on _____ 2021 and signed by:

Sign: 
 Name **EDWARD MURINGIRA**


Chair BOM

Date xxxx **23/08/2024**

Sign 
 Name **Mutahi J. G.**

School Principal/
 Secretary to BOM

Date

Sign 
 Name **Naomi Kirghu**

Bursar/
 Finance Officer

Date **23/08/2024**



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VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30TH JUNE 2021

	Note	2020-2021 Kshs	2019-2020 Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	8	6424026	984188
Cash Balances	9	124589	-
Short term Investment	10		
Total Cash and cash equivalent		<u>6548615</u>	<u>984188</u>
Account's receivables	11	3800687	2437652
TOTAL FINANCIAL ASSETS		10349302	3421840
FINANCIAL LIABILITIES			
Accounts Payables	12	732560	1891416
NET FINANCIAL ASSETS		9616742	1530424
REPRESENTED BY			
Accumulated Fund b/fwd	13	1657808	5713500
Surplus/Deficit for the year		7958934	(4183076)
NET FINANCIAL POSSITION		9616742	1530424

The School's financial statements were approved on _____ 2021 and signed by:

DR SIMON MWANGI
Chairman, BoM

Sign: 

Date: 23/08/2024

JULIUS G MUTAHI
School Principal/Secretary to BoM

Sign: 

Date: _____

NAOMI N KIRATU
Bursar/Finance

Sign: 

Date: 23/08/2024



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VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30TH JUNE 2021

		2020-2021	2019-2020
		Kshs	Kshs
Receipts for operating income			
Capitation grants for tuition	1	1377635	1428280
Capitation grants for operations	2	9447310	5718975
School fund income- Parents contributions/ fees	3	9597914	9595646
School fund income- other receipts	4	69148	75290
Infrastructure			3510500
Total receipts		20492007	20328691
Payments			
Payments for Tuition	5	526064	1102716
Payments for operations	6	3593157	7839175
Boarding and school fund payments	7	6913852	12060268
Infrastructure			3509608
Total payments		11033073	24511767
		9458934	(4183076)
Changes in Receivables		1158856	930371
Changes in payables		(1429035)	1208511
		2587891	2138882
Net cash flow from operating activities		6871043	(2044194)
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		(1500000.00)	-
Proceeds from investments		-	-
Purchase of investments		-	-
Net cash flows from Investing Activities		(1500000.00)	-
CASHFLOW FROM BORROWING ACTIVITIES			
Proceeds from borrowings/ loans		-	-
Repayment of principal borrowings		-	-
Net cash flow from financing activities		-	-
NET INCREASE IN CASH AND CASH EQUIVALENTS		5371043	(2044194)
Cash and cash equivalent at BEGINNING of the year		1177572	3221766
Cash and cash equivalent at END of the year		6548615	1177572

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30th JUNE 2021

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
RECEIPTS						
(1) CAPITATION GRANT ON TUITION						
Exercise books	1086000	-	1086000	344409	741592	32%
Laboratory equipment	696000	-	696000	344409	351591	49%
Internal exams	278000	-	278000	344409	(66499)	123%
Teaching / learning materials	1184000	-	1184000	344409	839591	29%
REF/LIB (TEXTBOOKS)	900000	-	900000	-		0%
SMASSE	200000	-	200000	-		0%
SUB-TOTAL	4344000	-	4344000	1377635	1866276	32%
(2) CAPITATION GRANT ON OPERATIONS						
Personnel emoluments	4527000	-	4527000	924662	3602338	20%
Repairs and maintenance	5000000	-	5000000	3324000	1676000	66%
Local transport / travelling	1600000	-	1600000	924662	675338	58%
Electricity and water	1400000	-	1400000	924662	475338	66%
Administration costs	1873000	-	1873000	924662	948338	49%
Activity	1500000	-	1500000	924662	575338	62%
SUB-TOTAL	17900000	-	17900000	7947310	7952690	44%

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30TH JUNE 2021

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
RECEIPTS						
(1) CAPITATION GRANT ON TUITION						
Exercise books	1086000	-	1086000	344409	741592	32%
Laboratory equipment	696000	-	696000	344409	351591	49%
Internal exams	278000	-	278000	344409	(66499)	123%
Teaching / learning materials	1184000	-	1184000	344409	839591	29%
REF/LIB (TEXTBOOKS)	900000		900000	-		0%
SMASSE	200000		200000	-		0%
SUB-TOTAL	4344000	-	4344000	1377635	1866276	32%
(2) CAPITATION GRANT ON OPERATIONS						
Personnel emoluments	4527000	-	4527000	924662	3602338	20%
Repairs and maintenance	5000000	-	5000000	3324000	1676000	66%
Local transport / travelling	1600000	-	1600000	924662	675338	58%
Electricity and water	1400000	-	1400000	924662	475338	66%
Administration costs	1873000	-	1873000	924662	948338	49%
Activity	1500000	-	1500000	924662	575338	62%
SUB-TOTAL	17900000		17900000	7947310	7952690	44%

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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=e-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
(3) FEES CHARGED ON PARENTS						
Personnel emoluments	3100000	-	3100000	441520	2658480	14%
Repairs and maintenance	2400000	-	2400000	321394	2078606	13%
Local transport / travelling	650000	-	650000	86457	563543	13%
Electricity and water	4900000	-	4900000	671930	4228070	14%
Administration costs	1850000	-	1850000	274141	1575859	15%
Activity	150000	-	150000	20643	129357	14%
Fee on Boarding Equipment and Stores	27485000	-	27485000	7781829	19703171	20%
SUB TOTAL	40435000		40435000	9597914	30937086	24%
OTHER INCOME						
Income from other sources	150000	-	150000	69148	80852	46%
SUB TOTAL	150000		150000	69148	80852	
TOTAL INCOME	62829000		62829000	18992007	40836903	30%
(1) EXPENDITURE FOR TUITION						
Exercise books	1086000	-	1086000	163050.00	922950	15%
Laboratory equipment	696000	-	696000	125140.00	57860	36%
Internal exams	278000	-	278000	31500.00	246500	11%

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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
Teaching / learning materials	1184000	-	1184000	206374	977626	17%
REF/LIB(TEXTBOOK)	900000		900000	-		
SMASSE	200000		200000	-		
SUB TOTAL	4344000		4344000	526064	2204936	12%
(2) EXPENDITURE FOR OPERATIONS						
Personnel emoluments	4527000	-	4527000	1067869	3459131	24%
Repairs, maintenance & improvements	5000000	-	5000000	1736380	3263620	35%
Local transport / travelling	1600000	-	1600000	178000	1422000	11%
Electricity, water and conservancy	1400000	-	1400000	261788	1138212	17%
Administration costs	1873000	-	1873000	246120	1626880	13%
Activity Expenses	1500000	-	1500000	103000	47000	6%
SUB TOTALS	17900000		17900000	3593157	10956843	20%
(3) EXPENDITURE FOR SCHOOL FUND						
Personnel emoluments	4436000		4436000	1096024	3339976	25%
Repairs and maintenance	2000000		2000000	978000	1022000	49%
Local transport / travelling	650000		650000	434530	215470	67%
Electricity and water	3400000		3400000	22000	3378000	1%
Administration costs	3106000		3106000	216339	2889661	0.1%
Activity	500000		500000	109700	390300	22%

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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	17717800		17717800	4046639	13671161	23%
SUB TOTAL	31809800		31809800	-	-	-
<i>Expenditure From income Operating Activities</i>	150000	-	150000	-	-	-
SUB TOTALS	31959800	-	31959800	6913852	24906568	22%
INFRASTRUCTURE ACCOUNT						
<i>Maintenance & Improvement</i>	5000000	-	5000000	1500000	3500000	30%
SUB TOTALS	5000000	-	5000000	1500000	3500000	
TOTALS	59203800	-	59203800	12504303	41568347	22%

- i. Underutilization of fund below 90% were realized as IPSAS method of accounting was adopted from January 2021 to June 2021 (half an year) while the budget in comparison covered the financial year January 2021- Dec 2021.
- ii. Internal exams votehead overspent by ksh. 66,498.90 from the budgeted (23%)

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.

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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 A/E 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**

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There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2021.

X. NOTES TO THE FINANCIAL STATEMENTS

1 CAPITATION GRANT FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	344409	-
Laboratory equipment	344409	-
Internal exams	344409	-
Teaching / learning materials	344409	-
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Total	1377636	1428280

2 CAPITATION GRANT FOR OPERATIONS

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	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	924662	-
Repairs and maintenance	3324000	-
Local transport / travelling	924662	-
Electricity and water	924662	-
infrastructure	1500000	-
Administration costs	924662	-
Activity	924662	-
Total	9447310	5718975

3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	441520	-
Repairs and maintenance	321394	-
Local transport / travelling	86457	-
Electricity and water	671930	-
Medical	-	-
Administration costs	274141	-
Activity	20643	-
Total	1816085	9595646

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT

	2020-2021	2019-2020
	Kshs	Kshs
Fee on Boarding Equipment and Stores	7781829	-
Knec Repeaters	5900	-
Identity cards	11598	-
Damages	2950	-
Uniforms	10300	-
Income from Bus Hire	38400	-
Fee for hire of ground and equipment	-	-
Income from grants and donations*	-	-
Interest income	-	-
Dividends income	-	-
Total	7850977	75290

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

5 PAYMENTS FOR TUITION

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	163050	-
Laboratory equipment	125140	-

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Internal exams	-	-
Teaching / learning materials	206374	-
Chalks	31500	-
Exams and assessment	-	-
Teachers guides	-	-
Administration Costs	-	-
Bank Charges	-	-
Total	526064	1102716

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

6 PAYMENTS FOR OPERATIONS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1067869	-
Service Gratuity	-	-
Administration Cost	246120	-
Repairs and maintenance & improvements	236380	-
Local transport / travelling	178000	-
Electricity and water	261788	-
Infrastructure	1500000	-
Activity Expenses	103000	-
SMASSE	-	-
Insurance Cost	-	-
Bank Charges	-	-
Acquisition of Assets	1500000	-
TOTAL	5093157	7839175

7 BOARDING AND SCHOOL FUND PAYMENTS

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1096024	-
Activity	109700	-
Repairs and maintenance & Improvements	978000	-
Local transport / travelling	434530	-
Electricity and water	22000	-

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Medical Expenses	-	-
Administration costs	226959	-
Lunch Programme	4046639	-
Bank Charges	-	-
Expenses on Income Generating Activities	-	-
Fee on Boarding Equipment and Stores	-	-
Rent Expenses	-	-
Insurance Cost (Life Property)	-	-
Loan Principal repayment	-	-
Loan Interest repayment	-	-
Acquisition of Assets	-	-
TOTAL	6913852	12060268

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

8 BANK ACCOUNTS

Name of Bank, Account No. & currency	Bank Account Number	2020-2021	2019-2020
		Kshs	Kshs
Tuition Account		722478	-
Operations Account		4467087	-
School Fund Account/Boarding		1040151	-
Savings Account		-	-
Parent Association Development Account		-	-
Income generating activities Account		-	-
Infrastructural Account		194310	-
Total		6424026	1177571

9 CASH IN HAND

Description	2020-2021	2019-2020
	Kshs	Kshs
Tuition Account	(28770)	-
Operation Account	69600	-
School Fund account	83759	-
Total	124589	-

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

10 ACCOUNTS RECEIVABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears	3800687	-
Other non-fees receivables	-	-
Salary advances	-	-
Imprest	-	-
Total	3800687	-

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears for current year	1606140	-
Fees arrears for the previous year	1257143	-
Fees arrears for prior periods (over two years)	937404	-
Total	3800687	-

11 ACCOUNTS PAYABLE

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	-	-
Prepaid fees	732560	-

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Retention monies	-	
Total	732560	-

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors for current year	-	-
Trade creditors for the previous year	-	-
Trade creditors for prior periods (over two years)	-	-
Total	-	-

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

12 FUND BALANCE BROUGHT FORWARD

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank balances	1177572	(2044194)
Cash balances	-	-
Short Term Investments	-	-
Receivables	2371652	1680078
Payables	1891416	1637778
Total	1657808	

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13 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)